



MUNICIPALITY OF HARRISON PARK

43 Gateway Street • P.O. Box 190 • Onanole, Manitoba • R0J 1N0
Phone: 204-848-7614 • Fax: 204-848-2082 • Email: admin@harrisonpark.ca

PLANNING APPLICATION for Short-Term Rentals

FILE NO.	2022 STR CU-12
HEARING DATE	Dec 14 th 2022
TIME SLOT	2:30
DECISION	

What is a conditional use?

A conditional use means a building or land use that may be unique in its characteristics or operation which could have an impact on neighbouring properties.

How long does the conditional use process take?

The length of time to process depends on the complexity of the application proposal and the completeness of the required documentation and information.

What happens during the conditional use process?

Once the complete application is submitted and the applicable fees have been paid, the planning officer will approve the conditional use for posting and public notices will be prepared.

Notice of hearing will be sent at least 14 days before the hearing to every owner of property located within 100 metres of the affected property.

The public notices inform the neighbourhood of the purpose of the conditional use and the date, time, and location of the public hearing. On the day of the hearing, the decision maker (Council) will decide whether to approve the conditional use with or without conditions, or reject the conditional use altogether.

What criteria is used when Council makes a decision?

The criteria to approve a conditional use application are based on subsection 106(1)(b) of The Planning Act, which includes the following:

- (i) Will be compatible with the general nature of the surrounding area,
- (ii) Will not be detrimental to the health or general welfare of people living or working in the surrounding area, or negatively affect other properties or potential development in the surrounding area, and
- (iii) Is generally consistent with the applicable provisions of the development plan by-law, the zoning by-law and any secondary plan by-law.

In the letter of intent, please explain how each criterion is met. This is an opportunity to address all issues and reduce the possibility of an important factor being overlooked.

Is Council's decision appealable?

The order of Council on an application for approval of a conditional use is final and not subject to appeal.

Applicant(s)Name: Conner Ross

Mailing Address: _____

Phone: _____

Email: _____

Owner(s) (if different from applicant)

Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Proposed Short-Term Rental DetailsLocation: 7 Grey Owl Drive
Street AddressCommunity: Grey Owl ResortIs this premises your primary residence? ☐ Yes ☒ NoType: ☒ Dwelling: ☒ entire dwelling OR ☐ portion of dwelling☐ Bunkhouse ☐ Guest House☐ Other: _____Number of bedrooms: 4Number of off-street parking spaces: 7Household garbage removal: ☐ Guest Responsibility ☒ Local Contractor☐ Other: _____Water: ☒ Private Well ☐ Semi-public ☐ Municipal☐ Other: _____Wastewater ☒ Holding Tank ☐ Septic Tank & Field ☐ Municipal☐ Other: _____Holding or Septic Tank Size: 1500 gallonsWe have an automated system that texts myself and Rugh's when close to full.Number of short-term rentals within 100 metres: 0 (licensed, per website)

Checklist of Required Documents

✓	Item	Explanation & Notes	
✓	Current Status of Title	A Status of Title is a document that identifies property ownership and is available from the Neepawa Land Titles Office. The copy provided must be dated within 30 days of the application date to verify current ownership, etc. For further information, please visit Teranet Manitoba.	
✓	Letter of Intent	This letter should provide a description of the proposal, planning rationale, how it is compatible with its surrounding context, and a description of the proposed measures to mitigate expected on- and off-site impacts. Please see template at end of this document.	
✓	Letter of Authorization	Written authorization by all registered owner(s) of the land whose name(s) appear on the Status of Title. If the owner on the title is a company name or number, the person signing the letter must state the company name or number as shown on the title and that they are authorized to sign for that company. Please see template at the end of this document.	
✓	Site Plan	Detailed, fully dimensional, drawn to scale site plan including:	
		✓ Municipal Address	✓ Scale
		✓ North Arrow	✓ Dimensioned property lines
		✓ Existing Structures	✓ Streets labelled
		✓ Parking spaces, drive aisles, driveways, ingress, egress	✓ Exterior lighting
		✓ Screening or nature features	✓ Garbage storage
		✓ Buffers or landscape features	✓ Swimming pool / hot tubs
		✓ Fencing	✓ Outdoor fire pits
✓	Landscaping plan (if applicable)	Detailed, fully dimensioned, drawn to scale landscape plan including the following:	
		✓ New plantings (number, location, species)	✓ Open space
		✓ New fencing/screening	✓ Ground cover
✓	Photos of property	Current full colour photos of the property, one taken from the street and one showing the complete front of the applicable buildings	
✓	Floor Plans (if applicable)	Detailed, fully dimensional, drawn to scale floor plans showing interior layout of the building including labels and dimensions of sleeping areas. All egresses must be shown and the size and dimensions of all egresses from a sleeping area must be labeled.	
✓	Fire Safety Inspection	A detailed fire safety inspection must be completed. Please see fire safety inspection template and information at the end of this document. <i>Please call the Municipal Office to book an inspection.</i>	
✓	Letter(s) of Support	Written support or signatures of support from neighboring property owners who may be adversely affected by the proposed development. Please see template at the end of this document.	

