

AGENDA

Regular Council Meeting

Monday, March 13, 2017

1:30 p.m.

[Public Session Begins at 2:30 p.m.]

Meeting Room 100 of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 – 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 – 4	1.	Dawn Dunlop, Executive Director, Canadian Mental Health Association (CMHA) – Shuswap/Revelstoke – Affordable Housing in Salmon Arm
5 – 6	2.	Lindsay Wong, Manager, Downtown Salmon Arm – Downtown Salmon Arm Update
	6.	CONFIRMATION OF MINUTES
7 – 16	1.	Regular Council Meeting Minutes of February 27, 2017
	7.	COMMITTEE REPORTS
17 – 24	1.	Development and Planning Services Committee Meeting Minutes of March 6, 2017
25 – 28	2.	Agricultural Advisory Committee Meeting Minutes of February 15, 2017
29 – 32	3.	Downtown Parking Commission Meeting Minutes of December 20, 2016
	8.	INTRODUCTION OF BYLAWS
33 – 52	1.	Official Community Plan Amendment Bylaw No. 4190 [OCP4000-29; Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 – 11 Avenue NE; HC – HR] – First and Second Readings

8. **INTRODUCTION OF BYLAWS - Continued**
 - 53 - 56 2. Zoning Amendment Bylaw No. 4191 [ZON-1084; Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; R-1 to R-5] - First and Second Readings
 - 57 - 68 3. Official Community Plan Amendment Bylaw No. 4192 [OCP4000-30; Laitinen, C. 2451 - 30 Avenue NE; Rural Agricultural Policies] - First and Second Readings
 - 69 - 72 4. Zoning Amendment Bylaw No. 4193 [ZON-1085; Laitinen, C.; 2451 - 30 Avenue NE; detached suite in agricultural zones] - First and Second Readings
 - 73 - 84 5. Zoning Amendment Bylaw No. 4194 [ZON-1086; Kipp, D. & E.; 3290 - 20 Street NE; R-7 to R-8] - First and Second Readings
9. **RECONSIDERATION OF BYLAWS**
 - 85 - 106 1. Zoning Amendment Bylaw No. 4185 [ZON-1082; Olsen, M.; 361 - 10 Street SE; R-5 to R-4] - Final Reading
10. **CORRESPONDENCE**
 - 107 - 108 1. Informational Correspondence
11. **STAFF REPORTS**
 - 109 - 112 1. Director of Engineering and Public Works - 2017/2018/2019 Traffic Line & Airport Marking - Award
 - 113 - 116 2. Director of Engineering and Public Works - 2017 Pavement Patching Program - Quote Award
 - 117 - 122 3. Director of Engineering and Public Works - Downtown Recycling Bin Purchase and Collection
 - 123 - 124 4. Director of Engineering and Public Works - Cross Connection Control - 2017 Facility Assessments
 - 125 - 130 5. Manager of Permits and Licensing - Liquor License Application (Liquor Primary) Salmon Arm Elks Lodge #455 3690 - 30 Street NE
 - 131 - 132 6. Corporate Officer - Shuswap Regional Airport Commission Appointments
12. **NEW BUSINESS**
13. **COUNCIL STATEMENTS**
14. **NOTICE OF MOTION**
15. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
16. **OTHER BUSINESS**
 - 133 - 136 1. Salmon Arm Secondary Digital Photography Photo Collage at City Hall
17. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

(Items 19 – 23 to follow 2017 Court of Revision)

Page #	Item #	Description
	18.	DISCLOSURE OF INTEREST
	19.	HEARINGS
137 – 144	1.	Development Variance Permit No. VP-451 [2321 Okanagan Holdings Ltd., 121 – 24 Street NE, Setback Variance]
145 – 154	2.	Development Variance Permit No. VP-452 [Peters-Durston, C.; 2790 – 25 Street NE; Building Height Variance]
155 – 164	3.	Temporary Use Permit Application No. TUP-14 [P. Page; 460- 10 Avenue SW; Temporary Camping for Roots and Blues Festival]
	20.	STATUTORY PUBLIC HEARINGS
	21.	RECONSIDERATION OF BYLAWS
	22.	QUESTION AND ANSWER PERIOD
165 – 166	23.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: March 13, 2017

PRESENTATION

NAME: Dawn Dunlop, Executive Director, Canadian Mental Health Association (CMHA)
- Shuswap/Revelstoke

TOPIC: Affordable Housing in Salmon Arm

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 5.2

CITY OF SALMON ARM

Date: March 13, 2017

PRESENTATION

NAME: Lindsay Wong, Manager, Downtown Salmon Arm

TOPIC: Downtown Salmon Arm Update

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 6.1

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting Minutes of February 27, 2017 be adopted as circulated.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, February 27, 2017.

PRESENT:

Mayor N. Cooper (entered the meeting at 2:30 p.m.)
 Councillor C. Eliason
 Councillor K. Flynn
 Councillor K. Jamieson
 Councillor A. Harrison
 Councillor T. Lavery
 Councillor L. Wallace Richmond (entered the meeting at 3:03 p.m.)

Chief Administrative Officer C. Bannister
 Corporate Officer E. Jackson
 Director of Engineering and Public Works R. Niewenhuizen
 Director of Development Services K. Pearson
 Recorder C. Simmons

1. CALL TO ORDER

Acting Mayor Eliason called the meeting to order at 1:30 p.m.

2. IN-CAMERA SESSION

0075-2017 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
 Council returned to Regular Session at 2:02 p.m.
 Council recessed until 2:30 p.m.

Mayor Cooper entered the meeting at 2:30 p.m. and assumed the Chair.

3. REVIEW OF AGENDA

Addition under item 10.2 L. Wong, Manager, Downtown Salmon Arm – letter dated February 21, 2017 – Shade Sail at Ross Street Plaza

Addition under item 19.2 written submissions from L. & T. Bischke, K. Ouilette, E. Cook, B. Brouwer, M. Magri, and S. Nedilko

Addition under item 20.3 written submissions from G. & B. MacDonald, T. Elder, R. Hohne, E. & D. Sewell, D. & M. Normandeau, J. & A. Thompson, B. & J. Broadwell, T. & A. Waswta, H. & L. Venter, L. & D. MacDonald, J. Notenbomer, M. Wasylenki, H. Huffman, S. Johnson, E. Drew and S. Varaleau

4. DISCLOSURE OF INTEREST

Councillor Harrison declared a conflict of interest with item 11.1 as he is a member of the Salmon Arm Tennis Club.

5. PRESENTATIONS / DELEGATIONS**1. C. Flatman, President Elect, Rotary Club of Salmon Arm and Brian Ayotte, Salmon Arm Refuge Coalition – Shuswap – Syrian Bus Pass Program**

Carl Flatman, President Elect, Rotary Club of Salmon Arm – Shuswap outlined his letter dated January 6, 2017. He and Brian Ayotte, Salmon Arm Refuge Coalition were available to answer questions from Council.

0076-2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: Council provide 2017 bus passes, as needed, for new Syrian refugees, as they arrive in Salmon Arm, to a maximum contribution of \$3,945.00 funded from 2017 Council Initiatives.

CARRIED UNANIMOUSLY

2. C. Grayston, General Manager, Chamber of Commerce – Visitor Information Centre Annual Report/Update

Corryn Grayston, General Manager, Chamber of Commerce provided an annual overview of the Visitor Information Centre and was available to answer questions from Council.

Councillor Wallace Richmond entered the meeting at 3:03 p.m.

6. CONFIRMATION OF MINUTES**1. Regular Council Meeting Minutes of February 14, 2017**

0077-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of February 14, 2017 be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of February 20, 2017**

0078-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of February 20, 2017, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS – continued2. Environmental Advisory Committee Meeting Minutes of February 2, 2017

0079-2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Environmental Advisory Committee Meeting Minutes of February 2, 2017, be received as information.

CARRIED UNANIMOUSLY8. INTRODUCTION OF BYLAWS9. RECONSIDERATION OF BYLAWS1. Traffic Amendment Bylaw No. 4188 - Final Reading

0080-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Traffic Amendment Bylaw No. 4188 be read a final time.

CARRIED UNANIMOUSLY10. CORRESPONDENCE1. Informational Correspondence

For information.

7. R. W. Reddecliff, Treasurer, Salmon Arm Elks Recreation Society - letter dated February 8, 2017 - Support for Application under the PAD Program

0081-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the City provide a letter of support to the Salmon Arm Elks Recreation Society for the application to the Heart and Stroke Foundation for a Defibrillator under the PAD Program.

CARRIED UNANIMOUSLY2. L. Wong, Manager, Downtown Salmon Arm - letter dated February 21, 2017 - Shade Sail at Ross Street Plaza

0082-2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: Council provide a letter of support, in principle, for Downtown Salmon Arm's application for grant funding for a shade sail to be installed at the Ross Street Plaza.

Councillor Eliason left the meeting at 3:39 p.m.

CARRIED UNANIMOUSLY

Councillor Harrison declared a conflict of interest and left the meeting at 3:41p.m.

11. STAFF REPORTS

1. Chief Administrative Officer – Salmon Arm Tennis Club – Request for Donation of Sand and Gravel

Councillor Eliason returned to the meeting at 3:41 p.m.

0083-2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: That the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to reflect the contribution of Sand and Gravel estimated at \$26,280.00 to the Salmon Arm Tennis Club funded from the Reserves (20 Ave/21 Street NE Intersection (\$16,280.00) and Narcisse /CPR Crossing Sidewalk (\$10,000.00)).

W. Pain, Salmon Arm Tennis Club, provided an update on the Indoor Tennis Facility and was available to answer questions from Council.

CARRIED UNANIMOUSLY

Councillor Harrison returned at 3:56 p.m.

12. NEW BUSINESS

13. COUNCIL STATEMENTS

1. Committees of Council/Agency Representatives

Members of Council reported on the Committees and Agencies they represent.

14. NOTICE OF MOTION

15. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

16. OTHER BUSINESS

1. ICBC TCH Corridor Safety Study – January 2013

Received for information.

0084-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: staff forward the ICBC TCH Corridor Safety Study – January 2013 report including recent MOTI policy changes to the Chamber of Commerce, Downtown Salmon Arm, Economic Development Society, Canadian Trucking Alliance and British Columbia Trucking Association and request a response within 45 days;

AND THAT: staff be directed to conduct a Trans Canada Highway Corridor Safety Open House with the Ministry of Transportation and Infrastructure and ICBC in attendance.

CARRIED UNANIMOUSLY

16. OTHER BUSINESS - Continued**1. ICBC TCH Corridor Safety Study - January 2013 - Continued**

0085-2017

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: Salmon Arm City Council revisit and review the 2013 Ministry of Transportation and Infrastructure and ICBC Traffic and Safety study first phase of improvements with costs to be considered.

CARRIED UNANIMOUSLY

17. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

The Meeting recessed at 4:53 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper

Councillor K. Flynn

Councillor C. Eliason

Councillor T. Lavery

Councillor A. Harrison

Councillor K. Jamieson

Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister

Corporate Officer E. Jackson

Director of Engineering and Public Works R. Niewenhuizen

Director of Development Services K. Pearson

Recorder C. Simmons

18. DISCLOSURE OF INTEREST

No interest was declared.

19. HEARINGS**1. Development Variance Permit No. VP-450 [Olsen, M.; 361 - 10 Street SE; Exterior Parcel Line]**

0086-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

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.

The Director of Development Services explained the proposed Development Variance Permit Application.

19. HEARINGS - Continued1. Development Variance Permit No. VP-450 [Olsen, M.; 361 - 10 Street SE; Exterior Parcel Line] - Continued

Submissions were called for at this time.

M. Olsen, the applicant, spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:06 p.m.

CARRIED UNANIMOUSLY

2. Development Variance Permit No. VP-446 [McLaws, M./ Lawson Engineering and Development Services Ltd.; 2130 - 6 Avenue NE; Servicing Variance]

Council received the written submissions for consideration.

0087-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Development Variance Permit No. VP-446 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13789 which will vary Section 4.2 of the Subdivision and Development Servicing Bylaw No. 3596 as follows:

1. Waive the requirement to upgrade the 5 Avenue NE frontage from the Urban Local Road Standard (RD-2) to a driveway access standard;
2. Waive the requirement to extend storm sewer main along the 5 Avenue NE and 6 Avenue NE frontages;
3. Reduce the requirement to upgrade the 6 Avenue NE frontage from the Urban Local Road Standard (RD-2) to an Interim Local Road Standard;
4. Waive the requirement to provide underground Electrical and Telecommunication Services.

The Director of Development Services explained the proposed Development Variance Permit Application.

Submissions were called for at this time.

B. Lawson, Lawson Engineering and Development Services Ltd., the agent, spoke regarding the application and was available to answer questions from Council.

L. & T. Bischke, 2160 - 6 Avenue NE, spoke on behalf of the petitions submitted and concerns regarding congestion and traffic.

B. Lawson, Lawson Engineering and Development Services Ltd., the agent, spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:30 p.m.

19. HEARINGS - Continued2. Development Variance Permit No. VP-446 [McLaws, M./Lawson Engineering and Development Services Ltd.; 2130 - 6 Avenue NE; Servicing Variance] - ContinuedAmendment:

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: items 1 - 3 be deleted in their entirety and replaced as follows with the balance renumbered accordingly;

1. Waive the requirement to upgrade 5 Avenue NE frontage from the Urban Local Road Standard (RD-2) to a driveway standard in accordance with City of Salmon Arm Policy 3.11 and \$10,000.00 cash in lieu contribution for trail improvements;
2. Waive the requirement to extend storm sewer main along 5 Avenue NE;
3. Reduce the requirement to extend storm sewer main along 6 Avenue NE from the entire frontage to the required length to tie into existing catch basins;
4. Reduce the requirement to upgrade 6 Avenue NE frontage to the Urban Local Road Standard (RD-2) to only require concrete sidewalk and curb & gutter with road drainage.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

20. STATUTORY PUBLIC HEARINGS

Councillor Harrison left the meeting at 7:43 p.m. and returned at 7:44 p.m.

1. Zoning Amendment Application No. ZON-1082; Olsen, M.; 361 - 10 Street SE; R-5 to R-4

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

M. Olsen, the applicant, provided a submission of support, spoke regarding the application and was available to answer questions from Council.

E. Doyle, 971 - 4 Avenue SE, spoke in support of the application.

T. Hobson, 360 - 8 Street SE, spoke in support of the application.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4185 was declared closed at 7:51 p.m. and consideration of the next item ensued.

20. STATUTORY PUBLIC HEARINGS - Continued**2. Zoning Amendment Application No. ZON-1083; Fisher, E. & H.; 1061 - 19 Avenue SE; R-1 to R-8**

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

H. Fisher, the owner, spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4186 was declared closed at 7:53 p.m. and consideration of the next item ensued.

3. Official Community Plan Amendment OCP4000-28; Hostman, C. & C./ Browne Johnson Land Surveyors; 1890 - 20 Avenue NE & 1830 - 17 Street NE

The Director of Development Services explained the proposed Official Community Plan Amendment Application.

Submissions were called for at this time.

Council received the written submissions for consideration.

B. Cooper, Brown Johnson Land Surveyors, the agent, spoke regarding the application and was available to answer questions from Council.

J. Broadwell, 38 - 1581 20 Street NE, expressed concerns about changes to adjacent park land to the Willow Cove Strata, future development of the subject property and the emergency access road.

Councillor Wallace Richmond left the meeting at 8:11 p.m.

J. Thompson, 39 - 1581 20 Street NE, spoke to concerns regarding potential future development, assurance from Willow Cove developer of parkland remaining, environmental impact, real estate value and future of the historical Leech home.

Councillor Wallace Richmond returned at 8:13 p.m.

D. Gretzunger, 37 1581 20 Street NE, spoke to concerns regarding the impact to the existing parkland.

M. Wasylenki, 25 - 1581 20 Street NE, asked whether City parks had been realigned in the past; the Director of Development Services responded in the affirmative.

E. Drew, 1890 -2 Avenue NE, spoke on behalf of some of the Willow Cove Strata residents and objected to the boundary readjustment.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4187 was declared closed at 8:29 p.m.

21. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4185 [ZON-1082; Olsen, M.; 361 - 10 Street SE; R-5 to R-4] - Third Reading

0088-2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4185 be read a third time.

CARRIED UNANIMOUSLY

2. Zoning Amendment Bylaw No. 4186 [ZON-1083; Fisher, E. & H.; 1061 - 19 Avenue SE; R-1 to R-8] - Third and Final Readings

0089-2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4186 be read a third and final time.

CARRIED UNANIMOUSLY

3. Official Community Plan Amendment Bylaw No. 4187 [OCP4000-28; Hostman, C. & C./ Browne Johnson Land Surveyors; 1890 - 20 Avenue NE & 1830 - 17 Street NE] - Third Reading

0090-2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4187 be read a third time.

Councillor Eliason left the meeting at 8:58 p.m. and returned at 9:00 p.m.

CARRIED

Councillors Harrison and Wallace Richmond Opposed

22. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

23. ADJOURNMENT

0091-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of February 27, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:04 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2017.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee Meeting Minutes of March 6, 2017, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, March 6, 2017.

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor A. Harrison
Councillor K. Jamieson
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Corporate Officer E. Jackson
Director of Development Services K. Pearson
Director of Engineering & Public Works R. Niewenhuizen
Recorder C. Simmons

ABSENT:

Councillor T. Lavery

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 8:00 a.m.

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

Councillor Wallace Richmond declared a conflict of interest with item 5.7 as the Roots and Blues is a client of her firm.

4. PUBLIC PRESENTATIONS

No items.

5. STAFF REPORTS

1. (a) Official Community Plan Amendment Application No. OCP 4000-29 [Affinity Developments Ltd./Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; HC - HR]

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) from HC (Highway Service/Tourist Commercial) to HR (Residential - High Density).

5. STAFF REPORTS – Continued1. (a) Official Community Plan Amendment Application No. OCP 4000-29 [Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; HC - HR] - Continued

AND THAT: Pursuant to Section 879 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities.

AND FURTHER 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.

G. Richardson, the agent, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

1.(b) Zoning Amendment Application No. ZON1084 [Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 - 11 Street NE; R-1 to R-5]

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone).

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

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw.

G. Richardson, the agent, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2.(a) Official Community Plan Amendment Application No. OCP4000-30 [Laitinen, C. 2451 - 30 Avenue NE; Rural Agricultural Policies]

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 as follows:

5. **STAFF REPORTS – Continued**2.(a) **Official Community Plan Amendment Application No. OCP4000-30 [Laitinen, C. 2451 – 30 Avenue NE; Rural Agricultural Policies] – Continued**

1) Section 7.3 – Rural and Agricultural Policies:

Delete the following:

“7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations, except that detached suites are not supported within the Agricultural Land Reserve.”

And replace with the following:

“7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations.

AND THAT: Pursuant to Section 475 of the Local Government Act, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Council has considered this Official Community Plan amendment 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.

C. Laitinen, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that staff be directed to prepare a background report on the siting and size of buildings on properties in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve within the Agricultural Land Reserve.

CARRIED UNANIMOUSLY

2.(b) **Zoning Amendment Application No. ZON-1085 [Laitinen, C.; 2451 – 30 Avenue NE; detached suite in agricultural zones]**

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 Sections 34.3.4 (A-1 Zone), 35.3.4 (A-2 Zone), 36.3.4 (A-3 Zone), and 41.3.4 (CD-3 Zone) as follows:

5. STAFF REPORTS – Continued

2.(b) Zoning Amendment Application No. ZON-1085 [Laitinen, C.; 2451 – 30 Avenue NE; detached suite in agricultural zones] – Continued

Delete the following:

“Detached suite on a parcel or site not located within the Agricultural Land Reserve”

And replace with the following:

“Detached suite (development of a detached suite in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations)

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 2) Adoption of the associated Official Community Plan Amendment Bylaw.

CARRIED UNANIMOUSLY

3. Zoning Amendment Application No. ZON-1086 [Kipp, D. & E.; 3290 – 20 Street NE; R-7 to R-8]

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

D. Kipp, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. Development Variance Permit No. VP-449, Lawson, B. & S. / Lawson Engineering & Development Services, 1660 – 28 Avenue NE, Servicing Variance

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-449 be authorized for issuance for Lot 2, Plan 10629, except Plans 25323 and 42003, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 3596 as follows:

1. Section 4.2:

- i) Reduce the requirement to upgrade the 28 Avenue NE frontage to the Local Urban Road standard (RD-2) to a 7.3 metre wide gravel standard with a temporary turn around and space for snow storage within a statutory right of way;

5. STAFF REPORTS – Continued4. Development Variance Permit No. VP-449, Lawson, B. & S. / Lawson Engineering & Development Services, 1660 – 28 Avenue NE, Servicing Variance – Continued

- ii) Reduce the minimum panhandle width from 20.0 metres to 6.0 metres;
- iii) Waive the requirement to extend the sanitary sewer main to the boundary of the site; and
- iv) Waive the requirement to extend the storm sewer main to the north boundary of the site.

B. Lawson, the agent, spoke regarding the application and was available to answer questions from the Committee.

B. Lawson, the applicant, spoke regarding the application and was available to answer questions from the Committee.

DEFEATED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-449 be authorized for issuance for Lot 2, Plan 10629, except Plans 25323 and 42003, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 3596 as follows:

1. Section 4.2:

- i) Reduce the requirement to upgrade the 28 Avenue NE frontage to the Local Urban Road standard to a paved road with a T-turnaround, curb and gutter and storm sewer main;
- ii) Reduce the minimum panhandle width from 20.0 metres to 6.0 metres subject to registration of Land Title Act, Section 219 covenant prohibiting any further subdivision until the properties are fully serviced to City standards; and
- iii) Reduce the requirement to extend the sanitary sewer main to the north boundary to a 50% cash contribution towards its future construction.

CARRIED

Councillor Harrison Opposed

5. Development Variance Permit No. VP-451, 2321 Okanagan Holdings Ltd., 121 – 24 Street NE, Setback Variance

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-451 be authorized for issuance for Lot 2, Plan EPP61761 Sec. 13, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

5. **STAFF REPORTS - Continued**

5. **Development Variance Permit No. VP-451, 2321 Okanagan Holdings Ltd., 121 - 24 Street NE, Setback Variance - Continued**

- 1) Section 45.11.4 - decrease the minimum setback of a principal building from the exterior side parcel line from 5.0 metres to 3.5 metres for the proposed residence shown on Appendix 3 of the staff report dated February 21, 2017.

M. Wilson, the agent, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond left the meeting at 9:31 a.m.

6. **Development Variance Permit Application No. VP-452 [Peters-Durston, C.; 2790 - 25 Street NE; Building Height Variance]**

Councillor Wallace Richmond returned to the meeting at 9:33 a.m.

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-452 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.6 - R-1 Single-Family Residential Zone - increase the maximum height of an accessory building from 6.0 m (19.7 ft) to 7.5 m (24.6 ft) to allow for a new accessory building, as shown in Schedule A attached to the staff report dated February 28, 2017.

C. Durston, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 9:42 a.m.

7. **Temporary Use Permit Application No. TUP-14 [Page, P.; 460 - 10 Avenue SW; Temporary Camping for Roots & Blues Festival]**

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Temporary Use Permit No. TUP-14 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 for a temporary campground as shown in Appendix 2 of the Development Services Department Memorandum dated February 8, 2017 subject to the following:

- 1) Adherence to Fire Department requirements regarding free and clear access within the campground;

5. STAFF REPORTS – Continued

7. Temporary Use Permit Application No. TUP-14 [Page, P.; 460 – 10 Avenue SW; Temporary Camping for Roots & Blues Festival] – Continued

- 2) The total number of temporary campsites not exceeding 100;
- 3) Check-in stations being setback a minimum of 100 metres from 10 Avenue SW;
- 4) The Temporary Use Permit being valid for ten (10) consecutive dates with camping being limited to a maximum of four (4) days (Thursday through Sunday) coinciding with the annual Roots and Blues Music Festival in August of 2017. Approval for 2018 and 2019 subject to approval by the Agricultural Land Commission for Non-Farm Use in the Agricultural Land Reserve;
- 5) Compliance with the requirements of the Agricultural Land Commission.

P. Page, the applicant, spoke regarding the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. IN-CAMERA

7. LATE ITEMS

No items.

Councillor Jamieson left the meeting at 9:51 a.m.

8. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee meeting of March 6, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:52 a.m.

Mayor Nancy Cooper
Chair

Minutes received as information by Council
at their Regular Meeting of _____, 2017.

Item 7.2

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the Agricultural Advisory Committee Meeting Minutes of February 15, 2017, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, February 15, 2017.**

PRESENT:

Councillor Ken Jamieson, Chair
 Matt Henrie
 John Schut
 James Olafson
 John McLeod
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Ernest Moniz, James Hanna, Don Syme, Ron Ganert

1. Call to Order

Councillor Jamieson called the meeting to order at 3:02 p.m.

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. ALC Application Referrals to IHA – Follow up from Jill Worboys, Interior Health Presentation

Moved: John McLeod
 Seconded: Ken Jamieson

THAT: the Agricultural Advisory Committee recommends to Council that it refer all Agricultural Land Commission applications to Interior Health – Population Health department for comment.

Carried

Opposed: John Schut
 Jim Olafson

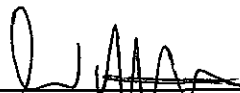
Staff provided a review of the January 18, 2017 AAC and the presentation from Jill Worboys of Interior Health. Staff also outlined the general referral process and timelines for ALC applications. The Committee discussed items of concern including, potential impact on application timelines, experience and knowledge of Interior Health staff to comment on agricultural land issues, and potentially adding another hurdle or complicating the process. The Committee also discussed the potential benefits of having additional information provided from a healthy community perspective, general support for greater information without necessarily complicating or delaying applications.

6. Late Items

n/a

7. Adjournment

The meeting adjourned at 3:40 p.m.



Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

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Item 7.3

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Downtown Parking Commission Meeting Minutes of December 20, 2016, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



DOWNTOWN PARKING COMMISSION

Tuesday, December 20, 2016

TIME: 8:00 A.M.

MEETING ROOM 100 - CITY HALL

Minutes of the Downtown Parking Commission Meeting held in Meeting Room 100, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC on Tuesday, December 20, 2016 at 8:00 a.m.

Present:

City of Salmon Arm
Representatives:

Bill Laird
Regan Ready
Cathy Ingebrigtsen

Downtown Improvement Association
Representatives:

Matt Koivisto
Jacquie Gaudreau
Heather Finn

Resource Personnel:

Chad Eliason, Councillor
Robert Niewenhuizen, Director of Engineering & Public Works
Rob Hein, Manager Roads & Parks
Kevin Pearson, Director of Development Services
Jenn Wilson, Engineer
Marcel Bedard, Bylaw Officer

Absent:

Gerald Foreman
Vic Hamilton

The meeting was called to order at 8:00 am, by Chairperson Chad Eliason

1. Minutes of Meeting: November 15, 2016

Motion: M. Koivisto/ B. Laird
To: Receive minutes as information

Carried Unanimously

2. Downtown Parking Commission - CSA Representatives

- terms up for renewal, DPC supports current members to be reappointed

Motion: J. Gaudreau/ M. Koivisto
To: To recommend to City Council that current DPC CSA members to be re-appointed for term.

