



## **DEVELOPMENT and PLANNING SERVICES COMMITTEE**

**February 6, 2017**

City of Salmon Arm

**Council Chamber**

City Hall, 500 - 2 Avenue NE

**8:00 a.m.**

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Page #	Section	Item#
	<b>1.</b>	<b><u>CALL TO ORDER</u></b>
	<b>2.</b>	<b><u>REVIEW OF THE AGENDA</u></b>
	<b>3.</b>	<b><u>DECLARATION OF INTEREST</u></b>
	<b>4.</b>	<b><u>PRESENTATION</u></b> n/a
	<b>5.</b>	<b><u>REPORTS</u></b>
1 - 20	5.1	Proposed Land Exchange and Parkland Disposal and Exchange Bylaw No. 4175 / OCP4000-28, Hostman, C. & C. / Browne Johnson Land Surveyors, 1890 – 20 Avenue NE & 1830 – 17 Street NE
21 - 36	5.2	ZON-1082 / VP-450, Marson Investments Inc., 361 – 10 Street SE – R-5 to R-4 / Setback Variance
37 - 48	5.3	ZON-1083, Fisher, E. & H., 1061 – 19 Avenue SE – R-1 to R-8
49 – 66	5.4	DP-409, 0977142 BC Ltd. / Shaw, L. & Genn, S., 1481 – 10 Avenue SW – Commercial Building
69 – 70	5.5	Amendment to Traffic Bylaw No. 1971 to include provisions for the use of vehicle immobilization device.
	<b>6.</b>	<b><u>CORRESPONDENCE</u></b> n/a
	<b>7.</b>	<b><u>IN CAMERA</u></b> n/a
	<b>8.</b>	<b><u>LATE ITEM</u></b> n/a
	<b>9.</b>	<b><u>ADJOURNMENT</u></b>

\*\*\*\*\*

**Followed by King's Christian Grade 7 Student Presentations**

<http://www.salmonarm.ca/agendacenter>

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**Development Services Department Memorandum**

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: January 27, 2017

SUBJECT: Proposed Land Exchange and Parkland Disposal and Exchange Bylaw No. 4175  
 Official Community Plan Amendment Application No. OCP4000-28  
 Part of Lot 1, Plan 2927, except Plan 16170 and Part of Lot 3, Plan KAP81689, Sec. 24,  
 Tp. 20, R. 10, W6M, KDYD  
 1890 - 20 Avenue NE and 1830 - 17 Street NE  
 Owners/Applicants: C. & C. Hostman  
 Agent: Browne Johnson Land Surveyors (J. Johnson, BCLS,CLS)

**Motion for Consideration**

THAT: Council agree to proceed with an exchange of Part of Lot 1, Plan 2927, except Plan 16170 for Part of Lot 3, Plan KAP81689, Sec. 24, Tp. 20, R. 10, W6M, KDYD, as shown on the attached Appendix 3, subject to the following:

- i) Compliance with Section 27 of the Community Charter; and
- ii) The applicant being responsible for all associated costs.

AND THAT: Parkland Disposal and Exchange Bylaw No. 4175 receive three readings;

AND THAT: Final reading of Bylaw No. 4175 be withheld pending approval of the electors being obtained through the Alternative Approval Process in accordance with Section 86 of the Community Charter;

AND THAT: The fair determination of the total number of elector responses required is 1,336 (10% of electors);

AND THAT: The deadline for elector responses to be received on the Elector Response Form as shown on the attached Appendix 10 is April 3, 2017;

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000, as follows:

- i) Map A-1 (Land Use):
  - a) Redesignate that Part of Lot 1, Plan 2927, except Plan 16170, Sec. 24, Tp. 20, R. 10, W6M, KDYD as shown on Appendix 9 from Medium Density Residential to Park; and
  - b) Redesignate that Part of Lot 3, Plan KAP81689, Sec. 24, Tp. 20, R. 10, W6M, KDYD as shown on Appendix 9 from Park to Medium Density Residential.

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AND THAT: Pursuant to Section 882(3)(a) of the Local Government Act, Council has considered the proposed Official Community Plan amendments in conjunction with:

1. The Financial Plans of the City of Salmon Arm; and
2. The Liquid Waste Management Plan of the City of Salmon Arm.

AND THAT: Final reading of the Official Community Plan amendment bylaw be withheld pending:

1. Adoption of Parkland Disposal and Exchange Bylaw No. 4175.
- 

### **Staff Recommendation**

THAT: The Motion for Consideration be adopted.

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### **Proposal**

The applicants would like to improve the configuration of their property to allow for future development and have inquired about exchanging part of their property for part of Hoadley Park. A location map, ortho photo, sketch plan of the proposed land exchange and a letter from the owner's agent are attached as Appendices 1 through 4.

### **Background**

The applicant's property is designated Medium Density Residential in the Official Community Plan and Hoadley Park is designated as Park. The applicant's property and the northeastern portion of Hoadley Park are zoned R-1 (Single Family Residential) and the western portion of Hoadley Park is zoned P-1 (Park & Recreation). O.C.P. and Zoning maps are attached as Appendices 5 and 6.

The applicant's property is approximately 0.6 ha. in size and contains their residence. Hoadley Park is approximately 1.1 hectare and is undeveloped. (The applicant's residence is also known as the 'Leech House' which is on the City of Salmon Arm Community Heritage Register, see Appendix 7.)

As shown on Appendices 1 and 2, a narrow portion of the applicant's property extends southward into the northeastern portion of Hoadley Park. As shown on Appendix 3, the applicant's are proposing to exchange part of this area for an equal portion of Hoadley Park. The areas to be exchanged are both 975.5 square metres in size.

The proposed land exchange may be considered under Section 27 of the Community Charter, see Appendix 8. In accordance with Section 27(2), the exchange must proceed by bylaw adopted with the approval of the electors, which involves an alternative approval process (AAP) or a referendum. Should Council agree to proceed with the proposal, staff recommend it proceed under the AAP process after 3<sup>rd</sup> Reading of the Parkland Disposal and Exchange Bylaw.

To accommodate future residential development on the portion of park land to be consolidated with the applicant's property, an O.C.P. amendment to redesignate that portion to Medium Density Residential is also part of the proposal along with an amendment to redesignate that portion of the applicant's property being consolidated with Hoadley Park to Park. A map showing the proposed OCP amendments is attached as Appendix 9. The amendments are being processed concurrently with the proposed land exchange for convenience but will only be considered for adoption if the Parkland Disposal and Exchange Bylaw is adopted. It should also be noted that adoption of the Parkland Disposal and Exchange Bylaw does not bind Council to approve the O.C.P. amendments.

Should the O.C.P. amendments be adopted, staff will bring forward a zoning bylaw amendment to rezone the new park area from R-1 (Single Family Residential) to P-1 (Park and Recreation), along with other recently acquired or dedicated parks in the City.

### **Alternative Approval Process**

Pursuant to Section 86 of the Community Charter, once Parkland Disposal and Exchange Bylaw No. 4120 has received third reading, notice will be posted at City Hall, on the City website and in two consecutive issues of the Salmon Arm Observer. The public notice will include a description of the proposed bylaw, elector response procedure, the deadline for elector responses and a statement that Council may proceed with the exchange unless at least 10% (1,336) of the electors indicate that Council must obtain the assent of the electors through a referendum before moving forward. Elector responses will be collected by the Corporate Officer for not less than 30 days following the second public notice, on a form which includes the full name, residential address and signature of each elector, and, if applicable, the address of the property in relation to which the person is entitled to register as a non-resident property elector, see Appendix 10. It is estimated the process could be completed by April 3, 2017 however, the date must be confirmed by Council.

At the end of the 30 days, the Corporate Officer must determine and certify whether enough elector response forms have been submitted to exceed the 10% (1,336) threshold. This determination is final and conclusive. If more than 10% have responded, Council can not adopt the bylaw and will need to decide whether to continue to a referendum or to put the project on hold until a later date.

### **Discussion**

Staff and affected agencies have reviewed the proposal and provide the following:

#### Greenways Liaison Committee

See Appendix 11.

#### Salmon Arm Economic Development Society

See Appendix 12.

#### BC Hydro

No concerns.

#### FortisBC

No concerns.

#### Building Department

No concerns.

#### Fire Department

No concerns.

#### Engineering Department

See Appendix 13.

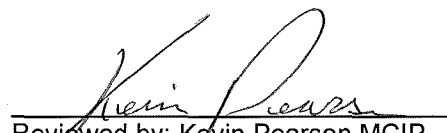
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Planning Department

The area to be acquired by the applicants will improve the configuration of their property and assist with future residential development. The area to be acquired by the City will improve the configuration of Hoadley Park and provide a more useful area for future park development. The City will also obtain additional road dedication for 20 Avenue NE.

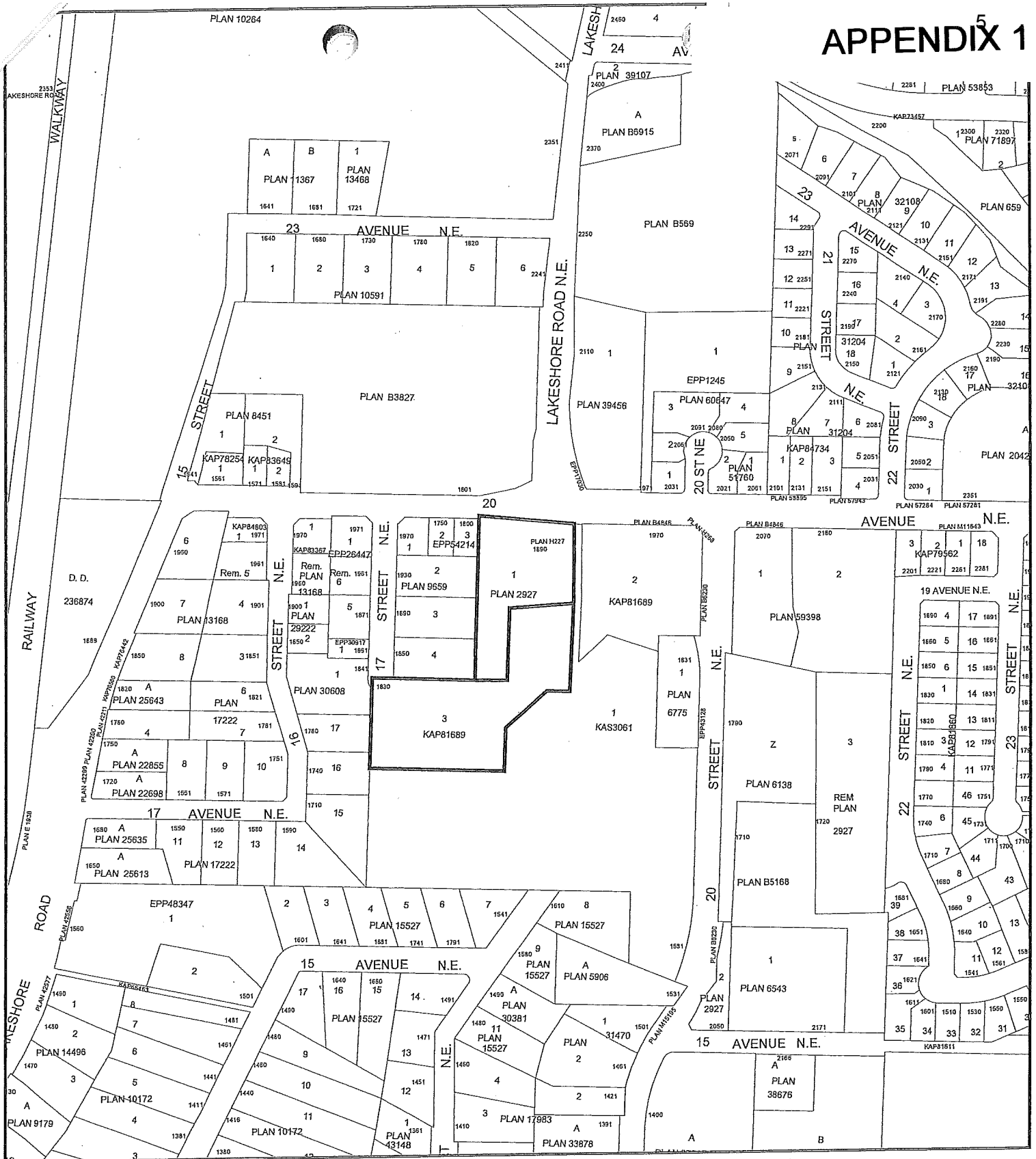
As Hoadley Park is currently undeveloped, the proposed exchange will not impact any existing park amenities and the areas to be exchanged are exactly equal in size. Staff support the proposed exchange subject to the conditions outlined in the Motion for Consideration and the outcome of the Alternative Approval Process.

  
Prepared by: Jon Turlock  
Planning & Development Officer

  
Reviewed by: Kevin Pearson MCIP  
Director of Development Services

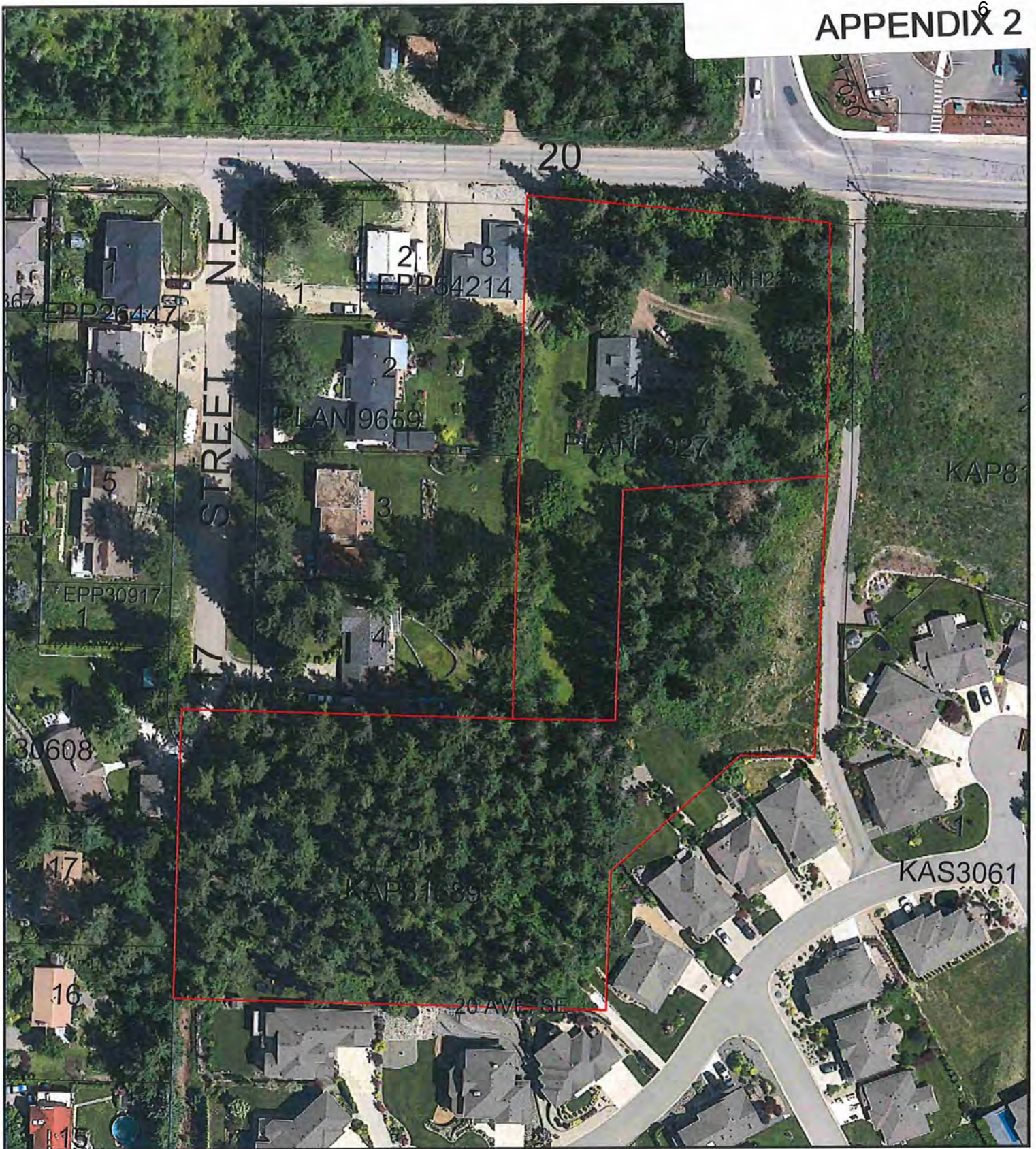
**Appendices**

1. Location map
2. Ortho photo
3. Sketch plan of proposed land exchange
4. Agent's letter dated Oct. 13/16
5. O.C.P. map
6. Zoning map
7. Community Heritage Register extract
8. Community Charter extract
9. Proposed O.C.P. amendments
10. Elector Response Form
11. GLC Minutes extract
12. EDS comments
13. Engineering Dept. comments