APPLICANT'S SIGNATURE

I/We hereby certify that the information provided on this form and attachments hereto, to the best of my knowledge is a true statement of facts concerning this application.

Signature: 

Date: Nov 22/22

Signature: _____

Date: _____

OFFICE USE

Lot: _____ Block: _____ Plan: _____ Zone: _____

Section: _____ Township: _____ Range: _____ WPM

Civic Address: _____

CONDITIONAL USE

By-law: R.M. of Park 1311 By-law: R.M. of Harrison 1381

Part: _____ Part: _____

Section: _____ Section: _____

Table: _____ Table: _____

Comments: _____

VARIATION

By-law: R.M. of Park 1311 By-law: R.M. of Harrison 1381

Part: _____ Part: _____

Section: _____ Section: _____

Table: _____ Table: _____

Comments: _____

APPLICATIONS	FEES	✓	TOTAL FEES
Conditional Use Application for STR	\$1000		
Variation Application	\$225		
Land Titles search fee	\$27		
Advertising			RECEIPT No.

Date Application Received: _____

Letter of Authorization

Registered owner(s) of the property whose name(s) appear on the title.

Date: Nov 22/22

To: Municipality of Harrison Park
Planning Officer
43 Gateway Street
PO Box 190
Onanole, MB R0J 1N0

RE: 7 Grey Owl Drive (address or legal description of application)
Onanole MB R0J1N0

I (We) hereby give authorization to:

Conner Ross (Applicant's name)

_____ (Applicant's name)

To apply for a planning application for a short-term rental at the above address.

Registered owner(s) on the current Status of Titel or Certificate of Title:

Val Ross

Please print name and company name (if applicable)

Grant Ross

Please print name and company name (if applicable)

Please print name and company name (if applicable)

Please print name and company name (if applicable)

DocuSigned by:



Signature 92002F1B3F8C482

DocuSigned by:



Signature 92002F1B3F8C482

Signature

Signature

Request for Support for a Planning Application for a Short-term Rental
Signatures of support from impacted neighbours.

Date: NOV 22/22

To: Municipality of Harrison Park
Planning Officer
43 Gateway Street
PO Box 190
Onanole, MB R0J 1N0

RE: 7 Grey Owl Drive (address or legal description of application)
Oranole MB R0J1N0

I consulted with my neighbours on my request for a short-term rental at the above referenced premises.

Please provide a brief description of the planning application in the space provided below:

Plan to apply for conditional use of property, 7 Grey Owl Drive
in Oranole, MB

The following neighbours support/do not oppose my request for a short-term rental:

Name	Address	Daytime Phone Number	Signature(s)
SCOTT McMULLEN			DocuSigned by: <u>Scott McMullen</u> 4457131F81B1452
Karen Hindle			
ROBYN SWEATH			DocuSigned by: <u>Robyn Sweath</u> 3F2FBA4216584DC
Christina Phillips			
Ailken Peters			Per Attached Letter

Letter of Intent – Planning Application for Short-term Rentals

Date		File No.	
Name of Applicant			
Property Address			

What is/are the reason(s) for this application? *(Please attach any additional information if more room is required.)*

See Attached letter for all

How would it impact you, if you cannot proceed with this proposal?