Carried Unanimously

3. Inner Core Lot – Lease renewal

- B. Laird stepped out due to conflict of interest

Motion: R. Ready/ C. Ingebrigtsen
To: Renew lease as presented by R. Niewenhuizen

Carried Unanimously

Minutes – Downtown Parking Commission
Page 2

4. Mobile Food Vending

- K. Pearson gave report on process he will be presenting to council. Discussion followed.

Motion: R. Ready / C. Ingebrigtson

To: Allow a limited number of spots in downtown core for food vendors,
and to allow 2 spots in Ross St / Hudson NW lots for 2 year trial period.

Carried Unanimously

5. Snow Control Downtown

- R. Hein and R. Niewenhuizen presented on City snow removal policy & practices. Information well received. DPC thanks city crews on snow removal in town centre – they have done a great job this year.

Received As information

6. Correspondence

- none

Received As Information

7. Any Other Business

- None

8. Adjournment

- Next meeting scheduled for January 9, 2017
- Note date change is 2nd Tuesday, not 3rd

Motion: R. Ready / C. Ingebrigtson

To: Adjourn Meeting

Carried Unanimously

Meeting Adjourned at 8:45 am

Certified Correct



Marcel A. Bedard
Bylaw Enforcement Officer

Minutes received as information by Council on the day of , 2017

cc: Downtown Improvement Association
Kevin Pearson, Director of Development Services
Council Correspondence

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Item 8.1

CITY OF SALMON ARMDate: March 13, 2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4190 be read a first and second time;

AND THAT: Pursuant to Section 879 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND FURTHER 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.

[OCP4000-29; Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 – 11 Avenue NE; HC - HR]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: March 1, 2017

Subject: Official Community Plan Amendment Application No. OCP4000-29
Zoning Bylaw Amendment Application No. 1084

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980

Civic: 2081 - 11 Avenue NE

Owner: Affinity Developments Ltd.

Applicant: Jobeck Enterprises Ltd.

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) from HC (Highway Service/Tourist Commercial) to HR (Residential - High Density).
- AND THAT:** Pursuant to Section 879 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities.
- 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:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone).
- AND FURTHER THAT:** Final reading of the Bylaw be withheld subject to:
- 1) Adoption of the associated Official Community Plan Amendment Bylaw; and
 - 2) Approval of the Bylaw by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 2081 - 11 Avenue NE (Appendix 1 and 2), designated Highway Service / Tourist Commercial (HC) in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4).

Previously, application ZON-710 for Bylaw No. 3122 proposing C-6 Tourist / Recreation Commercial zoning at this site received third reading on November 13, 2001. Conditions were not followed through with by the owners at that time.

The current proposal includes amending the OCP land use designation to Residential - High Density (HR) to facilitate multi-family development and rezoning the parcel from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone). The subject parcel is currently vacant (site photos attached as Appendix 5).

A conceptual site plan (Appendix 6) has been submitted to illustrate the development proposal featuring 16 residential units, comprised of 11 three-storey units, and 5 two-storey units to a proposed maximum height of 10.5 metres. Note the maximum height in the R-5 zone is 12 metres (39.4 feet), without a height bonus. The maximum height permitted on neighbouring R-4 zoned parcels is 10 metres (32.8 feet), while the maximum height permitted in the C-6 zone (envisioned by the OCP "HC" designation) is 19 metres (62.3 feet).

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1 and R-4), with Institutional zones to the east and south, with Commercial zones further to the east. Land uses adjacent to the subject parcels include the following:

South: Road (11 Avenue NE), with RCMP station/vacant lot beyond (zoned P-3 – Institutional)
 North: Multi-Family Residential (R-4) parcel (9 dwelling units in 3 two-storey buildings)
 West: Road (20 Street NE), with Medium Density (R-4) and Single-Family (R-1) parcels beyond
 East: Church (zoned P-3 – Institutional)

If rezoned to R-5, a form and character residential development permit application would be required to address building, site, lot grading and landscaping designs. A development permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

OCP POLICY

The proposed OCP amendment from HC (Highway Service / Tourist Commercial) to HR (Residential - High Density) would place the subject parcels in Residential Development Area A. Area A is considered the highest priority for development. The proposed amendment to HR would align with the OCP's Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Section 879 - Local Government Act

Pursuant to Section 879 of the Local Government Act (consultation during OCP development / amendments), the proposed OCP amendments were referred to the following external organizations on January 12, 2017:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	No response to date, receipt of comment pending.

Section 882 - Local Government Act

Pursuant to Section 882 of the Local Government Act (adoption procedures for an OCP amendment), Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is consistent with both the City's financial and waste management plans.

COMMENTS

Ministry of Transportation and Infrastructure

Preliminary approval has been granted.

Engineering Department

While not conditions of rezoning, full municipal services are required, including upgrades to 11 Avenue NE and 20 Street NE. Comments attached as Appendix 7.

Building Department

No concerns. Building design subject to BC Building Code.

Fire Department

No Fire Department concerns.

Interior Health

Comments attached (Appendix 8).

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development featuring developed sidewalks, greenways, bike and transit routes, being within close walking distance of the commercial node to the east, the recreation centre and arena, schools including Okanagan College, as well as the City Centre and hospital just over 1 km to the west.

At present, the subject parcel may be considered less ideal for Highway Service / Tourist Commercial development as presently designated, considering the lack of direct highway access, the commercial node established to the east, the availability of commercial land at potentially better suited locations, and the proximity of residential development. In fact, the subject property has been for sale and marketed as a potential commercial development property for approximately 10 years.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the subject property is 0.26 hectares in area, the maximum permitted density would be 26 dwelling units assuming: 1) the present gross areas of the subject parcel; and 2) no density bonus. With a density bonus under R-5 zoning, the maximum density is 130 units per hectare, or 33 units on 0.26 hectares. The minimum residential density permitted under R-5 zoning is 3 units in the form of a *triplex*. The applicant is currently proposing a 16 unit development (which equates to a density of 61 units per hectare) subject to a development permit application. While slightly more dense (61 units/ha), the proposed development should align well with the medium density multi-family development directly north, as well as the undeveloped parcels to the west directly across 20 Street NE (40 units/ha).

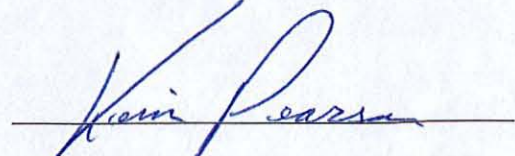
Considering the proposed development concept, a 16 unit development would be required to provide 20 parking stalls. The site plan provided by the applicant demonstrates the site can meet this requirement with 20 full size spaces. The provision of on-site parking is practical and necessary, as the opportunity for on-street parking at this site is limited. Additionally, the requisite screened refuse/recycling area has been indicated on the site plan. While landscaping is alluded to on the site plan, specific details have not yet been provided. A landscape plan provided by a landscape architect submitted at the development permit stage is required to illustrate how the applicant's proposal would address landscaping requirements.

CONCLUSION

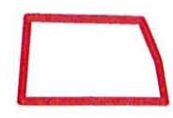
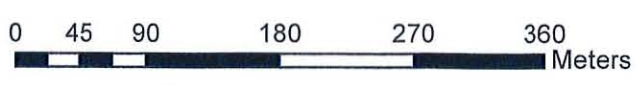
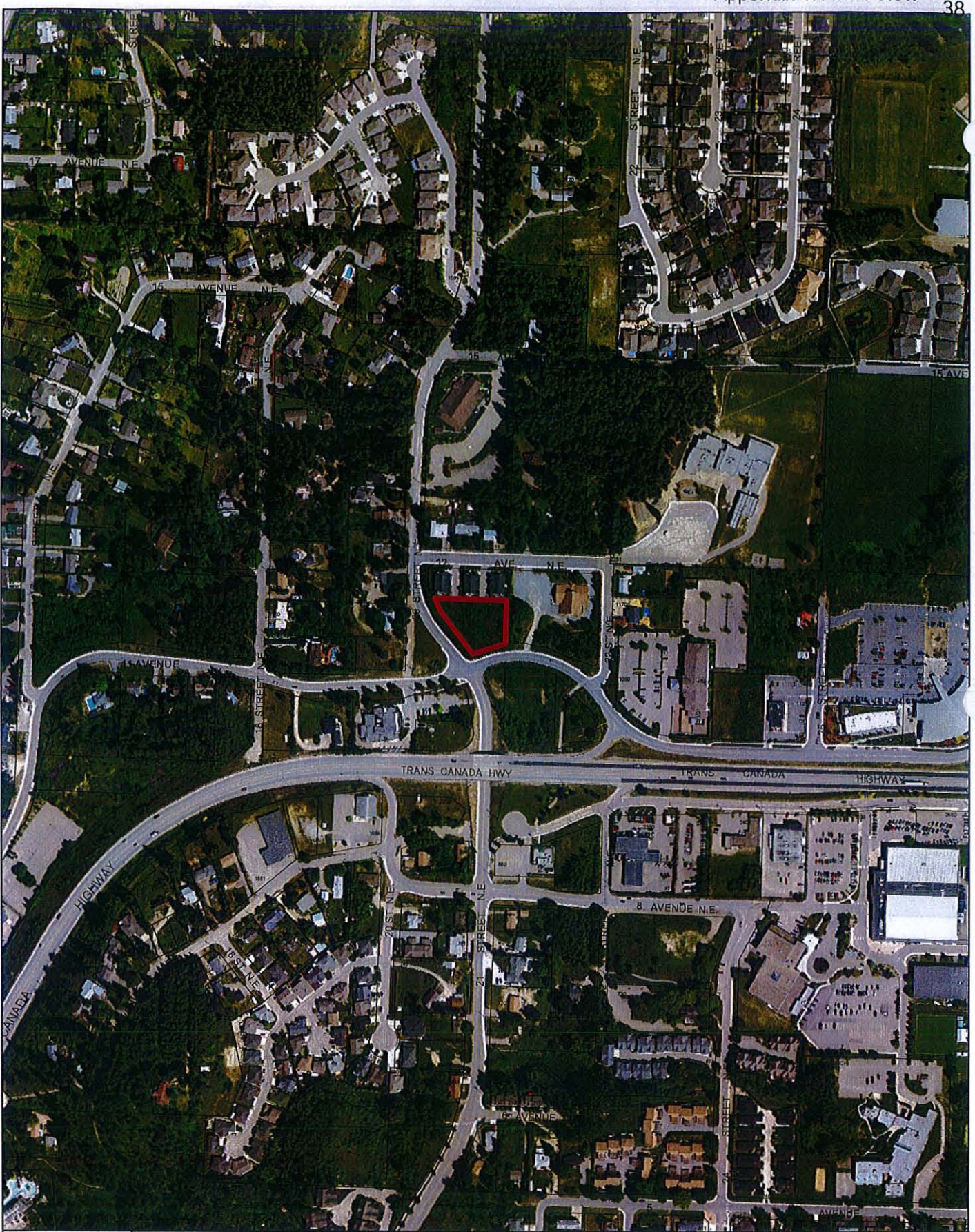
The proposed Residential - High Density (HR) OCP land use designation and R-5 zoning of the subject properties is consistent with OCP residential policy, will not result in any significant impact on the City's commercial land supply (which has increased within the context of recent development applications), and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



Subject Parcel







0 5 10 20 30 40 Meters



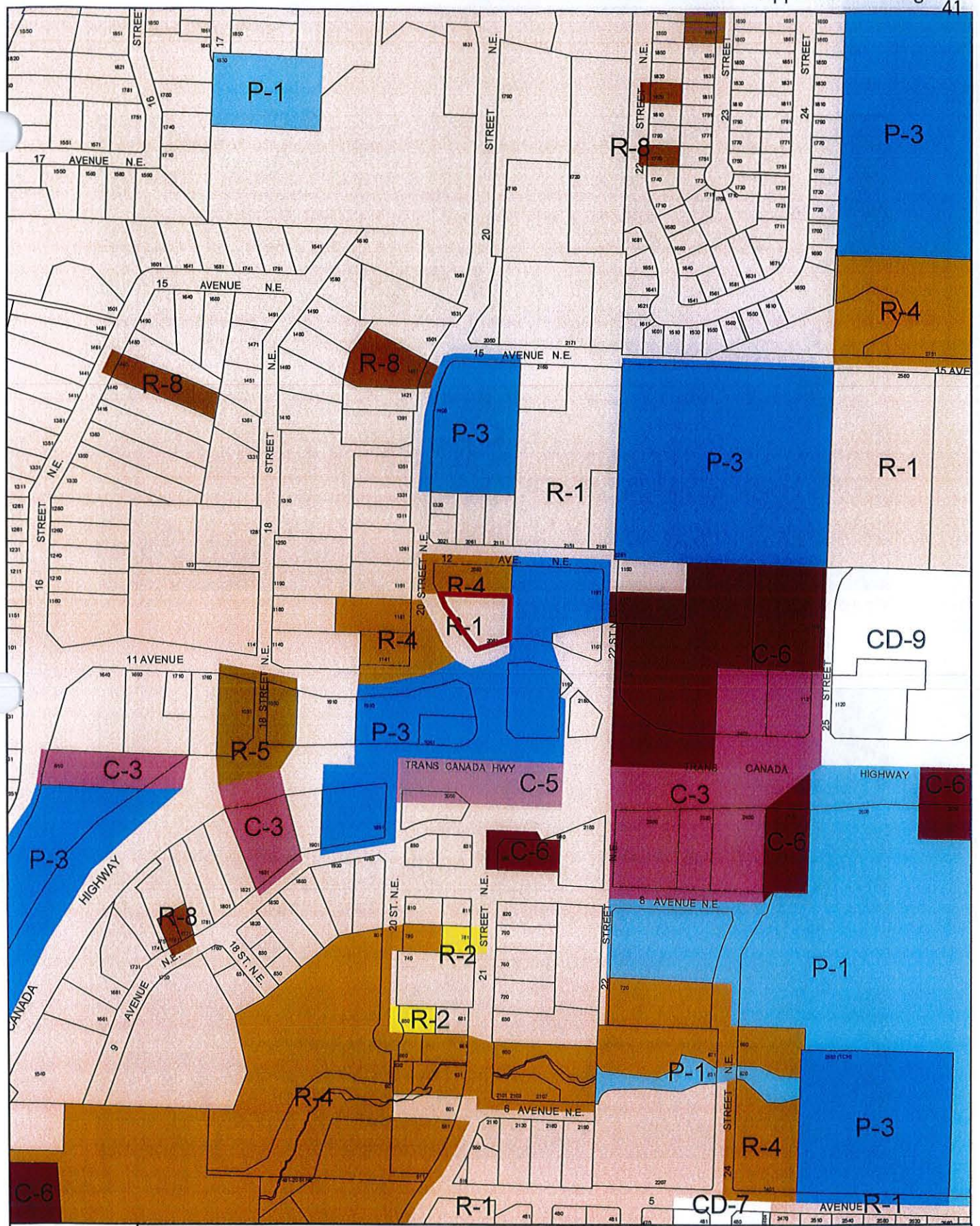
Subject Parcel



0 15 30 60 90 120
 Meters

-  Subject Parcel
-  Park
-  Institutional

-  High Density Residential
-  Commercial - Highway/Service Tourist
-  Medium Density Residential



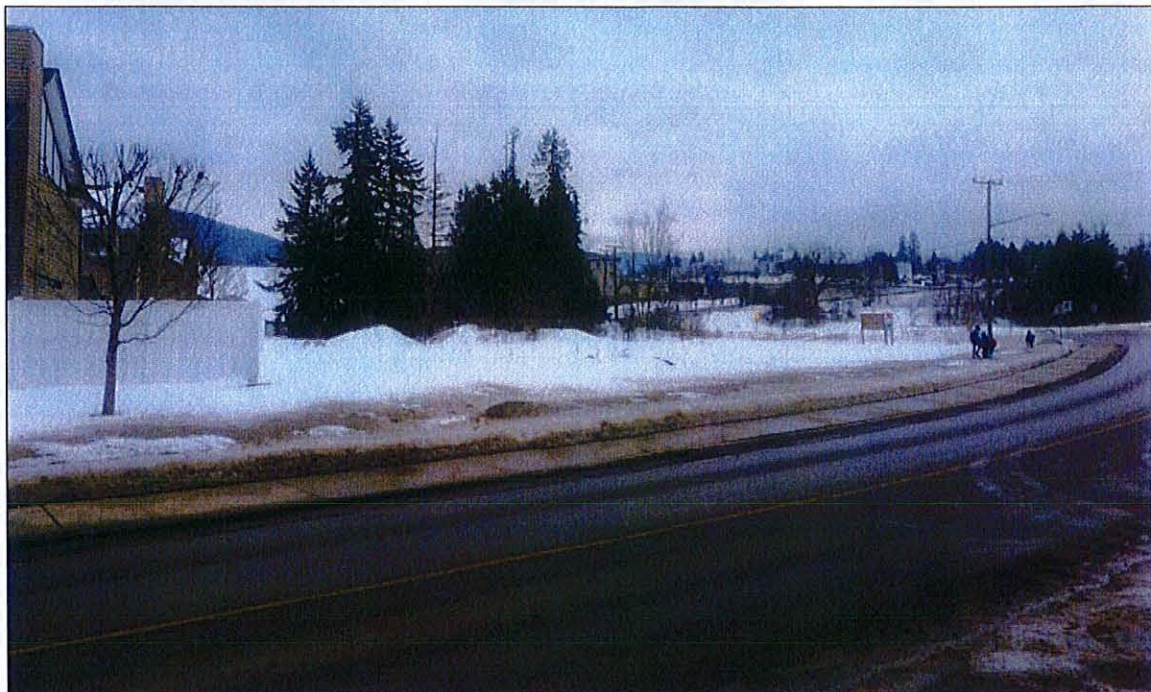
0 45 90 180 270 360 Meters



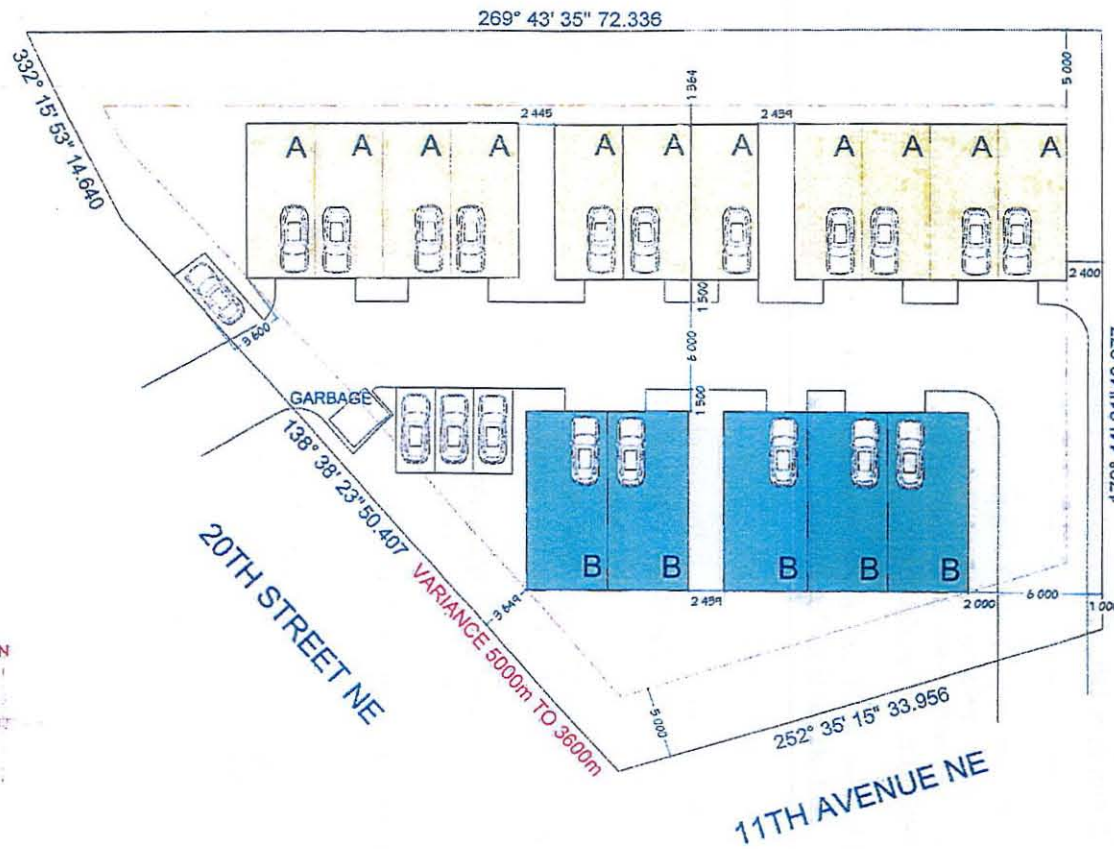
Subject Parcel



View of subject parcel looking north.



View of subject parcel looking south-east.



UNIT A 3-STOREY: 15'W x 36'L PER UNIT (11)
UNIT B 2-STOREY: 18'W x 40'L PER UNIT (5)

CIVIC ADDRESS:
2081 11TH AVENUE, SALMON ARM, BC
LEGAL DESCRIPTION:
LOT 2 PL KAP75980 S24 T20 R10 W6M

ZONING INFORMATION:
EXISTING: R-1
PROPOSED: R-5

SITE AREA = 2600sm (0.26ha)
SITE COVERAGE:
ALLOWED = 55% = 1430sm
PROPOSED = 34% = 886.6sm

MAXIMUM DENSITY:
ALLOWED = 100 UNITS PER ha x 0.26ha = 26 UNITS
PROPOSED = 16 UNITS

REQUIRED SETBACKS:
FRONT: 5.0m
SIDE: 2.4m
REAR: 5.0m
PROPOSED VARIANCE:
3.6m SIDE SET-BACK (20TH STREET)

BUILDING HEIGHT:
ALLOWED: 12m
PROPOSED: 3-STOREY = 10.5m

PARKING ANALYSIS:
REQUIRED PARKING = 16 UNITS x 1.25 = 20
PROVIDED GARAGE PARKING = 16 SPACES
PROVIDED SURFACE PARKING = 4 SPACES

**PROPOSED SITE PLAN
2081 11 AVENUE NE**

APPROVED FOR THE PROJECT BY:

MOTIVO ENGINEERING + DESIGN INC.

101-1111 11TH AVENUE NE

SALMON ARM, BC V2G 1S2

TEL: 250-833-1111

WWW.MOTIVO-ED.COM

DATE: 10/10/2023

BY: [Signature]

FOR: [Signature]

PROPOSED SITE PLAN - 16 RESIDENTIAL UNITS



2181 11TH AVENUE SALMON ARM, BC



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

To: Kevin Pearson, Director of Development Services
 Date: January 18, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: **Official Community Plan Amendment Application No. OCP4000-29E**
Zoning Amendment Application File No. ZON-1084E
 Civic: 2081 – 11 Avenue NE
 Legals: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980
 Owner: Affinity Developments Ltd., 183 Nolancrest Rise NW, Calgary, T3R 0T2
 Applicant: Jobeck Enterprises Ltd., 2079 Hugh Allan Drive, Kamloops, BC, V1S 2B6

Further to your referral dated January 10, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department does not have any concerns related to the Re-zoning and OCP Amendment and recommends that they be granted

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. Properties to be serviced completely by underground electrical and telecommunications wiring. 3-Phase wiring will not be required to be placed underground.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
7. 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.
8. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.

Official Community Plan Amendment Application No. OCP4000-29E
Zoning Amendment Application File No. ZON-1084E
Affinity Developments Ltd.
Page 2

9. At the time of development 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.
10. For the off-site improvements at the time of development the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads/Access:

1. 20 Street NE on the west side of the subject property is classified as an Urban Collector Street (RD-3) requiring a road dedication of 20.0 meters (10.0 meters on either side of centerline). Based on review of existing records, road dedication is not required (to be confirmed by BCLS).

20 Street NE is currently constructed to an Interim Urban Local Street standard. Upgrading 20 Street NE to an Urban Collector Street standard (Specification Drawing No. RD-3) is required. Roadwork upgrades are not required, however owner/developers engineer to confirm the Fire Hydrant and Street Light spacing meets the criteria set out in Subdivision & Development Servicing Bylaw.

2. 11 Avenue NE on the subject properties south boundary is classified as an Urban Local Street (RD-2) and requires an ultimate 20.0 meters dedication (10.0 meters from centerline). Based on review of existing records, road dedication is not required (to be confirmed by BCLS).

11 Avenue NE is currently developed to an interim Urban Local Street standard. Roadwork upgrades are not required, however owner/developers engineer to confirm the Fire Hydrant and Street Light spacing meets the criteria set out in Subdivision & Development Servicing Bylaw.

3. A 5.0 meter x 5.0 meter corner cut will be required at the intersection of 20 Street NE and 11 Avenue NE.
4. Owner/developer is responsible in ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway at time of building permit.
5. Access shall be utilized off 11 Avenue NE where applicable. Access's off 20 Street NE to be confirmed with City Engineering Department. Driveway letdowns shall be completed at the owner/developers cost.

Official Community Plan Amendment Application No. OCP4000-29E
Zoning Amendment Application File No. ZON-1084E
Affinity Developments Ltd.
Page 3

6. Driveway access shall be as per Subdivision and Development Servicing Bylaw No. 4163, Section 4.13; in no case will an access be less than 5.0 meters from an intersection, as measured from the ultimate property line closest to the intersection. Covenant will be required limiting access as described above.

Water:

1. The subject property fronts a 250mm diameter Zone 2 watermain on 11 Avenue NE, a 200mm diameter Zone 2 watermain and a 450mm diameter Zone 1 watermain at the Northwest property corner on 20 Street NE. No upgrades are anticipated.
2. The available fire flows are satisfactory according to the 2011 Water Study (Opus Dayton Knight 2012).
3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. The subject property is to be serviced by single metered water service connection (as per Specification Drawing No. W-10) adequately sized to satisfy the proposed use (minimum 25mm). Water meter(s) will be required at time of building permit (meter provided by the City of Salmon Arm at the developers cost). Existing records indicate that the existing lot is currently not serviced. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

Sanitary Sewer:

1. The subject property fronts a 200mm diameter sanitary main on 11 Avenue NE and a 200mm diameter sanitary main at the Northwest property corner on 20 Street NE. No upgrades are anticipated.
2. Subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100 mm diameter) to satisfy the servicing requirements of the development. Existing records indicate that the existing lot is currently not serviced. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

Drainage:

1. The subject fronts on a 525 mm diameter storm main on 11 Avenue NE and a 600mm diameter storm main at the Northwest property corner of 20 Street NE. No upgrades are anticipated. Alternative methods of managing 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.

Official Community Plan Amendment Application No. OCP4000-29E
Zoning Amendment Application File No. ZON-1084E
Affinity Developments Ltd.
Page 4

2. An Integrated Stormwater Management Plan (ISMP) 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/developers 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. The subject property may be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main; applicant is responsible for all associated costs.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building foundation design and site drainage) is required.



Darin Gerow, ASCT
Engineering Assistant



Jennifer Wilson, P.Eng.
City Engineer

X:\Operations Dept\Engineering Services\ENG-PLANNING REFERRALS\O.C.\OCP4000-29 JOBECK (2081 11 Ave NE)\OCP4000-29 & ZON-1084 - Jobeck - Planning Referral.docx

COMMENTS for OCP4000-29 & ZON-1084: Thank you for the opportunity to respond to this OCP re-designation and rezoning application from HC to HR and R-1 to R-5, respectively.