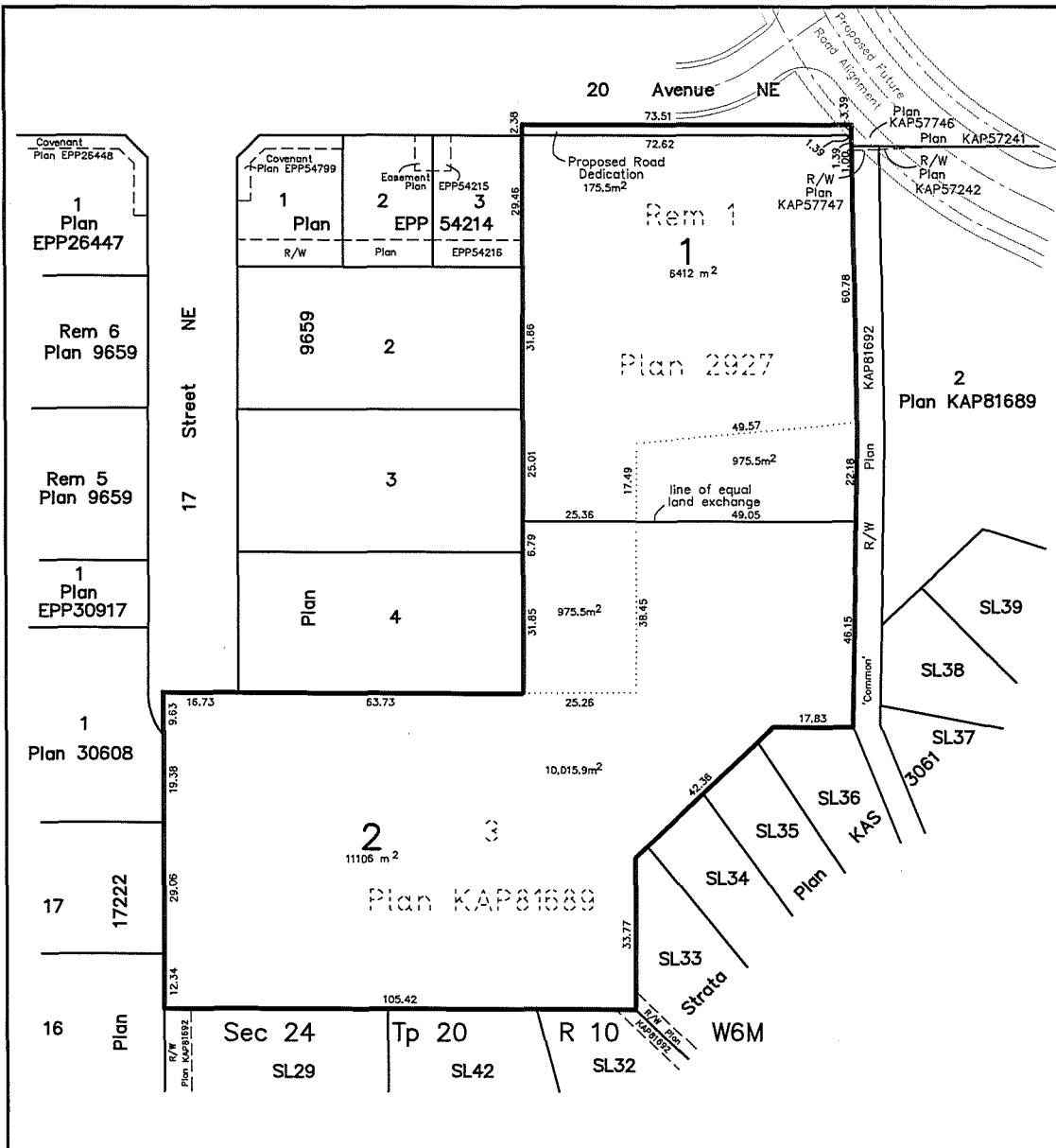
### Subject Properties





Subject Properties

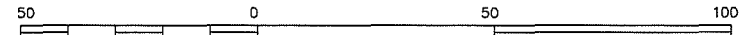




Sketch Plan of Proposed  
Land Exchange between  
Lot 1, Plan 2927  
(Except Plan 16170)  
and Lot 3, Plan KAP81689  
(Hoadley Park),  
Sec 24, Tp 20, R 10,  
W6M, KDYD

Scale 1:1000

BCGS 82L.074



All distances are in metres.

The intended plot size of this plan is 432mm in width by  
280mm in height (B size) when plotted at a scale of 1:1000



September 20, 2016

BROWNE JOHNSON LAND SURVEYOR  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. Ph.250-832-9.  
File: 92-15

**BROWNE JOHNSON LAND SURVEYORS\***

British Columbia and Canada Lands  
Salmon Arm, B.C. V1E 4N5

OFFICE: 201-371 Alexander Street  
MAIL: P.O. BOX 362  
TELEPHONE: (250) 832-9701  
FAX: (250) 832-8004  
EMAIL: office@brownejohnson.com

October 13, 2016

File 92-15

City of Salmon Arm  
P.O. Box 40  
Salmon Arm, BC V1E 4N2

Attention Kevin Pearson

RE: Proposed Land Exchange between Lot 1, Plan 2927 (Except Plan 16170) and Hoadley Park  
(Lot 3, Plan KAP81689), Sec 24, Tp 20, R 10, W6M, KDYD

Dear Mr. Pearson:

My clients, Rod and Carol Hostman would like the City to consider a land exchange between their Lot and Hoadley Park, as shown on the attached sketch plan.

Listed below are some of the benefits to City and to Hoadley Park, in considering this land exchange:

- Eliminates the finger of private land extending into the Park
- Increases the width of the Park backing on Strata Lots 33 through 36
- Has the potential to increase the range of future uses of the Park, by creating a more useful parcel shape. Also creates a more useful parcel shape for the Hostman's
- The City will acquire road dedications along the north boundary of the Hostman property

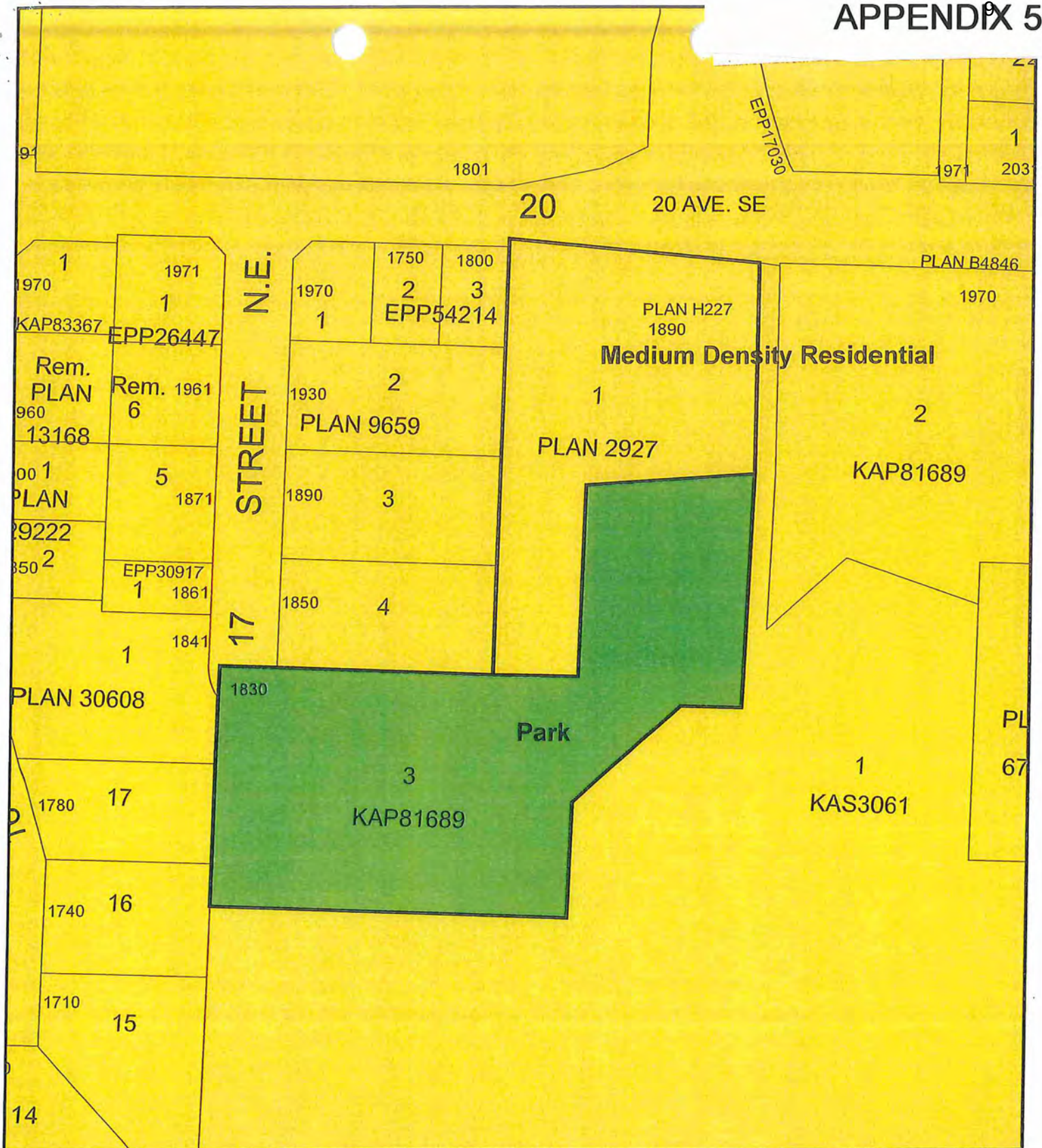
In my opinion, the benefits listed above in support of this land exchange, create clear benefits to the Citizens of Salmon Arm.

Please let me know if you have any questions.  
Thank you for your consideration of this matter.

Yours truly,

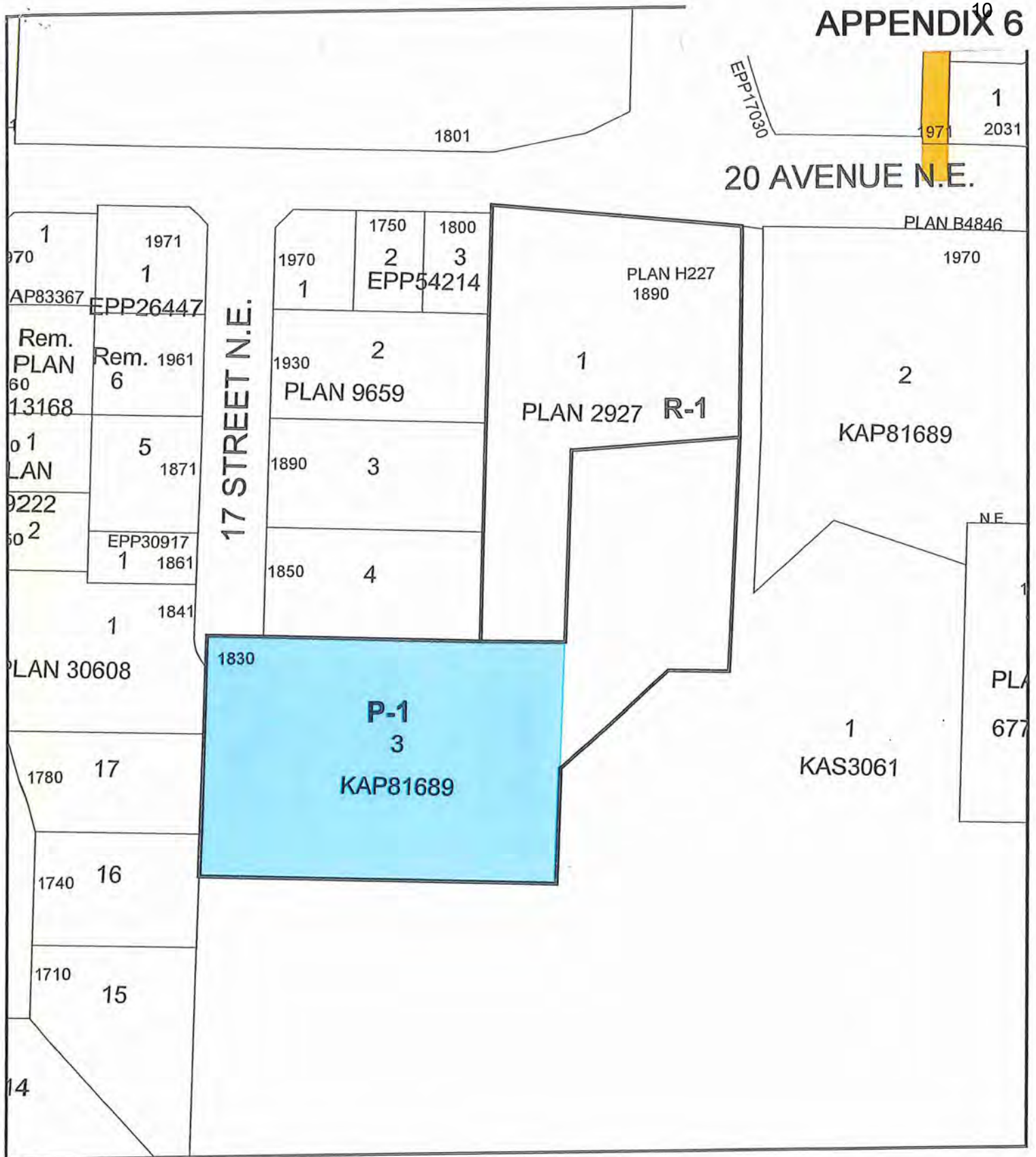


J.C. (Joe) Johnson, *BCLS, CLS.*  
JCJ/jj



Subject Properties





Subject Properties

Zoning



30

**Leech House**  
1890 – 20 Avenue NE  
Salmon Arm, B.C.  
Circa 1909

#### Description

Leech House is a one-and-a-half-storey, wood-frame structure, currently serving as a Bed and Breakfast. It is situated on the south side of 20 Avenue NE, north of Hoadley Park on what is commonly referred to as "Leech Hill" in Salmon Arm, British Columbia. The historic place includes the building and the surrounding landscaped lot.



Carol Hostman photo

#### Values

Constructed circa 1909, Leech House is valued for its historic, aesthetic, scientific and cultural significance within the community.

Of particular cultural significance is Leech House's association with early settlement in the Shuswap area. Tyn-y-Coed is the Welsh name given to the house by its builder, Daniel Leech, meaning 'house in the woods'. The house was constructed at a time when obtaining certain building materials was often a challenge. For example, bricks were hauled by horse and sleigh from Enderby Brickyard in the winter of 1908-1909 to construct the fireplace and chimney.

The house is important scientifically for its association with the development of agricultural practices in the region. In 1928, Mr. Leech represented Canada as a delegate at a meeting of the World Dairy Congress in London, England. He strongly believed in the use of scientific knowledge as a basis for agricultural practice and, in conjunction with Dominion Experimental Farms, he operated his farm as an Illustration Station using these principles.

Leech House is also valued historically for its association with the Hoadley family who occupied the house starting in the 1940s through to 1965. Winifred Daisy Hoadley, daughter of William Ernest Hoadley, was a prominent teacher in Salmon Arm for many years and past Worthy Matron of the Shuswap Eastern Star. William Hoadley was also a long-standing teacher in the province and a former Master of the Masonic Order. Hoadley Park immediately south of the property was named so to honour the Hoadley family's presence in Salmon Arm and the contributions they made to the community.

Valued for its aesthetic qualities, Leech House continues as a 'house in the woods' one hundred years later. The placement of the building among mature coniferous trees and generously landscaped yards sets it apart from the surrounding residential properties. The large bay window, exterior building materials, form and detailing, and the simple gable form and verandah are representative of houses built in the early 1900s. The verandah on the front of the house is significant because it represents a time when the interface between indoor and outdoor space was appreciated for its social value.

#### Character Defining Elements

Key elements that define the heritage character of Leech House include:

##### Site:

- House set back from and perpendicular to the road
- Mature vegetation
- Generous yards surrounding house
- Decorative landscaping
- Relationship and proximity to Hoadley Park

##### Building:

- Gable roof form with shallower-pitched section over verandah
- Verandah element on the west façade of the house with wood support posts
- Brick fireplace and chimney
- Large bay-style window on lower floor
- Wood frame structure
- Original siding and shingle façade on gable ends

**Extract from the Community Charter**

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**Exchange or other disposal of park land**

27 (1) This section applies to land vested in a municipality under

(a) section 29 [*subdivision park land*] of this Act,

(b) section 510 (13) [*provision of park land in relation to subdivision*] of the *Local Government Act*, or

(c) section 567 (5) (a) [*provision of park land in place of development cost charges*] of the *Local Government Act*.

(2) A council may, by bylaw adopted with the approval of the electors,

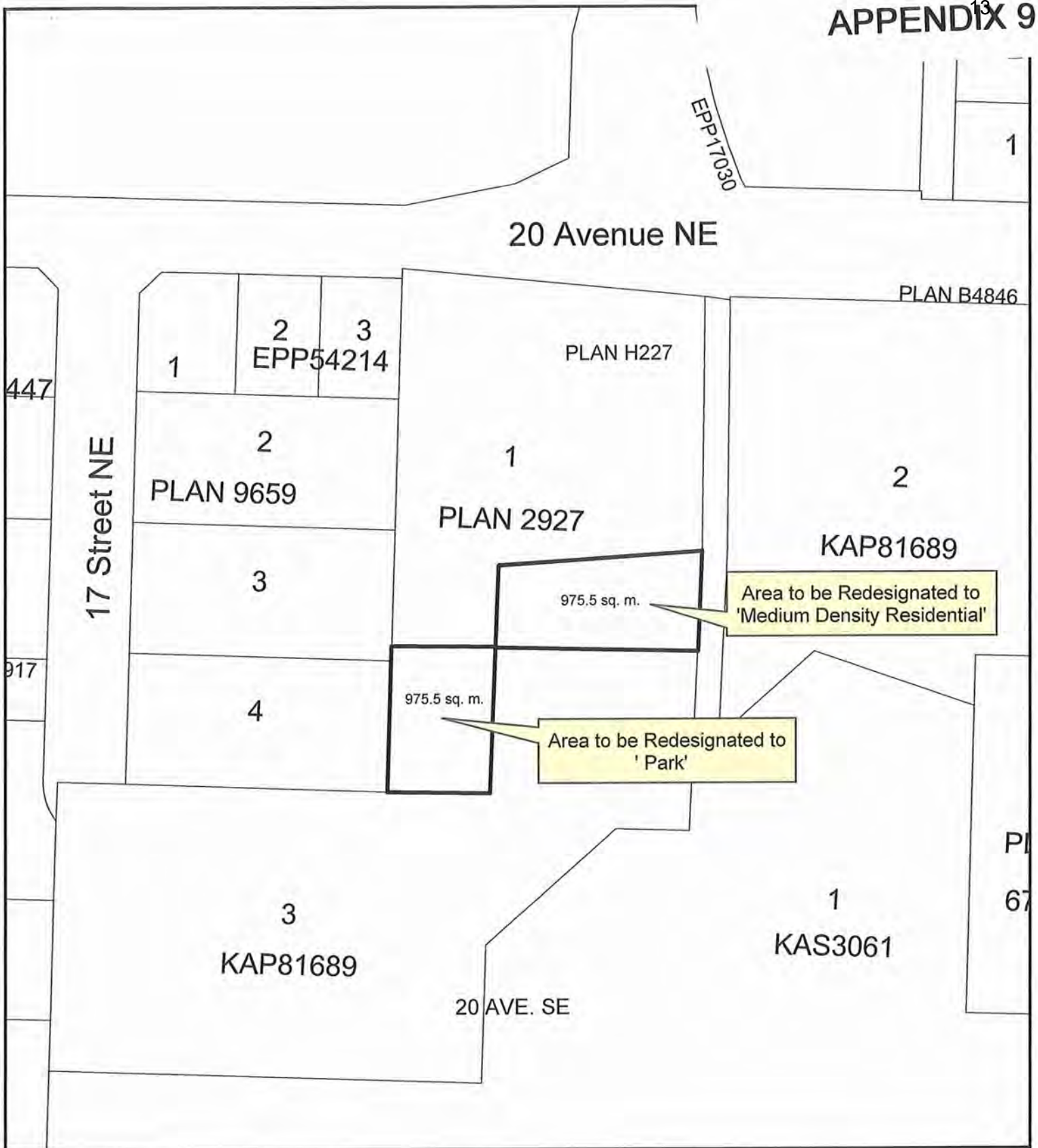
(a) dispose of all or part of the land in exchange for other land suitable for a park or public square, or

(b) dispose of the land, provided that the proceeds of the disposal are to be placed to the credit of a reserve fund under section 188 (2) (b) [*park land acquisition reserve fund*].