How is this proposal compatible with the surrounding properties?

How will this proposal impact your neighbours/neighbourhood?

What are the proposed measures to mitigate expected on- and off-site impacts?

Additional Comments:

Signature(s) of Applicant(s):

Signature

Signature

Signature

Signature

Planning Application for Short-term Rentals

Date

Date

Date

Date

Nov 22/22

Fire Safety Inspection Checklist

Minimum Fire Safety Requirements

The following minimum requirements shall apply to all short-term rentals:

A. General

1. Combustible materials shall not accumulate in quantities or locations that will constitute an undue fire hazard.
2. Household chemicals shall be stored away from children.
3. Matches and lighters shall be kept out of reach of children.
4. Large ashtrays shall be present where smoking may occur.
5. Flammable liquids shall not be stored in the dwelling.
6. Clothes dryer lint filter and vent pipe must be kept clean.
7. Small appliances shall be unplugged when not in use.
8. Occupants must be present and monitor the safe use of candles when lit.
9. BBQ grill and propane shall be properly stored outdoors.

B. Occupant Safety

1. Dwelling must have a written fire safety plan.
2. Dwelling occupants shall practice an emergency exit plan.
3. Emergency phone numbers must be clearly posted.
4. Means of egress shall be maintained in good repair and free of obstructions.
5. Bedroom windows shall meet egress requirement size and must easily opened.
6. Means of egress from second level of dwelling shall comply to Code.
7. Means of egress from basement (as required) shall comply to Code.
8. Interior stairways shall comply to Building Code including handrails.

C. Alarms and Life Safety Equipment

1. Approved smoke alarms shall be installed on every level and in every bedroom.
2. Smoke alarms shall be inspected, tested and maintained in operating condition.
3. Batteries in smoke alarms shall be no more than 6 months old.
4. Smoke alarms shall be hardwired and interconnected.
5. A heat detector shall be installed in any attached garage and interconnected to smoke alarms in dwelling.
6. An approved carbon monoxide alarm shall be installed on every level, as required.
7. Carbon monoxide alarms shall be inspected, tested and maintained.
8. A multi-purpose (ABC) fire extinguisher with minimum rating of 2A10BC shall be readily accessible in the dwelling.
9. The owner or owner's agent shall ensure that life safety equipment is in place and in operational condition at the end of every rental stay and prior to the next guest check in.

D. Heating

1. Combustibles shall be kept 1 m (3 feet) away from space heaters/furnaces/hot water tanks.
2. Furnace must be inspected and cleaned annually.
3. Clearances shall be maintained between heating equipment and combustible materials and/or construction. (Steam/hydronic heating)
4. Combustibles shall be kept away from electric baseboard/electric forced air heaters.
5. Furnace filters shall be kept clean and in good shape.
6. Heating ducts shall be properly maintained.

7. Heating appliance shall be installed according to manufacturer's recommendations.
8. Wood heating appliance shall be used as designed and not used as an incinerator. Waste and other refuse shall not be burned, only supplied firewood.
9. Wood heating appliance shall have spark arresting screen/doors.
10. Chimney shall be inspected and cleaned annually.
11. Chimney shall have a spark arrestor installed.
12. Ashes shall be disposed of in a metal container. It shall be the responsibility of the renter to ensure the proper disposal of ash and embers in accordance with the owner's instructions.