I support high density residential land use for the subject parcel as it has the potential to increase the diversity of housing forms and tenure types available in Salmon Arm. In addition, the central location, close to transit and many daily travel destinations, such as schools, places of work, the recreation centre, grocery store, bank and medical services will foster an active, less costly, more socially connected lifestyle for the future residents; thereby supporting their overall health and well being.

Lastly, developing this parcel has the potential to enhance walkability for the community at large because it is located at a hub for active transportation. I encourage any development of this parcel to consider including features which would enhance walkability and perceptions of pedestrian safety in the neighbourhood.

SIGNATURE: Anita Ely, Environmental Health Officer, Interior Health

DATE: February 8, 2017

CITY OF SALMON ARM

BYLAW NO. 4190

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on 2017, at the hour of 7:00 p.m. was published in the and , 2017, issue of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:
 - a) Redesignate Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 from HC (Highway Service/Tourist Commercial) to HR (Residential - High Density) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

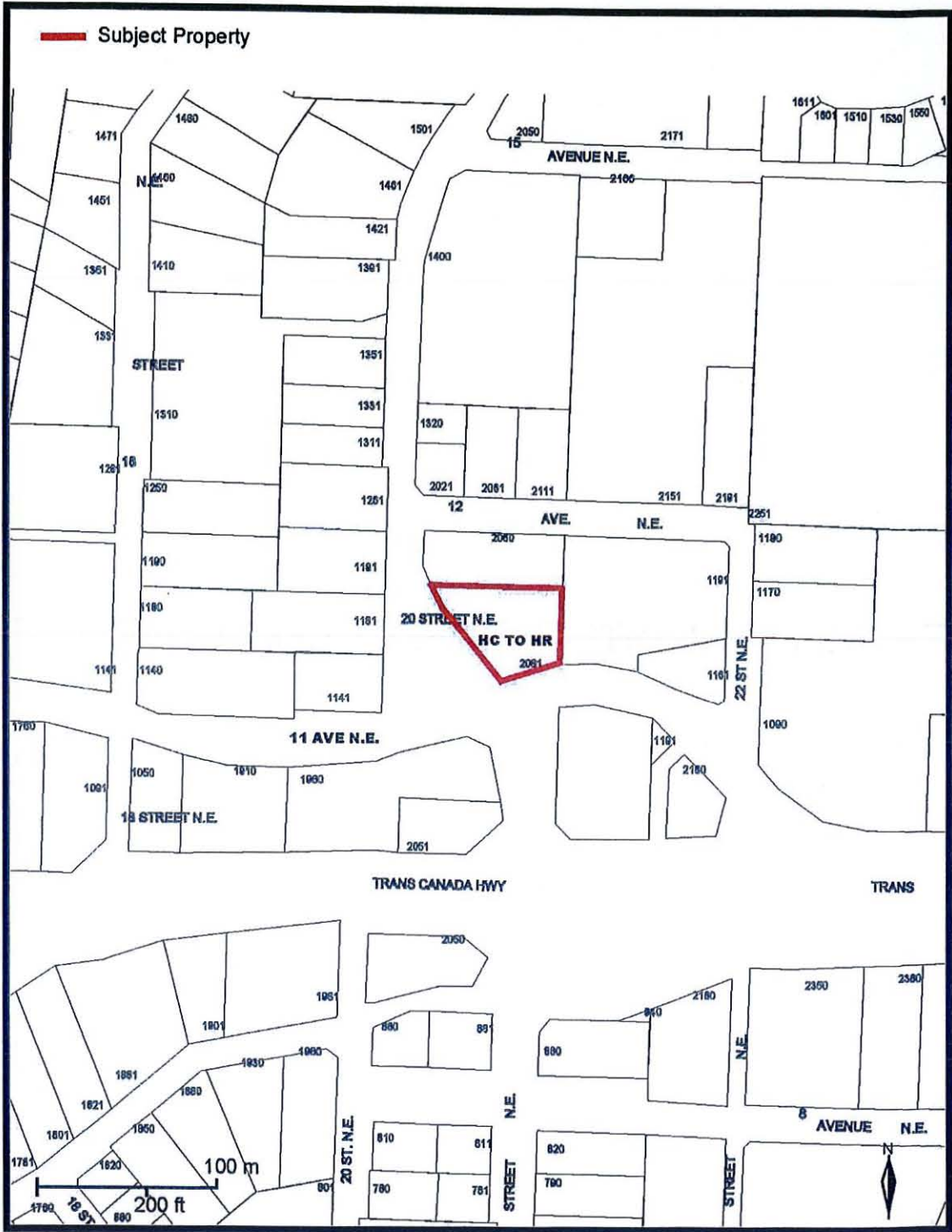
5. CITATION

This bylaw may be cited as **“City of Salmon Arm Official Community Plan Amendment Bylaw No. 4190”**.

READ A FIRST TIME THIS	DAY OF	2017
READ A SECOND TIME THIS	DAY OF	2017
READ A THIRD TIME THIS	DAY OF	2017
ADOPTED BY COUNCIL THIS	DAY OF	2017

MAYOR

CORPORATE OFFICER



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Item 8.2

CITY OF SALMON ARMDate: March 13, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4191 be read a first and second time;

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

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw.

[ZON-1084; Affinity Developments Ltd. / Jobeck Enterprises Ltd.; 2081 ~ 11 Avenue NE; R-1 to R-5]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4191

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2017 at the hour of 7:00 p.m. was published in the and , 2017 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4191**".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

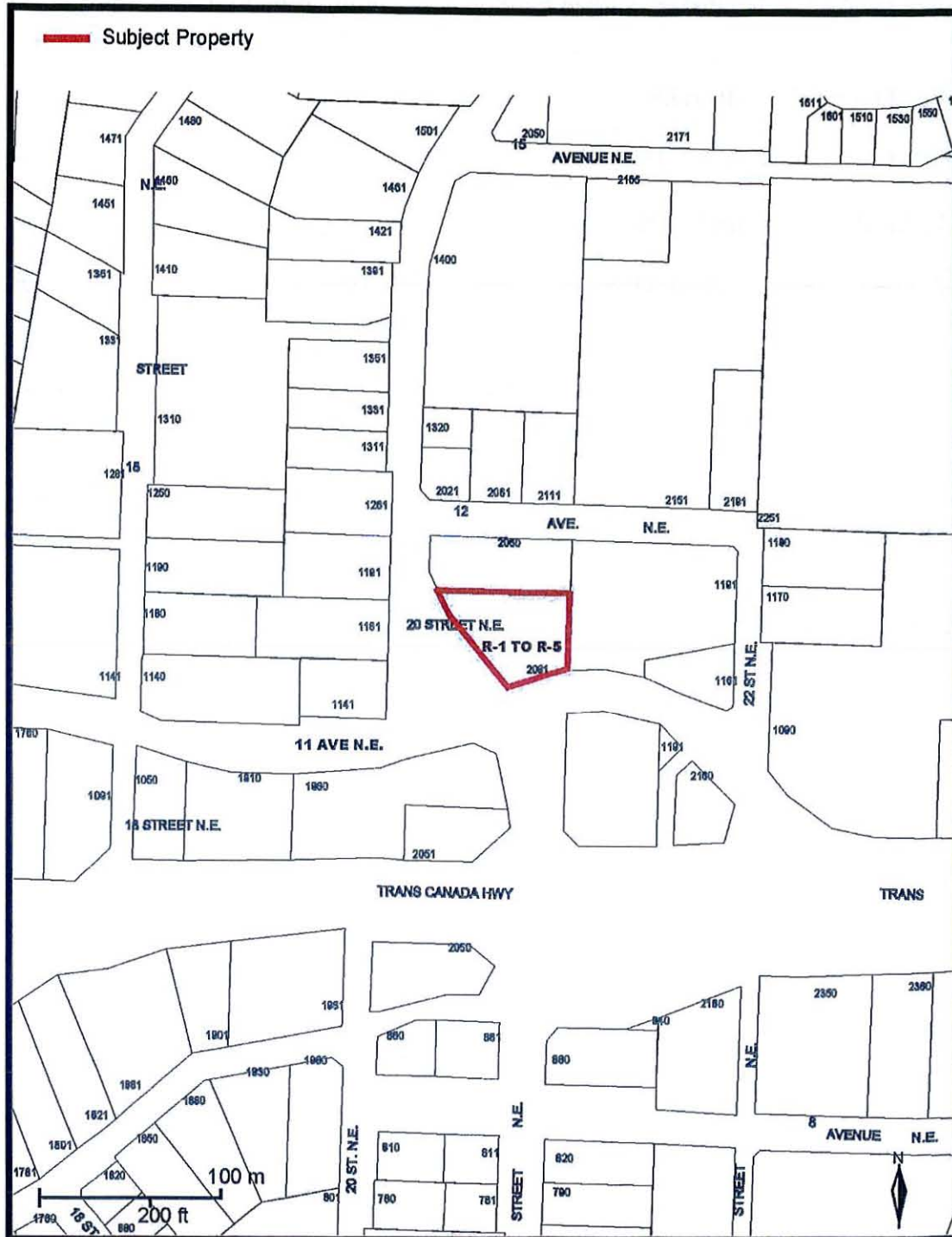
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 8.3

CITY OF SALMON ARMDate: March 13, 2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4192 be read a first and second time;

AND THAT: Pursuant to Section 475 of the Local Government Act, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 477 (3) (a) of the Local Government Act, Council has considered this Official Community Plan amendment 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.

[OCP4000-30; Laitinen, C. 2451 – 30 Avenue NE; Rural Agricultural Policies]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: February 28, 2017

SUBJECT: Official Community Plan Bylaw Amendment Application No. 4000-30
 Zoning Bylaw Amendment Application No. 1085
 Legal: Lot 1, Section 25, Township 20, W6M, KDYD, EPP40905
 Civic Addresses: 2451 – 30 Avenue NE
 Applicant: Colleen Laitinen

MOTION FOR CONSIDERATION

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

1) Section 7.3 – Rural and Agricultural Policies:

Delete the following:

"7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations, except that detached suites are not supported within the Agricultural Land Reserve."

And replace with the following:

"7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations."

AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered this Official Community Plan amendment 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: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 Sections 34.3.4 (A-1 Zone), 35.3.4 (A-2 Zone), 36.3.4 (A-3 Zone), and 41.3.4 (CD-3 Zone) as follows:

Delete the following:

"Detached suite on a parcel or site not located within the Agricultural Land Reserve"

And replace with the following:

"Detached suite (development of a detached suite in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations)

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

1) Adoption of the associated Official Community Plan Amendment Bylaw.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The proposed bylaw amendments are to allow for detached suites within the Agricultural Land Reserve (ALR) as per the Agricultural Land Commission (ALC) Act and Regulations. The proposal will affect all properties within the City of Salmon Arm which are located in the ALR.

The applicants property is located at 2451 – 30 Avenue NE and is entirely within the ALR. The proposed bylaw amendments would allow for the construction of a detached suite and allow them an option to come into conformance with current bylaws.

BACKGROUND

The Laitinen's have two single family dwellings on the existing property located at 2451 – 30 Avenue NE, which only one is permitted as per provincial legislation and City bylaw. The other dwelling would be considered to have legal non-conforming status and falls under Division 14 of the Local Government Act. An application was made to subdivide the property in 2016 (ALC-364) and was approved for submission to the ALC by Council, however was not approved by the ALC. If the proposed bylaw amendments were approved by Council, the applicants plan to demolish one of the existing residences and reconstruct a detached suite within the same footprint. This would bring the property and dwellings into conformance with current regulations.

In February, 2014 Council approved bylaw amendments which allowed for detached suites in the R-8 Zone, CD-3 and the A-1, A-2 and A-3 Zones for lands outside the ALR. Section 4.2 General Regulations for Detached Suites are attached as APPENIDX 1 and the definition of detached suite is as follows:

"DETACHED SUITE means a dwelling unit with a maximum floor area of 90 square metres (968.8 square feet) that is contained within a building which is accessory to a single family dwelling, and shall not include a mobile home, manufacture home, travel trailer, recreational vehicle, or storage container."

At the time the ALC did not permit detached suites within the ALR and therefore were prohibited. In 2016 a number of changes were made to ALC regulation including Policy #8 – Residential Uses in the ALR-Zone 1 (APPENDIX 2) which allows for a detached suite subject to a number of conditions.

Development Services staff wanted to allow detaches suites in all A-zones and in the ALR, but at that time, the ALC advised staff that detached suites are not permitted and our idea was not supported.

COMMENTS

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns.

Agricultural Advisory Committee

The proposal was brought forward to the Agricultural Advisory Committee (AAC) at its meeting of January 18, 2017 however quorum was not met.

The Committee had no concerns with the specific proposal for the Laitinen's property given the history and non-conforming status of the dwellings. However, the Committee did express concerns over permitting detached suites to all ALR lands within the City. The Committee discussed points including increased density and development on farm land, and increased pressure for subdivision of farm land.

While staff understands the AAC's concerns it is felt that the blanket approach under proposal, which is endorsed by the ALC, should proceed.

Planning Department

The proposal is to amend the OCP and Zoning Bylaw No. 2303 to permit detached suites within the ALR. If the amendments were approved it would allow for detached suites within the ALR similarly to current detached suites with rural and agricultural areas outside of the ALR. Under Agricultural Land Reserve Use, Subdivision and Procedures Regulation (BC Regulation 171/2002) Sections 3(1) the local government has the authority to permit or prohibit the uses provided in Policy #8.

ALC Policy Requirements for Detached Suites

The regulation of detached suites within the ALR is generally consistent with the City's current regulations. However, there are the following significant differences which would apply:

1. Properties must be operated as a farm and classified as a "farm" under the *Assessment Act* through the BC Assessment Authority.
2. ALC policy permits both a secondary suite in a single family dwelling and a detached secondary suite per parcel. However, Staff is recommending only one (1) secondary suite or one (1) detached suite per parcel as this is consistent with the City's current regulations.
3. The accommodation must be only a single level constructed above an *existing building* on a farm.

Note: The definition of *existing building* from Policy #8 means "a building constructed or under construction, in accordance with the ALCA and Regulation"

There is no restriction on who can occupy the detached suite, unlike other related ALR policies for second residences for farm help, or manufactured homes for an immediate family member.

Subdivision of Rural and Agricultural Lands

The proposed amendments would not change the regulation or policy for subdivision of ALR lands. OCP policy does not support subdivision for rural and agricultural lands outside the Urban Containment Boundary with the exception of the Gleneden area. In some cases, greater expectation or perception of subdivision may occur due to a second dwelling or detached suite.

Building Permit, Development Cost Charges and Servicing

Any proposed detached suite within the ALR would require a Building Permit and be required to meet BC Building Code. The detached suite would need to be serviced to City of Salmon Arm standards and Development Cost Charges as per DCC Bylaw No. 3600 would be applied at the High Density Residential rate of \$6,064.31 per unit.

Section 475 – Local Government Act

Pursuant to Section 475 of the *Local Government Act* (consultation during OCP development / amendments) the proposed OCP amendments were referred to the following external organizations:

Economic Development Society	(no response to date)
Adams Lake Indian Band	(no response to date)
Neskonlith Indian Band	(no response to date)
Agricultural Land Commission	The ALC has no objection to the proposed bylaw amendments.

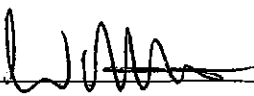
Note: Pursuant to Section 46 of the ALCA all local government bylaws must be consistent with the Act or be deemed they are of no force or effect.

Section 477 – Local Government Act

Pursuant to Section 477 of the *Local Government Act* (adoption procedures for an OCP amendment), Council must consider this proposed OCP amendment in relation to the financial and waste management plans of the City. In the opinion of staff, this OCP amendment is consistent with the City's financial plans and the Liquid Waste Management Plan.

CONCLUSION

The proposal is to amend the OCP and Zoning Bylaw No. 2303 to allow for detached suites with the ALR in accordance with ALC Policy #8. Staff supports the bylaw amendments both for the Laitinen's property and all ALR lands within the City for the above noted reasons.



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



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

SECTION 4 - GENERAL REGULATIONS

Application

- 4.1 Except as otherwise specified in this Bylaw, Sections 4.2 to 4.14 inclusive apply to all *zones* established under this Bylaw.

Notwithstanding any other provision of this Bylaw, and in keeping with the goals and objectives of City of Salmon Arm Official Community Plan Bylaw No. 2301, rezoning, subdivision and/or Agricultural Land Commission applications may not be approved by the City for any *parcels* located within the "Rural Area" as designated on Schedule "D" attached hereto and forming part of this Bylaw, except as otherwise provided in the *Official Community Plan*.

Detached Suite

- #3996 4.2 .1 No accessory *building* or *structure* shall be used as a *dwelling unit* except for an approved *detached suite*.
- .2 A *detached suite* shall be constructed to meet the requirements of the BC Building Code.
- .3 A *detached suite* shall be accessible by a cleared and constructed pathway from the offstreet parking stall(s) to the building entrance.
- .4 A *detached suite* shall be oriented and appropriately screened with landscaping or solid fencing to provide privacy in relation to neighbouring properties.
- .5 A *detached suite* shall have sufficient access and be appropriately serviced.
- .6 Subdivision of a *detached suite* is not permitted.

Setback Exceptions

- #3545 4.3 No *building* or *structure* other than the following shall be located in the *setbacks* required by this Bylaw:
- .1 signs;
- .2 steps;
- .3 uncovered patios or terraces not greater than 0.6 metre (2.0 ft) above surrounding *grade*;
- .4 arbours, trellises, fish ponds, ornaments, flag poles, or similar landscaping;
- .5 *duplexes* where there is a common wall that coincides with an *interior side parcel line* of the strata *parcel* shown on a registered plan pursuant to the Strata Property Act;
- .6 *fences*;
- .7 *retaining walls*;
- .8 temporary *buildings* such as *offices*, lunch rooms, first aid stations or storage *buildings* on active construction sites in conjunction with a valid building permit;
- .9 display yard or unenclosed *parking space*;
- #2851 .10 projection of sills, belt courses, cornices and roof eaves to a maximum depth of 0.6 metres (1.9 ft); for each suite, the total combined area of chimney, fireplaces, bay windows, china cabinets or bathroom kickouts and cantilevered balconies is not to exceed 1.6 square metres (17 square feet) in area to a maximum depth of 0.6 metres (1.9 ft) in each required yard. No projection is permitted closer than 0.6 metres (1.9 ft) to a parcel line in a residential area.



**Agricultural Land
Commission Act**

**Policy #8
January 2016**

**ACTIVITIES DESIGNATED AS A PERMITTED NON-FARM USE:
RESIDENTIAL USES IN THE ALR- ZONE 1**

This policy is intended to assist in the interpretation of the [Agricultural Land Commission Act](#), 2002, including amendments as of September 2014, (the "ALCA") and BC Regulation 171/2002 ([Agricultural Land Reserve Use, Subdivision and Procedure Regulation](#)), including amendments as of June 2015, (the "Regulation"). In case of ambiguity or inconsistency, the ALCA and Regulation will govern.

REFERENCE:

Agricultural Land Reserve Use, Subdivision and Procedures Regulation, (BC Regulation 171/2002) Sections 3(1)(b) and 1(1)

3(1) *The following non-farm uses are permitted in an agricultural land reserve unless otherwise prohibited by a local government bylaw or, for lands located in an agricultural land reserve that are treaty settlement lands, by a law of the applicable treaty first nation government:*

(b) *for a parcel located in Zone 1,*

- (i) *one secondary suite in a single family dwelling, and*
- (ii) *either*

- (A) *one manufactured home, up to 9 m in width, for use by a member of the owner's immediate family, or*
- (B) *accommodation that is constructed above an existing building on the farm and that has only a single level;*

1(1) *In this regulation:*

"immediate family" *means, with respect to an owner, the owner's*

- (a) *parents, grandparents and great grandparents,*
- (b) *spouse, parents of spouse and stepparents of spouse,*
- (c) *brothers and sisters, and*
- (d) *children or stepchildren, grandchildren and great grandchildren;*

"farm" *means an occupation or use, for farm purposes, of one or several parcels of land or tenured areas of Crown land;*

Agricultural Land Commission Act S.B.C. 2002 c. 36 Section 4.2:

4.2 *The following zones are established:*

- (a) *Zone 1, consisting of the Island Panel Region, the Okanagan Panel Region and the South Coast Panel Region.*
- (b) *Zone 2, consisting of all geographic areas of British Columbia not in Zone 1.*

Note - The Panel Regions are described in more detail in the Schedule to the ALCA and on the Agricultural Land Commission website

Section 18(a):

18 Unless permitted under this Act,

- (a) a local government, a first nation government or an authority, or a board or other agency established by a local government, a first nation government or an authority, or a person or agency that enters into an agreement under the Local Services Act may not*
- (i) permit non-farm use of agricultural land or permit a building to be erected on the land except for farm use, or*
 - (ii) approve more than one residence on a parcel of land unless the additional residences are necessary for farm use,*

INTERPRETATION:

Subject to applicable local government bylaws, one single family residential dwelling is allowed on land in the Agricultural Land Reserve (the "ALR"). This residence is considered a single family dwelling and referred to as the "single family dwelling" in this policy. A local government may permit one single family dwelling.

The Regulation permits, unless otherwise prohibited by a local government bylaw, a secondary suite for residential purposes, wholly contained within the single family dwelling on a parcel in the ALR. The secondary suite does not need to be occupied by immediate family.

The Regulation provides for one manufactured home, in addition to the single family dwelling, on a parcel in the ALR. The manufactured home may only be occupied by the property owner's immediate family.

The maximum width of a manufactured home allowed is 9 metres (commonly known as a 'double-wide').

If the manufactured home is no longer occupied by member of the property owner's immediate family, it is not a permitted use in the ALR and must be removed from the parcel. If it remains, the manufactured home must not be used for residential purposes except by the owner's immediate family.

An alternative to a manufactured home, is an accommodation that is only a single level constructed above an existing building on a farm. In order to add an accommodation to an existing building, the parcel on which the structure is located must be operated as a farm and classified as a "farm" under the [Assessment Act](#). There is no restriction on who can occupy this additionally constructed accommodation (family, renter, farm workers); however, the accommodation must be consistent with the definition below.

Note - The Regulation does not permit both a manufactured home and accommodation constructed above an existing building on the farm.

TERMS:

secondary suite means an area set aside for residential use, within the footprint of a single family dwelling, and secondary or ancillary to the residential use of that single family dwelling.

manufactured home means a transportable prefabricated structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another and to be used for residential use by a single family. The structure normally conforms to the CSA Z240 series standards of the Canadian Standards Association for manufactured homes built on concrete pile or surface pier foundation systems.

accommodation means a single residential unit that may have more than one bedroom, but does not have more than one kitchen, and does not serve as the residence for more than one person or family.

existing building means a building, constructed or under construction, in accordance with the *ALCA* and Regulation.

Unless defined in this policy, terms used herein will have the meanings given to them in the *ALCA* or the Regulation.

CITY OF SALMON ARM

BYLAW NO. 4192

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on 2017, at the hour of 7:00 p.m. was published in the _____ and _____, 2017, issue of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

- a) Section 7.3 – Rural and Agricultural Policies:

Delete the following:

"7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations, except that detached suites are not supported within the Agricultural Land Reserve."

And replace with the following:

"7.3.16 Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations."

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4192"**.

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

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Item 8.4

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4193 be read a first and second time.

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw.

[ZON-1085; Laitinen, C.; 2451 – 30 Avenue NE; detached suite in agricultural zones]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4193

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2017 at the hour of 7:00 p.m. was published in the and , 2017 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

Sections 34.3.4 (A-1 Zone), 35.3.4 (A-2 Zone), 36.3.4 (A-3 Zone), and 41.3.4 (CD-3 Zone):

Delete the following:

"Detached suite on a parcel or site not located within the Agricultural Land Reserve"

And replace with the following:

"Detached suite (development of a detached suite in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations)"

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4193**".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

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Item 8.5

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4194 be read a first and second time.

[ZON-1086; Kipp, D. & E.; 3290 – 20 Street NE; R-7 to R-8]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: February 28, 2017

Subject: Zoning Bylaw Amendment Application No. 1086

Legal: Lot 11, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746

Civic: 3290 20 Street NE

Owner/Applicant: Kipp, D. & E.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3290 20 Street NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit development and subsequent use of a secondary suite within a single-family home.

BACKGROUND

The subject parcel is located in a new subdivision (Woodland Heights) on 20 Street NE between Appleyard and Raven, just east of Lakeshore Road. The parcel is approximately 0.6 acres, currently under development, and designated Low Density Residential in the Official Community Plan (OCP).

The subject parcel is currently zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (see Appendix 3). The surrounding area is largely comprised of R-7 and R-1 zoned parcels, with large A2 parcels to the north and east. The directly adjacent lots to the north and south are in the early stages of development. There are six parcels within the surrounding area zoned R-8, including the parcel directly north.

Site and floor plans are attached as Appendix 4, while site photos are attached as Appendix 5. The plans indicate a home similar to development in the area on properties along 20 Street NE. A 546 square foot secondary suite is proposed within the single-family home, limiting any impact on the streetscape.

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 requirements, the subject parcel has potential for the development of a secondary suite (or a detached suite), including sufficient space for the required additional off-street parking stall to serve the suite.

COMMENTSEngineering Department

No concerns with the proposed rezoning. Furthermore, there are no traffic safety concerns with an increase in unit density along the recently upgraded section of 20 Street NE.

Building Department

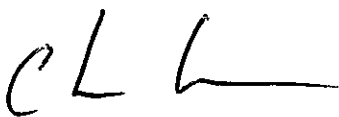
No concerns with rezoning. BC Building Code to apply.

Fire Department

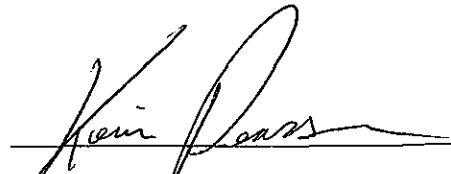
No concerns.