(3) Land taken in exchange by a municipality under this section is dedicated for the purpose of a park or public square and the title to it vests in the municipality.

(4) A transfer of land by a municipality under this section has effect free of any dedication to the public for the purpose of a park or a public square and section 30 (3) [*removal of park dedication*] does not apply.

\* \* \*



# CITY OF SALMON ARM - ELECTOR RESPONSE FORM APPENDIX 10

I/We, the undersigned do **HEREBY PETITION** the Council of the City of Salmon Arm not to approve Proposed Land Exchange and Parkland Disposal Bylaw No. 4120 to authorize the exchange of Part of Park, Plan KAP84599 for Part of the Remainder of the SE ¼ of Sec.6, Tp.21, R.9, W6M, KDYD, as shown on the attached survey plan.

## Instructions to Electors:

The *Community Charter* of the Province of British Columbia requires that in order for an Elector Response to be valid:

1. The person signing the Elector Response Form is an eligible elector of the City of Salmon Arm;
2. The form must include full name, residential address and signature of the elector; and
3. If signing as a Property Elector (non-resident), full residential address of property in Salmon Arm must be entered, as well as your residential address.

I, the undersigned declare that:

- I am 18 years of age or older;
- I am a Canadian citizen;
- I have resided in British Columbia for at least the past six months;
- I have resided in OR have been the registered owner of real property in the City of Salmon Arm for at least the past 30 days; and
- I am not disqualified by the *Local Government Act* or any other enactments.

Elector(s)  
Full Name  
(PLEASE PRINT)

Elector(s)  
Residential Address  
(PLEASE PRINT)

Elector(s)  
Signature(s)

Elector Response Forms may be submitted by mail or person to City of Salmon Arm City Hall by no later than 4:00 p.m. on Friday, February 5, 2016 to the address noted below. Postmarks will not be accepted as date of submission. City of Salmon Arm, 500 – 2 Avenue NE, Box 40 Salmon Arm, BC V1E 4N2

For more information please contact Erin Jackson, Corporate Officer at (250)803-4029 or [ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca).

Erin Jackson  
Corporate Officer



**Jon Turlock**

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**From:** Chris Larson  
**Sent:** Friday, January 20, 2017 3:20 PM  
**To:** Jon Turlock  
**Subject:** GLC Minutes - Hoadley Park proposal  
**Attachments:** GLC Minutes - Jan 19 2017.pdf

Text from the meeting minutes:

"The GLC discussed a proposed land exchange involving a portion of Hoadley Park. There are existing informal or social trail connections through the area of Hoadley Park under consideration. The STA recently explored this network (2016) in researching urban connector routes and has suggested some future upgrade options. The GLC commented that the land exchange appeared logical and, due to the lack of investment to date in the existing informal or social trail connections as well as the relative ease to reroute such trails, noted no concerns with the proposal."

Minutes attached.

**Chris Larson, MCP - Planning and Development Officer**

**City of Salmon Arm**

500 2nd Avenue NE

Box 40 Salmon Arm V1E 4N2

(250) 803 - 4051 fax (250) 803 - 4041

[clarson@salmonarm.ca](mailto:clarson@salmonarm.ca)

# CITY OF SALMON ARM GREENWAYS LIAISON COMMITTEE

## MEETING MINUTES

Thursday, January 19, 2017  
3:00 p.m.  
Room 100, City Hall

Committee Members: Joe Johnson, Citizen at Large (acting Committee Chair)  
Brian Browning, Shuswap Trail Alliance  
Phil McIntyre-Paul, Shuswap Trail Alliance (Non-Voting)  
Rob Bickford, Citizen at Large  
Steve Fabro, Shuswap Trail Alliance  
Ian Clay, Salmon Arm Greenways

City Staff: Chris Larson, Planning & Development Officer (Non-Voting)  
Rob Hein, Manager of Roads & Parks (Non-Voting)

Guests: Anita Ely, Environmental Health Officer, Interior Health  
Sutra Brett, Shuswap Trail Alliance

Regrets: Ken Jamieson, Committee Chair  
Ed Hinman, Salmon Arm Greenways

The GLC appointed Joe Johnson as acting Committee Chair.

The meeting was called to order at 3:01 p.m.

### **Item 1: Update on Greenway Planning Initiatives and Projects**

#### **STA Updates**

The STA provided a summary list of 2016 City of Salmon Arm greenway projects (Attachment 1).

The Committee reviewed a number of detailed trail plans, including an Ida View Trail Plan, the South Canoe Master Plan, the Gayle Creek Loop Trail Plan, the Turner Creek Trail Plan, and an Okanagan to 4<sup>th</sup> Trail Plan. The GLC was impressed with the substantial detail provided by the plans.

Sutra Brett of the STA presented work completed in developing the Sign Plan. Establishing signage helps to promote and activate trail corridors. The Sign Plan has involved identifying all of the trail connections, corridors and segments throughout the City, and requires an impressive amount of data and detail highlighting the interconnectivity of City amenities (schools, parks and facilities) and presenting feature loop options. The GLC commented on this excellent effort and look forward to these works rolling out over time.

#### **City Initiatives**

As agent for the following proposal, Joe Johnson left the meeting for the discussion and Rob Bickford acted as Committee Chair.

The GLC discussed a proposed land exchange involving a portion of Hoadley Park. There are existing informal or social trail connections through the area of Hoadley Park under consideration. The STA recently explored this network (2016) in researching urban connector routes and has suggested some future upgrade options. The GLC commented that the land exchange appeared logical and, due to the lack of investment to date in the existing informal or social trail connections as well as the relative ease to reroute such trails, noted no concerns with the proposal.

Following this discussion, Joe Johnson returned to the meeting and resumed as acting Committee Chair.

The planned Canoe Beach Connection trail was discussed, involving a trail through the ball-fields and a crosswalk across Canoe Beach Drive (previously discussed and supported by the GLC). Staff again clarified that even if a pathway through the ball-fields is established, the City would still pursue sidewalk installation along Canoe Beach Drive in the future as development occurs. The GLC is supportive of improving connections to provide as many options as possible. Staff expect this connection to be established in 2017 as a project featured in the 2017 Budget.

#### **Item 2: Other**

Shuswap Trail Legacy Fund – The STA reported on a new program in support of the Shuswap Trail. The Shuswap Legacy Fund is a registered charity managed by the Shuswap Community Foundation to enable continued building and maintenance into the future.

#### **Item 3: Late Items**

Park Hill Trails – Upper Trail – GLC members discussed potential drainage issues along this portion of the Park Hill trail network. This was highlighted as an area that may need future attention and maintenance.

Park Hill Trails – Trailhead – the GLC discussed the lack of a dedicated trailhead area for the Park Hill network, noting that while the Canoe Beach Park overflow parking lot serves as the trailhead, this space has not been developed as of yet into a trailhead area as per the Greenways Plan (with signage, a kiosk sign, garbage can, and other infrastructure). The GLC noted that this would promote the network and may become increasingly important as the area becomes more used.

**Item 4: Next Meeting** - Thursday, March 9, 2017.

**Item 5: Adjournment** - The meeting adjourned at 4:35 p.m.




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Chris Larson, Planning & Development Officer  
(minutes endorsed by acting Committee Chair)

:CL

ATTACHMENT 1: STA – 2016 Summary



January 19, 2017

City of Salmon Arm  
Kevin Pearson, Director of Development Services  
PO Box 40  
Salmon Arm BC  
V1E 4N2

Re: OCP Amendment Application No OCP4000-28  
1890-20<sup>th</sup> Ave NE & 1830-17st. NE

Dear Kevin

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP amendment referral to re-designate a portion of 1890-20<sup>th</sup> Ave NE from Park to Medium Density Residential and a portion of 1830-17st. NE from Medium Density Residential to Park.

The SAEDS Board supports this application and has no noted concerns.

We thank you for the opportunity to comment on this OCP Amendment Referral.

Sincerely,

A handwritten signature in black ink, which appears to read "William Laird". The signature is written in a cursive style with a large, looped initial "W".

William Laird, Chairperson





*City of Salmon Arm  
Memorandum from the Engineering  
and Public Works Department*

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To: Kevin Pearson, Director of Development Services  
 Date: December 7, 2016, 2016  
 Prepared by: Darin Gerow, Engineering Assistant  
 Subject: Proposed Subdivision Application No. 16-33E  
 Legal: Lot 1 Plan 2927, except Plan 16170 and Lot 3, Plan KAP81689, Sec. 24-20-10  
 Civic: 1890 – 20 Avenue NE & 1830 – 17 Street NE  
 Owner: C. & C. Hostman & City of Salmon Arm  
 Applicant: Same

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Further to your referral dated December 1, 2016, the Engineering Department provides the following servicing information.

The proposed parcel line adjustment is subject to the exemptions provided under Section 5.1 of the Subdivision and Development Servicing Bylaw No. 4163, which states the provision of new Works and Services shall not be required. It is assumed that the servicing is adequate for the proposed use.

20 Avenue NE on the subject property's north property line is designated as an Urban Collector Street requirement road right of way dedication of 20.0 meters (10.0 meters on either side of the road centerline). Available records indicate that additional dedication is required from existing Lot1, to be confirmed with BCLS.

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Darin Gerow, ASCT  
Engineering Assistant

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Jenn Wilson, P. Eng., LEED ® AP  
City Engineer



*City of Salmon Arm*  
*Memorandum from the Engineering*  
*and Public Works Department*

To: Kevin Pearson, Director of Development Services  
 Date: December 22, 2016  
 Prepared by: Darin Gerow, Engineering Assistant  
 Subject: **Official Community Plan Amendment Application No. OCP4000-28E**  
 Civic: 1890 – 20 Avenue NE & 1830 – 17 Street NE  
 Legals: Lot 1 Plan 2927, except Plan 16170 and Lot 3, Plan KAP81689, Sec. 24-20-10  
 Owner: Hostman, Carl & Carole, 1890 – 20 Avenue NE, Salmon Arm, BC, V1E 2H3  
 City of Salmon Arm, Box 40, Salmon Arm, BC, V1E 4N2  
 Applicant: Owner

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Further to your referral dated December 20, 2016, the Engineering Department has thoroughly reviewed the site and has no objections to the proposed OCP Amendment. Site servicing is not affected by the proposed change.

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Darin Gerow, ASCT  
 Engineering Assistant

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Jennifer Wilson, P.Eng.  
 City Engineer



*City of Salmon Arm*

*Development Services Department Memorandum*

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TO: Her Worship Mayor Cooper and Members of Council

DATE: January 24, 2017

SUBJECT: Zoning Bylaw Amendment Application No. 1082 (R-5 to R-4)  
 Variance Permit Application No. VP-450 (Setback)  
 Legal: Lot 4, Section 14, Township 20, Range 10, W6M, KDYD, Plan 11087 except Plan 20146  
 Civic Address: 361 – 10 Street SE  
 Owner/Applicant: Mark Olson

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**MOTION FOR CONSIDERATION**

**THAT:** Development Variance Permit No. VP-450 be authorized for issuance for Lot 4, Section 14, Township 20, Range 10, W6M, KDYD, Plan 11087 except Plan 20146 which will vary Section 9.9.4 of Zoning Bylaw No. 2303 by reducing the exterior parcel line from 5.0 metres to 1.8 metres;

**AND THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 4, Section 14, Township 20, Range 10, W6M, KDYD, Plan 11087 except Plan 20146 from R-5 (High Density Residential Zone) to R-4 (Medium Density Residential Zone);

**AND FURTHER THAT:** Final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

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**STAFF RECOMMENDATION**

**THAT:** The motion for consideration be adopted.

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**PROPOSAL**

The subject property is located at 361 – 10 Street SE as shown on APPENDICES 1 and 2. The proposal is to rezone the parcel from R-5 (High Density Residential) to R-4 (Medium Density Residential) to accommodate a five lot strata subdivision. R-5 zoning does not permit single family housing development while R-4 zoning does.

In addition, the applicant is requesting a reduction of the northern exterior side parcel line. The northern property line has frontage along a dedicated, unconstructed closed municipal road. The proposed variance is to reduce the required building setback from 5.0 m to 1.8 m to accommodate a single family dwelling on the northern most strata lot. Proposed site plan and layout are shown in APPENDIX 3.

The applicant has provided a rationale letter attached as APPENDIX 4. In addition, the applicant has consulted the neighborhood in advance and conducted a neighborhood meeting. Meeting notes and associated correspondence provided by the applicant are attached as APPENDIX 5.

## BACKGROUND

The subject property is an angled parcel approximately 2,046 m<sup>2</sup> in area with 21 m of frontage on 10 Street SW. The property also has approximately 26 m of frontage along a dedicated, but unopened road to the north. The lot is designated High Density Residential for land use in the City's Official Community Plan (OCP), and zoned High Density Residential (R-5) in the Zoning Bylaw.

The subject property has been zoned R-5 since 1976 when Zoning Bylaw No. 1180 was adopted. The high density residential zoning aligned with a former eight unit boarding / care home that was demolished recently. This was a time when no OCP existed. In 1992, the lot and surrounding lands extending westward toward Shuswap Street were designated High Density Residential for land use with the adoption of OCP Bylaw No. 2000. Today, the High Density Residential area of the OCP coincides with the Residential Development Permit Area designation.

The applicant has previously applied for two Development Permits; the first (DP-399) was a proposed 26 unit building in 2014, however was not approved by Council. The second (DP-407) was approved by Council in the fall of 2016 for a 12 unit condo building.

## SITE CONTEXT

At an elevation of 402 m, most of the site's topography is relatively flat and well suited for a multi-family development. It is a rare instance of a minor plateau in the context of the surrounding sloped area. The terrain drops approximately 5 m from the north and west lot boundaries down to 2 Avenue and 8 Street, and rises to the east and southeast from 10 Street.

The adjacent land uses are described as follows:

North: 15.7 m wide Closed Road / Single Family Residential (R-1) / Residential Suite (R-8)  
 South: Single Family Residential (R-1) / Single Family – Duplex (R-2)  
 East: 10 Street SE / Single Family Residential (R-1) / Residential Suite (R-8)  
 West: Single Family Residential (R-1)

## COMMENTS

### Fire Department

Comments are attached as APPENDIX 6.

### Building Department

No concerns.

### Engineering Department

No concerns.

### Planning Department

The applicant is requesting to rezone the subject property in addition to a variance to the Zoning Bylaw to reduce the required exterior side yard setback.

### *High Density Residential (R-5) to Medium Density Residential (R-4)*

The subject parcel is designated High Density Residential in the City's OCP and zoned R-5 (High Density Residential) in the Zoning Bylaw. Both the R-5 and the R-4 zones are supported within the High Density Residential designation. Therefore the current proposal is consistent with the current OCP land use designation; however the reduction in density does not reflect the highest and best use of the land from a



long term planning perspective. Similar to other recent down-zonings approved by Council, staff understands that conditions and demand remain relatively weak in the multi-family development market and no minimum density policies exist in the City's OCP.

The current proposal is for five single family residential units in a bareland strata development which is at significantly reduced density than the R-4 and R-5 zones allow, as well as much lower than the recently approved 12 unit condo building (DP-407).

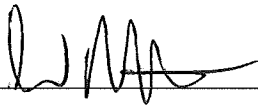
Under the current bareland strata development proposal a Development Permit would not be required. If Council approves the rezoning, a subdivision application would then need to be submitted to the City for review and approval. If the development plan changed to a higher density configuration in the future, a Development Permit and approval from Council would then be required.

*Exterior Parcel Line Setback – Zoning Bylaw No. 2303*

The requested setback reduction is from 5.0 m to 1.8 m, a reduction of 3.2 m to accommodate a larger building envelope for the most northern proposed bareland strata lot. The north parcel line is adjacent to 3 Avenue SE, which is 15.7 m wide physically closed municipal road that is covered mostly with grass and some trees. The Engineering Department has confirmed that construction of 3 Avenue SE is neither required nor likely in the future due to grades. Due to the property line being adjacent to dedicated City land and large spacing from adjacent properties, staff supports the requested setback variance.

CONCLUSION

The proposal is to rezone the R-5 (High Density Residential) subject property to R-4 (Medium Density Residential) to accommodate the future development of a five lot bareland strata subdivision. While staff would prefer to see a higher density development on this site, the down zoning is still aligned with OCP policies. A five lot, single family development would fit well within the existing low density residential neighbourhood. The unconstructed road provides a wide buffer to the lots to the north. Both applications are supported by staff.

