



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.	STR CU-09
HEARING DATE	March 8 th 23
TIME SLOT	9:00 A.M
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:

Nathan & Crystal Campbell

Mailing Address

Phone:

Email:

Owner(s) (if different from applicant)

Name:

Mailing Address:

Phone:

Email:

Proposed Short-Term Rental Details

Location:

170 Central Road
Street Address

Community:

Onandole, MB

Is this premises your primary residence?

☐ Yes☒ No

Type:

☒ Dwelling: ☒ entire dwelling OR ☐ portion of dwelling☐ Bunkhouse☐ Guest House☐ Other:

Number of bedrooms:

2 plus bunkhouse

Number of off-street parking spaces:

4+

Household garbage removal:

☐ Guest Responsibility☒ Local Contractor☒ Other: cleaners

Water:

☒ Private Well☐ Semi-public☐ Municipal☐ Other:

Wastewater

☒ Holding Tank☐ Septic Tank & Field☐ Municipal☐ Other:

Holding or Septic Tank Size:

2000

gallons

(with tank alarm to alert when getting full)

Number of short-term rentals within 100 metres:

1 (us)

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: <table border="1"> <tr> <td>Municipal Address</td> <td>Scale</td> </tr> <tr> <td>North Arrow</td> <td>Dimensioned property lines</td> </tr> <tr> <td>Existing Structures</td> <td>Streets labelled</td> </tr> <tr> <td>Parking spaces, drive aisles, driveways, ingress, egress</td> <td>Exterior lighting</td> </tr> <tr> <td>Screening or nature features</td> <td>Garbage storage</td> </tr> <tr> <td>Buffers or landscape features</td> <td>Swimming pool / hot tubs</td> </tr> <tr> <td>Fencing</td> <td>Outdoor fire pits</td> </tr> </table>	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
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✓	Landscaping plan (if applicable)	Detailed, fully dimensioned, drawn to scale landscape plan including the following: <table border="1"> <tr> <td>New plantings (number, location, species)</td> <td>Open space</td> </tr> <tr> <td>New fencing/screening</td> <td>Ground cover</td> </tr> </table>	New plantings (number, location, species)	Open space	New fencing/screening	Ground cover										
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✓	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: Feb 3/23

Signature: 

Date: Feb 3/23

OFFICE USE

Lot: 1 Block: _____ Plan: 60579 Zone: RG
 Section: SW 7 Township: 19 Range: 18 WPM
 Civic Address: 170 central RD

CONDITIONAL USE

By-law: R.M. of Park 1311 By-law: R.M. of Harrison 1381
 Part: 7 Part: _____
 Section: _____ Section: _____
 Table: Urban Use 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	✓	\$1,475.00
Variation Application	\$225		
Land Titles search fee	\$27		RECEIPT No.
Advertising			

Fire inspection

\$475 ✓

Date Application Received: 2/3/23

Ant

Letter of Intent – Planning Application for Short-term Rentals

What is/are the reasons for this application?

We are applying for the conditional use in order to continue to offer our family cabin for rent on a part-time/casual basis as we have since we purchased in 2021. Since the changes came into effect August 1/21, we have continued to follow the process for both the licencing and conditional use permit that is required to continue to rent. We use this property regular for our own use, so only rent it part-time when we're not using ourselves.

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

From the beginning our plan was to rent this property out part-time in order to assist in the expenses of ownership. We never planned on having to cash flow all the costs of ownership ourselves, nor are we in any position to do so. We have run scenarios to see if there's any feasible way for us to restructure things so we can afford to keep it but concluded that it's just not an option for us. If we're not able to continue to rent to offset some costs, we'd be forced to sell the property that we've grown to love. This would be such a disappointment for us as we've always planned on holding the property long term, with future plans to have a retirement property that we can pass down to our kids.

How is this proposal compatible with the surrounding properties?