Planning Department

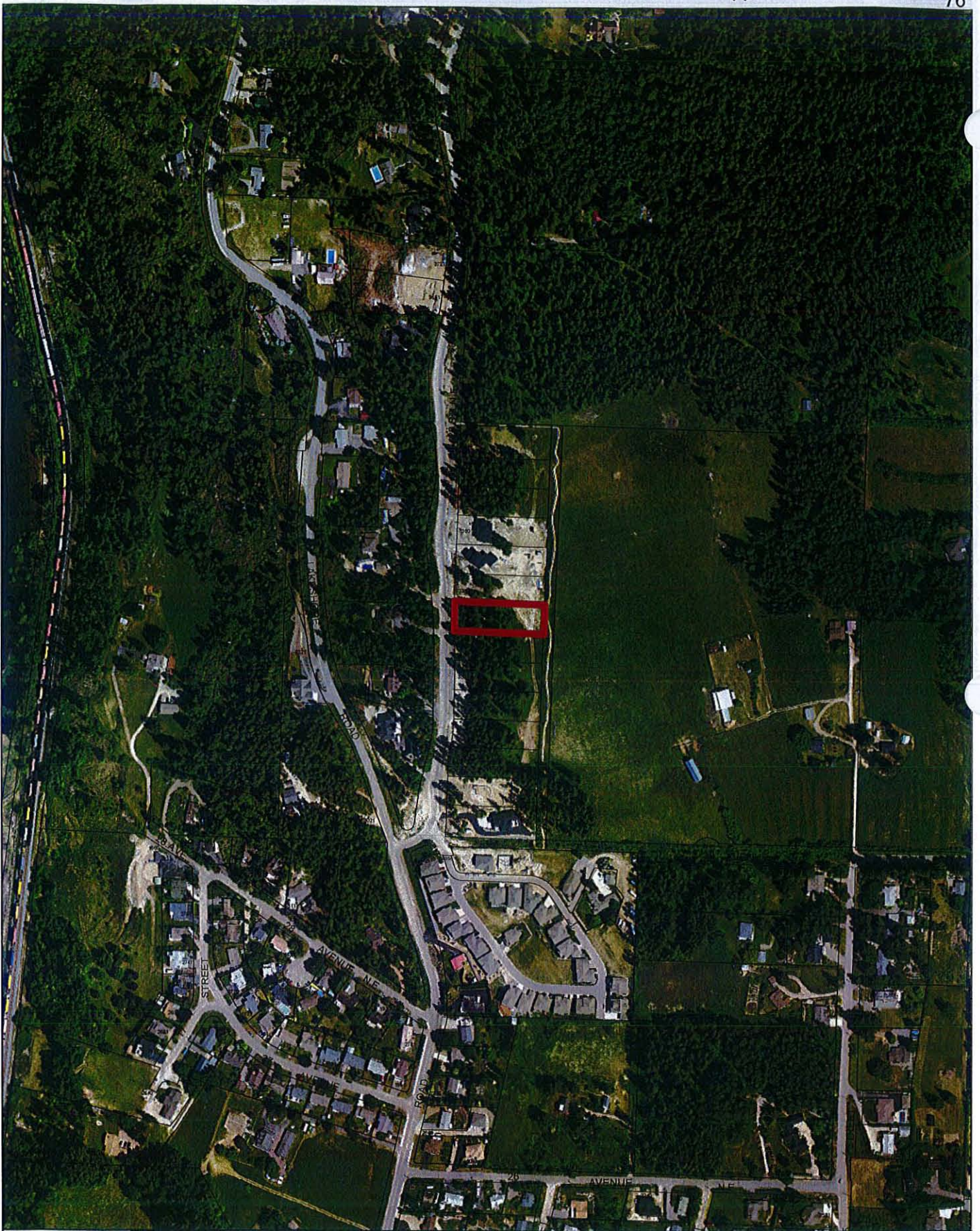
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided by the applicant is consistent with the zoning regulations and the relatively large subject parcel is well-suited to such development. While the parcel has sufficient space for either a *secondary suite* or a *detached suite*, staff note that following the development of a *secondary suite* as proposed, a *detached suite* would not be permitted unless the *secondary suite* was removed. Any development of a *secondary suite* would require 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



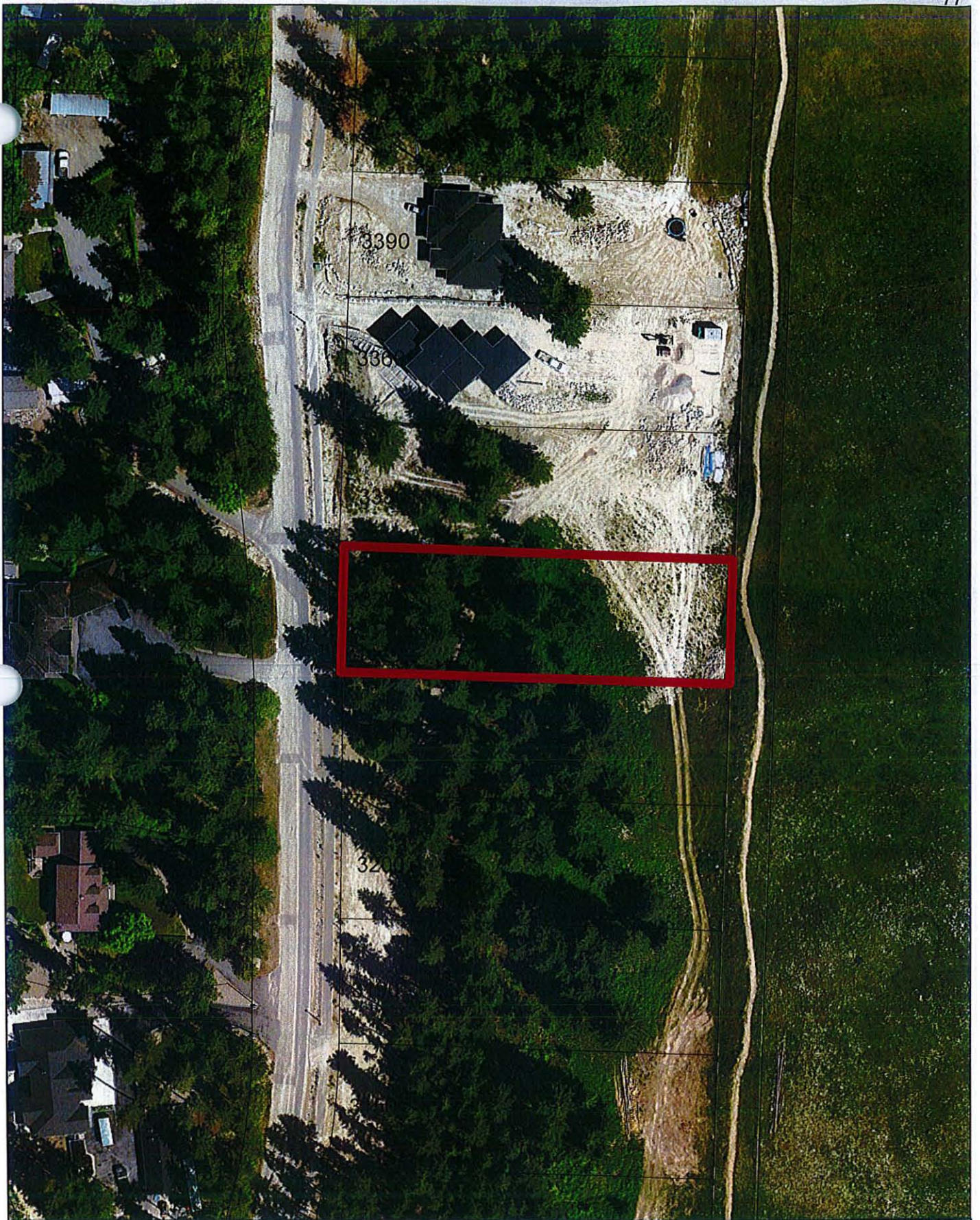
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 45 90 180 270 360 Meters



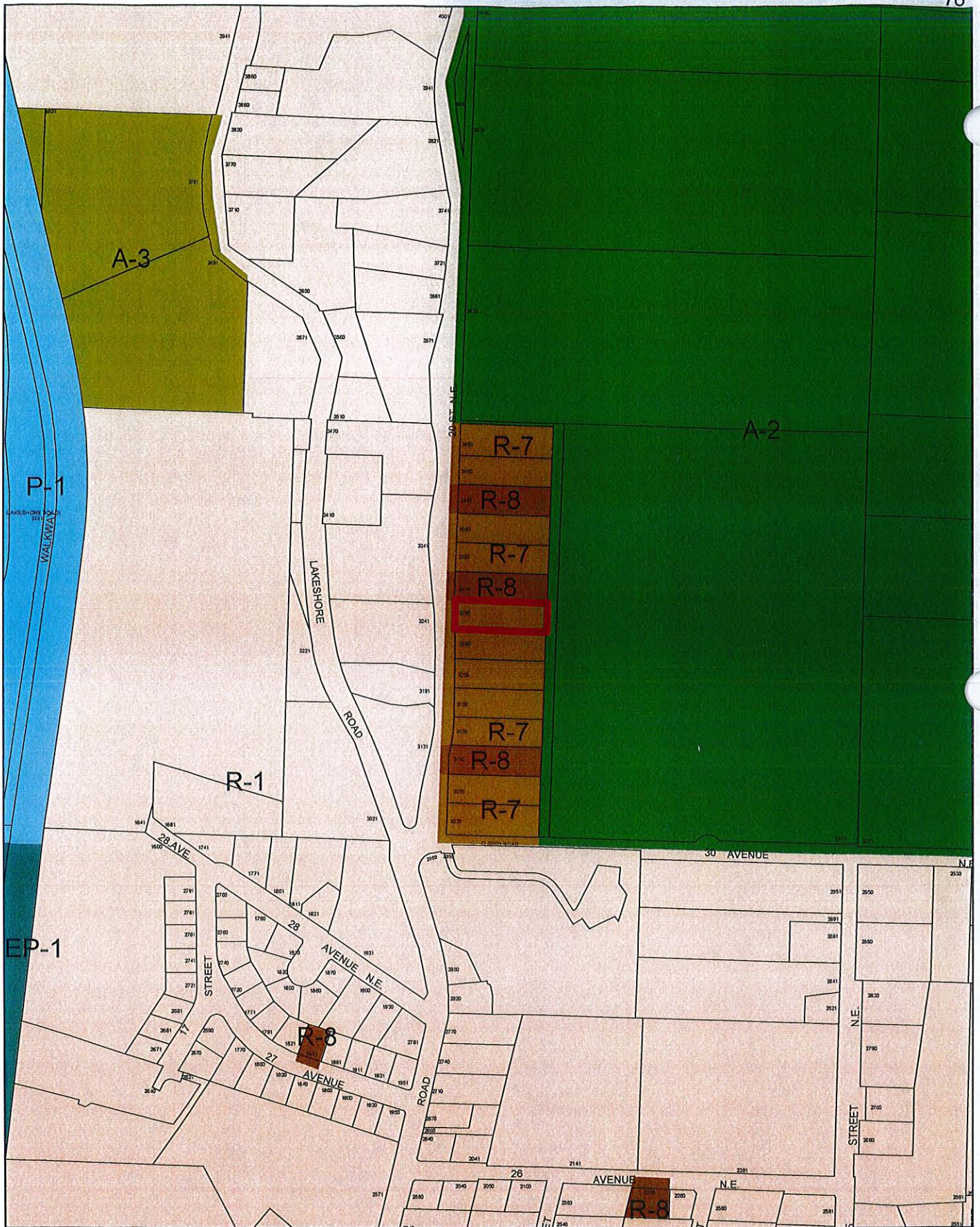
Subject Parcel



0 10 20 40 60 80 Meters



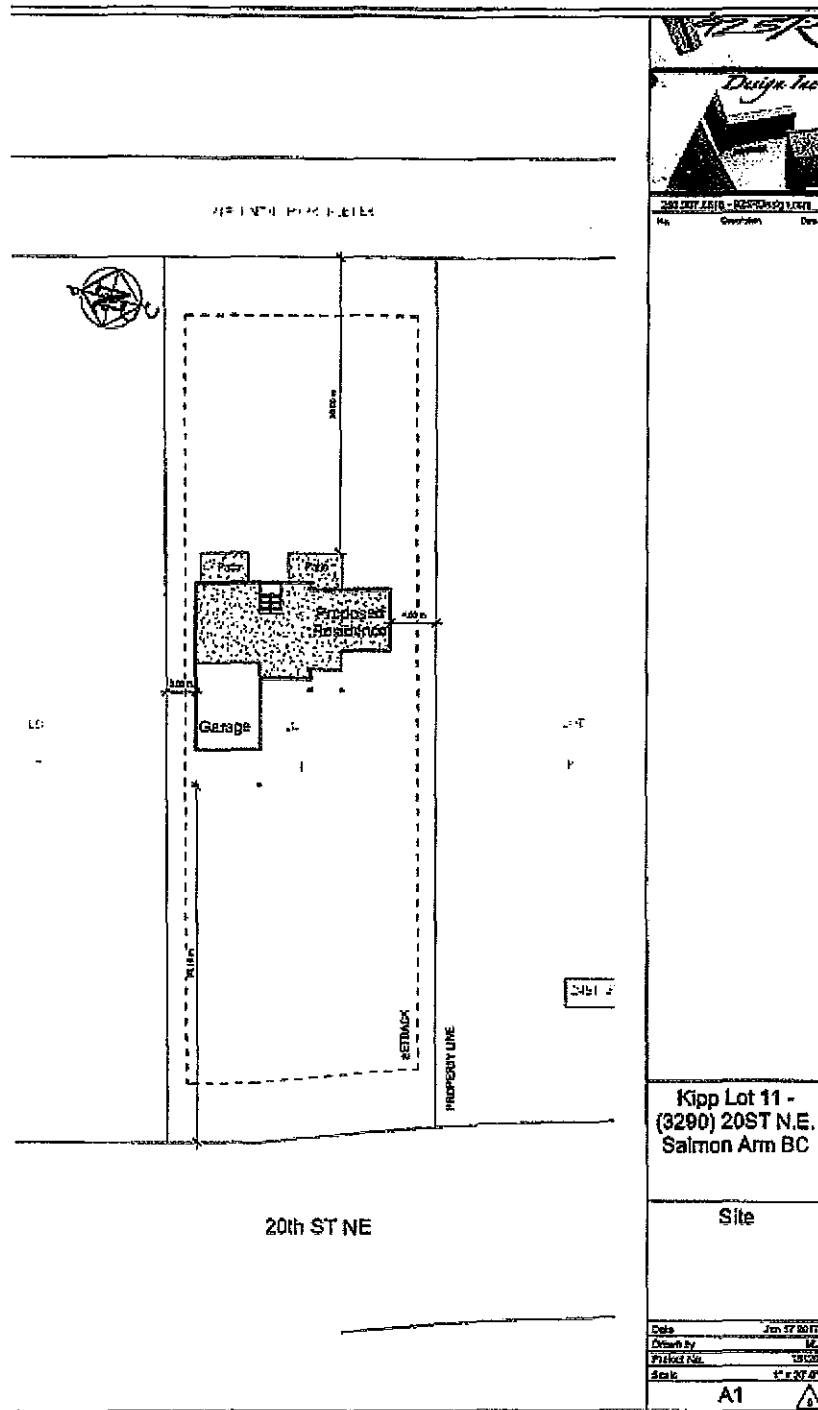
Subject Parcel



0 45 90 180 270 360 Meters



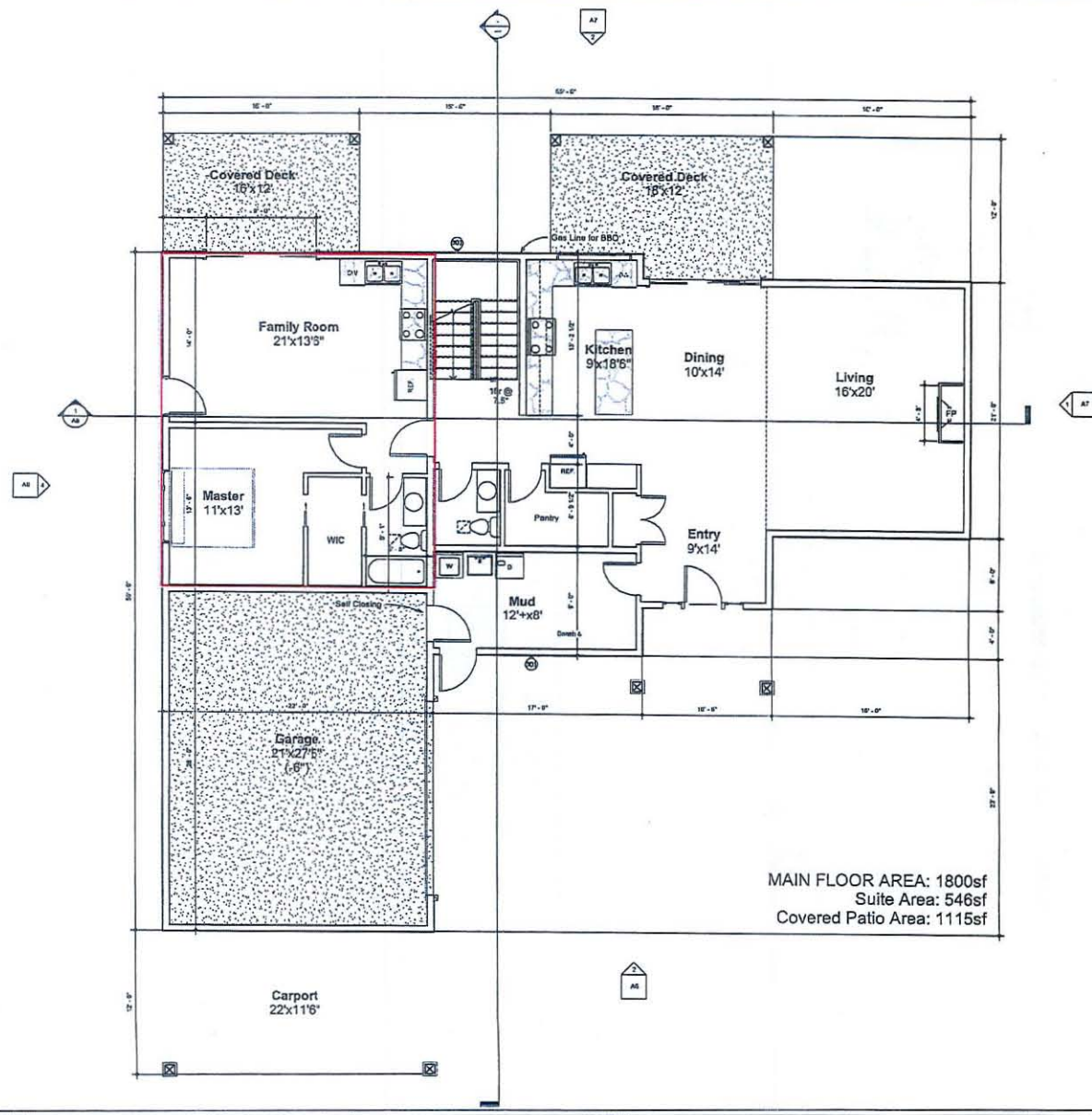
Subject Parcel





250.307.8818 - 925RDesign.com

No. Description Date



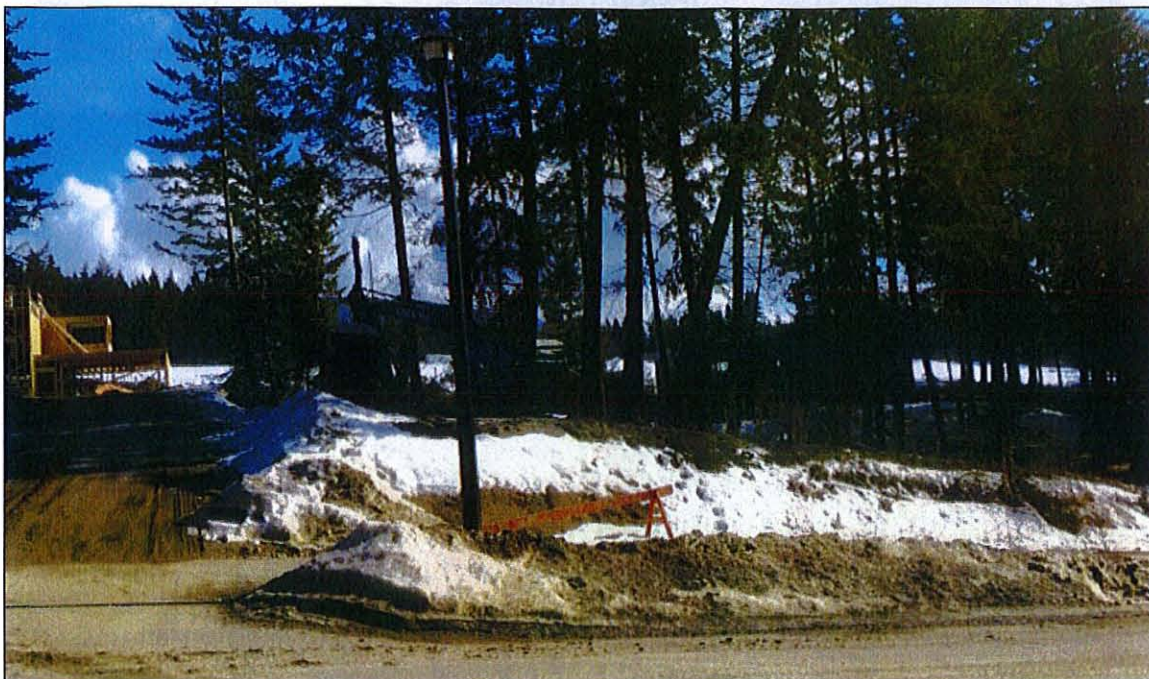
Kipp Lot 11 -
(3290) 20ST N.E.
Salmon Arm BC

Main Floor

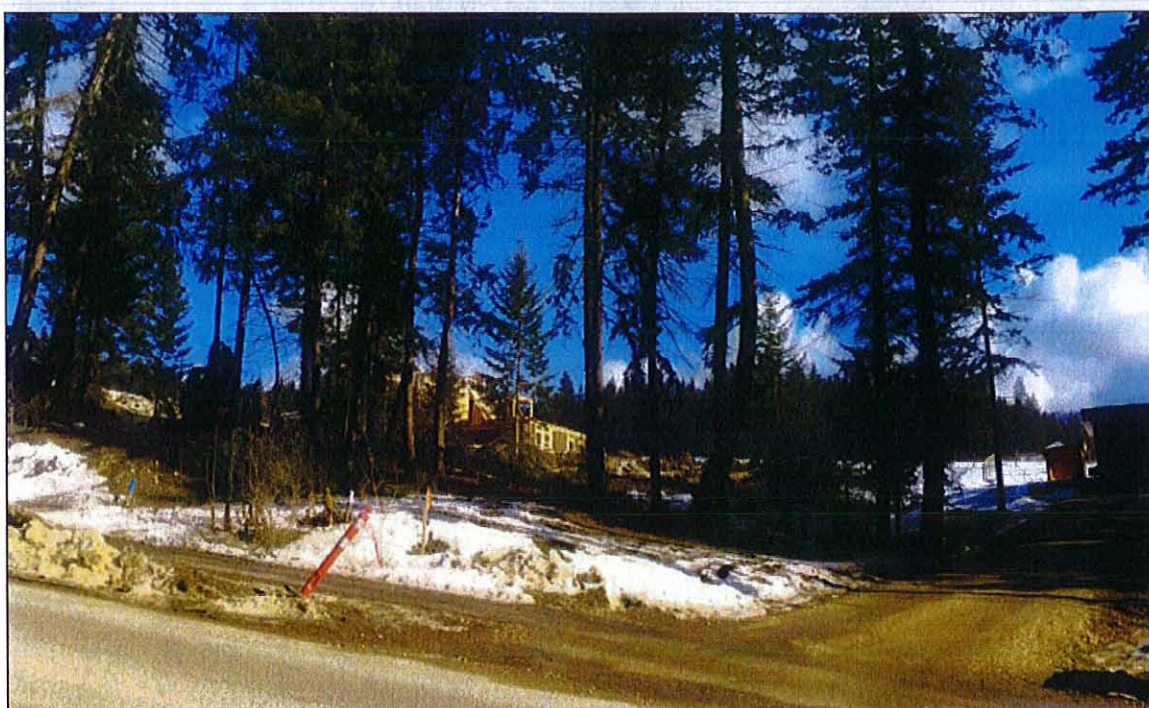
Date Feb 14 2017
Drawn by
Project No. 1700
Scale 1/4" = 1'-0"

A3

Appendix 4: Site Plans



View of subject parcel looking east from 20 Street NE showing adjacent properties.



View north-east from 20 Street NE showing adjacent properties.

CITY OF SALMON ARM

BYLAW NO. 4194

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2017 at the hour of 7:00 p.m. was published in the and , 2017 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

Rezone Lot 11, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP56746 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4194"**.

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

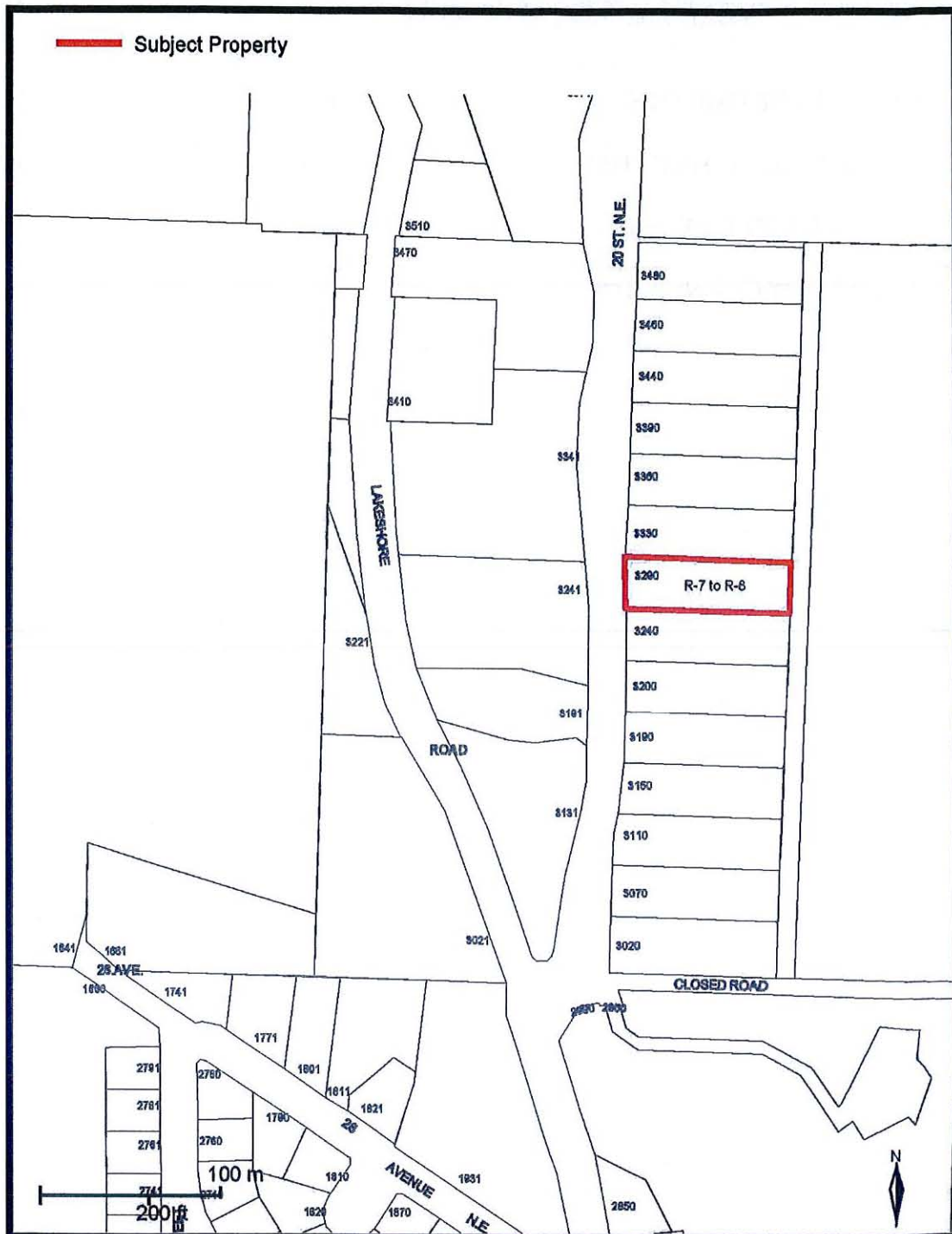
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.1

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4185 be read a final time.