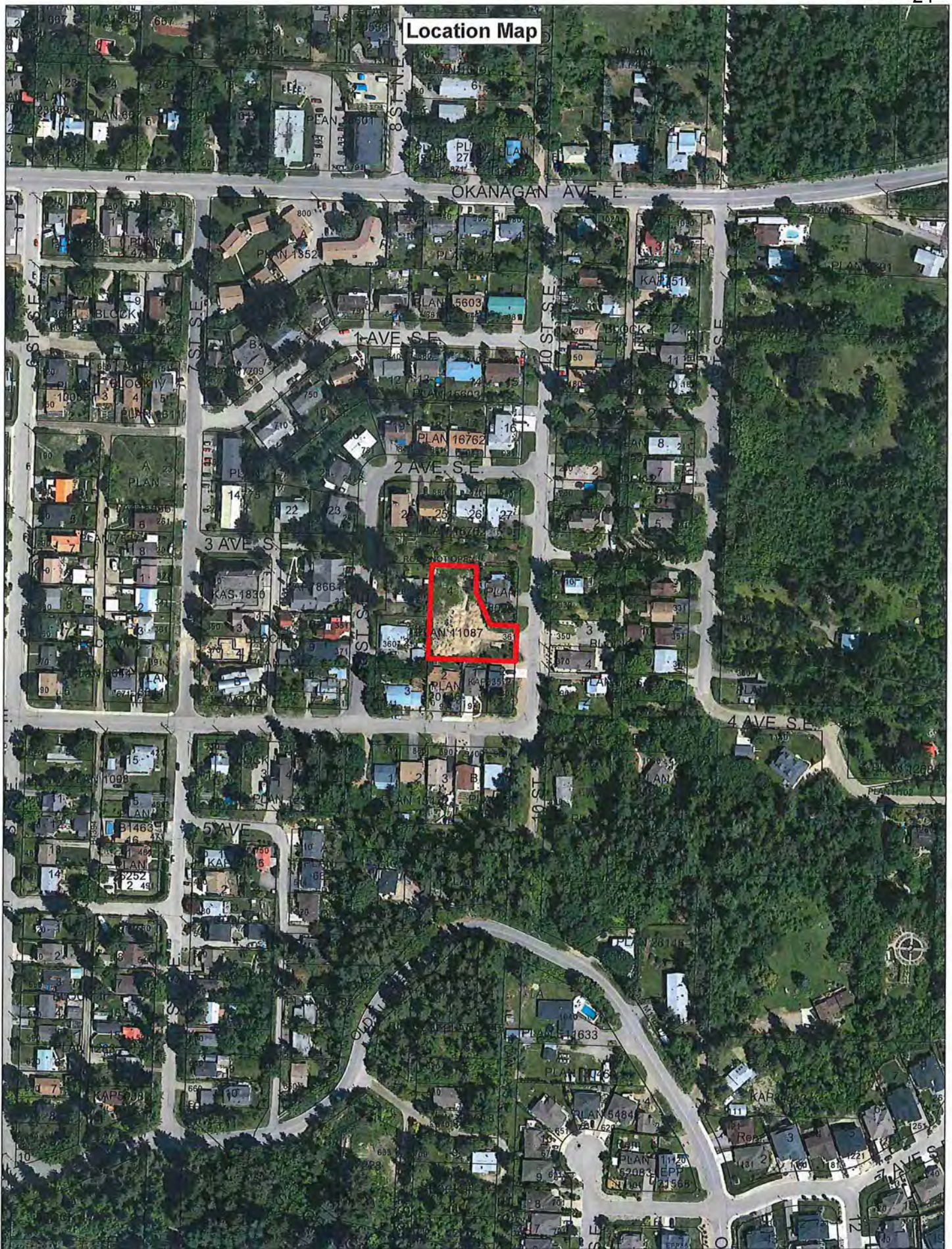


Prepared by: Wesley Miles, MCIP, RPP  
Planning and Development Officer

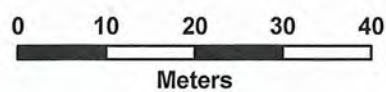



Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services



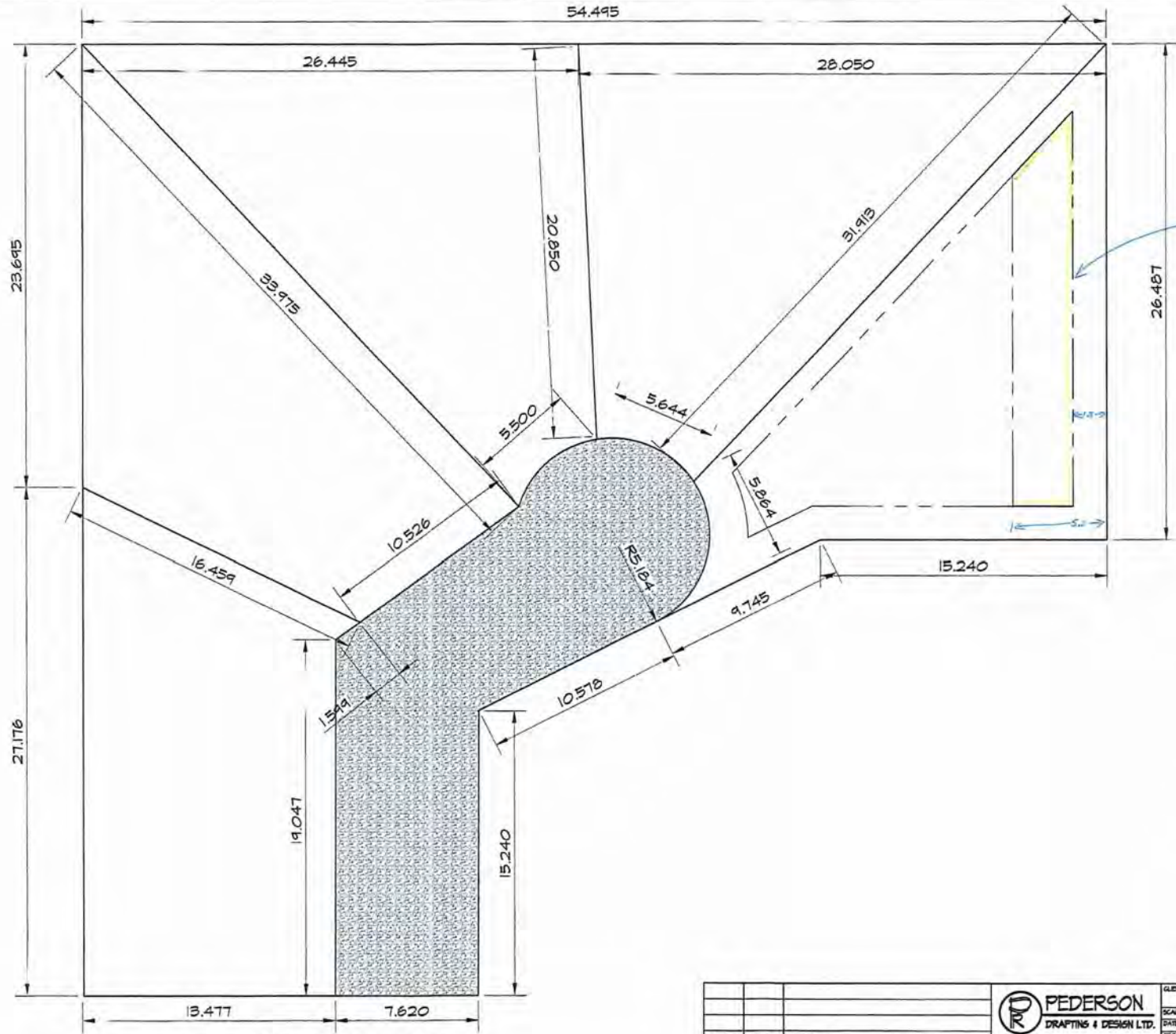






 Subject Parcel





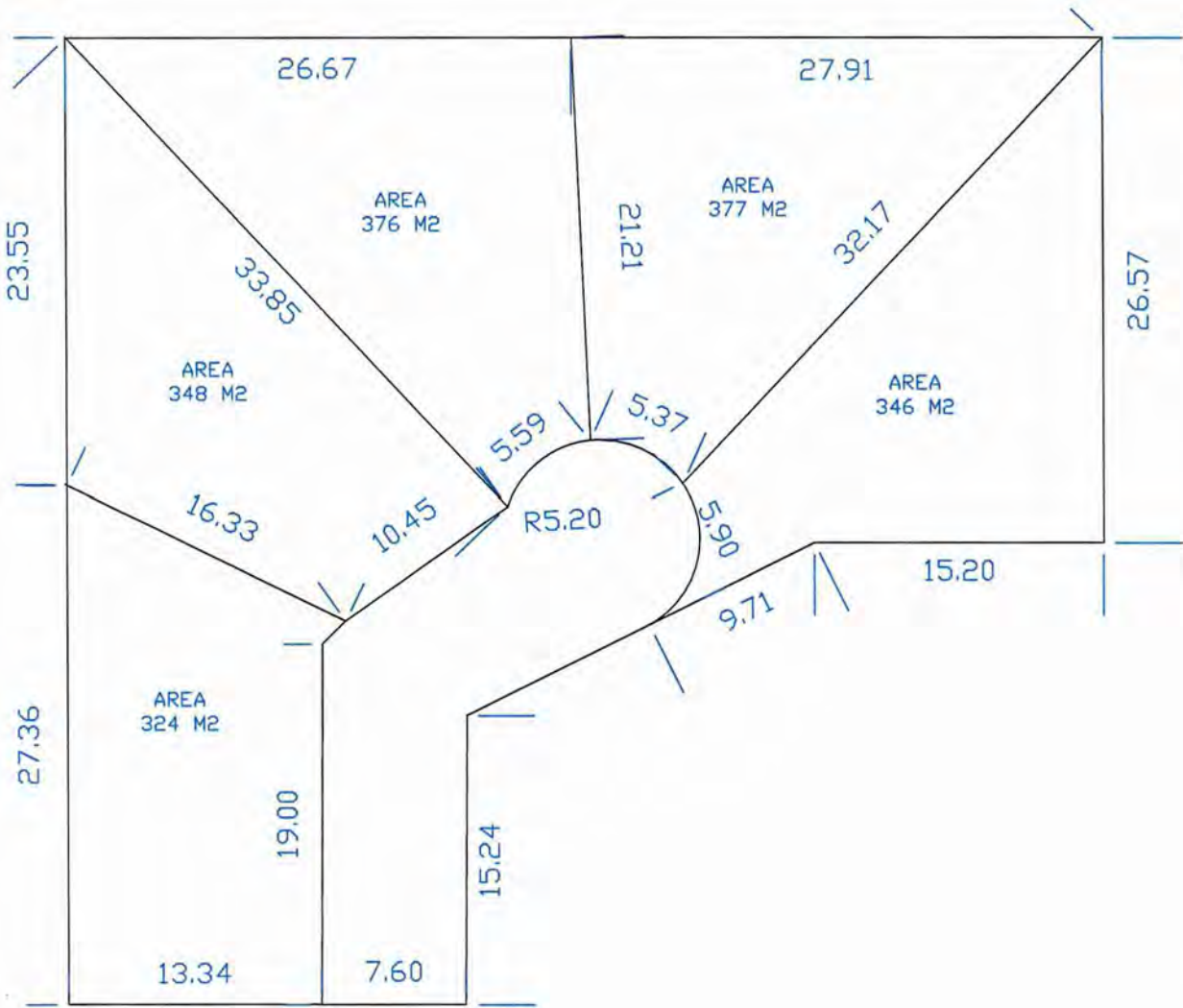
REVISION NO.	DATE	DESCRIPTION

**PEDERSON**  
DRAFTING & DESIGN LTD.

2800 - 5TH AVE. N.E.  
SALMON ARM, B.C. V1E 3K4  
EMAIL: rp@pedersondesign.com

PH: 250-852-5401  
FAX: 250-852-4961  
WEB SITE: rpdesign.com

CLIENT: MARK OLSON SALMON ARM, B.C.	DRAWN BY: R.P.
SCALE: 1:1000	REVISION NO.
DATE: DEC. 18	
PROJECT: PROPOSED SUBDIVISION	
DRAWING DESCRIPTION: SITE PLAN	DRAWING NO. 16-089-01







# MARSON INVESTMENTS INC.

6303 34<sup>TH</sup> AVE SE, SALMON ARM BC V1E 1W9  
250 833 1501

December 2, 2016

## **Subject: Rezoning and Setback Variance**

To Whom It May Concern,

Documents and plans have been submitted in application for rezoning the property at 361 10<sup>th</sup> Street SE, Salmon Arm from R5 to R4. Concurrently an application has been submitted for a Variance to reduce the setback requirement on the north side of the property from 5 meters to 1.8 meters.

## **History**

This is a parcel of land just over ½ acre in size and is formerly the site of a seniors residence known as the High Street Seniors Residence. It was purchased in summer of 2013 with the intention of building a 26 unit apartment building for rentals. There was significant neighbourhood opposition to this project, and the variances required to make it a success were denied.

In 2016 plans for a 12 unit condominium building were drawn up and, in the face of continued neighbourhood opposition, a development permit was applied for and approved. At the time this was applied for the budget for the building was not completed. Subsequently the final budget numbers were obtained and the numbers were higher than anticipated. Margins against anticipated sales numbers were very tight, and a review of condominium sales in Salmon Arm indicated a surplus on the market. This information, along with consideration of the neighbourhood concerns, prompted a new look at potential opportunities for this property. As a result of this review, best use was considered to be single family housing.

## **Rezoning**

The current zoning of R5 does not allow single family housing. Therefore this rezoning application has been made to facilitate a subsequent 5 lot subdivision – as shown on the plans – that complies with the R-4 single family housing requirements.

**Variance**

The northern most lot borders a closed road (3<sup>rd</sup> Ave.). Because this is still identified as a road it requires a 5 meter setback for any principal buildings. Given there are no plans to ever open this road, and because the 5 meter setback would make it difficult to fit a house on the lot, I am requesting the setback be amended to that of an interior side parcel, 1.8 meters.

**Neighbourhood**

This property is surrounded by single family dwellings on virtually every side. These neighbours have been vocal in expressing their opposition to a large multifamily building on this site. The proposed subdivision will be a much better fit from their perspective.

I trust you will find this all in order.

Yours truly

Mark Olson, Director  
Marson Investments Inc.

# Neighbourhood Meeting

## December 15, 2016

**Re: 361 10<sup>th</sup> St SE, Salmon Arm, Rezoning Application and Setback Variance Application**

Attendees: Debbie Beadle, Kim Parker, Bonnie Booth, Lois Havanka, Trudi & Derek Hobson, Mark Olson

The meeting commenced a few minutes after 7:00 pm and ended around 8:00 pm.

### Discussion

Everyone was supportive of the rezoning application and the setback variance application. Specific points of discussion were:

- How high can the houses be? Reference was made to the R4 zoning that allows for a maximum height of 32 feet. Discussion also involved how the lowest point, lowest average grade, is determined. A contour map of the property was provided to aid in this discussion.
- Where will the sewers be connected? The sanitary sewer will be connected to the sanitary line on the closed portion of 3<sup>rd</sup> Avenue adjacent to the property. The storm sewer could be run down 3<sup>rd</sup> Avenue to a point beside Arbor house and be connected there, and there is also potential for the storm sewer to run along 10<sup>th</sup> St and connect to the storm sewer on 4<sup>th</sup> Avenue.
- Size of houses – reference was made to the R4 zoning that restricts the living space to 65% of the lot size.
- What is a bare land strata? It was explained that owners of a bare land strata are responsible for the common property – in this case primarily the access road – and are governed by the strata bylaws.
- What should the neighbours do from here? Provide the same level of support for these applications as was provided in opposition of the previous applications. There was general agreement that this would be provided.



November 24, 2016

To Mark Olson

Thank you for your letter in the mail. I am unable to attend the December 15 meeting but would like to give my input here:

I am very much in support of rezoning 361 10 st SE to R4. I think developing this property with single family homes would benefit everybody. They would sell quickly, possibly better than condos. I think new homes and more neighbours would complement and enhance the existing neighbourhood. It sounds like a win win situation.

Thank you for opening up this conversation,

All the best,

Emily Doyle  
971 4 ave SE  
[brown.chords@gmail.com](mailto:brown.chords@gmail.com)  
250-253-3866

Dec 1/16

I met with Bob and Margaret Paille of 940 2<sup>nd</sup> Ave SE at their house. General discussion of the project, more specific discussion regarding where the setback would be on the north side of the property (adjacent to theirs) and discussion regarding drainage.

I explained the two alternatives regarding drainage

- a rock pit(s) if it was feasible, depends on soil conditions; otherwise
- a storm sewer line connecting into the city system

Bob and Margaret were satisfied with this explanation.

Bob and I went out and viewed the property line and I showed him where the setback would be located if the variance were approved, compared to where it would be without the variance. He was apparently concerned I was bring the setback onto the closed road (3<sup>rd</sup> Ave.). Once he saw what I wanted to do he was satisfied and indicated he would support the variance for the setback change.



*City of Salmon Arm  
Memorandum from the Engineering  
and Public Works Department*

---

TO: Kevin Pearson, Director of Development Services  
 DATE: 20 January 2017  
 PREPARED BY: Chris Moore, Engineering Assistant  
 OWNER: Marson Investments Inc., 6303 – 34 Avenue SE, Salmon Arm, BC V1E 1W9  
 APPLICANT: Owner  
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1082 &  
 DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-450**  
 LEGAL: Lot 4, Section 14, Township 20, Range 10, W6M, KDYD, Plan 11087,  
 Except Plan 20146  
 CIVIC: 361 – 10 Street SE

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**Further to the request for variance dated 5 January 2017; the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variance requested:**

The applicant is requesting to vary Zoning Bylaw No 2303. Section 9.9.4 – vary the minimum setback of the exterior parcel line from 5.0m to 1.8m adjacent to the closed portion of 3 Ave SE.

**The engineering department has no objections to the requested variance.**

---

**The following comments and servicing requirements are not conditions for the rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**General:**

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development property must be serviced completely by underground electrical and telecommunications wiring. Confirmation that servicing has been installed will be a condition of approval.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Erosion and Sediment Control Plans are to be submitted to the City for review and approval, prior to development, where ground disturbance is required. Plans will be designed using Best Engineering Practices to protect adjacent properties and City Infrastructure from adverse effect of erosion and/or sediment deposition to the satisfaction of the City Engineer.

6. The applicant will be required to submit for City review and approval prior to development, a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, driveway locations, driveway grades, building sites, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
7. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant is requested to contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.

#### **Roads/Access:**

1. 10 Street SE on the subject properties eastern boundary is classified as an Urban Local Road, requiring a total road allowance of 20.0m (10.0m from centre line). Available records indicate that no additional dedication will be required. (To be confirmed by a BCLS.)
2. The owner/developer will be responsible for upgrading 10 Street SE along the entire property frontage to the Urban Local Street standard (RD-2). Upgrades will include boulevard construction, sidewalk, curb and gutter, underground hydro and telecom, street drainage and street lights (LED).
3. 3 Ave SE on the subject properties is a closed road. The City does not anticipate 3 Ave SE being required in the near future and there are no properties that appear to benefit from road construction, therefore no upgrades are required.