Our area is a mix of permanent and part-time residents. The lots are large, ours being one of the larger at 1.40 acres which only has adjacent neighbors on the north side and bush and water on the other two. The property itself is a single family home and all structures were existing for the past 30+ years. The enhancements that we have complete which are listed below only help to bring more compatibility to the area. We feel this has had a positive impact to the values of the property and to the neighbourhood. Pride of ownership is something that is important to us and we plan to continue to maintain and improve the property.

How will this proposal impact your neighbours/neighbourhood?

We have been renting on a part-time/casual basis since August 2021 and have had no complaints or concerns from our neighbours. The cabin is set back from the road and the property is surrounded by trees which offers privacy for both parties. We've purposely put the gathering areas on the back side of the property, away from neighbours. The exception to this is the firepit area as it was already in it's current location but to this point hasn't been an issue. Since we don't rent full-time and are limited to capacity with the size of our cabin it doesn't create any excessive traffic concerns for the neighbourhood; certainly no more than if we were residing there full-time ourselves.

We appreciate that everyone has different takes on short-term rentals and maybe would rather not have one next door. For this reason we've always strived to be good neighbours and ensure we're renting to quality guests that will treat the property and neighbours with respect. We don't allow Airbnb's 'instant book' option as we want the opportunity to converse with potential guests about their

plans and find out exactly who would be coming. Before they commit to booking we take the opportunity to share our expectations and ask them if they feel that this is the best place for them. If we don't feel that someone would be a good fit, we have no problem declining their request and recommending another option for them. We have done this many times. We also always ensure our guests are aware that we reside in a very quiet area so even a 'normal' amount of noise will carry. We ask that they always remain mindful of their noise level so that the neighbours aren't impacted. We also don't allow pets as we don't want them making their way into any neighbouring properties to do their business or disturb the residents. Any previous guest can confirm that we're always very clear about the expectations we have for them, and it's never been a problem.

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

As part of our landscaping updates we expanded the driveway to include a circular drive. This makes traffic flow much easier on the property and not have guests backing out onto Central Road. The property has ample space to have vehicles to park away from the street.

We installed a new 2000 gallon septic tank with sensor to allow for more space compared to the existing 650 gallon tank that was there.

Spaces where guests gather were strategically put on the backside of the house away from neighbours to help keep noise levels down so neighbours aren't impacted. We also have a quiet time of 11pm that extends to 8am.

All garbage and recycling is kept in the front closet of the cabin so no garbage is ever left outside to attract unwanted guests. Most guest stays are short so our cleaner takes the garbage and recycling. The odd time we've had longer stays, we've had a local contractor do a garbage pick up mid-stay.

Throughout our updates and work to the property we have gotten to know all local trades so we have a contact for any work that comes up to be done. When required we're always prepared to come up to the property for any maintenance as well. We have many local residents that we have available to call on if something needed to be addressed immediately. This has never been an issue.

At this time, we don't have the 'noise-alert' system but would be willing to get it if it was felt to be necessary. We feel we do a good job to attract good quality guest to our cabin and ensure they understand the expectation while they're visiting.

We only rent on the Airbnb platform as we like that it holds both the host and guests accountable throughout the process. We prefer guests that have reviews from previous stays but if they don't we ask many questions to get to know them until we feel that they'd be a good fit to stay with us. We have also always asked that every adult guest have a profile on the platform and be added to the booking. This holds each guest accountable for their stay, and not just the one guest that booked them.

We know some of our neighbours but not all. At time of this application we're still working to ensure we've connected with all neighbors before they receive notification of our application for conditional use to ensure they understand our process and what we do to ensure they're not negatively impacted. This will also provide them with our contact info for anytime they'd like to connect in the future.

Additional Comments:

We feel that we are very responsible short-term rental hosts and that we've taken all the right precautions to ensure we have great guests that will not negatively impact our neighbours. This has been important to us from the beginning and will continue to be. We want to ensure we're following the rules set out by the RM and have welcomes the new guidelines, hence this application for conditional use. We're not a fulltime rental operation...we're a family that rents their cabin occasionally when not using ourselves, so we can continue to afford this property to enjoy ourselves now, and in the future.