[ZON-1082; Olsen, M.; 361 – 10 Street SE; R-5 to R-4]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

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

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.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

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 m² 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).

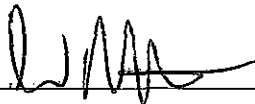
Under the current bareland strata development proposal a Development Permit would not be required. If Council approves the rezoning, a subdivision application would then need to be submitted to the City for review and approval. If the development plan changed to a higher density configuration in the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

Exterior Parcel Line Setback – Zoning Bylaw No. 2303

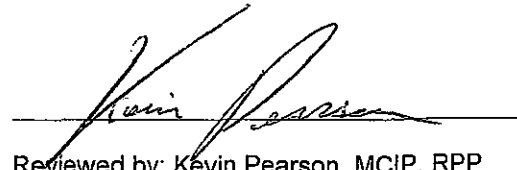
The requested setback reduction is from 5.0 m to 1.8 m, a reduction of 3.2 m to accommodate a larger building envelope for the most northern proposed bareland strata lot. The north parcel line is adjacent to 3 Avenue SE, which is 15.7 m wide physically closed municipal road that is covered mostly with 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.

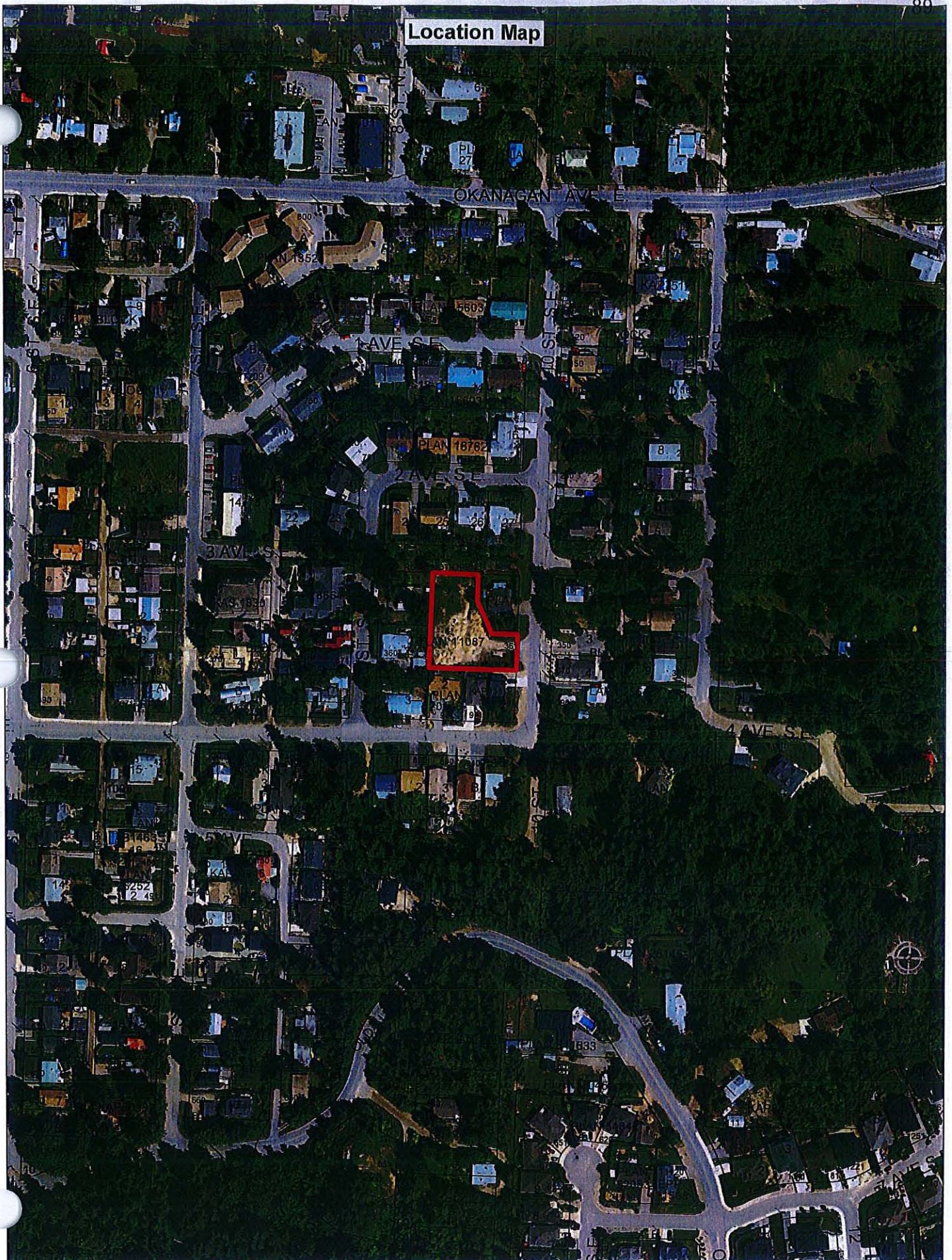


Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



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

Location Map



0 25 50 75 100
Meters



Subject Parcel



Orthophoto

2 AVE. S.E.

781

880

280

360

281

ROAD NOT OPEN

ST

351

360

360

350

370

41

9

9

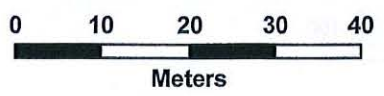
850

890

40


360

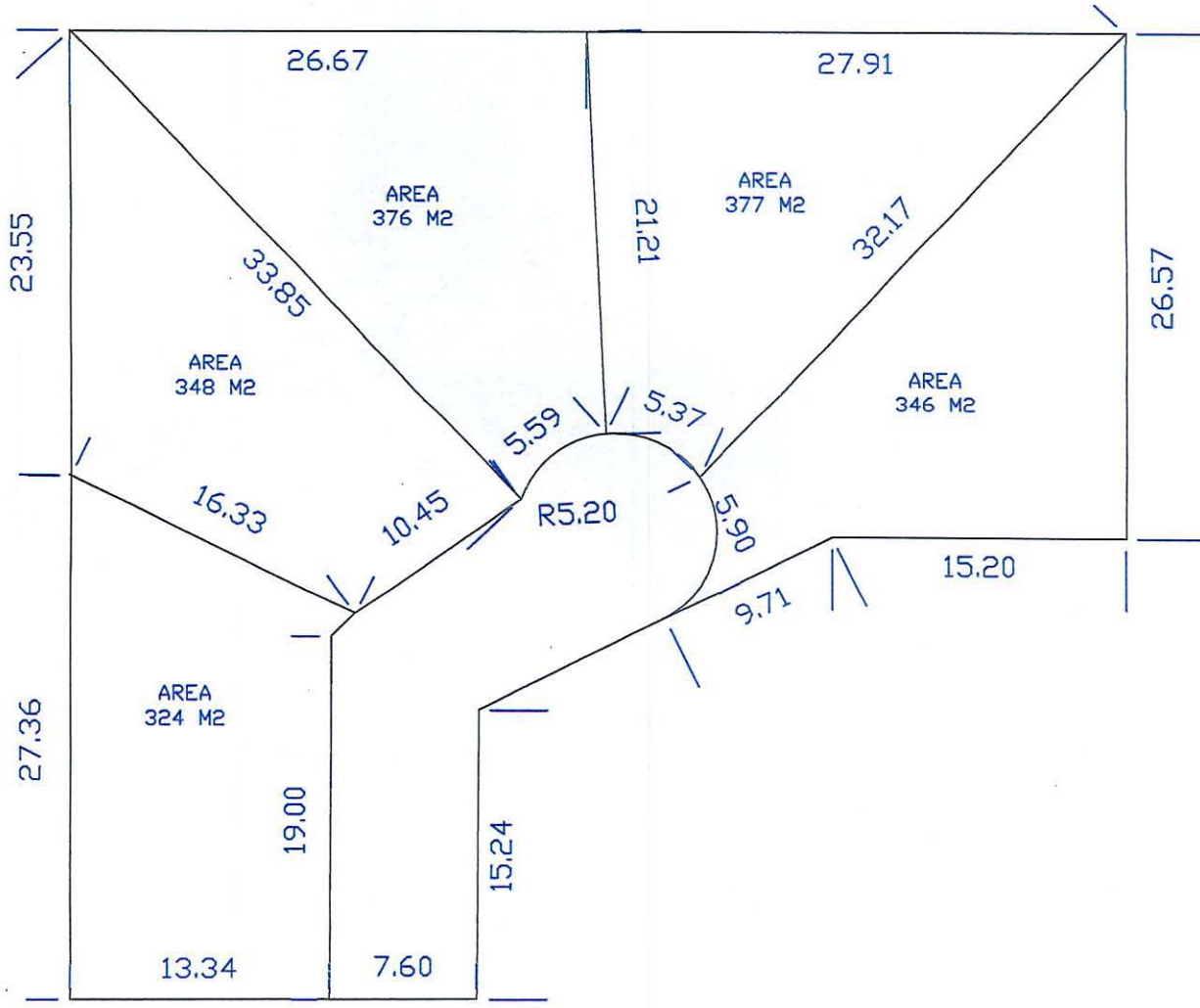
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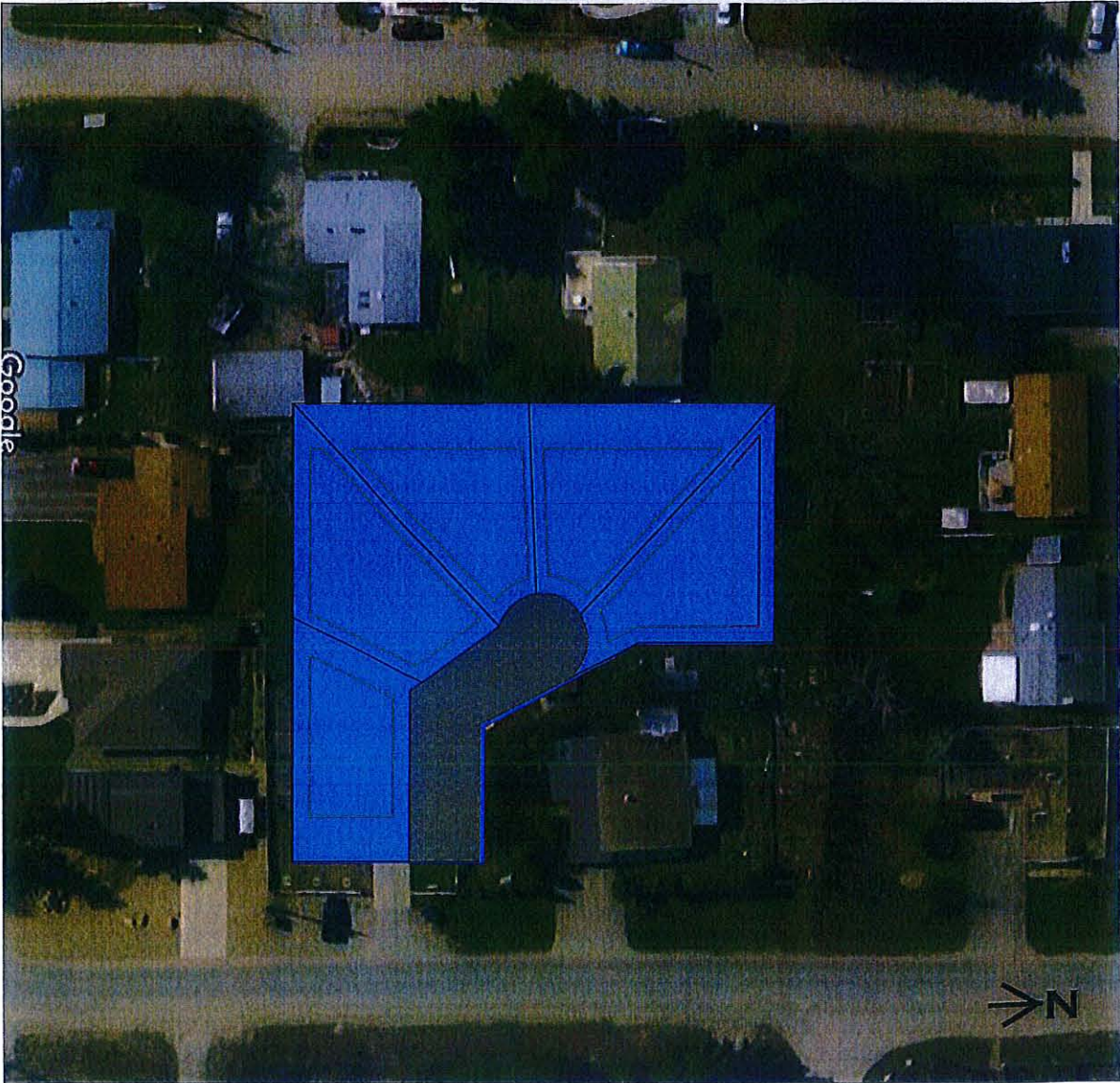


Subject Parcel



		 PEDERSON DRAFTING & DESIGN LTD.	CLIENT: MARK OLSON SALMON ARM, B. C.	
			SCALE: AS SHOWN	DRAWN BY: W.P.
			DATE: DEC. 98	REVISION NO.
PROJECT NO.	DATE:	DESCRIPTION:	PROJECT: PROPOSED SUBDIVISION	
THESE DRAWINGS, INFORMATION AND SUBJECT MATTER, HERE OF AND THE CONFIDENTIAL, SOLE AND EXCLUSIVE PROPERTY OF PEDERSON DRAFTING & DESIGN LTD. AND NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER FOR ANY PURPOSE WHATSOEVER WITHOUT WRITTEN CONSENT.		2840 - 5TH AVE. N.E. SALMON ARM, B.C. V1E 4S4 TEL: 250-662-0481 FAX: 250-662-0482 EMAIL: pdp@pederson.ca WEB: www.pederson.ca		
		DRAWING DESCRIPTION: SITE PLAN		DRAWING NO.: 16-054-C





MARSON INVESTMENTS INC.

6303 34TH 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 10th 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 (3rd 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 10th 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 3rd Avenue adjacent to the property. The storm sewer could be run down 3rd Avenue to a point beside Arbor house and be connected there, and there is also potential for the storm sewer to run along 10th St and connect to the storm sewer on 4th 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
250-253-3866

Dec 1/16

I met with Bob and Margaret Paille of 940 2nd 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 (3rd Ave.). Once he saw what I wanted to do he was satisfied and indicated he would support the variance for the setback change.



Salmon Arm

*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

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:

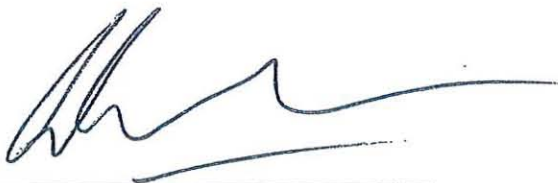
1. The subject property fronts a 150mm sanitary sewer located on 3 Ave SE (Closed Road). No upgrades are anticipated at this time.
2. Owner / developer's engineer to confirm capacity / velocities are adequate in the existing sanitary system to accommodate proposed development flows.
3. The proposed development 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

20. STATUTORY PUBLIC HEARINGS1. Zoning Amendment Application No. ZON-1082; Olsen, M.; 361 - 10 Street SE; R-5 to R-4

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

M. Olsen, the applicant, provided a submission of support, spoke regarding the application and was available to answer questions from Council.

E. Doyle, 971 - 4 Avenue SE, spoke in support of the application.

T. Hobson, 360 - 8 Street SE, spoke in support of the application.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4185 was declared closed at 7:51 p.m. and consideration of the next item ensued.

21. RECONSIDERATION OF BYLAWS1. Zoning Amendment Bylaw No. 4185 [ZON-1082; Olsen, M.; 361 - 10 Street SE; R-5 to R-4] - Third Reading

0088-2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4185 be read a third time.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM

BYLAW NO. 4185

A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on February 27, 2017 at the hour of 7:00 p.m. was published in the February 15 and 22, 2017 issues of the Salmon Arm Observer;

AND WHEREAS the said Public Hearing was duly held at the time and place above mentioned;

NOW THEREFORE the Council of the City of Salmon Arm in open meeting assembled enacts as follows:

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:

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) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

This bylaw shall come into full force and effect upon adoption of same.

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4185".

READ A FIRST TIME THIS 14th DAY OF February 2017

READ A SECOND TIME THIS 14th DAY OF February 2017

READ A THIRD TIME THIS 27th DAY OF February 2017

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 1st DAY OF MARCH, 2017

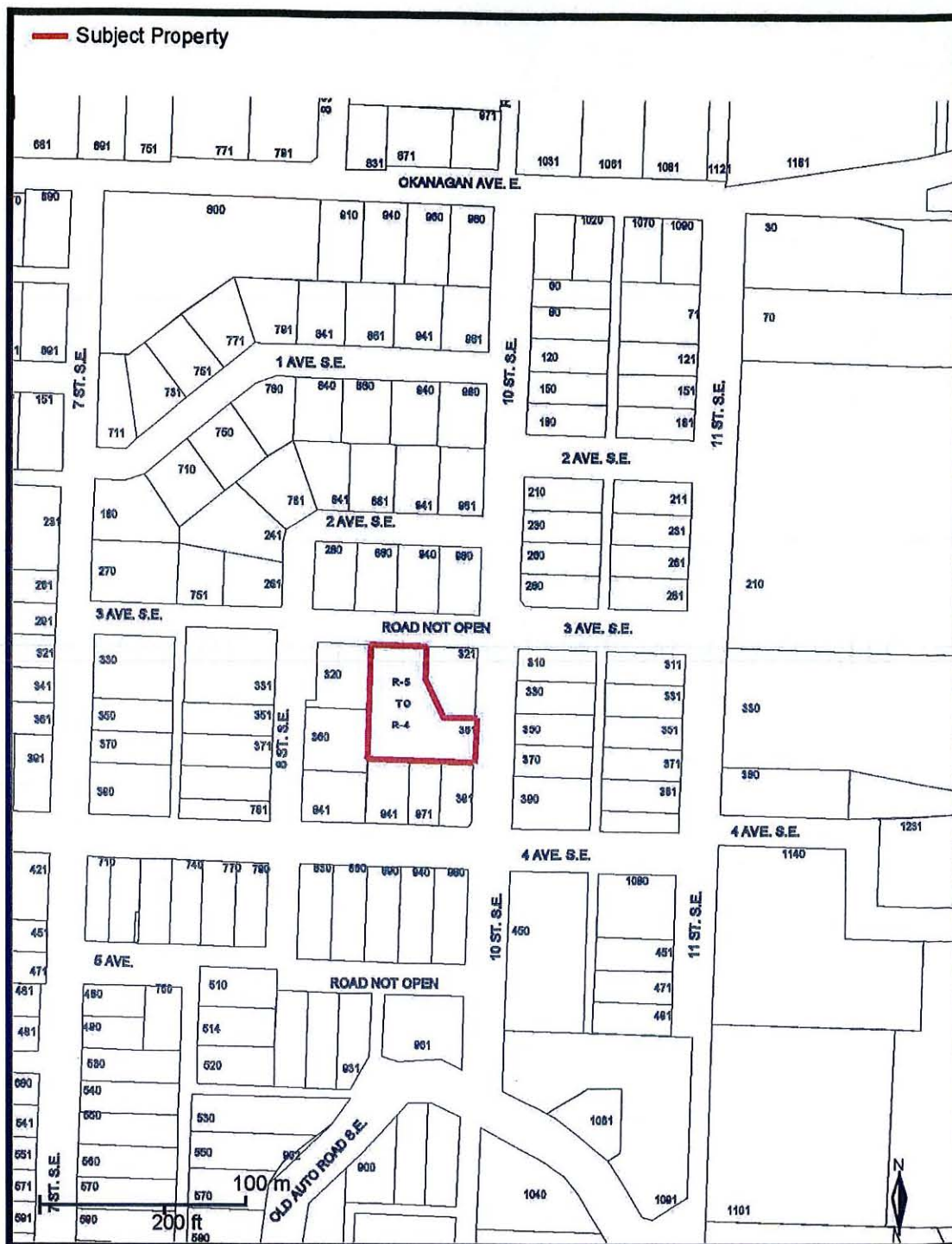

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE - MARCH 13, 2017

1. Building Department - Building Statistics - February 2017
2. Building Department - Building Permits - Yearly Statistics
3. L. Borkent - email dated February 17, 2017 - Additional/ Extended Hours Bus Route
4. S. Land - letter dated February 18, 2017 - Historic Property in Salmon Arm
5. C. H. Dyke - letter dated February 24, 2017 - Scott House/ TCH Congestion
6. N. Erickson - email dated February 21, 2017 - Dilkusha
7. L. Jack - letter dated February 27, 2017 - Orchard House/ TCH Corridor
8. T. Peasgood, Skookum Cycle and Ski, Salty Dog Organizing Committee, letter dated February 6, 2017 - Salty Street Fest and Salty Dog Enduro Mountain Bike Event
9. R. Cooper, Canoe Victory Hall - invitation received February 23, 2017 - Canoe Victory Hall's Grand Opening
10. L. Munro Lamarre, The Smile People - letter dated February 26, 2017 - Gift from the Heart Day April 8, 2017
11. Unplug and Plan Family Literacy Week, Literacy Alliance of the Shuswap Society - card received February 23, 2017 - Thank you for participating in Family Literacy Week
12. Interior Health Authority - New Release dated March 2, 2017 - Carfentanil presence confirmed in Interior Health
13. S. Thomson, Minister of Forests, Lands and Natural Resource Operations - letter dated March 6, 2017
14. B. Levitt, Fishery Officer, Fisheries and Oceans Canada - email dated February 24, 2017 - Request for Partial Exemption from the City of Salmon Arm Noise Control Bylaw 1981
15. R. Naidoo, Walk for Values - email dated February 25, 2017 - Proclamation: Human Values Day April 24, 2017
16. F. Bodnar, Executive Director, Inclusion BC - email dated February 20, 2017 - Help Celebrate Canada 150 Inclusively
17. Conservation Planning Unit, Canadian Wildlife Service/ Pacific Region, Environment and Climate Change Canada/ Government of Canada - email dated February 22, 2017 - Proposed Recovery Strategies for Species at Risk
18. J. Wrobel, President & General Manager, JPW Road & Bridge Inc. - letter dated February 21, 2017 - Highway Maintenance
19. J. Garlic, Mayor, District of Coldstream to C. Clark, Premier of British Columbia - letter dated February 22, 2017 - Provincial Private Moorage Program
20. R. Toperczer, Regional Manager, Economic Development, Ministry of Jobs, Tourism and Skills Training - email dated March 3, 2017 - International Trade and Investment Representatives - Coming to Vernon March 17, 2017

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Item 11.1

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: Council accepts the quote received from 647354 BC Ltd. dba Aardvard Pavement Marking Services, to undertake the Traffic Line Markings & Airport Marking Program for the three (3) year term 2017, 2018, 2019 in accordance with the unit prices quoted as follows:

- 2017 - \$42,640.25 plus applicable taxes;
- 2018 - \$42,640.25 plus applicable taxes; and
- 2019 - \$42,640.25 plus applicable taxes.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



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City of Salmon Arm
Memorandum from the Engineering
& Public Works Department

TO: Her Worship Mayor Cooper and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering & Public Works

PREPARED BY: Darin Gerow, Engineering Assistant

DATE: February 27, 2017

SUBJECT: **2017/2018/2019 Traffic Line & Airport Marking – AWARD**

RECOMMENDATION:

THAT: Council accepts the quote received from 647354 BC Ltd. dba Aardvard Pavement Marking Services, to undertake the Traffic Line Markings & Airport Marking Program for the three (3) year term 2017, 2018, 2019 in accordance with the unit prices quoted as follows:

- 2017 - \$42,640.25 plus applicable taxes.
- 2018 - \$42,640.25 plus applicable taxes.
- 2019 - \$42,640.25 plus applicable taxes.

BACKGROUND:

A Request for Quote (RFQ) was issued for the Annual Traffic Line Marking Program for a three (3) year term commencing in 2017 to 2019. The Request for Quote was issued on BC Bid. Work includes: supply and place complete with layout of traffic lines, centre lining, lane and road shoulder dividers and airport markings. City crews will be completing all symbols and crosswalk line marking.

It is important to note that this is a project specific evaluation based on past performance, similar project history and the details of each Quotation submission. Generally, experienced contractors with relevant past project experience are more efficient, and successfully avoid many project pitfalls.

The City reviewed the preferred companies based on pricing. On February 23, 2017 quotations were received as follows:

2017/2018/2019 Traffic Line & Airport Marking – QUOTE AWARD

Company	2017 Price	2018 Price	2019 Price	Total Cost over 3 years
647354 BC Ltd. dba Aardvark Pavement Marking Services	\$42,640.25	\$42,640.25	\$42,640.25	\$127,920.75
Line West Ltd.	\$42,739.40	\$42,739.40	\$45,330.40	\$130,809.20
Lafrentz Road Marking	\$44,735.48	\$46,168.36	\$47,600.24	\$138,504.08
Alpine Line Painting	\$50,214.86	\$53,300.26	\$56,005.16	\$159,520.28
Marx Line Painting	\$86,186.60	\$86,186.60	\$86,186.60	\$258,559.80

*taxes are not included in this amount

647354 BC Ltd. dba Aardvark Pavement Marking Services is a contractor out of Kelowna British Columbia, and has completed large projects for the City of Penticton, City of Courtenay, City of Trail and The Ministry of Transportation.

The approved budget for the 2017 Traffic Line Marking is \$93,700.00 which includes centre line markings to be completed by Contractor and road symbol markings to be completed by the City crews. The approved budget for the Airport markings and crack sealing for 2017 is \$25,000.00. We recommend that 647354 BC Ltd. dba Aardvark Pavement Marking Services be awarded the 2017, 2018, 2019 Traffic Line and Airport Marking Contract at their quoted price of \$127,920.75 plus applicable taxes.

Respectfully submitted,


 Robert Niewenhuizen, A.Sc.T
 Director of Engineering & Public Works

c.c. Monica Dalziel, Chief Financial Officer

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Item 11.2

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Council accept the Quote of A + D Asphalt Solutions Ltd., in accordance with the unit prices quoted as specified in the Contract, estimated to be One Hundred and Thirty Four Thousand, Three Hundred and Seventy Five Dollars (\$134,375.00) plus applicable taxes.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



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

TO: Her Worship Mayor Cooper and Members of Council

SUBMITTED BY: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, AScT, Engineering Assistant

DATE: February 27, 2017

SUBJECT: **2017 PAVMENT PATCHING PROGRAM – QUOTE AWARD**

RECOMMENDATION:

THAT: Council accept the Quote of A + D Asphalt Solutions Ltd., in accordance with the unit prices quoted as specified in the Contract, estimated to be One Hundred and Thirty Four Thousand, Three Hundred and Seventy Five Dollars (\$134,375.00) plus applicable taxes.

BACKGROUND:

The annual paving program tender in the past has included all patching works in addition to all major overlay paving projects. In the past, contractors have informed the City that the patching was too encompassing which resulted in higher unit pricing for patching. Typically, City staff saw the major paving companies sub contracting smaller patching companies for these works, resulting in the City paying a premium. This year the bids were separated into patching works and paving projects to attempt to achieve better unit pricing on patching.