#### **Water:**

1. The subject property fronts a 300mm diameter Zone 1 water main on 10 Street SE. No additional upgrades are anticipated at this time.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. Strata developments with ground oriented access have the option of a bulk water meter at property line with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided by the City at the owner/developers cost.
5. Records indicate that the original property was served by a 19mm diameter service from 10 Street SE. All existing inadequate services must be abandoned at the main at the owner/developers cost.



**Sanitary Sewer:**

1. The subject property fronts a 150mm sanitary sewer located on 3 Ave SE (Closed Road). No upgrades are anticipated at this time.
2. Owner / developer's engineer to confirm capacity / velocities are adequate in the existing sanitary system to accommodate proposed development flows.
3. The proposed development must be serviced with a single sanitary service adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. Records indicate that the existing property was served by a 100mm diameter service from 3 Ave SE. All existing inadequate services must be abandoned at the main. Applicant is responsible for all associated costs.

**Drainage:**

1. The subject property does not front on to a City storm sewer. The owner / developer will be responsible for extending a storm sewer (minimum 250mm diameter) to and along the entire frontage of the subject property and providing a single storm service connection adequately sized to satisfy the servicing requirements of the development (minimum 150mm diameter). Owner / developer's engineer to review the existing storm system and to determine the most efficient route for extension of the storm mains to this property. Alternative methods of managing the Stormwater may be considered, with specific approval from the City Engineer as part of an Integrated Stormwater Management Plan. Owner / Developer is responsible for all associated costs.
2. An Integrated Stormwater Management Plan conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City storm sewer be part of the ISMP, owner's Engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development.
3. It is noted that the City is holding funds received from a third party for the extension of the storm sewer from 3 Ave SE to 8 Ave SE. These funds can be contributed by the City to the extension of the storm sewer from 3 Ave SE, should the developer's engineer consider this to be the most efficient storm water solution.

**Geotechnical:**

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Categories A and B will be required.



Chris Moore  
Engineering Assistant



Jenn Wilson, P.Eng., LEED® AP  
City Engineer



## City of Salmon Arm

### Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: January 27, 2017

Subject: Zoning Bylaw Amendment Application No. 1083

Legal: Lot 8, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083

Civic: 1061 19 Avenue SE

Owner / Applicant: Fisher, E. & H.

#### MOTION FOR CONSIDERATION

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 8, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

#### STAFF RECOMMENDATION

**THAT:** The motion for consideration be adopted.

#### PROPOSAL

The newly created subject parcel is located at 1061 19 Avenue SE and is currently vacant (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a new single family dwelling containing an associated secondary suite.

#### BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3). The subject parcel is approximately 1045 m<sup>2</sup>, and exceeds the conditions of minimum parcel area and minimum parcel width as specified to permit a secondary suite (either detached or within a single-family dwelling) within the proposed R-8 zone. The intent of the applicant is to construct a single family dwelling containing a 714 square foot secondary suite (site plans and elevation drawings are attached as Appendix 4).

The subject parcel is located in the new "Byersview" subdivision in the upper Hillcrest area on 19 Avenue SE, south-west of Hillcrest School. This area is largely comprised of R-1 zoned parcels containing single family dwellings, as well as more rural A-2 zoned parcels to the south and east. There are currently fourteen R-8 zoned parcels within close proximity of the subject parcel (Appendix 3). Site photos are attached as Appendix 5.

#### *Secondary Suites*

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on Zoning Bylaw parcel area requirements, the subject property has potential for the development of a secondary suite, either within a single-family dwelling or a detached suite, including sufficient space for an additional off-street parking stall to serve the suite.



COMMENTSEngineering Department

No concerns with rezoning. Note that sufficient parking is to be provided onsite.

Building Department

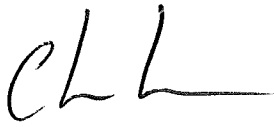
No concerns with rezoning. Construction subject to BC Building Code.

Fire Department

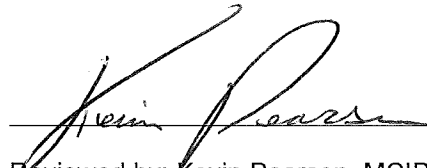
No concerns.

Planning Department

This home would be one of the first developed in the new Byersview subdivision. The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Development of a single family dwelling with an associated secondary suite requires a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

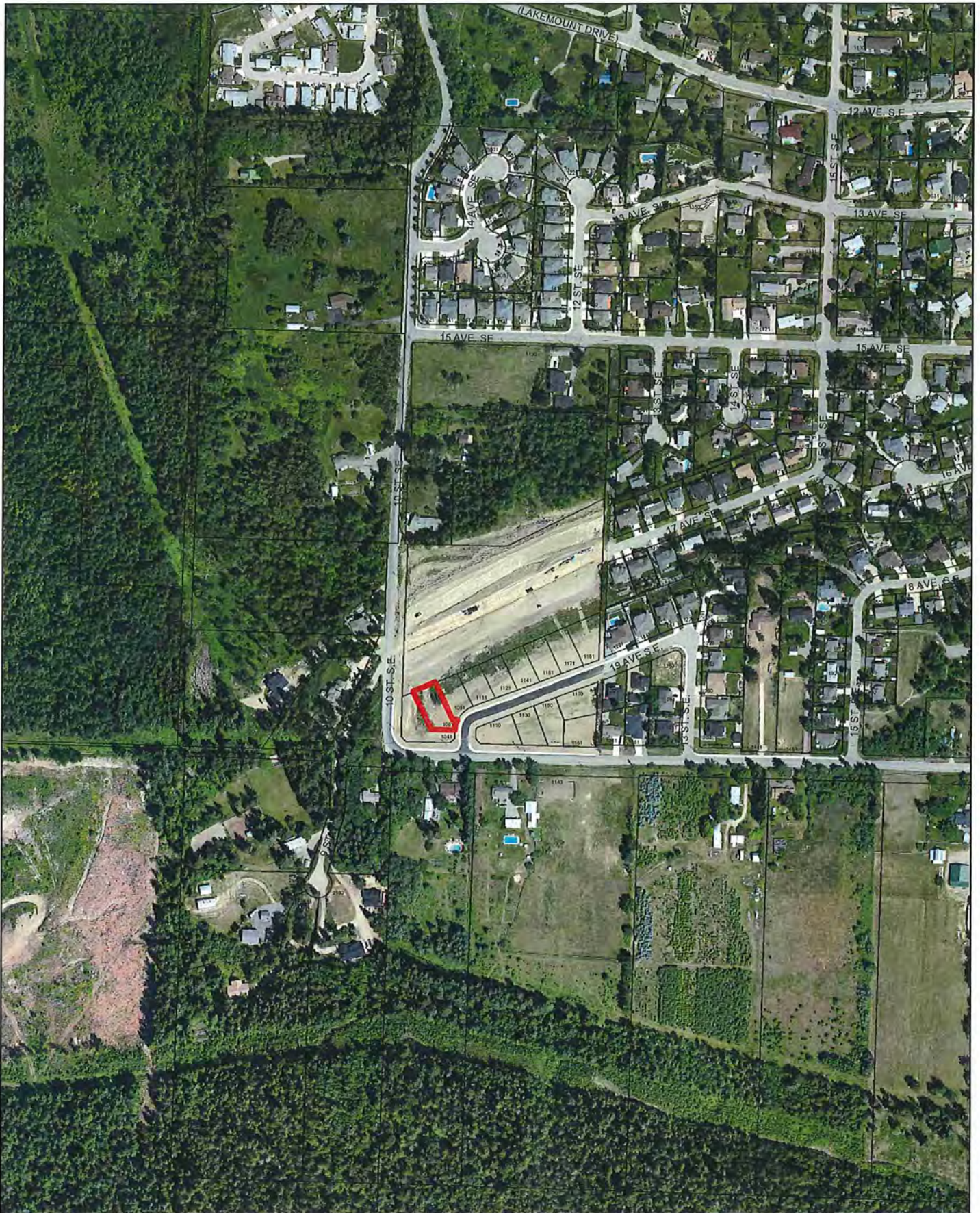


Prepared by: Chris Larson, MCP  
Planning and Development Officer



Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services





0 45 90 180 270 360 Meters



Subject Parcel



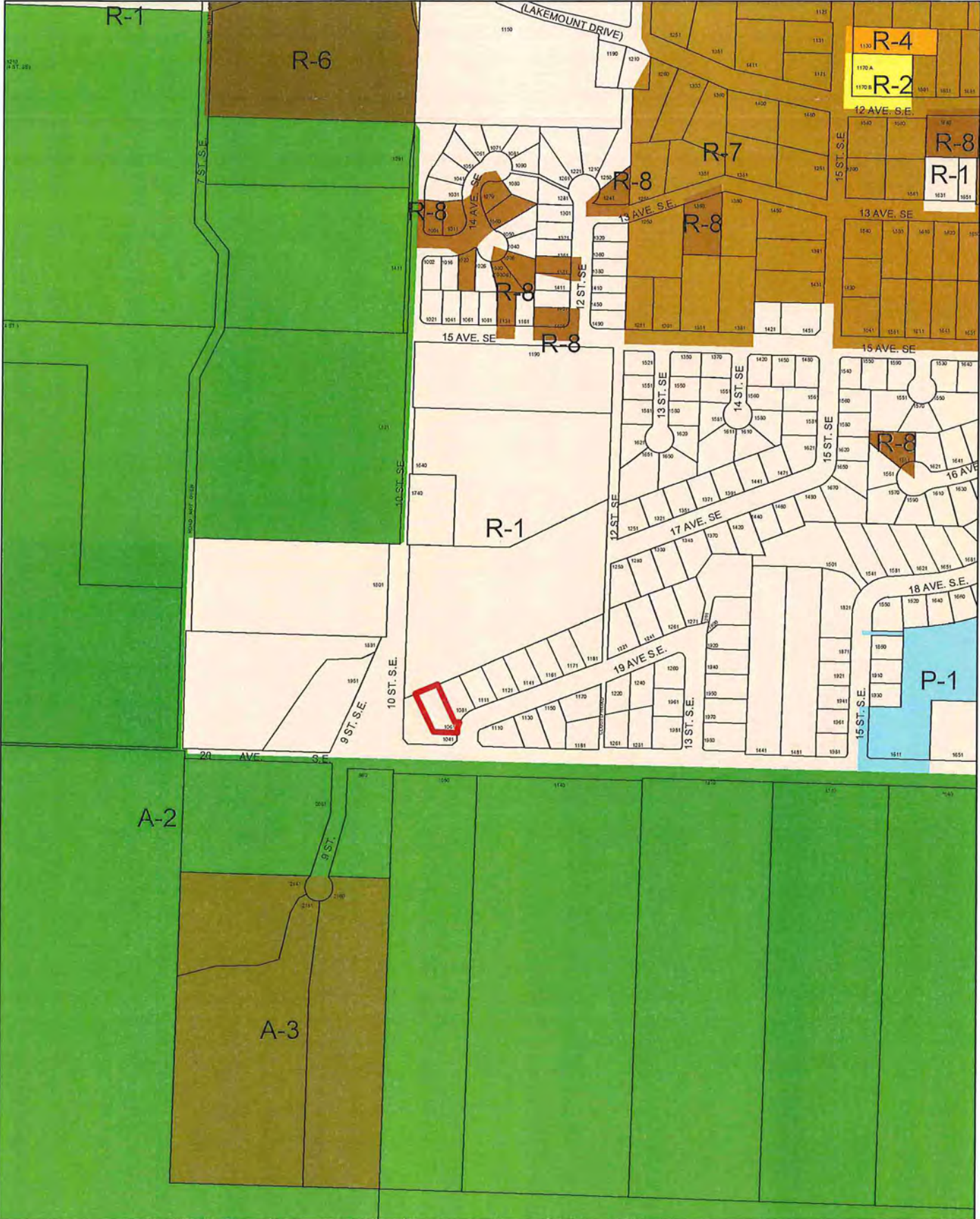


0 5 10 20 30 40  
Meters



Subject Parcel

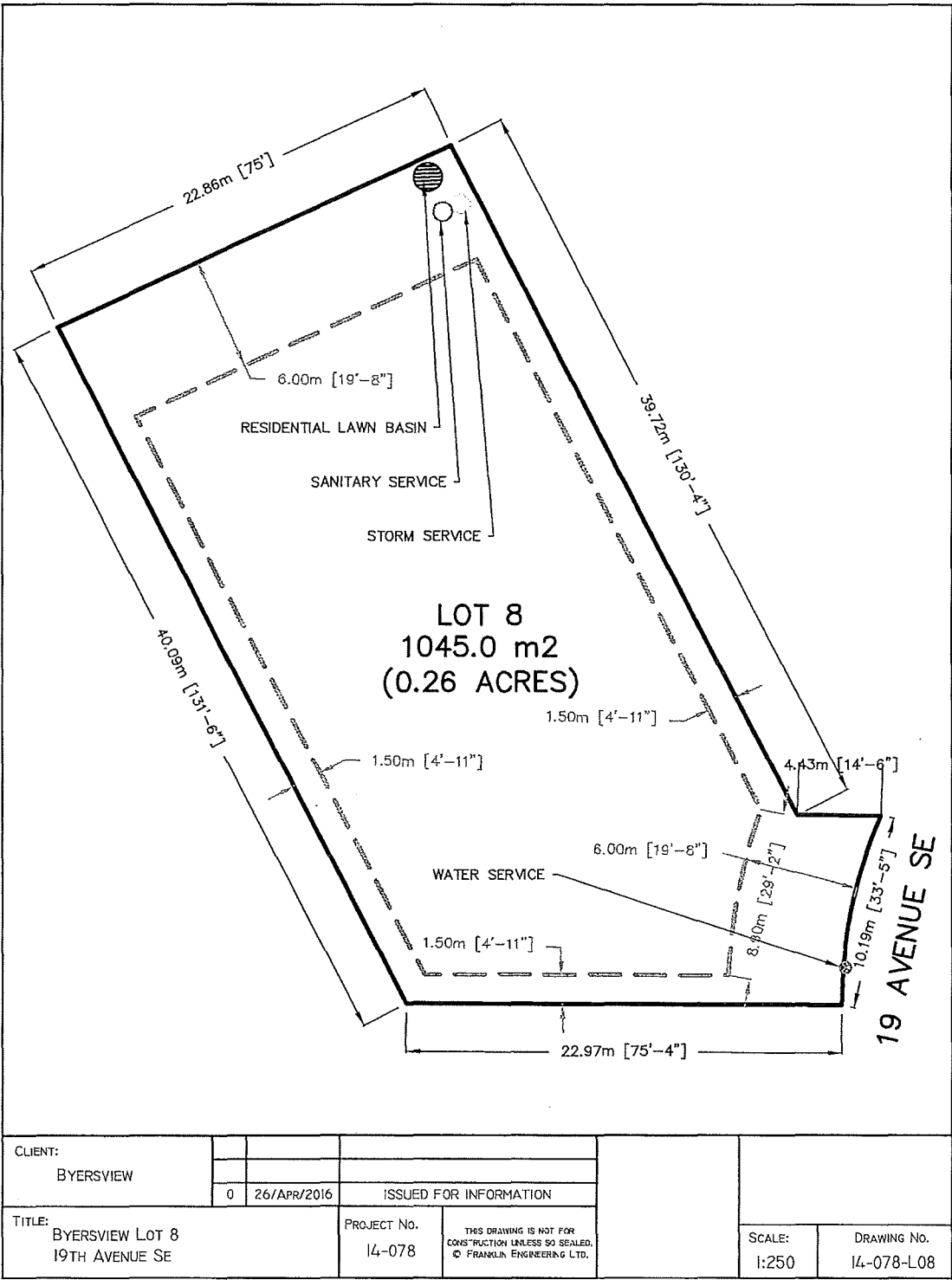




0 45 90 180 270 360  
Meters

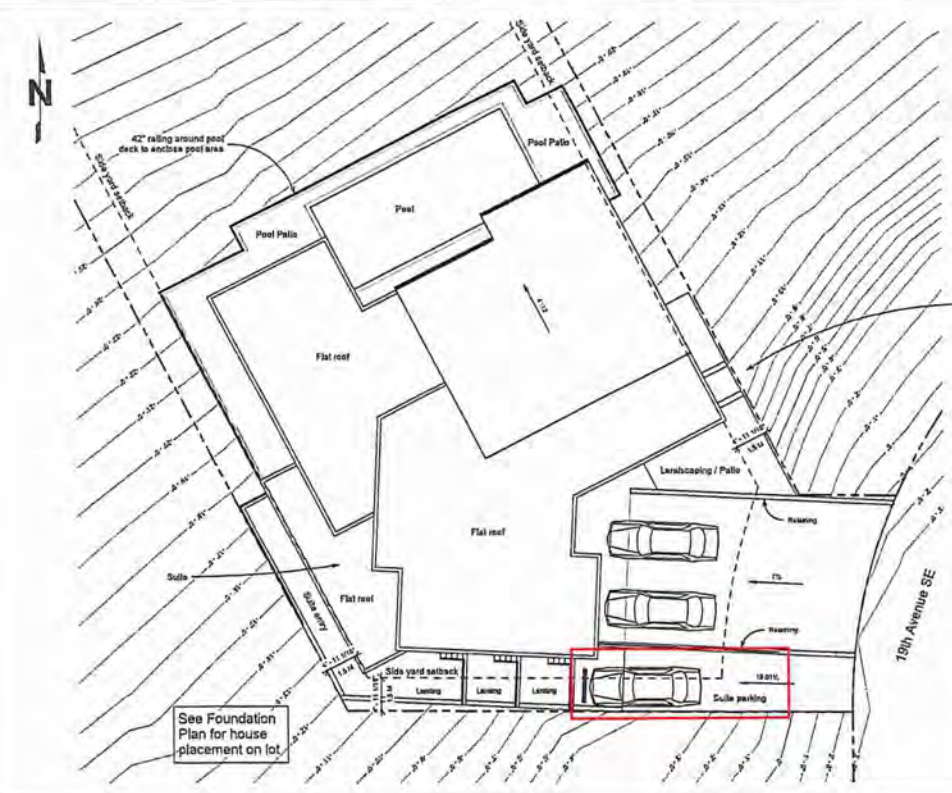


Subject Parcel





Drawing Index	
Drawing Number	Drawing Name
1	Cover Page and Site Plan
2	Main Floor
3	Lower Floor
4	Street Perspective
5	Birds Eye Perspective
6	Foundation Plan
7	Roof Plan
8	Section and Details
9	Section and Details
10	Section and Details



Lot 8  
Byersview  
19th Avenue SE  
Salmon Arm, BC

① Site Plan  
1/8" = 1'-0"



② Main Floor  
3/32" = 1'-0"



③ Lower Floor  
3/32" = 1'-0"

This building must comply with the current National Building Code (NBC) and all applicable local codes and regulations. The building is designed to meet the requirements of the NBC and all applicable local codes and regulations. The building is designed to meet the requirements of the NBC and all applicable local codes and regulations. The building is designed to meet the requirements of the NBC and all applicable local codes and regulations.