Thank you for your consideration.

Letter of Authorization

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

Date: Feb 3/23

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

RE: 170 Central Road (address or legal description of application)
Onanole, MB

I (We) hereby give authorization to:

Nathan Campbell (Applicant's name)
Crystal Campbell (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 Title or Certificate of Title:

Nathan Campbell
Please print name and company name (if applicable)

[Signature]
Signature

Crystal Campbell
Please print name and company name (if applicable)

[Signature]
Signature

Please print name and company name (if applicable)

Signature

Please print name and company name (if applicable)

Signature

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

Date: _____

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

RE: _____ (address or legal description of application)

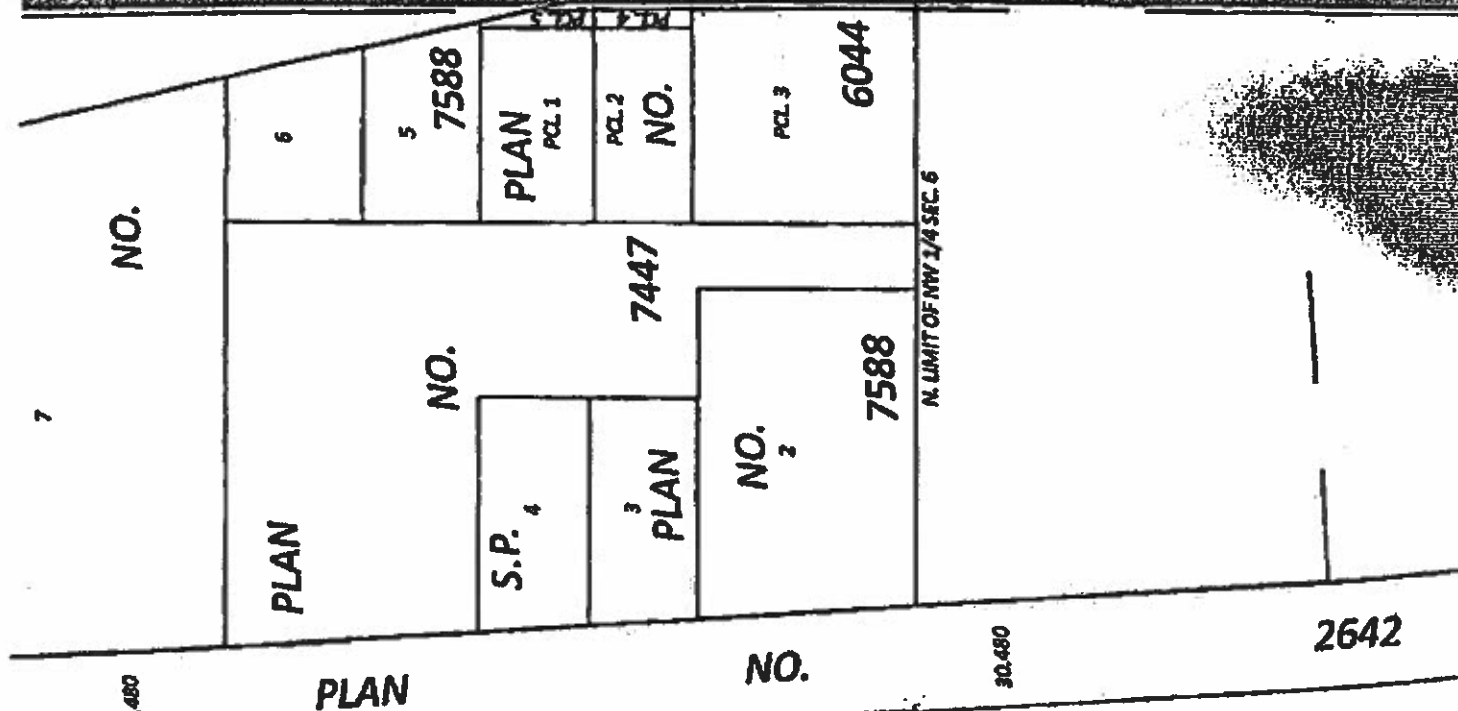
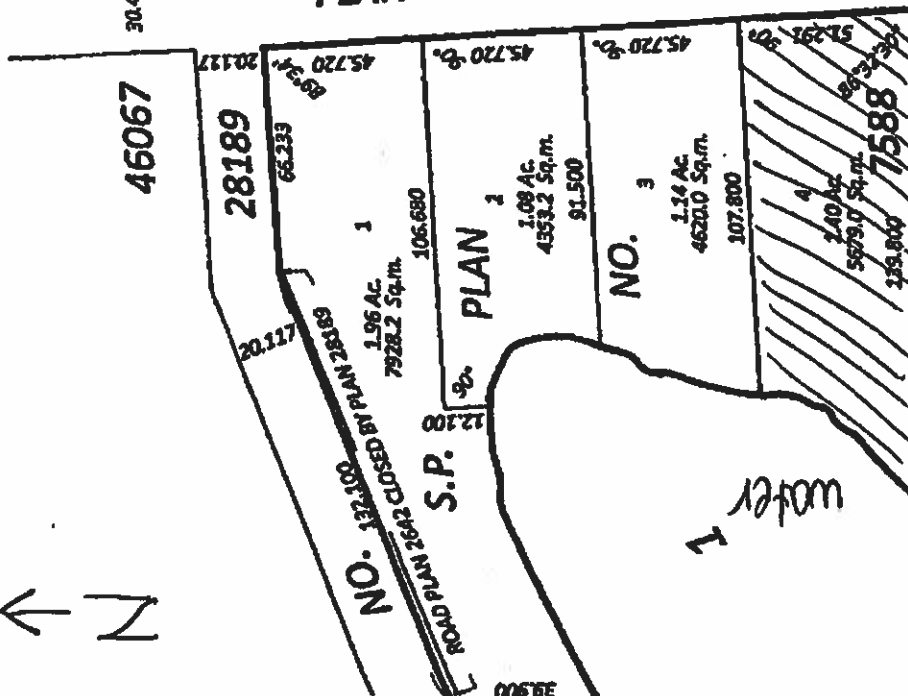
I consulted with my neighbours on my request for a short-term rental at the above referenced premises.