E. Electrical

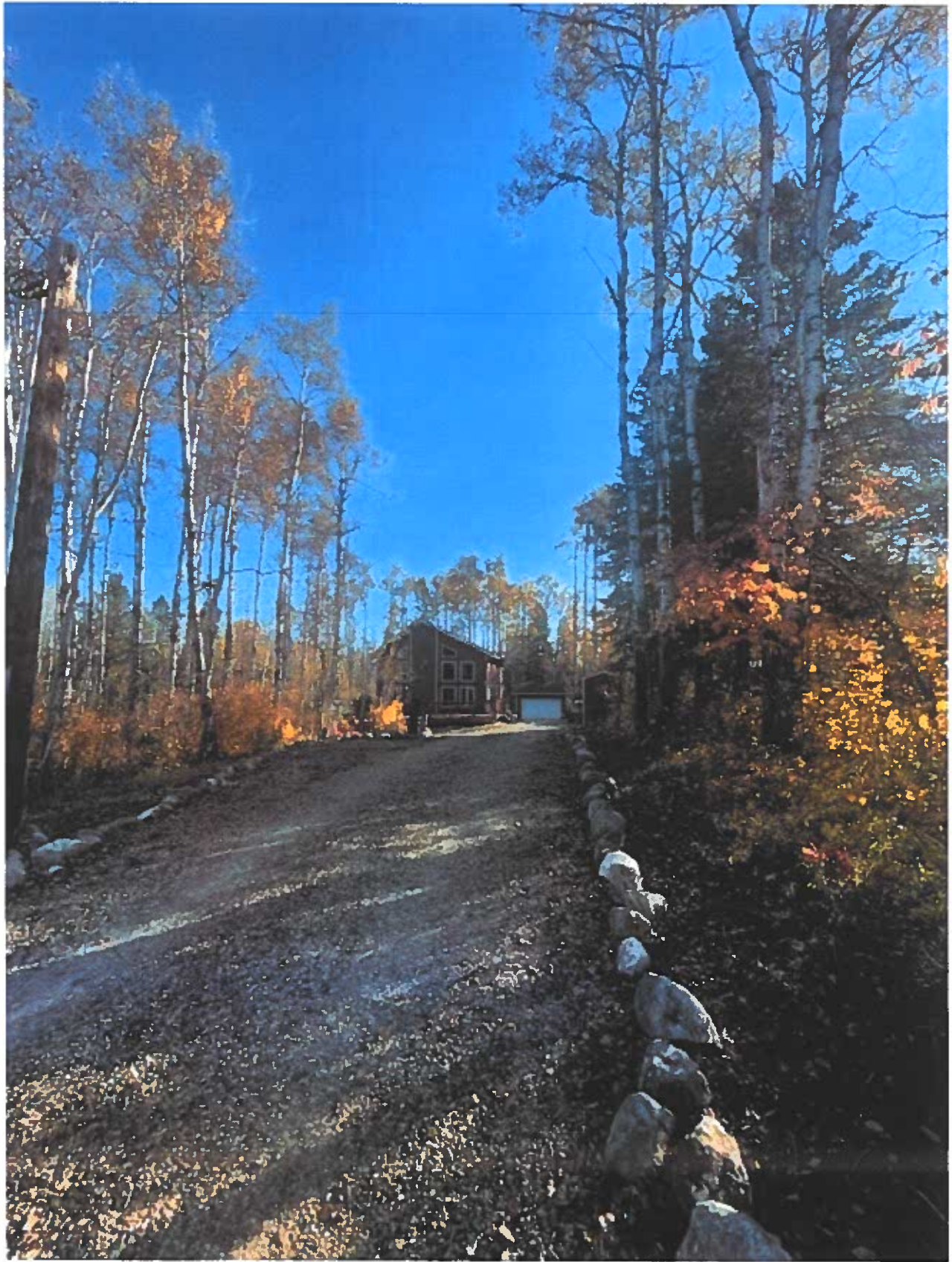
1. Extension cords shall be used in a proper manner.
2. Power bars shall not be electrically overloaded.
3. Electrical equipment and wiring shall be maintained in good condition.
4. There shall be no visible bare or exposed wires.
5. There shall be no visible overloading of electrical circuits.
6. Switches and receptacles shall be in good condition, including faceplates.
7. Electrical panels shall be accessible, covered and labeled.
8. Kitchen shall have GFCI outlets within 1 m (3 feet) of running water outlets and such GFCI outlets shall work properly.
9. Outside electrical receptacles shall be GFCI and shall be in good working condition.
10. Multi-plug wall outlet adapters are not permitted.
11. Kitchen range hood shall be clean and in good working order.