### General Notes

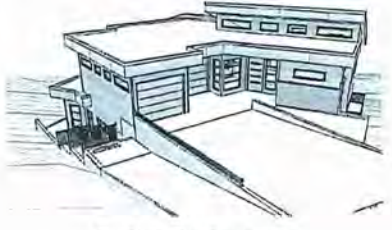
- All work to be in compliance with the current residential standards of the National Building Code of Canada, current electrical and plumbing codes and all local building code and bylaws which may take precedence.
- All work shall be performed in all respects to good building practice.
- Written dimensions to be followed. Do not scale from the drawings.
- Site**
  - Building location to be verified by surveyor prior to construction.
  - Foundations to be poured on undisturbed engineered building pad.
  - All measurements, grades and levels to be verified on site before commencing construction.
- Foundation and Footings**
  - All dimensions to base of stud unless otherwise noted.
  - All headers, beams, columns and supporting foundations to be confirmed by the roof truss and floor system supplier.
  - Roof truss and floor joist layout will be provided by the manufacturer.
  - All suspended slabs and foundations walls over 6" must be designed and approved by a professional engineer.
  - All standard foundations to conform with engineering, soil conditions and best practices.
  - All concrete to have a minimum compressive strength of 20Mpa at 28 days.
  - Do not backfill soil foundations until floor structure is complete.
  - Any roof truss web configurations shown are for representation only.
  - Engineered drawings of each truss will be supplied by the truss supplier.
  - All joists span more than 7'-0" shall be bridged at mid span using 2x2.
  - Disposal bridging installed as per N.B.C.C.
  - Flashing to be installed at all penetrations in roof system and changes in roof plane.
  - Flashing to be installed at all changes in horizontal exterior finishes and over all unpermitted openings. Caulking to be installed around all unfinished exterior openings.

- Thermal Performance**
  - All new construction must conform to BCBC 9.36 thermal performance codes.
- Plumbing, Electrical and Mechanical Systems**
  - All plumbing to be designed and installed per current plumbing codes and by a qualified plumber.
  - Confirm layouts and dimensions with suppliers of all kitchens, baths, washrooms, laundry rooms, utility rooms, in-floor heating, etc.
  - All fixtures to be approved by the owner.
  - Heating and venting calculations and system design by engineer, supplier or qualified installer.
  - Electrical system to be designed and installed by qualified electrician.
- Local Rules and Development Regulations**
  - All construction will be within local bylaw requirements. These include design restrictions, height restrictions, front coverage, water run off containment, water consumption, landscaping, etc.
  - Any changes required to these designs should be reported to Meyer Designs.
  - Perimeter drainage shall be installed where required by local authorities having jurisdiction and to their approval.
- Meyer Designs shall not be responsible for any variances from the structural drawings and specifications, or adjustments required resulting from conditions encountered at the job site, and is the sole responsibility of the owner and contractor.
- Meyer Designs makes every effort to provide complete and accurate construction drawings. However, we assume no liability for errors or omissions which may affect construction. It is the responsibility of all trades and sub trades to check and verify all dimensions and details before commencing with their portion of the construction. Should any discrepancies be found on these plans please advise Meyer Designs so we can make the necessary corrections.

### Proposed Residence for Ellen and Harry Fisher



④ Street Perspective



⑤ Birds Eye Perspective

For Permit and Construction v1.0



### Cover Page and Site Plan

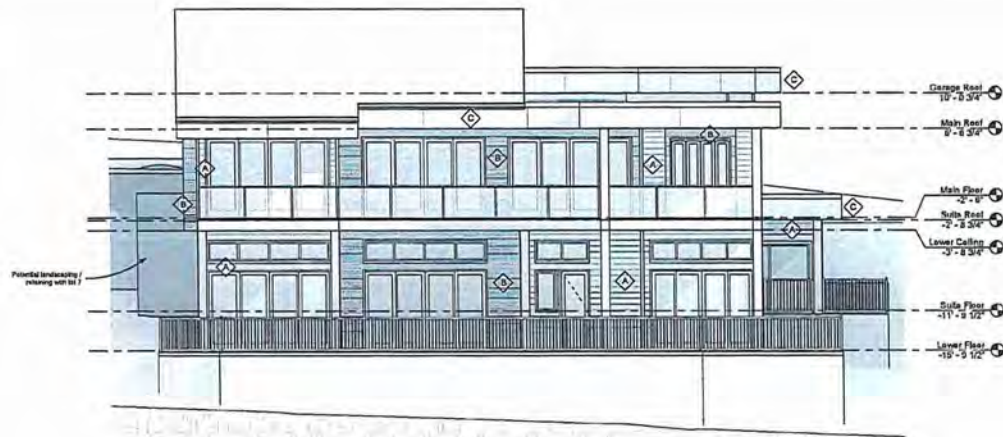
Project Number	2016-028
Date	Jan 9, 2017
Drawn by	Kelly Meyer
Project Residence	Lot 8 19th Ave SE Salmon Arm, BC
1	







Dimensions are to start on exterior walls and to center or edge of stud for interior walls.  
 Window depth, if not dimensioned, are 2" from the corner to R2 or contained in the wall.



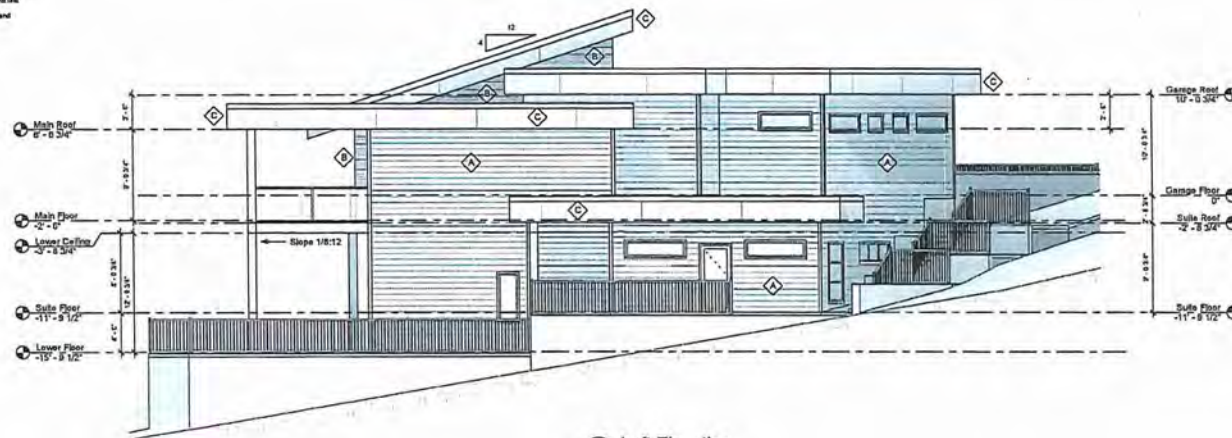
① Rear Elevation  
3/16" = 1'-0"



③ Rear Perspective

### Windows and Doors

All exterior door and window sizes, patterns, configurations, and arrangements to be coordinated by window manufacturer to ensure NFPA (North American Fenestration Standard) compliance.  
 What is shown on the plans is a representation of the look and feel intended by the designer.  
 The type of window used and manufacturer specs may vary and therefore need to be confirmed prior to construction.



② Left Elevation  
3/16" = 1'-0"

### Typical Cladding

- ④ Horizontal Siding  
Hardie siding - 1" reveal  
Minimum 1/2" on windows and doors  
Self-jointed around trim corners
- ⑤ Cedar Siding  
1" x 6" vertical  
Minimum 1/2" on windows and doors  
Minimum 1/2" on trim corners
- ⑥ Plywood  
Hardie panel with vertical joints only  
Corner the joints outside exterior corner along line  
Flat roof has 6" exposed plywood (cedar) siding  
Sloped roof has cedar shake siding or 6" plywood  
Smooth trim to match siding
- ⑦ Brick Siding  
Random pattern  
Cultural stone cap



MEYER  
DESIGNS LTD  
5000 Mt Todd Drive  
Caledonia, BC  
V1B 2Y6  
250-503-4579  
Kelly@MeyerDesigns.ca  
MeyerDesigns.ca

### Rear and Left Elevations

Project Number: 2016-033  
 Date: Jan 9, 2017  
 Drawn by: Kelly Meyer

Pfeifer Residence  
 Lot 8 13th Ave SE  
 Salmon Arm, BC

6

For Permit and Construction v1.0



② Left Garage Elevation  
3/16" = 1'-0"

#### Windows and Doors

All exterior door and window sizes, patterns, combinations, configurations and separations to be confirmed by window manufacturer to ensure 1997/2 (North American) Foundation Standard compliance.  
What is shown on the plans is a representation of the look and feel intended by the designer.  
The type of window used and manufacturer specify they may and therefore need to be confirmed prior to construction.



① Rear Garage Elevation  
3/16" = 1'-0"



③ Left Perspective

#### Typical Cladding

- ④ Horizontal Siding  
Vertical siding - 7' panel  
Minimum 100% on windows and doors  
Not permitted on low corners
- ⑤ Vertical Siding  
7' x 12' panel  
Minimum 100% on windows and doors  
Minimum 100% on low corners
- ⑥ Panels  
Panels paved with vertical siding only  
Center the panels under eaves and along base  
Panels must be 4' x 8' insulated panel metal siding  
Siding must have either same finish as 4' x 8' panels  
Panel must be match facing
- ⑦ Bulk Siding  
Bulk Siding  
Includes per manufacturer  
Cultural stone top



MEYER  
DESIGNS LTD

800 Mt Todd Drive  
Coquitlam, BC

V1B 3Y6

250-523-4578  
Kelly@MeyerDesigns.ca  
MeyerDesigns.ca

#### Garage Left and Rear Elevations

Project number: 2016-029  
Date: Jan 9, 2017  
Designer: Kelly Meyer

Fisher Residence  
Lot 6 18th Ave SE  
Salmon Arm, BC

7

For Permit and Construction v1.0



## Appendix 5: Site Photos



View of subject parcel looking north.



View of subject parcel looking south-west.

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*City of Salmon Arm*

*Development Services Department Memorandum*

TO: Her Worship Mayor Cooper and Members of Council

DATE: January 24, 2017

SUBJECT: Development Permit No. 409 (Highway Service / Tourist Commercial)  
Civic Addresses: 1481 – 10 Avenue SW  
Owner: 0977142 BC Ltd.  
Applicant: Leah Shaw and Steven Genn (Proair Heating & Cooling)

**MOTION FOR CONSIDERATION**

**THAT: Development Permit No. 409 be authorized for issuance for Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 3757 Except Plan 10183 in accordance with the elevations, site and landscaping plan attached in Appendix 3 of this memorandum;**

**AND FURTHER THAT: Issuance of Development Permit No. DP-409 be withheld subject to the following:**

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.**

**STAFF RECOMMENDATION**

**THAT: The motion for consideration be adopted.**

**PROPOSAL**

The proposal is to develop the parcel located at 1481 – 10 Avenue SW for the new Proair Heating & Cooling retail store shown on APPENDIX 1 and 2. The development proposal includes a single storey, 5050 ft<sup>2</sup> building with office, showroom, storage and workshop space. The building will be separated into two commercial spaces with the north half for the Proair commercial use and the south half for lease or future expansion. Public parking will be located in the front of the building with loading and staff parking located at the rear of the building. The relocation of the business from its present site at 1950 10 Avenue SW has been required due to the MOTI TCH highway realignment project.

Elevations and site plan drawings are attached as APPENDIX 3 and site photos as APPENDIX 4.

**SITE CONTEXT**

The site is designated Highway Service / Tourist Commercial in the City's Official Community Plan (OCP) and is zoned Service Commercial (C-3) in the Zoning Bylaw. The site is current vacant of any commercial buildings but is partially paved and was previously used as a storage yard. The site also contains a cell tower in the north-west corner with a lease area of 100.6 m<sup>2</sup>, and is accessed via a 4.5 m Right of Way from 10 Avenue SW. The subject property has a gross area of 3042 m<sup>2</sup> and has approximately 35.6 m of frontage along 10 Avenue SW.



The adjacent land uses are described as follows:

North: First Nations – IR / Vacant  
South: 10 Avenue SW / Agriculture (A-1) and Single Family Residential (R-1)  
East: Service Commercial / Vacant  
West: Single Family Residential (R-1) / Vacant

## COMMENTS

### Design Review Panel

A Design Review Panel (DRP) meeting was held on December 19, 2017. Minutes of that meeting are attached as APPENDIX 5.

### Fire Department

No concerns.

### Building Department

No concerns.

### Engineering Department

Comments are attached as APPENDIX 6.

### Planning Department

## **Form and Character Development Permit**

The proposed development is subject to the "Highway Service/Tourist Commercial Development Permit Area" design guidelines of the OCP.

The single storey, rectangular shaped building will be 6.55 m in height with a 'v' shaped roof structure. Large windows are placed facing 10 Avenue SW with proposed fascia signage located on either side above the windows. The proposed landscaping plan (APPENDIX 3) shows a variety of shrub species in a centre island located between the proposed building and 10 Avenue SW. The rear parking and loading area will be screened by an 2.4 m chain link fencing with the refuse containers being screened and located next to the cell tower lease area.

## **Site Access and Offstreet Parking**

The subject property is proposed for commercial use and defined as Trade Contractors Office and Storage in the Zoning Bylaw for parking requirements. The site plan shows a total of 10 offstreet parking stalls and 2 loading spaces. The Zoning Bylaw requires 1 stall per 50 m<sup>2</sup> GFA and 2 loading bays for buildings greater than 450 m<sup>2</sup> for a total of 10 stalls and 2 loadings spaces required. Access is proposed from 10 Avenue SW on the west side of the property with two access lanes on either side of the building to the rear loading and storage area. The proposal shows paved surface to the front of the building with crushed gravel surfacing for the access lands and rear loading and storage area.

**Servicing and Future Road Widening / Building Setbacks**

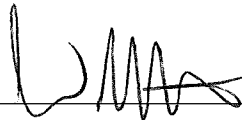
10 Avenue SW is designated as a future Urban Arterial Road in the OCP with a 25 m dedicated width. Special building setbacks of 18.5 m from the centre line of 10 Avenue SW are required to meet the future road width. The proposed building is setback an additional 6.0 m from the required setback and may be setback even further to allow additional spacing from future road widening. The proposed location is in conformance with zoning regulations and any relocation would need to be meet appropriate setback and regulatory requirements.

Currently 10 Avenue SW requires 4.88 m of dedication to reach the full 25 m standard as there is no subdivision involved with this proposal. Any dedication at this time is voluntary by the applicant. The dedicated area would be 167.34 m<sup>2</sup> and based on BC Assessment land values it is worth \$14,400. At this time the applicant does not wish to dedicate the additional land as it is not considered beneficial for their current proposal. Road frontage improvements will eventually be required along 10 Avenue SW however are considered premature at this time so a 100% cash in lieu contribution will be required.

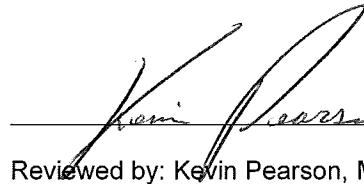
**CONCLUSION**

The proposal is to develop the subject property for commercial retail and the relocation of the Proair Heating and Cooling commercial business. The application addresses the "Highway Service/Tourist Commercial Development Permit Area" design guidelines of the OCP. The form and character is generally consistent with the design guidelines of the OCP. Overall, staff is satisfied with the building design, parking, and the landscaping plan.

Application DP-408 is recommended for approval by staff, subject to the condition outlined in the motion for consideration being completed to the satisfaction of the City.



Prepared by: Wesley Miles, MCIP, RPP  
Planning and Development Officer



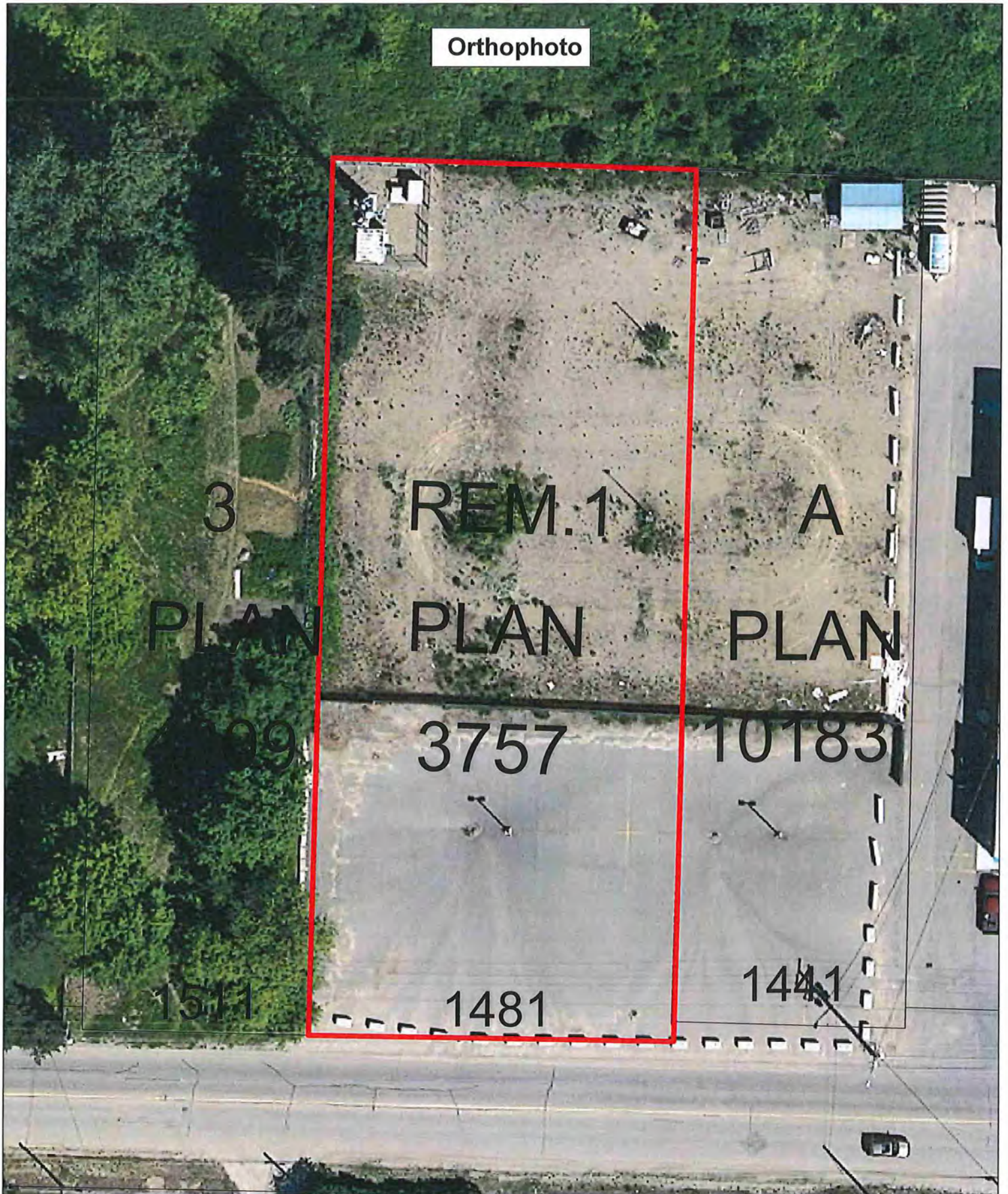
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services








Orthophoto



0 6.5 13 19.5 26  
Meters

 Subject Parcel



# PROAIR NEW BUILDING

SALMON ARM, B.C.