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

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

Name	Address	Daytime Phone Number	Signature(s)

N
←



Central Road.

172'

T T T T T T T T T

Green space

Driveway

Driveway

Driveway

F

Tree

Tree

Path

Flower garden

Deck

Patio

Hot tub

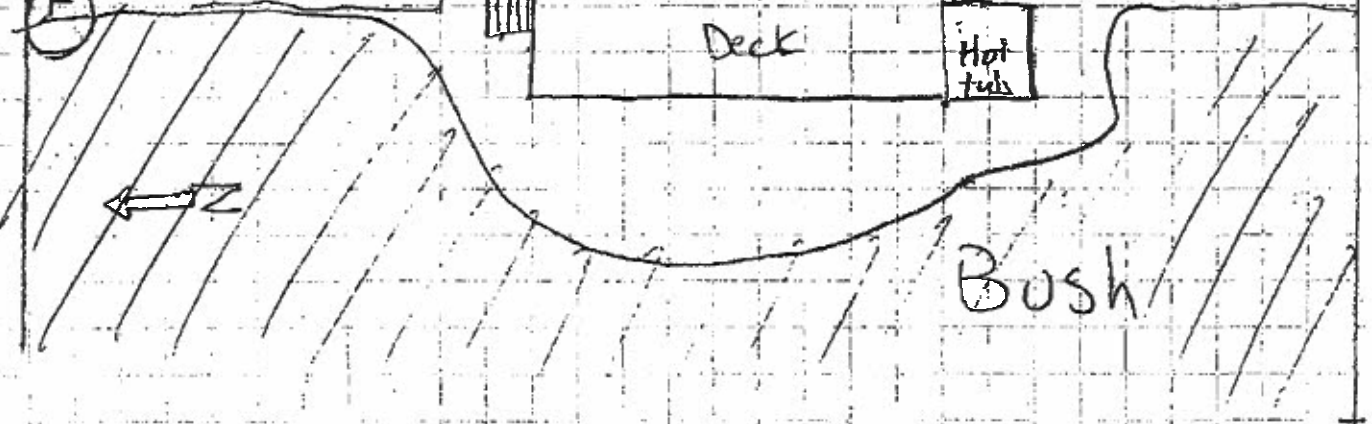
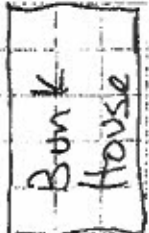
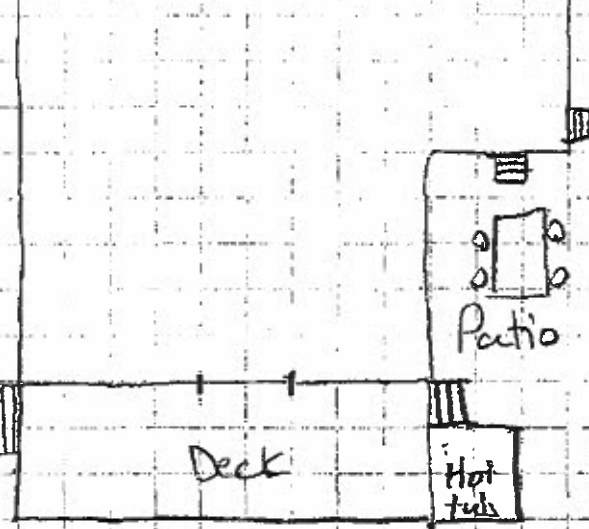
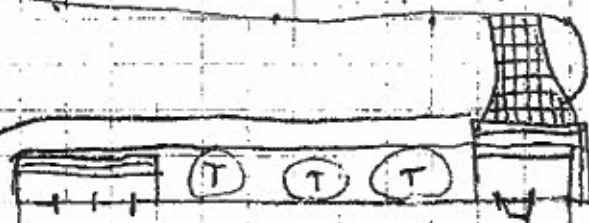
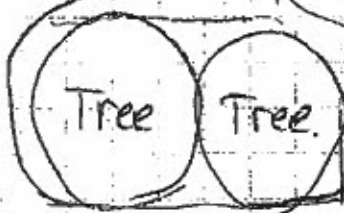
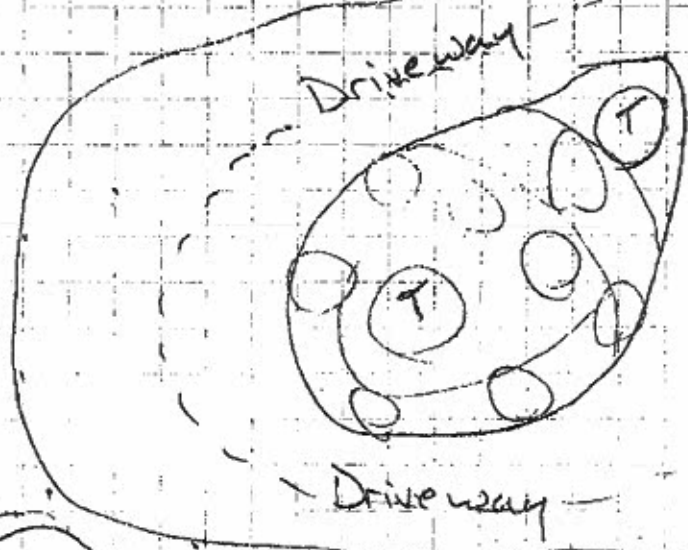
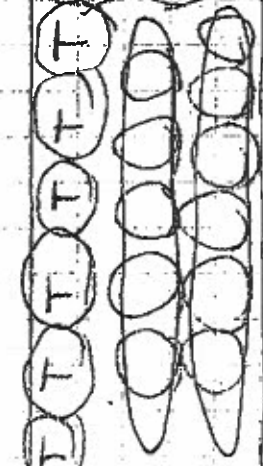
Back house