F. Exterior

1. House numbers shall be visible from the street.
2. Paths of travel and exits shall be maintained free of obstructions.
3. A solid door shall be located between any attached garage and house.
4. There shall be no accumulation of rubbish, trash, tree trimmings on the property.
5. Grass shall be cut and maintained around the dwelling.
6. Firewood shall be stored away from the dwelling.
7. Flammable liquids shall be properly stored.
8. Exterior steps shall meet Building Code including handrails.
9. Elevated surfaces (ie. Deck) in excess of 600 mm (24 inches) height off ground shall be protected with railing compliant with Building Code.
10. Outdoor fire pit shall not be used for burning waste or refuse, only supplied firewood.
 - a. The owner shall provide safe operating procedures for the use of outdoor fire pits.
 - b. Ashes shall be disposed of in a metal container. It shall be the responsibility of the renter to ensure the proper disposal of ash and embers in accordance with the owner's instructions.

G. Other

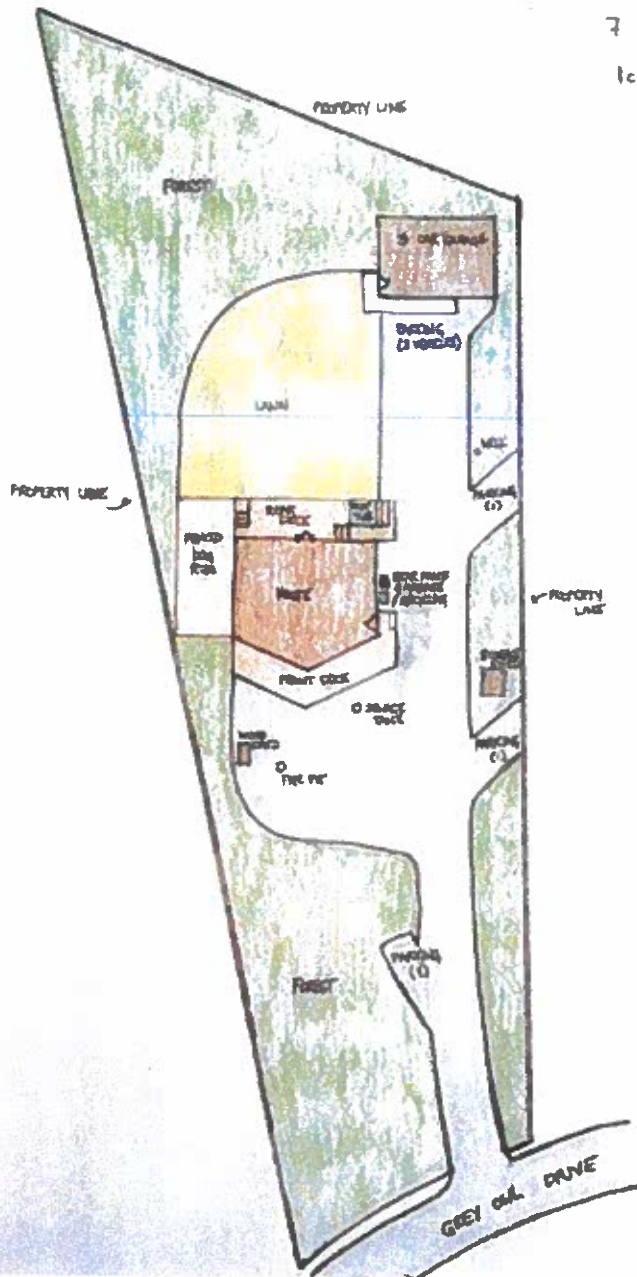
1. Any other fire safety concern that the Fire Inspector observes at time of inspection.



7 GREY OWL DRIVE

1cm = 4m

→ N



The Ross Family is applying for conditional use to use their family cabin as a short term rental at 7 Grey Owl Drive in Onanole, MB. Conner Ross has been a local resident who recently moved to Brandon due to a job change. He purchased the property originally as part of a succession plan in order to help alleviate some of the costs with hopes it would become his year round residence. In February 2022, I was offered a position in Brandon as a large promotion within my organization and took it. I have a significant social circle in Onanole and have considered it to be a home for me. My long term goal has always been to get to a place where I would be able to move back out from the city to Onanole and work from home with 7 Grey Owl Drive being my primary residence at which time I would no longer short term rent it. Seeing it as my future home, I have always been incredibly diligent in who I allow to stay at the property and being very strict with my tenants. The only party that happened there was a family wedding in which case our entire family was there staying at the property, and I officiated the wedding. We also held the party and it ended by 11pm and was fully inside the property.