LOCATION MAP



## LIST OF DRAWINGS:

ARCHITECTURAL  
01 CODE ANALYSIS SHEET  
02 ELEVATIONS  
03 FLOOR PLAN  
04 GENERAL BUILDING SECTION  
05 SITE PLAN  
06 COLOURED ELEVATIONS

## PROJECT INFO:

CIVIC ADDRESS:  
1401 102A AVENUE SW  
SALMON ARM B.C. V1E 1T2

ZONING:  
C3 - SERVICE COMMERCIAL

GROSS FLOOR AREA (SF (m2)):

MAIN FLOOR 9550.9 sf (489.2 m)

## LEGAL DESCRIPTION:

REAL LOT 1  
SECTION 15  
TOWNSHIP 26  
RANGE 10  
W64 KD10  
PLAN 2757

SITE AREA:  
3042.0 m (32,743.8sf) (51 AC) (20-C)

## CITY OF SALMON ARM ZONING BYLAW (No. 2303 1995) ANALYSIS: SECTION 17.0: C-3 - SERVICE COMMERCIAL ZONE

### REQUIRED

17.1 PURPOSE  
COMMERCIAL USE

17.2 REGULATIONS  
C-3 ZONE OR CONTAINED ELSEWHERE  
IN THIS BYLAW

17.3 PERMITTED USES  
RETAIL STORE

17.4 MAX. HEIGHT OF PRINCIPLE BUILDING  
MAX HEIGHT 10.8m (32.81)

17.5 MAX. HEIGHT OF ACCESSORY BUILDING  
MAX HEIGHT 6.0m (19.71)

17.6 MIN. PARCEL SIZE OR SITE AREA  
MIN. PARCEL SIZE 465.0m (5,005.4sf)

17.7 MIN. PARCEL OR SITE WIDTH  
MIN. PARCEL WIDTH 15.0m (49.21)

17.8 MIN. SETBACK OF PRINCIPLE BUILDING  
1) FRONT PARCEL LINE 8.0m (19.71)  
2) REAR PARCEL LINE 1.0m (3.31)  
3) INTERIOR PARCEL LINE 1.0m (3.31)  
4) EXTERIOR PARCEL LINE 8.0m (19.71)

17.9 MIN. SETBACK OF ACCESSORY BUILDINGS  
1) FRONT PARCEL LINE 8.0m (19.71)  
2) REAR PARCEL LINE 1.0m (3.31)  
3) INTERIOR PARCEL LINE 1.0m (3.31)  
4) EXTERIOR PARCEL LINE 8.0m (19.71)

17.10 OUTSIDE STORAGE  
SCREENED AS PER APPENDIX III

17.1 PARKING AND LOADING  
PARKING 1 PER 50.0m  
LOADING 2 REQUIRED

### (ROPOAED

17.1 PURPOSE  
COMMERCIAL USE

17.2 REGULATIONS  
C-3 ZONE OR CONTAINED ELSEWHERE  
IN THIS BYLAW

17.3 PERMITTED USES  
RETAIL STORE

17.4 MAX. HEIGHT OF PRINCIPLE BUILDING  
HEIGHT 6.50m (21.51)

17.5 MAX. HEIGHT OF ACCESSORY BUILDING  
NA

17.6 MIN. PARCEL SIZE OR SITE AREA  
PARCEL SIZE 3042.0m (32,743.8sf)

17.7 PARCEL OR SITE WIDTH  
PARCEL WIDTH 34.55m (113.56)

17.8 SETBACK OF PRINCIPLE BUILDING  
1) FRONT PARCEL LINE 15.20m (50.00)  
2) REAR PARCEL LINE 46.19m (145.00)  
3) INTERIOR PARCEL LINE  
EAST 4.5m (14.78)  
WEST 11.25m (36.91)  
4) EXTERIOR PARCEL LINE NA

17.9 SETBACK OF ACCESSORY BUILDINGS  
1) FRONT PARCEL LINE NA  
2) REAR PARCEL LINE NA  
3) INTERIOR PARCEL LINE NA  
4) EXTERIOR PARCEL LINE NA

17.10 OUTSIDE STORAGE  
SCREENED AS PER APPENDIX III

17.1 PARKING AND LOADING  
PARKING  
47050 ÷ 9 STALLS REQUIRED  
10 STALLS PROVIDED  
LOADING 2 PROVIDED

### PARKING

REQUIRED: 1.25 PER DWELLING UNIT  
12 ÷ 1.25 = 15 STALLS  
PROVIDED: 12 IN PARKADE AND 6 OUTSIDE  
1 FOR A TOTAL OF 18 STALLS

## B.C. BUILDING CODE (2012) ANALYSIS:

MAJOR OCCUPANCY CLASSIFICATION: GROUP F2  
GOVERNING CODE PART: PART 3  
BUILDING HEIGHT: 1 STOREY  
BUILDING FOOTPRINT: 5,050.9sf (489.2m)  
SPRINKLERS: NOT REQUIRED  
FACING NO. OF STREETS: FACING 1 STREETS:

## BC BUILDING CODE

### PART 9 BUILDING

3.2.2.76 GROUP F, DIVISION 2, PART 9  
UP TO 2 STOREYS

1) A BUILDING CLASSIFIED AS A GROUP F2  
IS PERMITTED TO CONFORM TO  
SENTENCE 2 PROVIDED  
a) NOT MORE THAN 2 STOREYS IN HEIGHT  
b) HAS A BUILDING AREA OF 1000.0m (10,764.0sf)  
FACING 1 STREETS IF 1 STOREYS  
2) PERMITTED TO BE OF COMBUSTIBLE OR  
NON COMBUSTIBLE CONSTRUCTION  
SINGLY OR IN COMBINATION AND  
a) FLOOR ASSEMBLIES SHALL BE A  
FIRE SEPARATION NOT LESS  
THEN 45 MIN. AND  
c) LOADEARING WALLS, COLUMNS  
AND ARCHES SHALL HAVE A FRR SHALL  
i) FRR NOT LESS THAN 45 MIN. OR  
BE OF NON COMBUSTIBLE CONSTRUCTION

## PROPOSED

### PART 9 BUILDING

3.2.2.76 GROUP F, DIVISION 2, PART 9  
UP TO 2 STOREYS

1) A BUILDING CLASSIFIED AS A GROUP F2  
IS PERMITTED TO CONFORM TO  
SENTENCE 2 PROVIDED  
a) 1 STOREYS IN HEIGHT  
b) HAS A BUILDING AREA OF 489.2m (5,050.9sf)  
FACING 1 STREETS AND 1 STOREYS  
2) PERMITTED TO BE OF COMBUSTIBLE OR  
NON COMBUSTIBLE CONSTRUCTION  
SINGLY OR IN COMBINATION AND  
a) FLOOR ASSEMBLIES NA  
c) LOADEARING WALLS, COLUMNS  
AND ARCHES SHALL HAVE A FRR SHALL  
i) FRR 60 MIN. AND  
OF NON COMBUSTIBLE CONSTRUCTION

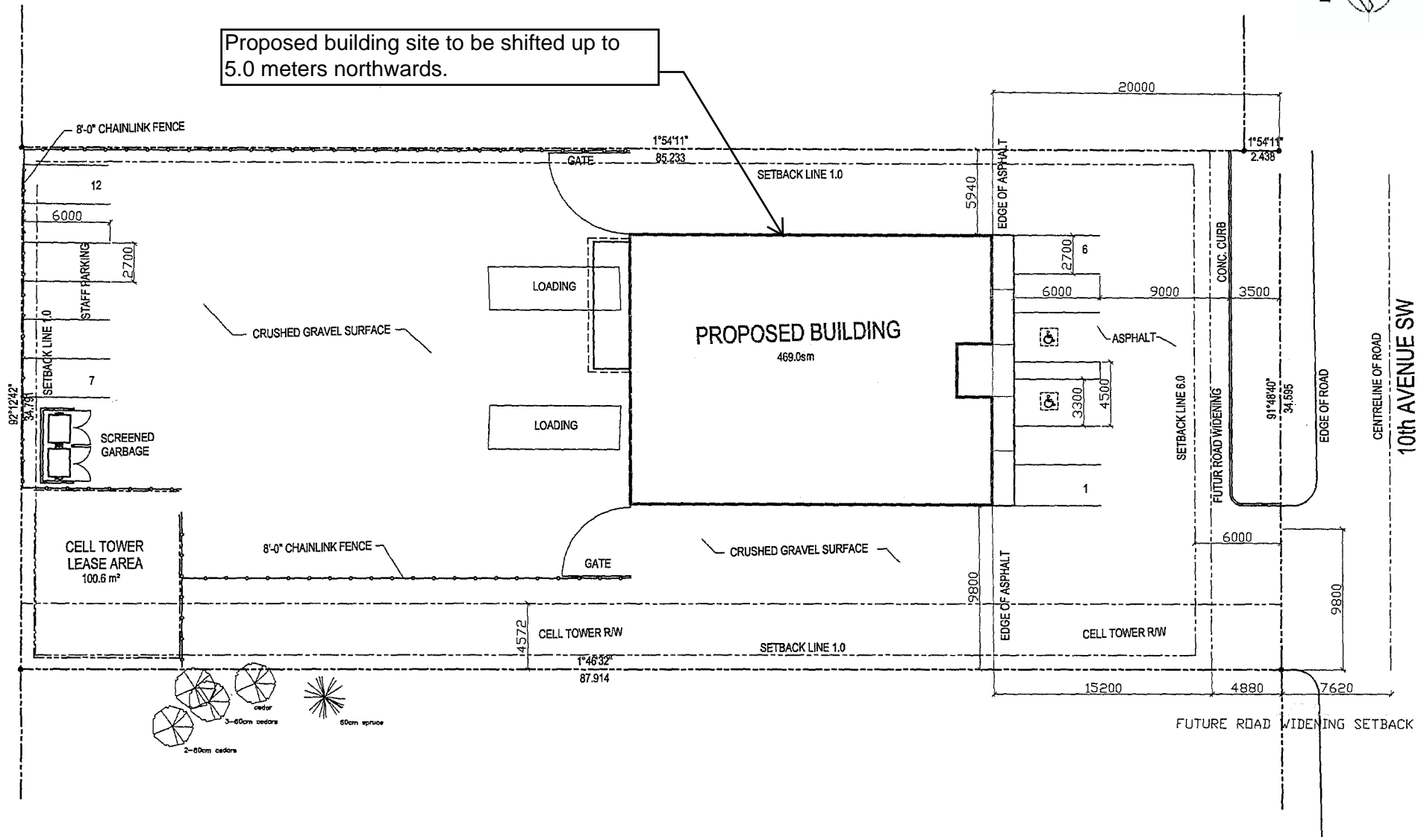
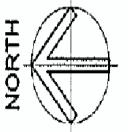
REVISION NO.		DATE	DESCRIPTION
B		11/17/16	REVISION FOR SP
A		11/16/16	ISSUED FOR SP

2000 - 2016 AVE. N.E.  
SALMON ARM, B.C. V1E 2M4  
CIBC: 250-422-3433

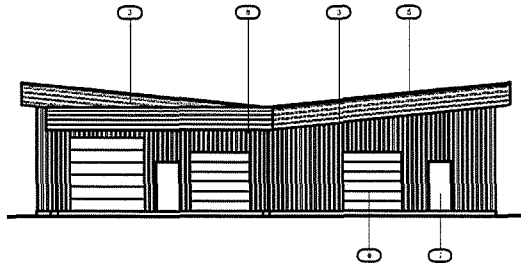
**PEDERSON**  
DRAFTING & DESIGN LTD.

TEL: 250-422-3433  
FAX: 250-422-1881  
CIBC: 250-422-3433

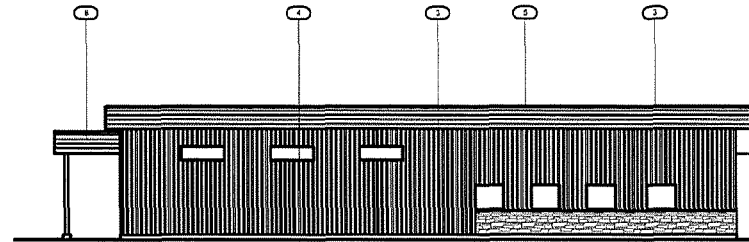
CLIENT: PROAIR SALMON ARM, B.C.		DATE: 11/17/16	REVISION NO. 01
PROJECT: NEW BUILDING		DRAWING NO. 15-098-01	
DRAWING DESCRIPTION: CODE ANALYSIS SHEET			



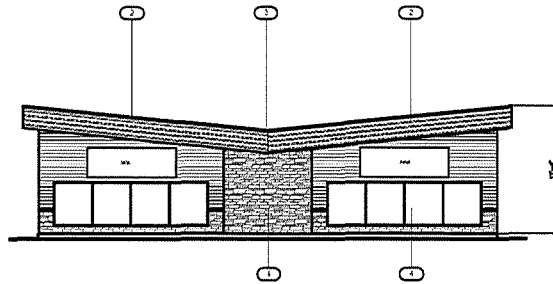




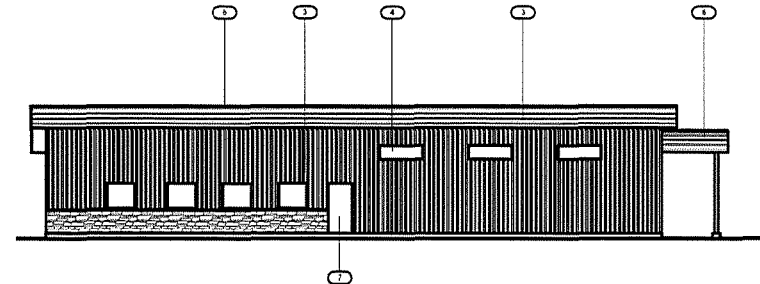
**NORTH ELEVATION**  
SCALE: 1/8" = 1'-0"



**WEST ELEVATION**  
SCALE: 1/8" = 1'-0"




**SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"



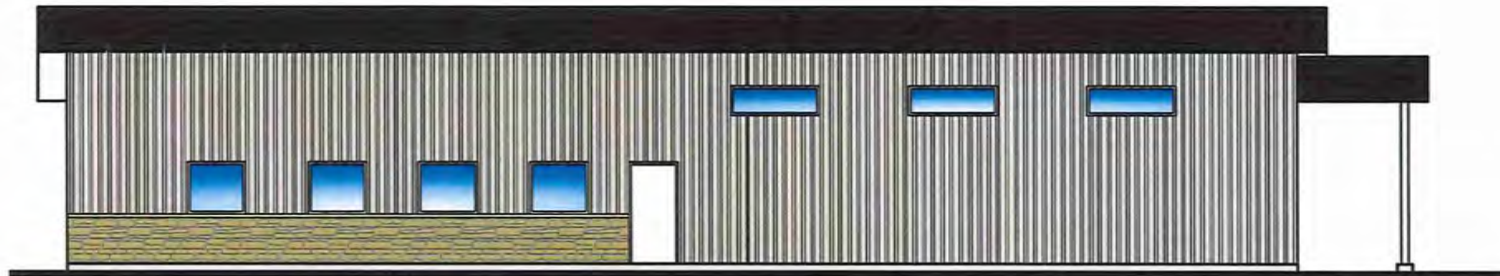
**EAST ELEVATION**  
SCALE: 1/8" = 1'-0"

- MATERIAL LEGEND**
- |                          |                          |
|--------------------------|--------------------------|
| 1. LEDGESTONE            | 6. OVERHEAD DOOR         |
| 2. CEDAR SIDING          | 7. WANDOOD               |
| 3. CORRUGATED METAL      | 8. OVER HEAD DOOR CANOPY |
| 4. GLAZING               |                          |
| 5. PRE COLOURED FLASHING |                          |


			 <b>PEDERSON</b> DRAFTING & DESIGN LTD.	CLIENT: <b>PROAIR</b> SALMON ARM, B. C.	
REVISION NO.	DATE	DESCRIPTION		SCALE: 1/8" = 1'-0"	DRAWN BY: MS
B	11/17/16	REVISION FOR DP (ELEVATIONS REVISION)		DATE: NOVEMBER 17/16	REVISION NO.: 0
A	11/01/16	ISSUED FOR DP		PROJECT: <b>NEW BUILDING</b>	
			2880 - 37th AVE. N.E. SALMON ARM, B.C. V2E 2H5 EMAIL: info@pederson.ca	TEL: 250-432-3300 FAX: 250-432-9999 WEB: www.pederson.ca	DRAWING DESCRIPTION: <b>ELEVATIONS</b>
					DRAWING NO.: <b>15-086-02</b>