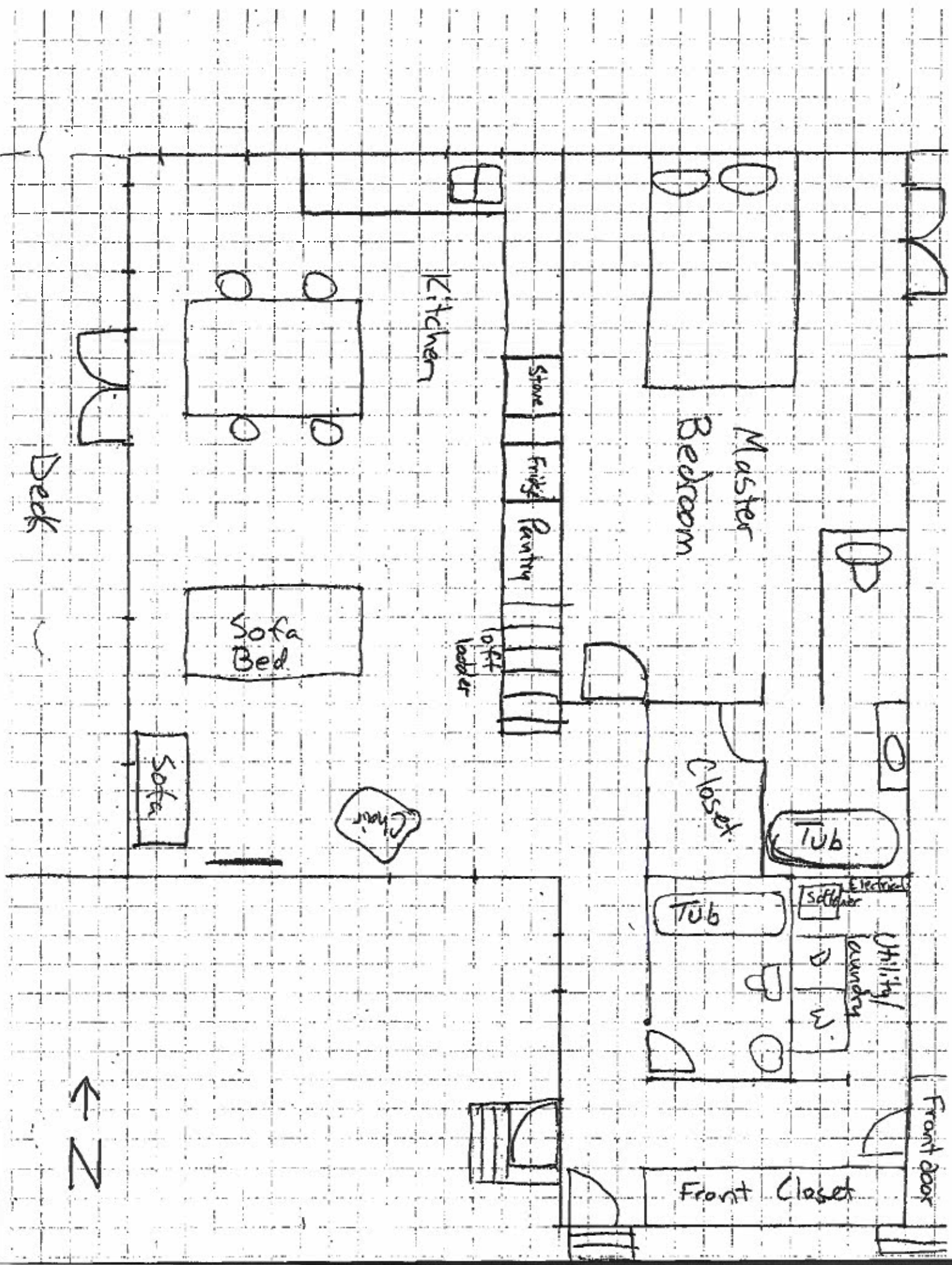
Bush

Septic

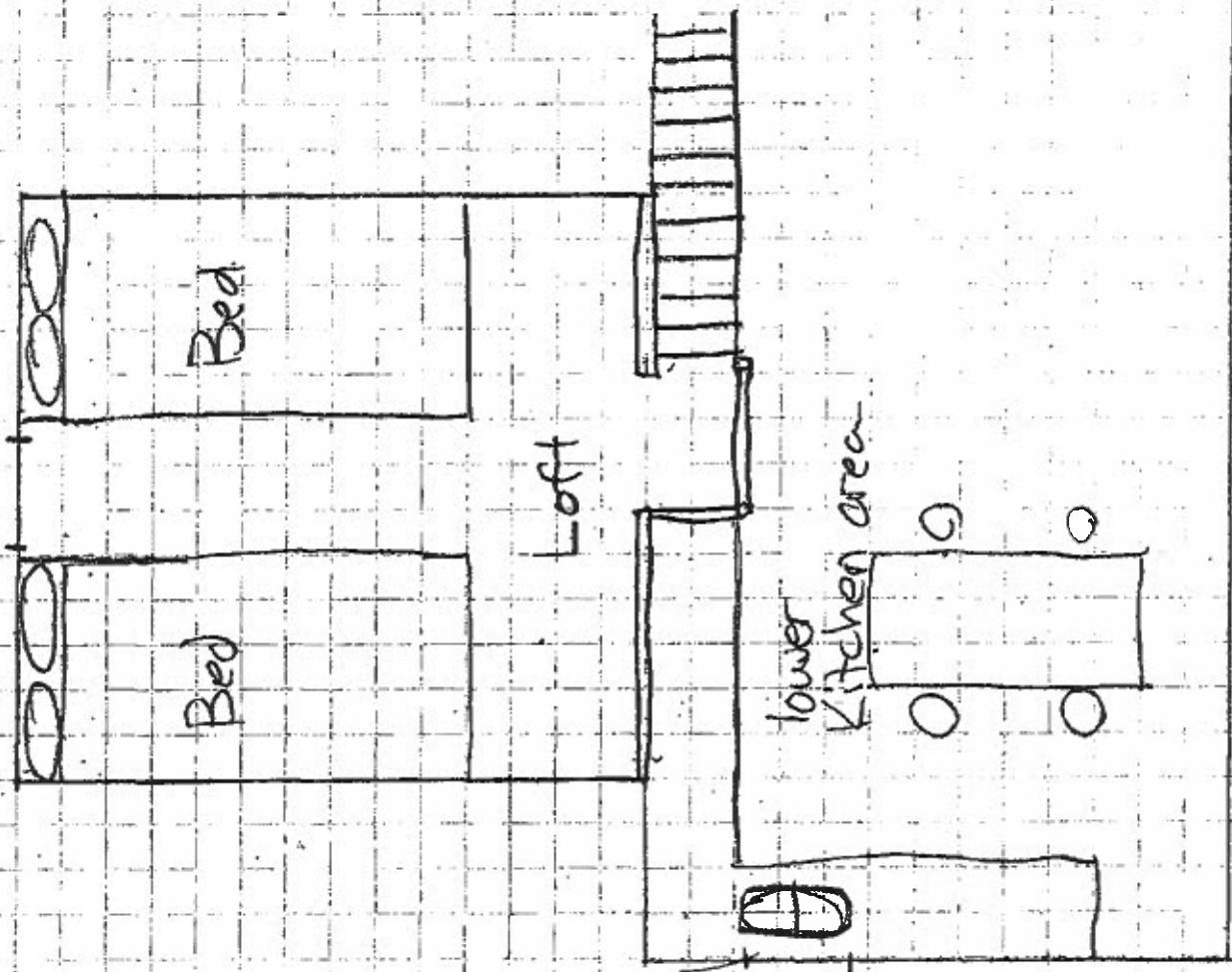
Shed

T R E E S





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