In the event we would not be able to rent the property, we would likely keep it for the summer and evaluate our plan, however, I don't see the benefit of keeping it long term if this is the direction the town wants to go. I am a younger individual, so I would not want to carry the full costs of two properties without any ability to have rental income, I would likely sell and look at a different community to buy a different property in.

I believe my property is very compatible with the surroundings, I began Airbnb on my property in November 2020 and was a full-time resident of the Municipality of Harrison Park. I have had 0 complaints or calls from any neighbors. After measurements, I have attached the list of properties within 100 meters, and there is 21 titles that are located within 100 meters of any given corner of my property. Of these 21 titled lots, 10 are vacant and do not have any actual home located on the property. There are 9 affected properties as follows:

357 Barclay: This is the closest property, our homes are 26.3 meters apart, I have attached a letter from Scott showing that he has been at the property and has has 0 noise complaints or issues in the 2 years we have operated.

15 Grey Owl Drive: This property is 31 meters from mine, they have always been very amicable with our family, and have had good relations with a few of our guests. He has always been a very respectful neighbor and has never contacted me with any concerns.

325 Barclay: I have never met or spoken to this neighbor; our properties are 140 meters from door to door. The landscape of my property and theirs we can not see through. My property has a large incline that declines to the house, so I can not see the road from my driveway unless I am standing on my second-floor interior balcony. This subject property has a road in between us, and then a vacant lot that is heavily treed. Even at the end of my driveway I cannot see the property.

383 Barclay: This property has been built since I have been in operation, it is a home with a detached Guest house on the property. Between our properties, we have a 3 car detached garage which dampens any noise coming through our property and there is heavy bush. There are two undeveloped lots between us. There have been no signs of development on either lot.

364 Barclay:

378 Barclay: This is a year-round resident, there is a home between us that would block most of our view of each other, 357 Barclay, and then a street between us.

36 Grey Owl Drive: I do not know the owner of this property, but there is significant tree frontage on their lot as well as on mine. We are 168 meters from house to house, and I cannot visually see if from any location on my property. Between us there is a road including allowance, and significant tree cover across the board.

62 Falcon Drive: This property is through the bush and on the road behind Grey Owl Drive, I can see the property slightly through the trees at certain times of the year, but there is a lot of tree coverage. It is 92 meters from the property itself.

There have been no noted issues brought to me with this neighbor. He has given his support.

25 Grey Owl Drive: This property is three lots to the north of my property. There is 1/3 of the lot that is vacant and heavily treed, the other lot is my direct neighbor. This neighbor has acknowledged his support for my application.

I also received a support letter from the owners of 334 and 326 Barclay Drive. They are blank lots, but they did provide a letter of support in case they decided to build on the property.

I feel based on the above evidence, as well as the fact there has been 0 complaints to me or that I have been made aware of, as well as my closest neighbor noting that there have been no poor guests over the past 2 years helps mitigate the risk associated with the neighbors. I have been a permanent resident in the community and have been fully understanding of the concerns that have been raised and have been watching it since the first conversation that Ralph Clark presented in late 2021. My goal has always been to work with the neighborhood and address any concerns that may arise long before it is brought to council. I have always maintained good relationships with neighbors.

If approved, I am committed to continuing to set high standards to make sure that my property does not disrupt the neighborhood. I have not had the need for cameras or noise monitors but would be happy to spend the money if the council would like that to approve my short-term rental. I have significant contacts within the community that are fully prepared to go and rectify any situation as needed. I have always and will continue to always be available to my neighbors and any concerned citizen regarding my property. My number has always been posted and having lived there many people already have it. We also have made sure that we are following all environmental risks including having a text alert system on our holding tank, bear proof garbage bins and garbage service through Andrew Dobson, and using environmentally friendly soaps and shampoos in our property. We provide bear safe instructions to all guests that are forced to agree to the

terms, and keep up with any burn bans etc within the municipality and update our communications accordingly.

In closing, I appreciate your consideration of my short term rental application, and I hope my proven track record with the community and the property itself are a clear indication of the quality we expect and provide.

Sincerely,

Conner, Grant, and Val Ross