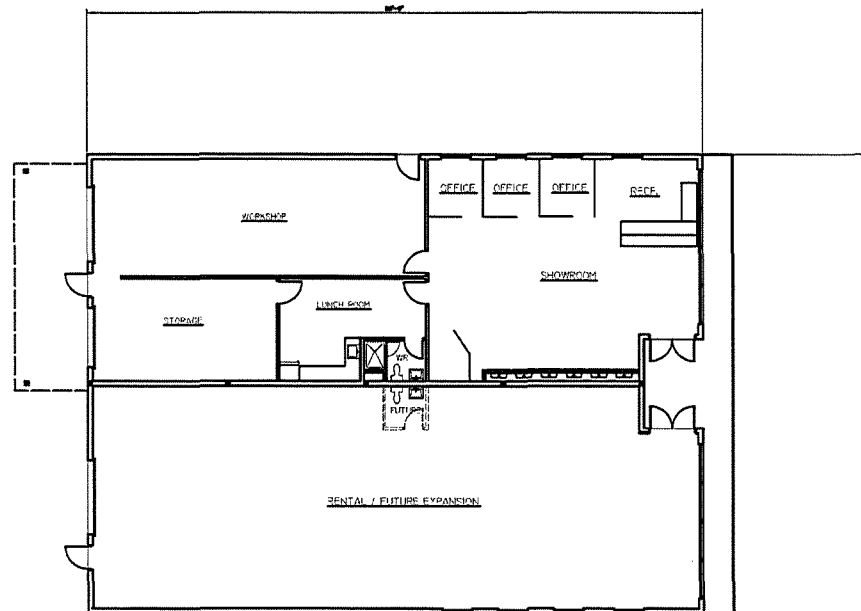


SOUTH ELEVATION



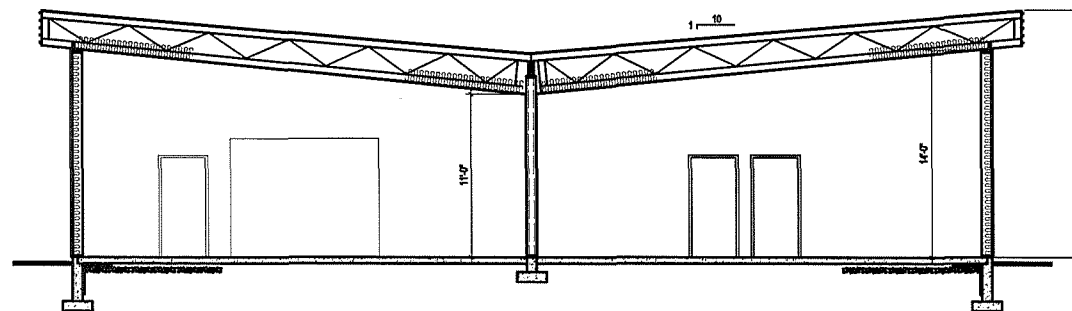
EAST ELEVATION

			 <div>PEDERSON DRAFTING &amp; DESIGN LTD.</div>	CLIENT: <b>PROAIR</b> <b>SHAWAN ARL B.C.</b>	
				SCALE: <b>1/4" = 1'-0"</b> DATE: <b>NOVEMBER 15/14</b> PROJECT:	
B	11/15/14	ISSUED FOR IP (ELEVATIONS REQUIRED)			<b>NEW BUILDING</b>
A	11/14/14	ISSUED FOR IP			DRAWING DESCRIPTION: <b>COLOURED ELEVATIONS</b>
REVISION NO.	DATE:	DESCRIPTION:	2300 - 5TH AVE. N.E. SHAWAN ARL B.C. V1E 3H4 PHONE: 250-432-3400 FAX: 250-432-1888 EMAIL: info@pederson.ca		DRAWING NO. <b>15-098-06</b>



		 <b>PEDERSON</b> DRAFTING & DESIGN LTD.	CLIENT: <b>PROAIR</b> <b>SARAH ANN R. C.</b>	
			SCALE: <b>1/4" = 1'-0"</b>	DRAWN BY: <b>MS</b>
			DATE: <b>NOVEMBER 17/16</b>	CHECKED BY: <b>B</b>
			PROJECT: <b>NEW BUILDING</b>	
<b>B</b>	<b>11/17/16</b>	<b>NEEDED FOR DP</b>		
<b>A</b>	<b>11/16/16</b>	<b>NEEDED FOR DP</b>		
REVISION NO.	DATE	DESCRIPTION		
			2880 - 7TH AVE. N.E. SHERBORN, B.C. V1E 2H4 TEL: 250-432-3420 FAX: 250-432-9661 WWW: www.pedersondesign.com	
			DRAWING DESCRIPTION: <b>FLOOR PLAN</b>	
			DRAWING NO.: <b>15-086-03</b>	

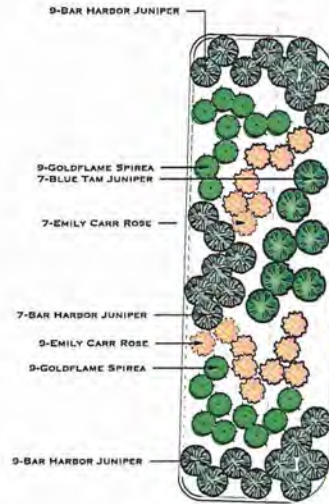




**GENERAL BUILDING SECTION**  
SCALE: 1/4" = 1'-0"

			 <b>PEDERSON</b> DRAFTING & DESIGN LTD.  2880 - 5TH AVE. N.E. SHERBORN, B.C. V1E 3K4 TEL: 250-432-3421 FAX: 250-432-8661 EMAIL: info@pedersondd.com WEB SITE: info@pedersondd.com	CLIENT: <b>PROAIR</b> <b>SALMON ARM, B.C.</b>	
				SCALE: 1/4" = 1'-0" DATE: NOVEMBER 17/16 PROJECT: <b>NEW BUILDING</b>	DRAWN BY: <b>ME</b> REVISION NO: <b>0</b>
<b>0</b>	11/17/16	ISSUED FOR DP (SECTION REVISION)			
<b>A</b>	11/01/16	ISSUED FOR DP			
REVISION NO:	DATE:	DESCRIPTION:		DRAWING DESCRIPTION: <b>GENERAL BUILDING SECTION</b> DRAWING NO: <b>15-098-04</b>	

PROPOSED BUILDING

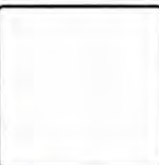


10th AVENUE SW



ISSUE	DATE
SUBMISSION	23 NOV 2016

DRAWN:	ER
DATE:	November 2016
SCALE:	1/8" = 1' - 0"
<small>I hereby warrant that this drawing is true and correct to the best of my knowledge and belief, and that I am a duly licensed professional engineer or architect in the State of British Columbia.</small>	



**ERIC REYNARD**  
Landscape Architect

Eric Reynard BCSLA CSLA  
1041 28th Street S.W. • Vancouver, B.C. V6P 1Y1  
Phone: 604-682-1111 • eric@reynard.com

PROJECT:
<b>PROAIR DEVELOPMENT PERMIT APPLICATIONX</b>
<b>SALMON ARM, B.C.</b>

DRAWING TITLE:
<b>LANDSCAPE PLAN</b>

DRAWING NO.
<b>L-1</b>
OF 1
69

## APPENDIX 4



Photo 1: Photo looking north at the subject property.



Photo 2: Photo looking north-east at the subject property and neighboring development fronting 10 Avenue SW.





## CITY OF SALMON ARM

### DESIGN REVIEW PANEL MINUTES

December 19, 2016  
Room No. 101, City Hall

**Present:** Bill Laird (Panel Chair)  
Paul Burrows (Panel Member)  
Warren Welter (Panel Member)  
Lianne Longdo (Panel Member)  
John Coulson (Panel Member)  
Bill Remphrey (Panel Member)  
Marc Lamerton (Panel Member)

Leah Shaw (Applicant DP-409)  
Steven Genn (Applicant DP-409)

Wes Miles (Planning and Development Officer)

**Absent:** None

**Applications:** Proposed Commercial Development at 1481 – 10 Avenue SW  
Development Permit Application No. DP-409

The meeting was called to order at 1:31 p.m.

#### **Development Permit Application No. DP-409**

The Applicant summarized the proposal, referring to the site plan and building elevations. The Applicant also provided background on the mandatory relocation from their current building due to the TCH Highway realignment and negotiations with the Ministry of Transportation and Infrastructure.

Panel members discussed the proposal, noting concern over the landscaping and site plan in regards to the future road widening. The Panel members considered a number of items including timing of the construction, road frontage improvements, conformance of the building in regards to ultimate road setbacks, building materials, roof design, building signage, potential landscaping options and width of the 10 Avenue SW road standard. The Panel generally supported the site plan and form and character.

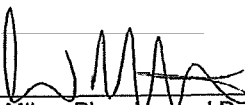
#### **Panel Recommendation**

THAT the application drawings under review for application DP-409 be supported subject to:

- review of the proposed exterior materials, specifically the cedar fascia and exterior stone;
- appropriate relocation/incorporation of the landscaping in consideration of frontage improvements and road widening;
- road dedication on 10 Avenue SW recommended to be consistent with existing road frontage on 10 Avenue SW (i.e. Piccadilly Mall frontage).
- BC Building Code concerns regarding classification error of the building noted on the 'Code Analysis' portion of the drawings be addressed.

## Design Review Panel – December 19, 2016 Meeting Minutes

The meeting adjourned at 2:30 p.m.

  
\_\_\_\_\_  
Wesley Miles, Planning and Development Officer  
(Minutes endorsed by Panel Chair)



*City of Salmon Arm*  
*Memorandum from the Engineering*  
*and Public Works Department*

To: Kevin Pearson, Director of Development Services  
 Date: 09 January, 2017  
 Prepared by: Chris Moore, Engineering Assistant  
 Subject: **DEVELOPMENT PERMIT APPLICATION NO. DP-409**  
 Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 5906  
 Civic: **1481 – 10 Avenue SW**  
 Owner: **0977142 B.C. Ltd., 1531 – 20 Street NE, Salmon Arm, BC, V1E 2G3**  
 Applicant: Owner (Leah Shaw and Steven Genn)

Further to your referral dated November 30, 2016 we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**General:**

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the Owner/developer's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development property to be serviced by underground electrical and telecommunications wiring. Applicant is not required to underground 3 phase overhead lines; however poles may be required to be relocated to an appropriate offset within boulevard.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. The applicant will be required to submit for City review and approval a detailed site servicing/lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
7. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant is requested to contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.



**Roads/Access:**

1. 10 Avenue SW on the southern property boundary is classified as an Urban Arterial Street requiring an ultimate 25.0m road dedication (12.5 meters from centreline). All building setbacks will be required to conform to the ultimate 25.0 meters cross section. Available records indicate that the 10 Avenue SW right of way is currently 20m width. An additional 4.886m of dedication will ultimately be required; however no dedication is required through Development or Building Permit.
2. 10 Avenue SW is constructed to an Interim Arterial Street standard. Upgrading along the property's frontage to the Urban Arterial standard (RD-4: Interim 20m ROW) will be required. Improvements will include, but are not limited to curb & gutter, sidewalk, boulevard construction, street drainage and street lighting. Since these works are premature at this time, due to existing right of way width, a 100% cash in lieu contribution for future construction of the works will be required.
3. The subject property shall be served by a single driveway access, maximum width 8.0m, located minimum 3.0m from the east and west property lines. Two accesses may be considered where the above design requirements are met and the accesses are a minimum of 10m apart.

**Water:**

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades are anticipated.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. Property is to be serviced by single metered water service connection (as per Specification Drawing No. W-11), including backflow prevention, adequately sized to satisfy the proposed use (minimum 25mm). Available records indicate that the property is currently serviced by a 12.5mm service from the watermain on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

**Sanitary:**

1. The subject property fronts a 300mm diameter sanitary sewer on 10 Avenue SW. No upgrades are anticipated.
2. The property shall be serviced by a single sanitary service connection (as per Specification Drawing SAN-4) adequately sized (minimum 100mm) to satisfy the servicing requirements

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09 January 2017  
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of the development. Available records indicate that the property is currently serviced by a 100mm diameter service from the existing sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 1700mm diameter storm sewer on 10 Avenue SW. No upgrades are anticipated.
2. The property to be serviced by a single storm service connection (as per Specification Drawing ST-4) adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Available records indicate that there is no existing storm connection to the property. Alternative methods of managing the stormwater may be considered, with specific approval from the City Engineer as part of an Integrated Stormwater Management Plan. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City storm sewer be part of the ISMP, owner's Engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. Based on available information, it is expected that site retention and release at 5 year pre-development flows will be required.

**Geotechnical:**

1. A geotechnical report to be submitted in accordance with the Engineering Departments Geotechnical Study Terms of Reference for Category A and B.



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Chris Moore  
Engineering Assistant



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Jenn Wilson P.Eng., LEED® AP  
City Engineer



*City of Salmon Arm*  
*Memorandum from the Manager of Permits and Licensing*

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TO: Her Worship Mayor Cooper and Council

DATE: January 23, 2017

SUBJECT: Amendment to Traffic Bylaw 1971 to include provisions for the use of a vehicle immobilization device.

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**MOTION FOR CONSIDERATION:**

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Traffic Bylaw 1971 to include the following definition:

**"Vehicle Immobilization Device"** means a wheel clamp device that is designed to prevent vehicles from being moved.

**AND THAT:** the following sentence be inserted into the body of the referenced bylaw:

202. (1) (d) seize or caused to be seized by applying a *vehicle immobilization device* to any vehicle, trailer or cycle that is in violation of this bylaw;

**AND FURTHER THAT:** the balance of section 202 (1) be renumbered accordingly.

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The Bylaw officer must on occasion have vehicles towed which are in violation of the traffic bylaw. There are situations where offending vehicles are parked in locations where a tow truck is unable to approach the front or rear of the vehicle to effect a tow. The City is proposing to purchase a "Vehicle Immobilization Device" (VID) which the Bylaw Officer would clamp to the wheel of an offending vehicle thereby immobilizing the vehicle. The above amendment proposed to the Traffic Bylaw would establish and clarify the VID as an optional tool available for the City's parking enforcement. A purchase quotation and illustration of the device are attached as Appendix 1.

In order to have a VID removed, the owner or operator of the offending vehicle would need to contact the tow company. The charge for removal of the device would be equivalent to a tow charge and would be paid directly to the towing company. The use of a VID may not result in the payment of outstanding parking tickets, however, a cost equivalent to a tow is a significant deterrent to future parking infractions. One potential risk the City could face with this device is incurring liability of damages to a vehicle during the time it is immobilized by the VID. It is proposed to minimize liability by photographing the vehicle at the time of the VID installation and by posting a prominent sign on the driver's side window indicating that the vehicle has been immobilized. The window sign will also have the tow company contact information to get the device removed.



There are six or seven chronic offenders who knowingly park where it is difficult to effect a tow or who move their vehicles before the tow truck can get to the scene. Once these few realize that the City has an alternative enforcement option it is anticipated the immobilization device will not be used as frequently. It is to be noted that the Bylaw Officer, under his sole discretion, typically only tows six to seven vehicles from the downtown area per year. The parking enforcement summer student will not be authorized to install the VID.

VIDs are not widely used in other municipalities in BC, however the City of Trail has been using the device successfully since 2013. The Downtown Parking Commission supports the Bylaw Officer's enforcement efforts and the use of VID on chronic, repeat, parking violators in the downtown core.



Prepared by: Maurice Roy, RBO CRBO  
Manager of Permits & Licensing



Reviewed by: Kevin Pearson, MCIP RPP  
Director of Development Services

:mr

## Appendix

1. VID quote and illustration

## Appendix 1

**From:** Craig Young [<mailto:CraigY@atstraffic.ca>]  
**Sent:** December 6, 2016 11:04 AM  
**To:** Marcel Bedard  
**Subject:** RE: the Boot

Hi Marcel,

My apologies, we recently switched our computer systems and finding info from the old system was proving to be difficult. I'm awaiting current pricing from the vendor, **should be around \$1000 for the kit**

What I found was they purchased the following items:

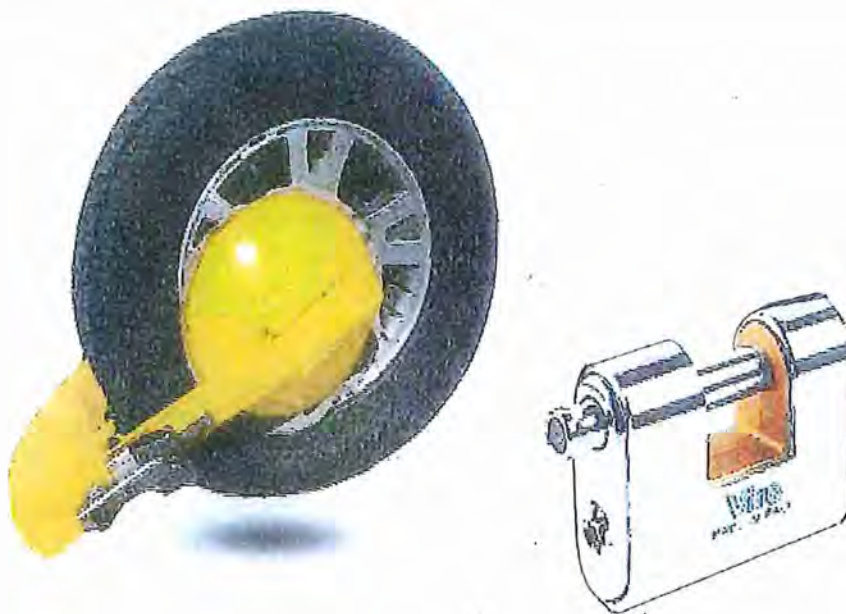
Universal Boot #1 with felt pad

Series 5000 Keys and an armored padlock

The Universal Boot #1 Fat Boy is for wheels 235mm/9.25" and wider. It will fit anything from a regular pick-up to a full-sized SUV.

**No Lock:** Supply your own lock! (*Slide-bolt highly recommended*)

**5000 Series:** A thoroughly proven, more armored version, can also be ordered keyed alike (KA)



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