Including in the patching portion of these works are supply and placing asphaltic concrete pavement in skin patches and full depth patches, tack coat for patches, and placement of asphalt curbing. Separating these works has resulted in lower quantity pricing for this year's patching. It should be noted that within this contract will include works under charge out accounts. These charge out accounts cannot be accounted for at this time due to the uncertainty of the amount of works, but are estimated to the best of our ability in comparison to other years.

On Tuesday, February 21, 2017 quote submissions were received as follows:

Table 1 – Quote Results:

Company Name	Quote Amount*
A + D Asphalt Solutions Ltd, Armstrong, BC	\$ 134,375.00
Interoute Construction Ltd. DBA Valley Blacktop Revelstoke, BC	\$ 147,062.50
Dawson Construction Ltd. Kamloops, BC	\$ 157,067.50

*Applicable taxes are not included in these amounts

2016 PAVEMENT PATCHING PROGRAM - QUOTE AWARD

The lowest quote, A+D Solutions Ltd. has completed patching within The City of Salmon Arm on many occasions, being sub-contracted by one of the main overlay paving contractors or hired by Public Works to complete patching.

2016 Budget:

The proposed budget for the 2017 Patching Program is as follows:


Program	Total Budget	Patching Program Portion (estimate)
Patching	\$ 63,000.00	\$ 60,000.00
Capital Projects	\$ 30,000.00	\$ 30,000.00
Utility Patching, Charge Outs, etc.	\$ 40,000.00	\$ 40,000.00
Total	\$ 133,000.00	\$ 130,000.00

Staff has included excess quantities within this quote to receive the unit pricing for our capital projects, utility crossing repairs and charge out accounts.

Depending on the actual tonnage and square meters of asphaltic concrete and other costs, the patching program will be increased or reduced in order to take maximum advantage of the available funds. It should be noted that a unit price Contract allows flexibility to increase or decrease the scope of work (total number of units).

Based on the above, we recommend that the 2017 Pavement Patching Program be awarded to A+D Asphalt Solutions Ltd. in accordance with the unit prices quoted as specified in the Contract, estimated to be One Hundred and Thirty Four Thousand, Three Hundred and Seventy Five Dollars (\$134,375.00) plus applicable taxes. The individual Contract amounts will not exceed project budgets in the 2017 budget.

Respectfully submitted,


 Robert Niewenhuizen, A.Sc.T.
 Director of Engineering and Public Works

cc Monica Dalziel, CFO

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Item 11.3

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: Council award the purchase of the downtown recycling bins to Envirozone Inc. in accordance with the quoted price of \$ 13,650.00 plus applicable tax.

AND THAT: Council award the collection of the downtown recycling bins to Progressive Waste Inc. in accordance with the quoted price of \$290 per month.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



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

File: 5360.04.08

TO: Her Worship Mayor Nancy Cooper and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: January 20, 2017

SUBJECT: **Downtown Recycling Bin Purchase**

RECOMMENDATION:

THAT: Council award the purchase of the downtown recycling bins to Envirozone Inc. in accordance with the quoted price of \$ 13,650.00 plus applicable tax.

AND THAT: Council award the collection of the downtown recycling bins to Progressive Waste Inc. in accordance with the quoted price of \$290 per month.

BACKGROUND:

The City, in cooperation with Downtown Salmon Arm (DSA) will be installing recycling bins in eight (8) downtown locations. Refer to attached location map, these locations may be subject to modification.

Recycling Bins:

The recycling program is proposed to be two streams: depositable plastic bottles; and mixed recyclables. Through discussions with the collector and other service providers, it was determined that envirozone provided a recycling container that would best fit the City's needs. A picture of the preferred bin is attached.

The bin will be powder coated a light silver colour with a poster on the front showing the types of recyclables accepted. The remainder of the bin will be vinyl wrapped by DSA with scenic pictures of the Salmon Arm area.

Envirozone has provided a quote for supply of the eight (8) bins with front posters in the amount of \$13,650.00.

Collection:

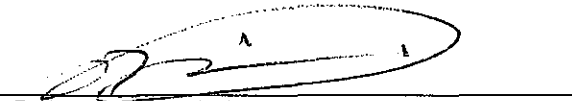
Progressive Waste Inc. is currently providing the curbside collection services for Garbage and Recycling, the downtown waste bin collection and the City facility waste and recycling collection. Staff recommend awarding Progressive Waste Inc. the downtown recycling collection as we would combine the downtown waste bin collection with the recycling bin collection in any future

Downtown Recycling Bin Purchase
Page 2

contracts. Progressive Waste Inc. has indicated a collection cost of \$290 per month (weekly collection) which is equivalent to \$ 3,500 per year.

The budget for this project is \$21,000 and includes supply and delivery of the recycling bins, installation of the bins (estimated at \$5,000), and collection of materials. Based on the information above, staff are recommending that the purchase of the downtown recycling bins be awarded to Envirozone Inc. in accordance with the quoted price of \$13,650.00 plus applicable taxes and that the collection of the recycling material be awarded to Progressive Waste Inc. in accordance with the quoted price of \$290 per pick-up.

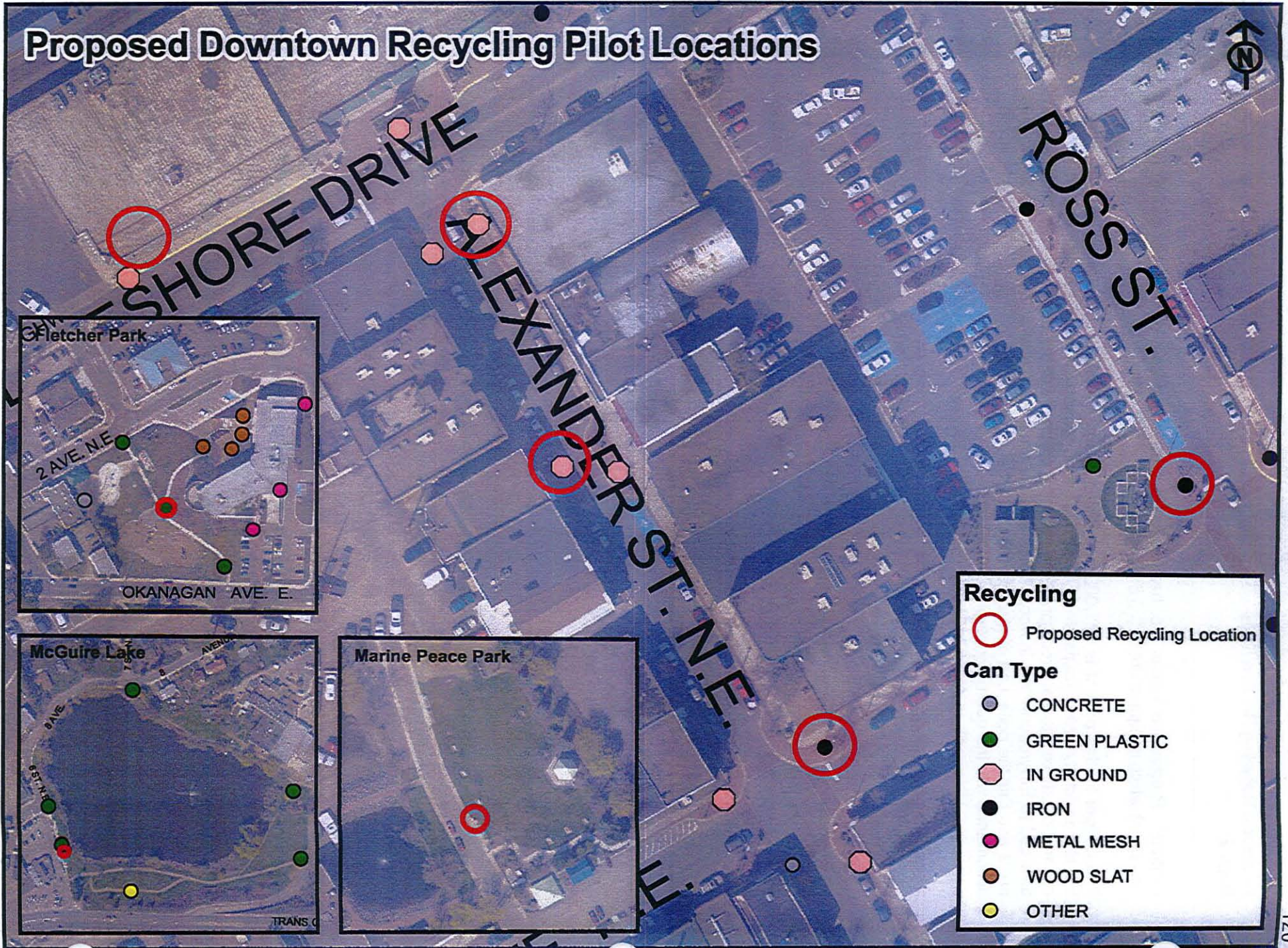
Respectfully submitted,



Robert Niewenhuizen
Director of Engineering and Public Works

cc Monica Dalziel, Chief Financial Officer

Proposed Downtown Recycling Pilot Locations





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Item 11.4

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the 2017 Cross Connection Control Assessments be award to MTS Maintenance Tracking Systems Inc. in the amount of \$16,950 (plus GST);

And That: the City's Purchasing Policy No. 7.13 be waived in the procurement of these works and services to authorize the sole sourcing to MTS Maintenance Tracking Systems Inc.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



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

File: ENG2017-25

TO: Her Worship the Mayor and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Chris Moore, Engineering Assistant

DATE: February 24, 2017

SUBJECT: **CROSS CONNECTION CONTROL – 2017 FACILITY ASSESSMENTS**

RECOMMENDATION:

THAT: The 2017 Cross Connection Control Assessments be award to MTS Maintenance Tracking Systems Inc. in the amount of \$16,950 (plus GST);

And That: The City's Purchasing Policy No. 7.13 be waived in the procurement of these works and services to authorize the sole sourcing to MTS Maintenance Tracking Systems Inc.

BACKGROUND:

The Cross Connection Control bylaw 3934 was adopted by Council in November 2012 and was required by Interior Health as a condition of our operating permit. The purpose of the bylaw is to ensure that non-potable water cannot be introduced into the public water mains through a cross connection and to protect the end users. This is done by the provision of appropriate backflow prevention devices, which are to be tested annually.

Since 2013 we have been inspecting 30 to 50 properties a year, assessing their compliance with the bylaw and working with the property owners to ensure that any potential cross connections identified during these inspections are rectified.

We have completed the assessments on most of the high risk properties and are currently working on those that are classified as medium risk. During 2017 these may also include agricultural properties and properties located on band land that are connected to City water.

MTS Maintenance Tracking Systems Inc. has extensive experience in the water distribution system industry and have been providing cross connection training and services for over 14 years. Their field technicians are Certified Cross Connection Control Inspectors & Certified Backflow Assembly Testers. MTS worked with the City to introduce the bylaw and have undertaken all our inspections to date.

The 2017 Capital budget has \$20,000 approved for this function. We recommend that the 2017 Cross Connection Control Assessments be award to MTS Maintenance Tracking Systems Inc. in the amount of \$16,950 (plus GST.)

Respectfully submitted,

Robert Niewenhuizen, A.Sc.T.
 Director of Engineering and Public Works

cc Monica Dalziel, Chief Financial Officer

Item 11.5

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council of the City of Salmon Arm has no objection to the issuance of liquor primary license to the Salmon Arm Elks and submits the following:

- a) The issuance of a permanent liquor license will not result in an increase in noise;
- b) There will be no greater impact on the community if the application is approved; and
- c) The issuance of the proposed license will not affect nearby residents to a greater degree than the special occasion licenses currently issued therefore the views of the residents were not gathered.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm
Memorandum from the Manager of Permits & Licensing

TO: Her Worship Mayor Cooper and Council

DATE: February 28, 2017

SUBJECT: Liquor License Application (Liquor Primary)
 Salmon Arm Elks Lodge #455
 3690 – 30 Street NE

MOTION FOR CONSIDERATION:

BE IT RESOLVED THAT: Council of the City of Salmon Arm has no objection to the issuance of a liquor primary license to the Salmon Arm Elks and submits the following:

- (a) ***The issuance of a permanent liquor license will not result in an increase in noise.***
- (b) ***There will be no greater impact on the community if the application is approved.***
- (c) ***The issuance of the proposed license will not affect nearby residents to a greater degree than the special occasion licenses currently issued therefore the views of the residents were not gathered.***

BACKGROUND:

The Salmon Arm Elks Lodge #455 owns and operates a community hall at 3690 – 30 Street NE. As outlined in the report submitted with this application, the Elks rent the hall to various groups for wedding receptions, family reunions, awards celebrations and other such private and community events. At some of these functions alcohol is served using the "Special Occasion Licence" process. The Elks wish to have a premise licence in order that they may serve the alcohol at these functions and thereby raise funds for their organization. Because alcohol is already being served there should be no additional impact on the adjacent properties. Again as outlined in the attached report, it is not the intention of the Elks to be open full time for the sale of alcohol but only to provide a service for the renters of their building.

Maurice Roy, RBO/CRBO
 Manager of Permits & Licensing

MR:mr
 attach.



Salmon Arm Elks Lodge #455
3690 30th St., NE
Salmon Arm, BC V1E 3L1

Liquor and Licensing Branch
P.O. Box 9292 Stn Prov Govt
Victoria, B. C.
V8W 9J8

March 1, 2017

LIQUOR PRIMARY LICENSE APPLICATION

Salmon Arm Elks maintains and operates the Elks Community Hall. The property on which the hall is situated is under a Land Lease Agreement with Salmon Arm Elks Recreation Society dated October 19, 2011 (copy attached) and which is for a 20 year period. The property and surrounding neighbouring properties are part of the Agriculture Land Reserve and the composition of the immediate neighbourhood, although located within the boundaries of the City of Salmon Arm, would most likely be considered as Rural.

The overall objective of the Elks Lodge is to raise funds through local activities and funding grants from the Provincial Government agencies. These funds are distributed to provide assistance to youth and charitable groups that provide vitally important services in our area. Our fund raising activities include the operation of the community hall which is provided at modest rates to users. (the hall is also made available to charitable groups on a free or substantially reduced basis).

Should approval be granted for this License Application, it is our intention to provide bar service for hall users such as for wedding receptions, family reunions, award celebrations, etc. where the user specifically requests that liquor be made available. For example, 17 such occasions took place at our hall during 2016 and a further three events were held by our Lodge for our own fund raising (pig roast, spaghetti dinner, etc.) Therefore, while we have shown "Hours of Liquor Service" under Part 5 of the Application as from 12:00 Noon to 2:00 am each day of the week, in actual fact we would only provide bar service as requested by hall users during the times when their activities take place.

Generally, minors are in attendance at the majority of the functions as described above. They attend with their parents or guardians and, while we have not had a request for such, minors would not, of course, be permitted when adult entertainment is taking place.

Food is and will always be available for consumption at these types of events and is usually prepared in our state-of-the-art kitchen at the hall, catered by a third party or provided by the hall users and is normally a full course meal or at minimum consists of hot or cold snacks.

The hall has been in operation at its current site for about 6 years. While we have one immediate neighbour (across the parking lot) and another more distant neighbour (across the Pee-Wee baseball diamond), we have had very few issues concerning noise. Most users of the hall have either live music or music provided by a Disc Jockey and if the doors to the hall are left open this can annoy our neighbours. Because of the requirement for such noise abatement as well as the fact that we utilize a geothermal system for both heating and air conditioning, we have placed signage on all doors in order to encourage users to keep the doors closed at all times. With your approval of our Application and the

fact that our members will, therefore, be on site during these occasions, we would anticipate that proper enforcement of keeping the doors closed at all times will be enhanced. Additionally, we do not anticipate that there will be much or any growth over present numbers of users of the hall as a result of this Application.

Application Notes

1. **Application Name and Application Type:** The Benevolent Protective Order of Elks (BPOE) was established over 100 years ago as an Act of Parliament. Salmon Arm Elks is a lodge within the BPOE organization and is referred to as "Salmon Arm Elks #455". We are considered to be a not-for-profit "Service Organization" and we are not registered under the Society's Act of British Columbia.
 2. **Business Number and Goods and Services Taxes:** Salmon Arm Elks does not currently collect or remit Goods and Services Taxes to Canada Revenue Agency as our revenues have not as yet met the threshold for such requirement. The website for obtaining a Business Number states "*If you have a GST/HST account, you must charge the GST/HST on your taxable supplies.*" It would be our preference, therefore, to refrain from obtaining a Business Number until your approval of our Application is received – if this is not acceptable to you, please let us know and we will immediately apply for the number.
 3. **Signage:** We do not intend to add additional signage to our premises relating to this License Application.
-

We look forward to receiving your comments and would, of course, be pleased to answer any further questions you may have.

Yours truly,



R. W. Reddecliff
Treasurer

Part 7: Checklist

Your application package must include the following documents. An incomplete application will delay the licensing process.

- ☒ Completed Liquor Primary Licence Application (this form).
- ☒ Letter of Intent (see pages 5 & 6 of the guide).
- ☒ Floor Plan (2 copies) preferably with occupant load (see page 6 & 7 of the guide).
- ☒ Site Map that shows the location of your proposed establishment, all features of the property, parking and road access. Identify any other liquor licences and businesses operating at the same site.
- ☒ Applicant documents based on applicant type (see pages 7 & 8 of the guide). Including:
 - ☒ Personal History Summary form (LCLB004).
 - ☒ Copy of Criminal Record Search completed by local RCMP/Police Detachment.
 - ☐ Corporate documents as needed based on applicant type.
- ☐ Proposed Signage (see page 9 of the guide).
- ☐ Golf Courses and Vessels: additional documents listed on pages 9 of the guide.
- ☐ Family Food Service, if applicable (see Appendix I on page 10 of the guide).
- ☐ Patio(s), if applicable (see Appendix II on page 11 of the guide).
- ☐ Any additional information (labelled per question number on application form) if there is not sufficient space to answer a question on the application form.
- ☐ Take your application form, letter of intent and floor plan to Local Government/First Nation (Part 8 below).
- ☐ After Part 8 is completed, submit your application package to the Branch (Parts 9 and 10 below).

Part 8: Local Government/First Nation (LG/FN) Confirmation of Receipt of Application

This is to be filled out by your local government/First Nation office prior to submitting this application to the branch.

Local government/First Nation (name): _____

Name of official: _____ Title/Position: _____

Email: _____ Phone: _____

Signature of Official: _____ Date Received: _____

Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment.

Note: The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land? ☐ No ☐ Yes

Is a zoning amendment required for the proposed site? ☐ No ☐ Yes

Instructions for Local Government/First Nation (LG/FN)

This serves as notice that an application for a new liquor licence is being made within your community. The Branch requests that you consider this application (application form, letter of intent, and floor plan) and provide the Branch with a resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed LP application form, letter of intent and floor plan to LG/FN.
- If there are any major issues (e.g. zoning), LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 8 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.

To provide a resolution or comment:

- Gather public input for the community within the immediate vicinity of the establishment.
- Consider these factors which must be taken into account when providing resolution/comment:
 - The location of the establishment.
 - The person capacity and hours of liquor service of the establishment.

Provide a resolution/comment with comments on:

- The impact of noise on nearby residents.
 - The impact on the community if the application is approved.
 - The views of residents and a description of the method used to gather views.
 - The LG/FN recommendations (including whether or not the application be approved) and the reasons on which they are based.
- Provide any reports that are referenced in, or used to determine, the resolution/comment.
 - If more than 90 days is required, provide a written request for extension to the Branch.
 - If LG/FN opts out, or is the applicant, the Branch will gather public input and contact LG/FN staff for information to assist the Branch in considering the regulatory criteria.

If you have any questions, or the establishment is located on Treaty First Nation land, please call the Branch toll-free at 1-866-209-2111 to speak to the Senior Licensing Analyst.

Part 9: Submit Application Package

Once signed by local government/First Nation, submit your complete application package to:

Liquor Control and Licensing Branch
 Courier: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1
 Mail: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8
 E-mail: liquor.licensing@gov.bc.ca

If you have any questions, contact us toll-free at 866-209-2111 and ask to speak to the Senior Licensing Analyst for your geographic area. Or email us at liquor.licensing@gov.bc.ca or visit our website for more information: www.gov.bc.ca/liquorregulationandlicensing

Part 10: Application Fee \$2,200 (non-refundable)

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check (X) one):

- ☐ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)
- ☐ Money order, payable to Minister of Finance
- ☐ Credit card: ☐ VISA ☐ MasterCard ☐ AMEX
- ☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.
- ☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

The information requested on this form is collected by the Liquor Control and Licensing Branch under Section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

LCLB001

4 of 4

Liquor Primary Licence Application Form

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number:

Expiry date:

(Month)

(Year)

Signature: _____

Item 11.6

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the following individuals be appointed, as the City of Salmon Arm representatives, to the Shuswap Regional Airport Commission for a term expiring December 31, 2017:

- Councillor Allan Harrison, City of Salmon Arm;
- Monica Dalziel, Chief Financial Officer;
- Robert Niewenhuizen; Director of Engineering and Public Works; and
- Tim Auger, Salmon Arm Flying Club.

AND THAT: the following individuals be appointed, as the Columbia Shuswap Regional District representatives, to the Shuswap Regional Airport Commission for a two (2) year term expiring December 31, 2018:

- Terry Rysz, District of Sicamous;
- Paul Demenok, CSRD – Area C;
- Rene Talbot, CSRD Area D; and
- Rhona Martin, CSRD – Area E.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Memorandum from the Corporate Officer

Date: February 27, 2017
 To: Mayor Cooper and Members of Council
 Subject: Shuswap Regional Airport Commission Appointments

Recommendation:

THAT: the following individuals be appointed, as the City of Salmon Arm representatives, to the Shuswap Regional Airport Commission for a term expiring December 31, 2017:

- Councillor Allan Harrison, City of Salmon Arm;
- Monica Dalziel, Chief Financial Officer;
- Robert Niewenhuizen, Director of Engineering and Public Works; and
- Tim Auger, Salmon Arm Flying Club.

AND THAT: the following individuals be appointed, as the Columbia Shuswap Regional District representatives, to the Shuswap Regional Airport Commission a two (2) year term expiring December 31, 2018:


- Terry Rysz, District of Sicamous
- Paul Demenok, CSRD - Area C
- Rene Talbot, CSRD - Area D
- Rhona Martin, CSRD - Area E

Background:

Pursuant to the City of Salmon Arm Shuswap Regional Airport Commission Establishment Bylaw No. 2152, Council must appoint all members to the Shuswap Regional Airport Commission (Airport Commission) by resolution. The bylaw specifies that all appointments, except those to fill interim vacancies, shall be for a two (2) year term based on the calendar year, however, the first term of Council appointees shall be one (1) year, providing for a staggered expiry of City and CSRD representative terms.

Salmon Arm Flying Club President, Tim Auger, has graciously agreed to continue as a City representative.

Respectfully submitted,


 Erin Jackson
 Corporate Officer

Item 16.1

CITY OF SALMON ARM

Date: March 13, 2017

Salmon Arm Secondary Digital Photography Photo Collage at City Hall

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



16 feet

Dimensions

# of Prints	Print Size	Frame Size
4	5x7	8 x 12
4	8x10	12 x 14
4	8 x 12	12 x 16
8	11 x 14	16 x 20
2	11 x 18	18 x 24

*Salmon Arm Secondary
Digital Photography Department*

Invoice No.

13

INVOICE**Customer**

Name _____
 Address _____
 City _____ State _____ ZIP _____
 Phone _____

Misc

Date _____
 Order No. _____
 Rep _____
 FOB _____

Qty	Description	Unit Price	TOTAL
4	8x12 White Matt, Black OEM Metal Frame, 2mm Glass	\$ 18.00	\$ 72.00
4	12x14 White Matt, Black OEM Metal Frame, 2mm Glass	\$ 24.75	\$ 99.00
4	12x16 White Matt, Black OEM Metal Frame, 2mm Glass	\$ 27.85	\$ 111.40
8	16x20 White Matt, Black OEM Metal Frame, 2mm Glass	\$ 34.00	\$ 272.00
2	18x24 White Matt, Black OEM Metal Frame, 2mm Glass	\$ 48.00	\$ 96.00
24	Fletcher Wirelss Metal Hanging System	\$ 6.15	\$ 147.60

Purchaser will own the frames but the images remain the property of
 Salmon Arm Secondary School.

SubTotal	\$ 798.00
Shipping	
TOTAL	\$ 798.00

Payment

Other

Tax Rate(s)

Comments cash or cheque

Name _____
 CC # _____
 Expires _____

Office Use Only

Please make cheque payable to Salmon Arm Secondary

Thank you for supporting SAS Digital Photography

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Item 19.1

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: Development Variance Permit No. VP-451 be authorized for issuance for Lot 2, Plan EPP61761 Sec. 13, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

- 1) Section 45.11.4 - decrease the minimum setback of a principal building from the exterior side parcel line from 5.0 metres to 3.5 metres for the proposed residence shown on Appendix 3 of the staff report dated February 21, 2017

[2321 Okanagan Holdings Ltd., 121 - 24 Street NE, Setback Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: February 21, 2017

SUBJECT: Development Variance Permit Application No. VP-451
Lot 2, Plan EPP61761 Sec. 13, Tp. 20, R. 10, W6M, KDYD
121 - 24 Street NE
Owner/Applicant: 2321 Okanagan Holdings Ltd. (Mark Wilson)

Motion for Consideration

THAT: Development Variance Permit No. VP-451 be issued for Lot 2, Plan EPP61761 Sec. 13, Tp. 20, R. 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. **Section 45.11.4** - decrease the minimum setback of a principal building from the exterior side parcel line from 5.0 metres to 3.5 metres for the proposed residence shown on Appendix 3.
-

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located at the intersection of 24 Street NE and 1 Avenue NE in the Maplewood Subdivision. The owner wishes to construct a residence that will partially extend into the exterior side yard. A location map, ortho photo, site plan and an outline of the proposal from the owner are attached as Appendices 1 through 4.

Background

The property is designated Medium Density Residential in the Official Community Plan and is zoned CD-7 (Comprehensive Development Zone 7). The CD-7 Zone permits single family dwellings with secondary suites on parcels of 325 square metres and larger. The subject property is 504 square metres in size and is currently vacant.

In the CD-7 Zone, the minimum setback requirement for a principal building from the front, rear and exterior side parcel lines is 5.0 metres and the minimum setback from an interior side parcel line is 1.2 metres. On a corner parcel, the rear setback requirement can be reduced to 1.5 metres provided the combined total of the rear and interior side setbacks is not less than 5.0 metres.

By definition, the front parcel for a corner parcel is the shortest parcel line along a street. The subject property therefore has its front parcel line along 24 Street NE and an exterior side parcel line along 1 Avenue NE. As shown on Appendix 3, the proposed residence will comply with all of the required setbacks for a corner parcel except for a small portion at its southeast corner. (Although the site plan shows the closest distance as being 3.65 metres, the applicant is requesting a reduction to 3.5 metres to provide a little 'wiggle room' at the time of construction.)

Site Context

Adjacent land uses include the following:

North: Remainder of the Maplewood development - residential lots zoned CD-7

South: 1 Avenue NE; then a residential lot zoned CD-7

East: 24 Street NE; then remainder of the Maplewood development - residential lots zoned CD-7

West: Residential lots zoned R-1

Staff have reviewed the proposal and provide the following:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns.

Planning Department

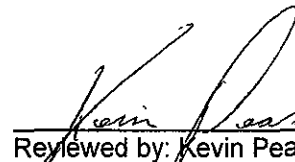
Setback requirements prevent owners from crowding neighbouring properties, ensure fire separation distances are adequate and maintain traffic site lines along roadways.

The requested variance is relatively minor and will not impact traffic site lines at the intersection of 1 Avenue NE and 24 Street NE. The variance will have little, if any impact on neighbouring properties and the total square footage of the proposed residence will not exceed the maximum permitted lot coverage provisions in the CD-7 Zone (45%).

In 2016, Council approved a similar variance for the property to the south, Lot 5, Plan EPP55081, which reduced the minimum setback from 1 Avenue NE from 5.0 metres to 3.2 metres for part of a covered deck (File: VP-425).

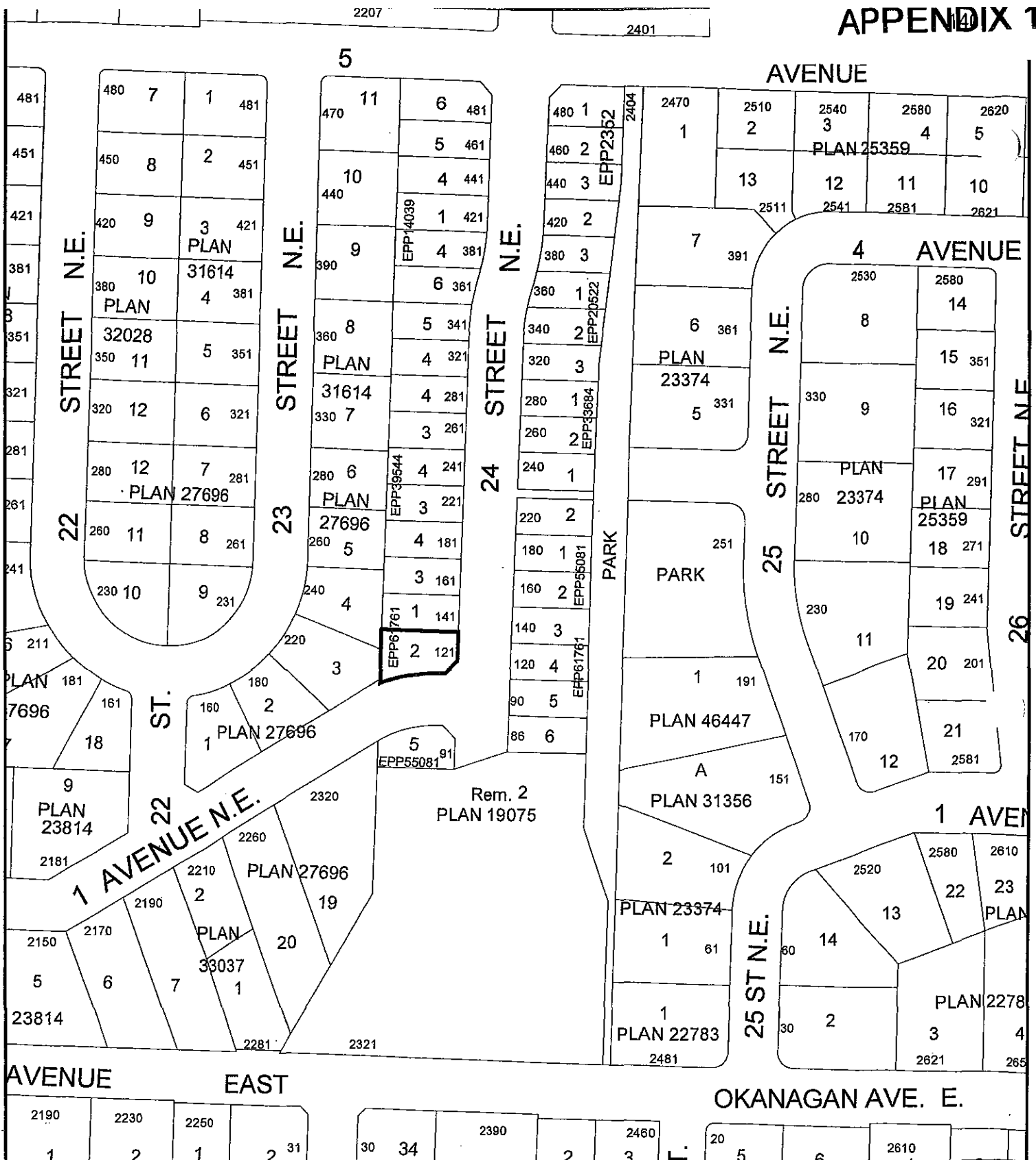
Staff support the requested variance.


Prepared by: Jon Turlock
Planning & Development Officer


Reviewed by: Kevin Pearson, MCIP
Director of Development Services

Appendices

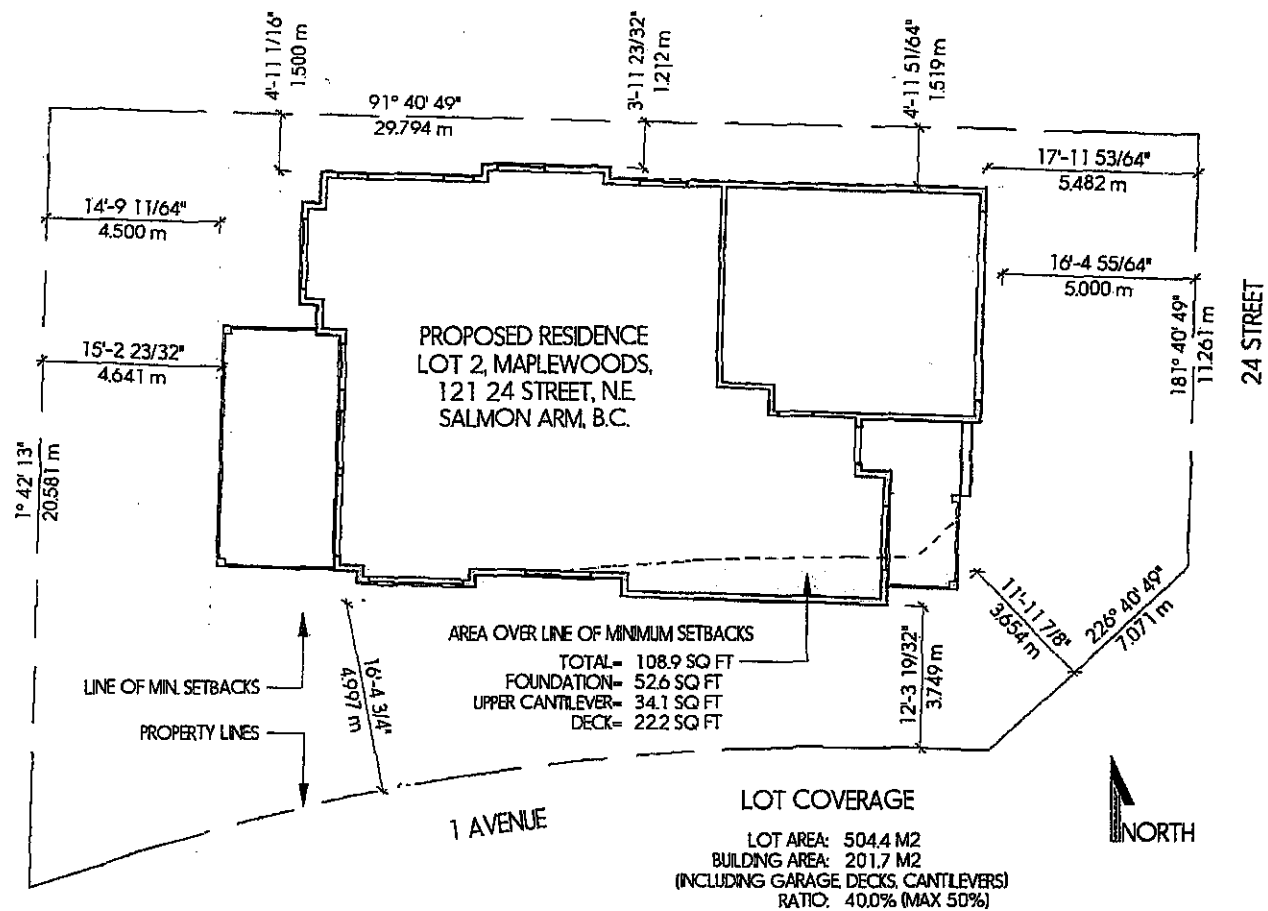
1. Location map
2. Ortho photo
3. Site plan
4. Owner's letter



Subject Property



Subject Property



3 SITE
1:150

Requested Variance to Zoning Bylaw No. 2303:
Section 45.11.4 - Reduce minimum setback of principal
building from 5.0 metres to 3.65 metres

2321 OKANAGAN HOLDINGS LTD.
BOX 716
SALMON ARM B.C. V1E 4N8
Phone (250) 832-2567, Fax (250) 832-5210

January 12, 2017

City of Salmon Arm
Development Services Department
500 – 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

To whom it may concern,

Re: 121 24th Street NE, PID 029-843-286, The *Maplewood's* subdivision

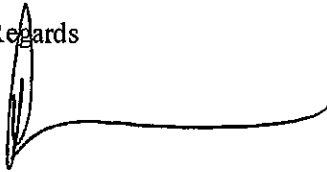
This letter is to request a variance be granted to allow for a reduced set back to 12'3 ^{19/32}," from 16' 5 ^{5/16}". The set back is requested for a lot cornering 24th Street NE and 1st Avenue NE. The home would have 52.6 sq. of its foundation and 22.2 sq. /ft. of its deck within the zoning setbacks.

Reasons for the request are as follows:

1. The variance would allow for all homes facing 24th Street NE having a similar look and would allow for the subdivisions consistency of function and design to continue.
2. The building envelope on the south east corner of the lot is smaller than most in the subdivision which makes home design for an entrance Den and garage difficult and thus does not allow for efficient use of space.

Thank you for considering

Regards



Mark Wilson CPA CMA

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Item 19.2

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Development Variance Permit No. VP-452 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.6 – R-1 Single-Family Residential Zone – increase the maximum height of an accessory building from 6.0 m (19.7 ft) to 7.5 m (24.6 ft) to allow for a new accessory building, as shown in Schedule A attached to the staff report dated March 3, 2017.

[Peters-Durston, C.; 2790 – 25 Street NE; Building Height Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: March 3, 2017

Subject: Development Variance Permit Application No. VP-452
(Maximum Height of Accessory Building)

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855
Civic: 2790 25 Street NE
Owner/Applicant: Peters-Durston, C

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-452 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. **Section 6.6 – R-1 Single-Family Residential Zone – increase the maximum height of an accessory building from 6.0 m (19.7 ft) to 7.5 m (24.6 ft) to allow for a new accessory building, as shown in Schedule A.**

STAFF RECOMMENDATION

That the motion for consideration be adopted.

PROPOSAL

Schedule A referred to in the motion for consideration and attached as Appendix 1 contains building elevation drawings and a site plan illustrating the requested variance. The proposed accessory building is an approximately 90 square metre building proposed to meet the conditions of a detached suite.

This application seeks to vary the required 6.0 m (19.7 ft) maximum accessory building height to 7.5 m (24.6 ft) for the construction of the new accessory building. As described in the attached letter of intent (Appendix 2), while no internal construction or use of a suite is proposed at this time, the request aligns with the maximum permitted height (7.5m) for an accessory building containing a detached suite as per the regulation of the R-8 Residential Suite Zone, a variance of 1.5 m (4.9 ft).

BACKGROUND

The subject parcel is located at 2790 25 Street NE (see Appendix 3) containing a single-family home and associated accessory structures. The surrounding area consists primarily of larger lots of “residential” and “rural-residential” character. For site context, adjacent zoning and land uses include the following:

North:	R-1 (Single Family Residential) Zone	single-family dwelling
East:	R-1 (Single Family Residential) Zone	single-family dwelling
South:	R-1 (Single Family Residential) Zone	single-family dwelling
West:	R-1 (Single Family Residential) Zone	single-family dwelling

Site photos are attached as Appendix 4.

The requested variance would allow construction of a proposed 7.5 m (24.6 ft) tall building. The proposed building is to be set upon a sloping building site, with varying heights from grade on each elevation. Considering the sloping terrain and the building plans as shown in Appendix 1, the potential maximum height (7.5 m / 24.6 ft) would only be reached on the western face of the building, with the other faces all being slightly lower.

New drawings (Appendix 1) show a slightly different roof-line than the originally presented concept, proposing a lesser maximum height of just under 23'6" feet. The variance requested is unchanged.

Related to potential impacts of the proposed development on adjacent parcels, it is of note that the site of the proposed building in the north-east corner of the subject parcel is of significant distance from development on adjacent parcels, while the applicant also owns the adjacent parcel to the north. Additionally, as the subject parcel slopes downwards generally from east to west and the building is proposed to be set into this slope, the potential impact on neighbouring parcels to the east is reduced.

The proposed development as presented would meet the R8 regulations for a detached suite. The applicant is aware that the accessory building could not be used or occupied as a detached suite under the present R-1 zoning of the parcel.

COMMENTS

Engineering Department

No engineering concerns.

Fire Department

No Fire Department concerns.

Building Department

No BC Building Code concerns. Suggest conformance with R-8 regulations to avoid future variances.

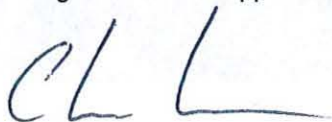
Planning Department

Height regulations enable orderly development for aesthetic, privacy, and view preservation reasons. Due to placement of the proposed development within the subject parcel, mature trees along the parcel lines, the slope and large area of this particular property as well as adjacent parcels, the requested height increase will not pose any safety or BC Building Code concerns, restrict future development or have any significant foreseeable impact on any neighbouring parcels.

Planning staff note that the applicant's plans align the proposed building with the regulations of the R-8 Zone. Given the OCP designation, planning staff would typically support a zoning application to R-8 to permit a suite. Granting the requested variance would provide reasonable future options for the applicant.

After reviewing the site, context and proximity of developments on adjacent lands, Planning staff have no concerns with the proposal.

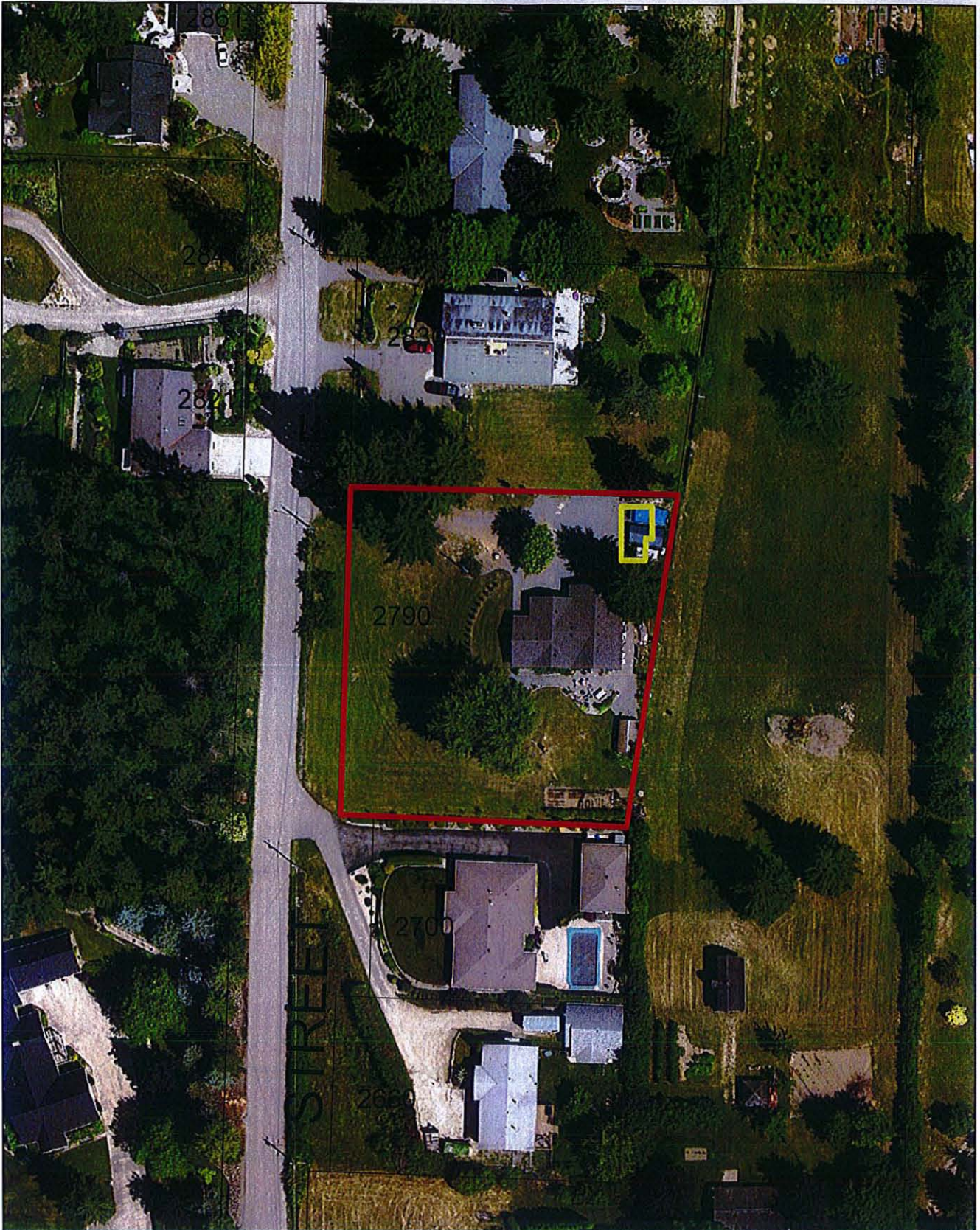
If approved, Development Variance Permit No. VP-452 will only be applicable to the newly constructed building as shown in Appendix 1: Schedule A.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



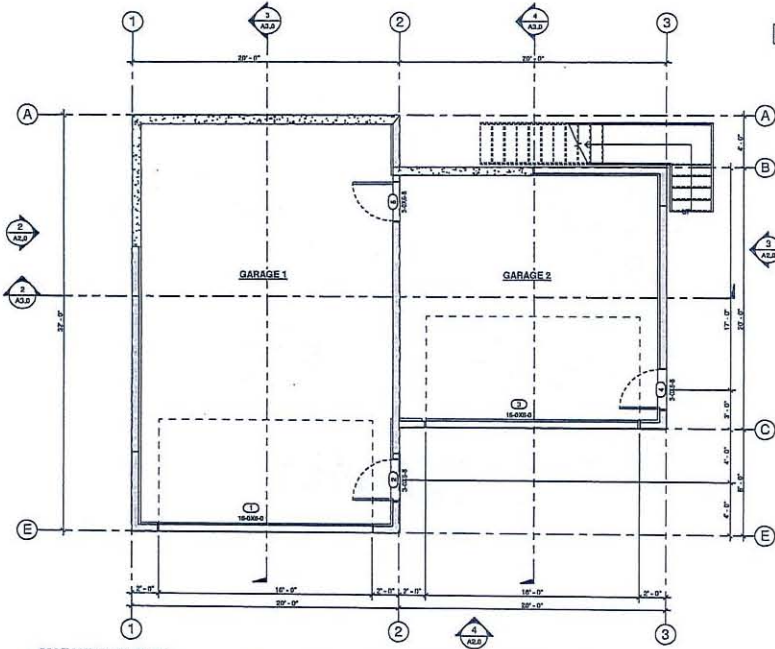
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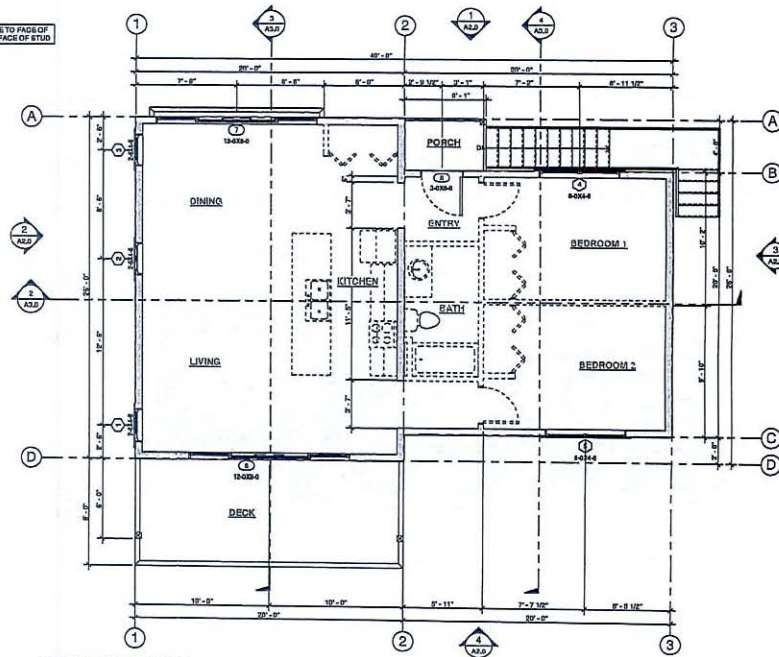
Subject Property



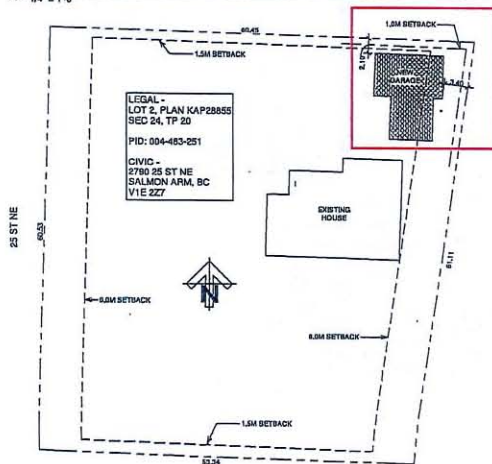
Proposed Site



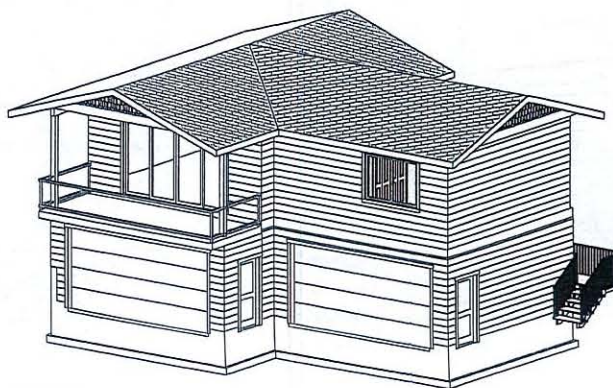
① **MAIN FLOOR PLAN**
1/4" = 1'-0"



③ UPPER FLOOR [PLAN
1/4" = 1'-0"



② **SITE PLAN**
1 : 300



④ AXO VIEW

DRAWING LIST	
SHEET #	SHEET NAME
A1.0	SITE PLAN, FLOOR PLAN, ELEVATIONS
A2.0	ELEVATIONS
A3.0	SECTIONS
A4.0	FLOOR & ROOF FRAMING

AREA SCHEDULE	
NAME	SQFT
GARAGE (LOWER FLOOR)	1040 SF
SUITE (UPPER FLOOR)	926 SF

SHEET NAME
SITE PLAN, FLOOR PLAN,
ELEVATIONS

Appendix 1: Schedule A

THESE DESIGNS AND DRAWINGS ARE THE EXCLUSIVE PROPERTY OF KHM DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT CONSENT.

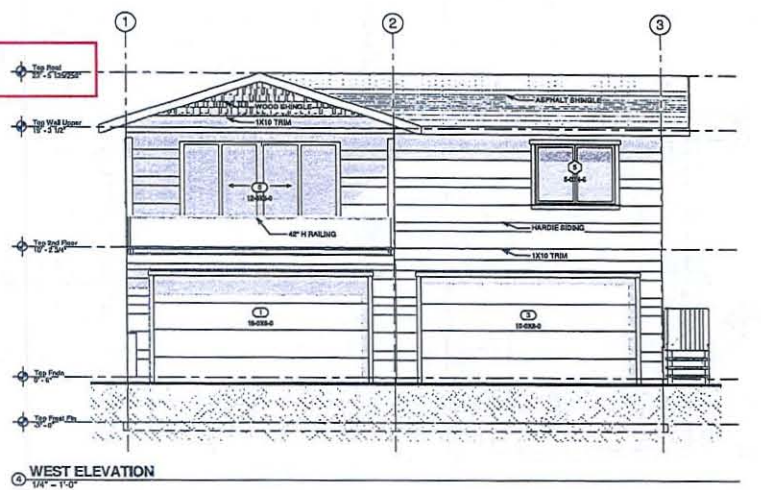
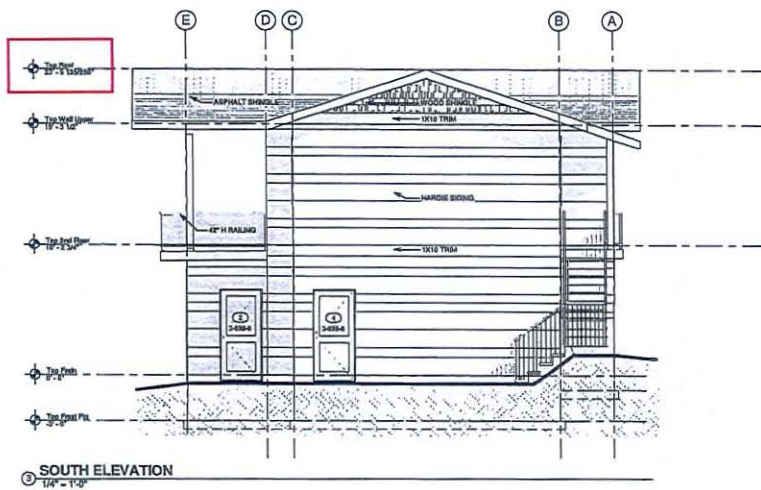
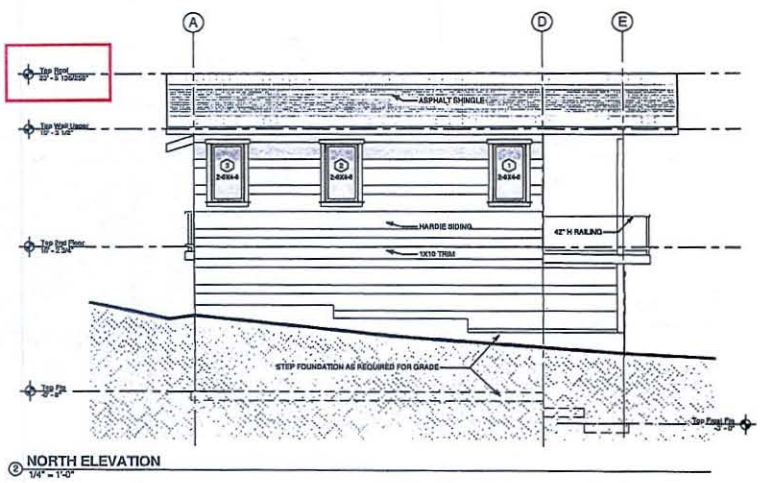
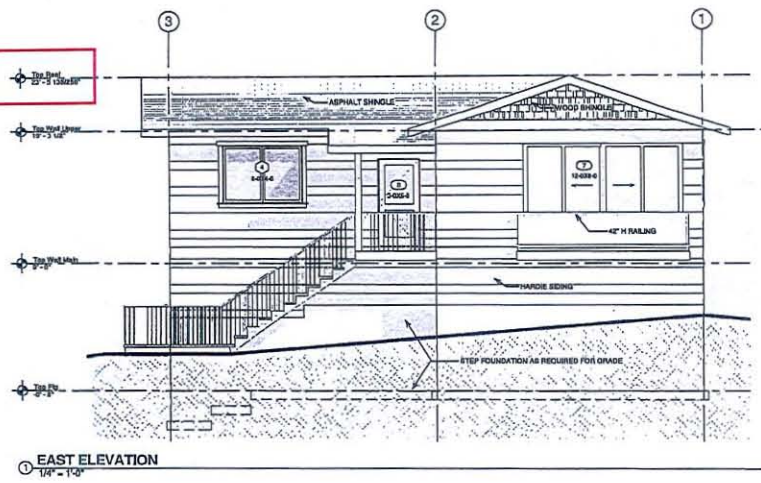
DATE	2/20/17
DRWN	KHM
JOB #	***

A10



PROJECT
DURSTON GARAGE & SUITE
2790 25 ST NE
SALMON ARM, BC
V1E 2Z7

Appendix 1: Schedule A
ELEVATIONS
DATE: 07/01/17
DRWN: Author
JOB #: 1111
A2.0



2017-03-20 3:55:46 PM

Jan 19, 2017

Dear City of Salmon Arm,

We are requesting a height variance extension for an accessory building we wish to build at the back of our property.

The purpose of this building is solely for much needed storage and workshop space at this time. We plan to keep the building very basic inside, finishing only the space we need at first, concentrating on the exterior finish.

However, we think it would be prudent to keep the option open to make future living quarters upstairs for either rental income or aging parents as our parcel size allows for this.

The placement of this accessory building is very strategic in that there is no neighbours nearby. We have an open field behind us, we own the property to the north where the house is very far away and our house blocks it completely from the neighbour to the south. The neighbour across the road to the west is also too far away to be bothered by it and it would be blocked by large trees.

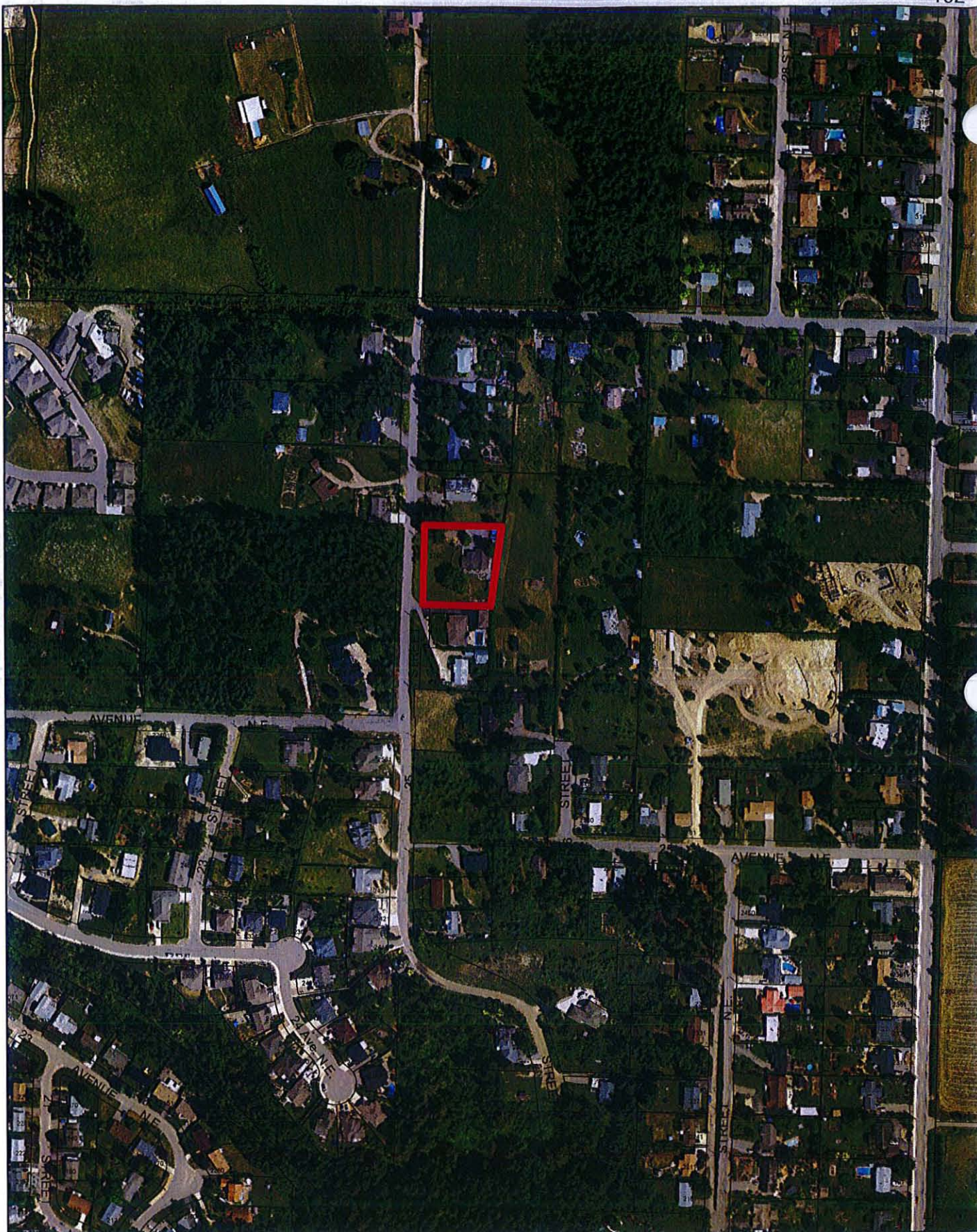
Also, it will be built into a 6' high bank on the north and east sides making it not nearly as high looking from those sides, essentially making it appear to be the accessory building height limit of 19.7 feet.

We are planning to keep the height at 23'10" if all goes as planned. Please consider allowing for a height variance to reflect that of a future secondary suite on our accessory building project.

See attached rough drawings.

Thank you for your time and attention to this matter.

Christine & Brian Durston



0 40 80 160 240 320 Meters

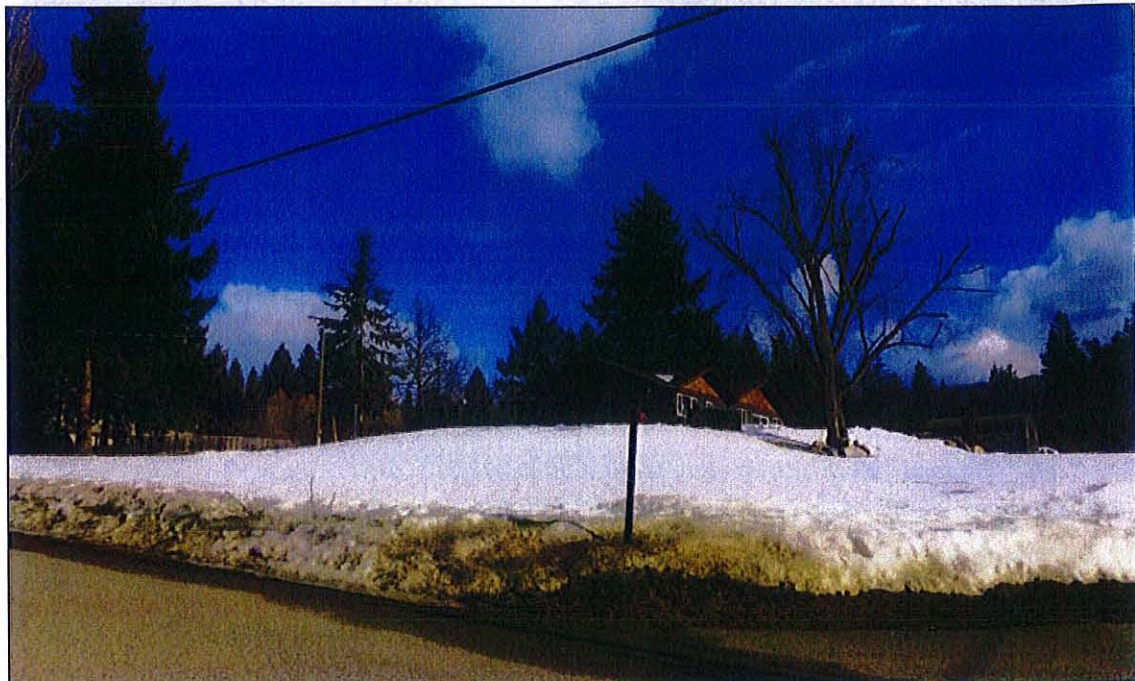


Subject Property

Appendix 4: Site Photos



View east towards proposed site with mature trees, general terrain/slope, and bank at east parcel line visible.



The proposed accessory building site is largely not visible looking north-east from 25 Street NE.

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Item 19.3

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: Temporary Use Permit No. TUP-14 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 for a temporary campground as shown in Appendix 2 of the Development Services Department Memorandum dated February 8, 2017 subject to the following:

- 1) Adherence to Fire Department requirements regarding free and clear access within the campground;
- 2) The total number of temporary campsites not exceeding 100;
- 3) Check-in stations being setback a minimum of 100 metres from 10 Avenue SW;
- 4) The Temporary Use Permit being valid for ten (10) consecutive dates with camping being limited to a maximum of four (4) days (Thursday through Sunday) coinciding with the annual Roots and Blues Music Festival in August of 2017. Approval for 2018 and 2019 subject to approval by the Agricultural Land Commission for Non-Farm Use in the Agricultural Land Reserve;
- 5) Compliance with the requirements of the Agricultural Land Commission.

[P. Page; 460- 10 Avenue SW; Temporary Camping for Roots and Blues Festival]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: February 8, 2017

Subject: Temporary Use Permit Application No. 14

Legal: Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414

Civic: 460 – 10 Avenue SW

Owner/Applicant: Peter Page

MOTION FOR CONSIDERATION

THAT: Temporary Use Permit No. TUP-14 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 for a temporary campground as shown in Appendix 2 of the Development Services Department Memorandum dated February 7, 2017 subject to the following:

- 1) Adherence to Fire Department requirements regarding free and clear access within the campground;
- 2) The total number of temporary campsites not exceeding 100;
- 3) Check-in stations being setback a minimum of 100 metres from 10 Avenue SW;
- 4) The Temporary Use Permit Renewal being valid for ten (10) consecutive dates with camping being limited to a maximum of four (4) days (Thursday through Sunday) coinciding with the annual Roots and Blues Music Festival in August of 2017. Approval for 2018, 2019 subject to approval by the Agricultural Land Commission for Non-Farm Use in the Agricultural Land Reserve;
- 5) Compliance with the requirements of the Agricultural Land Commission.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 460 - 10 Avenue SW as show in APPENDIX 1. The 3.3 hectare property currently contains a primary residence and a number of accessory buildings. The applicant is proposing to continue the use of part of the property as a temporary campground during the annual Salmon Arm Roots and Blues music festival and is requesting approval of a Temporary Use Permit for that purpose. The campground layout and site plan is shown in APPENDIX 2.

BACKGROUND

The property is designated "Acreage Reserve" in the Official Community Plan, zoned Rural Holding (A-2), and is entirely within the Agricultural Land Reserve (maps are attached as APPENDICES 3, 4 and 5). The applicant applied for approval for the temporary campground under Section 20(3) of the *Agricultural Land Commission Act* (non-farm use in the ALR) which was approved by the Agricultural Land Commission (ALC) in 2014 and permitted campground use for the 2014, 15 and 16 festival weekends.

The property has been used as a temporary campground for three Roots and Blues festivals since 2011. The campground would consist of 100 sites open to tent and recreation vehicle campers for a four day period during the festival. The land is accessible from 10 Avenue SW. The Salmon Arm Roots and Blues Festival site is conveniently located on the Fall Fair grounds, north of the campgrounds across 10 Avenue SW. The area is characterized by rural acreages south of 10 Avenue SW and is in close proximity to parks, recreation and commercial amenities to the north and west. Dating back to 2005, six non-farm use applications have been approved by City Council and the ALC for temporary campgrounds in the "ALR Island" location. The number of properties involved has increased from two to four and the number of individual campsites has increased from 217 to approximately 700, including the subject property. The most recent approval granted in January 2015 was for three adjacent properties to the west, and that approval will expire after this year's festival.

COMMENTS

Engineering Department

Engineering comments attached as APPENDIX 6.

Building Department

No concerns.

Fire Department

No concerns.

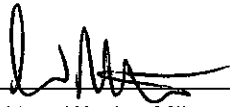
Planning Department

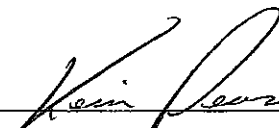
The previous TUP for the subject property expired in 2016; however the ALC approval (ALC-355) still applies for the 2017 festival. In turn, this TUP is recommended for approval for this year and conditional approval for the 2018 and 2019 festivals, subject to ALC approval. The applicant will be required to submit an ALC application for Non-Farm Use to the ALC for approval of the 2018 and 2019 seasons.

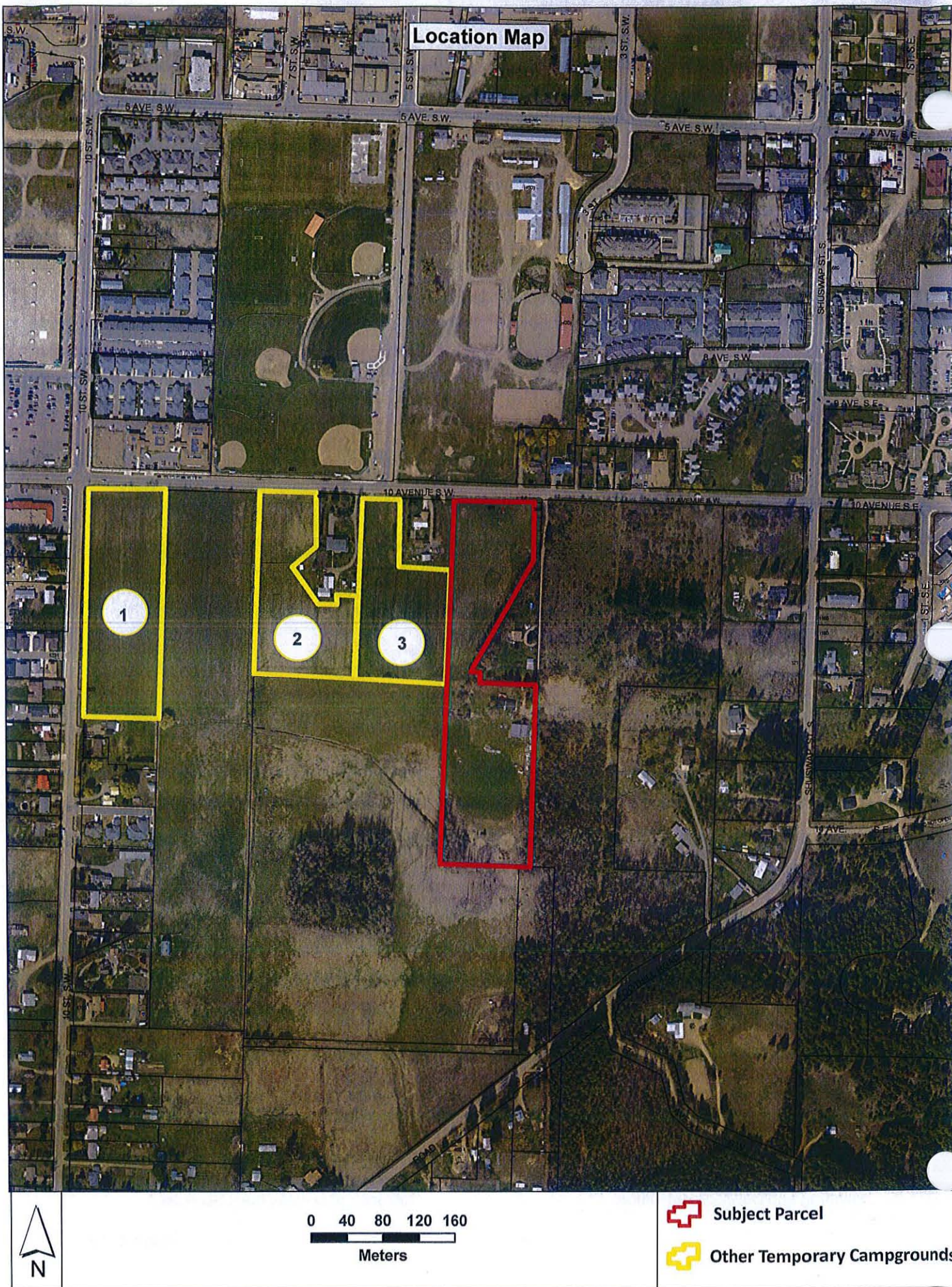
The proposal is consistent with previous approvals for the subject property and neighboring properties, approval is recommended. As part of the TUP application process, notification of the proposal and Hearing Date would be advertized once in the newspaper and mailed to all property owners and occupiers within 30 m of the subject parcels. The applicant is also required to post a TUP notification sign along the 10 Avenue SW frontage 10 days prior to the Hearing Date.

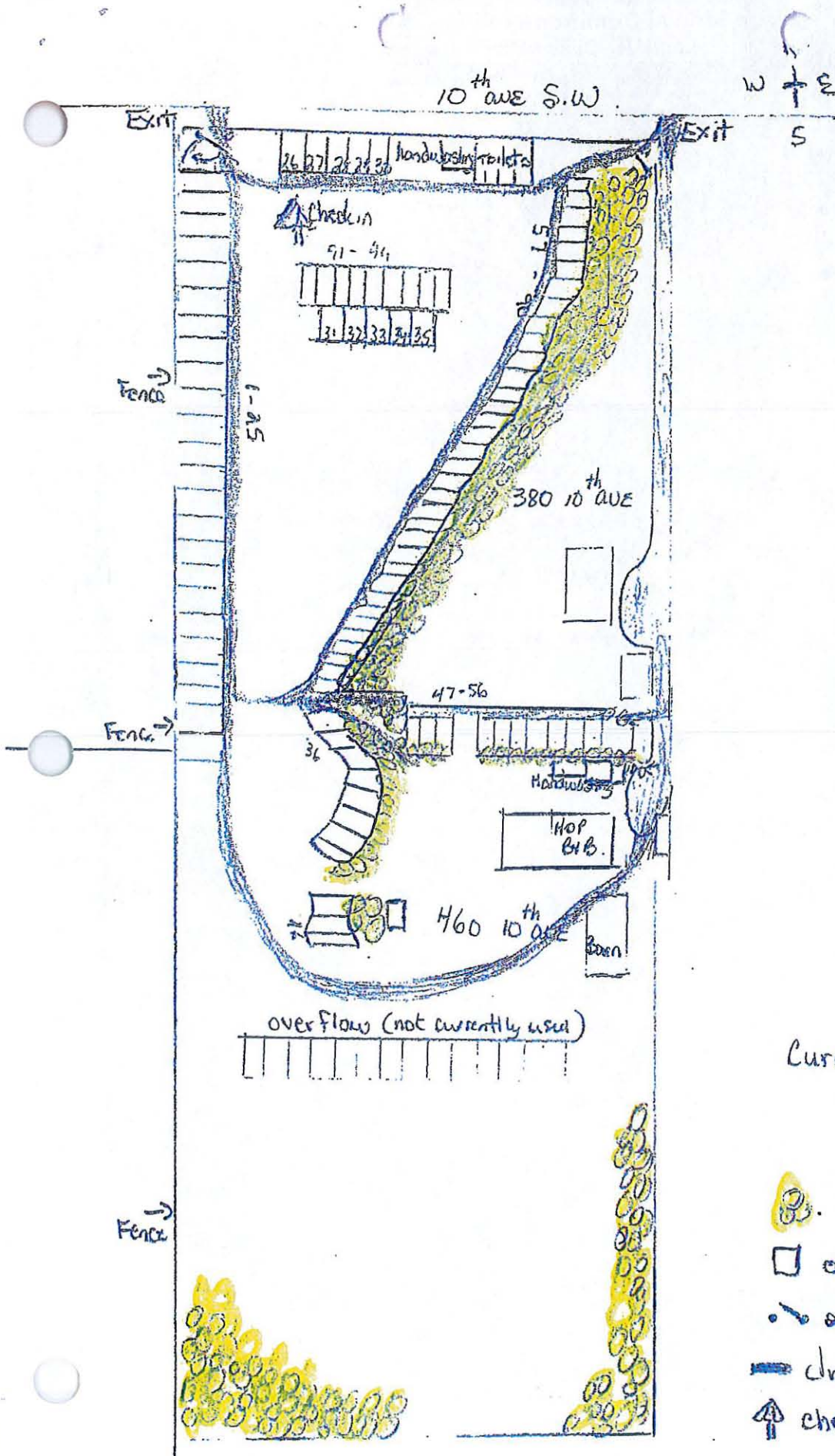
CONCLUSION

Issuance of TUP-14 is recommended by staff subject to the terms and conditions outlined in the motion for consideration.


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


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





- Current 100 sites
- 4 portable toilets
- 2 handwashing stations
- ②. tree line for shade
- on site buildings
- ↘ exits from field
- driveway / parking paths
- ↑ check in

**Official Community Plan
Land Use Designation**



0 25 50 75 100
Meters



Subject Parcel



Acreage Reserve



Park



Residential - Medium Density



Residential - High Density

Zoning Map

8 AVE. S.W.

P-1

R-4

R-1

10 AVENUE S.W.

10 AVENUE S.W.

R-1

A-3

A-2

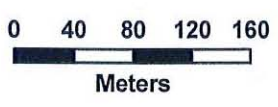
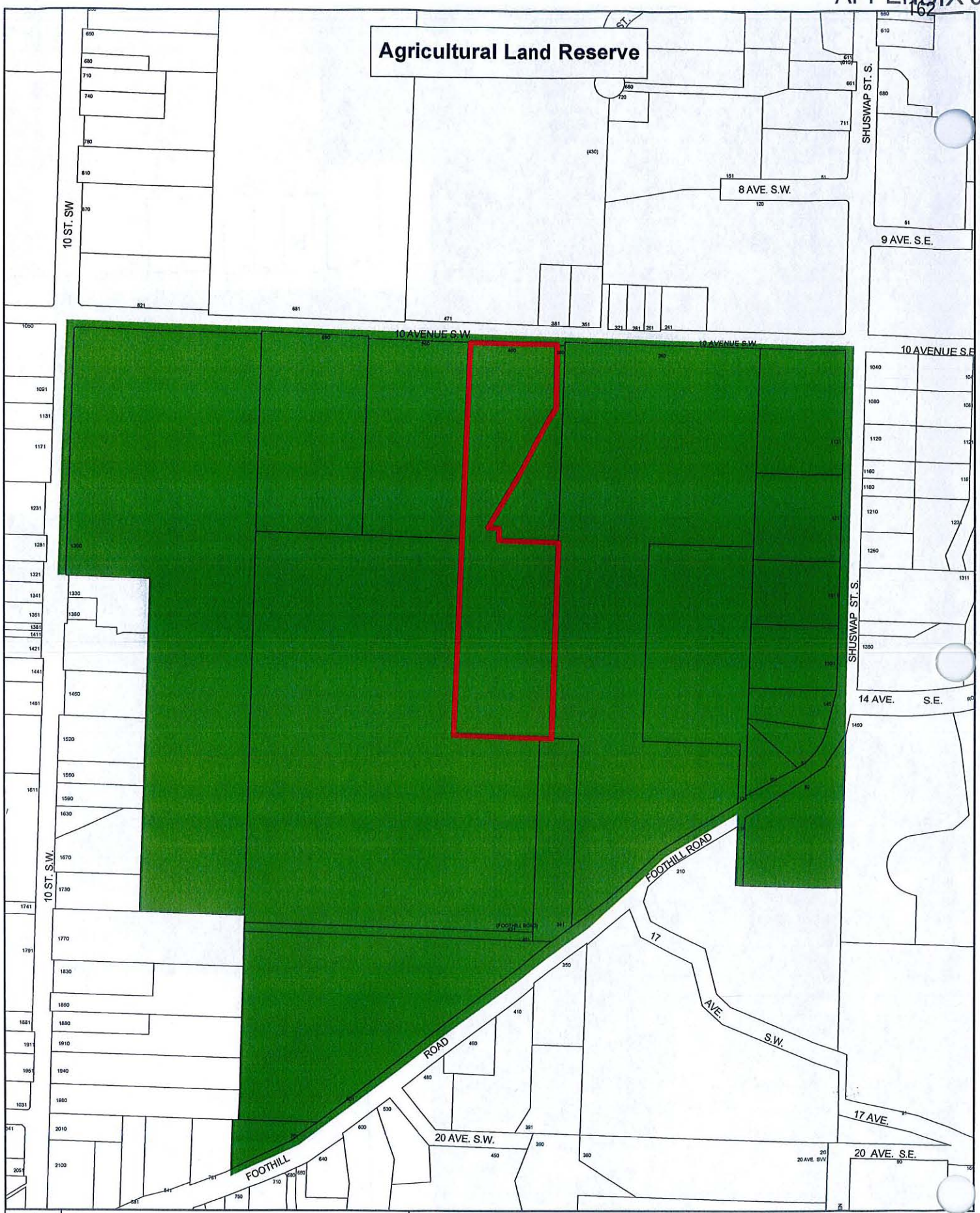
R-1

FOOTHILL ROAD



- | | |
|---|--|
|  Subject Parcel |  Single Family Residential |
|  Rural Holding |  Medium Density Residential |
|  Park and Recreation | |

Agricultural Land Reserve



Subject Parcel



Agricultural Land Reserve



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

To: Kevin Pearson, Director of Development Services
 Date: December 10, 2013
 Prepared by: Darin Gerow, Engineering Assistant
 OWNERS: Peter E. Page, 460 – 10 Avenue SW, Salmon Arm, BC, V1E 1T5
 APPLICANT: same
 SUBJECT: **TEMPORARY USE PERMIT APPLICATION NO. TUP-14**
 LEGAL: Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414
 CIVIC: **460 – 10 Avenue SW**

Further to your referral dated December 6, 2016, we provide the following servicing information.

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the Owner'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. The Engineering Department has no objection to the proposed temporary use, subject to clarification on the method of connection to the City water, including the provision of water meters and suitable backflow prevention devices. Plumbing details are to be approved by the building department and an annual plumbing permit and inspection is required prior to public use of the hand washing stations.

Darin Gerow, ASCT
 Engineering Assistant

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

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Item 23.

CITY OF SALMON ARM

Date: March 13, 2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of March 13, 2017, be adjourned.

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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