



DEVELOPMENT and PLANNING SERVICES COMMITTEE

April 03, 2017

City of Salmon Arm

Room 100

City Hall, 500 - 2 Avenue NE

8:00 a.m.

Page #	Section	Item#
	1.	<u>CALL TO ORDER</u>
	2.	<u>REVIEW OF THE AGENDA</u>
	3.	<u>DECLARATION OF INTEREST</u>
	4.	<u>REPORTS</u>
1 – 16	4.1	VP-441, Caron, N. & N. / Baer, J. (Timberline Solutions Ltd.), 2030 Canoe Beach Drive NE, Servicing Variance
17 - 20	4.2	Municipal Tax Rates - Class 5 and Class 6, Memorandum from the Chief Financial Officer
	5.	<u>PRESENTATION</u>
21 - 26	5.1	Okanagan College - Strategic Plan, Growth and Development
	6.	<u>IN CAMERA</u>
	7.	<u>FOR INFORMATION</u> n/a
	8.	<u>LATE ITEM</u> n/a
	9.	<u>ADJOURNMENT</u>

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

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City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: March 13, 2017

SUBJECT: Development Variance Permit Application No. VP-441
Lot 2, Sec. 1, Tp. 21 and of Sec. 36, Tp. 20, R. 10, W6M, KDYD, Plan 32723
2030 Canoe Beach Drive NE
Owners: N. H. & N. A. Caron
Agent: J. Baer

Motion for Consideration:

THAT: Development Variance Permit No. VP-441 be authorized for issuance for Lot 2, Sec. 1, Tp. 21 and of Sec. 36, Tp. 20, R. 10, W6M, KDYD, Plan 32723 to vary the provisions of Subdivision and Development Servicing Bylaw No. 3596, as amended, as follows:

1. Section 5.2:
 - i) Waive the requirement to upgrade the Canoe Beach Drive NE frontage to the Rural Local Road standard (RD-7).

Staff Recommendation:

THAT: The Motion for Consideration be defeated

AND THAT: Development Variance Permit No. VP-441 be authorized for issuance for Lot 2, Sec. 1, Tp. 21 and of Sec. 36, Tp. 20, R. 10, W6M, KDYD, Plan 32723 to vary the provisions of Subdivision and Development Servicing Bylaw No. 3596 as amended, as follows:

1. Section 5.2:
 - i) Waive the requirement to upgrade the Canoe Beach Drive NE frontage to the Rural Local Road standard (RD-7) subject to:
 - a) submission of a plan and centre line profile of the existing driveway access to the proposed house location confirming that it complies with City of Salmon Arm Policy 3.11;
 - b) confirmation from a qualified geotechnical engineer that should the existing, on-site driveway access become unusable as a result of land slippage, an alternative, safe and stable access can be constructed on the property in compliance with City of Salmon Arm Policy 3.11; and

-
- c) registration of a Land Title Act, Section 219 Covenant that addresses the following:
 - i) restricts residential development on the property to one single family dwelling;
 - ii) prohibits all development on the property unless it is approved and supervised by a qualified geotechnical engineer;
 - iii) in the event of a land slippage, it shall be the owner's responsibility to stabilize the land and if required, to construct an alternative access in accordance with the approved geotechnical report identified in Item 1(i) (b) above, at the sole cost of the property owner; and
 - iv) the City of Salmon is saved harmless from any and all claims that may arise directly or indirectly out of the issuance of a building permit or the use or occupation of the land.
-

Proposal

The subject property is located at 2030 Canoe Beach Drive NE. The owners wish to construct a residence and are applying for a variance to waive the requirement to upgrade the adjacent road frontage. A location map, ortho photo and site plan are attached as Appendices 1 through 3.

Background

The property is designated Acreage Reserve in the Official Community Plan and is zoned A-2 (Rural Holding). The property is approximately 4 hectares in size and is currently vacant. The owners wish to construct a residence at the approximate location shown on Appendices 3 and 4.

The property is also within a potentially hazardous area identified as having steep slopes, erosion and land slippage concerns and is subject to the Potential Hazard Areas Policies of the Official Community Plan, see Appendix 5.

At the time of development (Building Permit) in the rural areas, owners may be required to provide frontage improvements if the existing road is not constructed to an acceptable paved or gravel standard. At this location, Canoe Beach Drive NE is not constructed to any standard and the owners are required to upgrade the property frontage to an acceptable gravel standard in accordance with the Rural Local Road standard (RD-7), see Appendix 6. The applicant's are requesting that this requirement be waived and their agent has provided an outline of the request which is attached as Appendix 7.

The subject portion of Canoe Beach Drive has experienced substantial slope instability and as outlined in the Engineering Department comments in Appendix 8, the City has previously commissioned a geotechnical engineer to review the stability of the roadway and provide recommendations for improvements. Based on that review, it was determined that the preferred option would be to relocate the road west of 72 Avenue NE and close the portion east of 72 Avenue NE. In the meantime, a number of temporary fixes were also recommended and the City completed some of those improvements In 2014.

Following discussions with staff regarding the road upgrade requirements, the applicants commissioned a geotechnical review of the stability of both the roadway along their frontage and their existing on-site access. The report confirms a number of concerns regarding the stability of the roadway and potential concerns with the northern portion of the applicant's property should the roadway be abandoned. The report essentially concludes that the current frontage and access are relatively stable, with a low probability of slope failure, and the current access is sufficient for the intended use. Should the roadway be abandoned, the report identifies a number of measures that could be implemented by the City to assist with slope stabilization. A copy of the full geotechnical report is available for review at Development Services.

Discussion

Staff have reviewed the proposal and provide the following:

Building Department

No concerns.

Fire Department

No concerns.

Engineering Department

See Appendix 7.

Planning Department

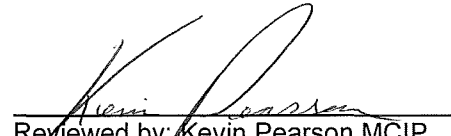
The costs to upgrade the full 225 m stretch of the lot's frontage to the RD-7 is not known and the applicants have not provided an estimate for the works. Based on the \$90,000 cost to the City to upgrade a 50 m (+/-) stretch of this frontage in 2014, the full frontage costs would be in the hundreds of thousands, and quite possibly more than the building permit value of the home (\$400,000). Staff agree that it would be extremely onerous and unreasonable to meet the requirements of the bylaw in this instance.

In addition, the prospect of a new alignment for Canoe Beach Drive, how and where that alignment will front the subject property, when the new road will be built, how it will be funded and how slope stability concerns will be addressed, leaves many unanswered questions. Without a design or a reserve established for a re-alignment, staff is not in position to predict if or when a new Canoe Beach Drive will be constructed. For the time being and for this development proposal, we need to assume the status quo.

The segment of road leading west from the applicant's access is in better shape than the segment of Canoe Beach Drive east of the access and based on current information, it is likely that this section of the road frontage will remain as the permanent access to the property, regardless of the potential relocation of Canoe Beach Drive.

In consideration of the above, staff are recommending that the requested variance be approved subject to a number of conditions including further confirmation that the existing access complies with City requirements; development on the property being restricted to one single family dwelling; and assurances that all development will only proceed with under the supervision of a qualified geotechnical engineer. It is also being recommended that the applicants provide an alternative plan for their onsite access should the current access become unusable and that they protect the City from potential liability concerns related development on the property, knowing that it is in a potentially hazardous area.

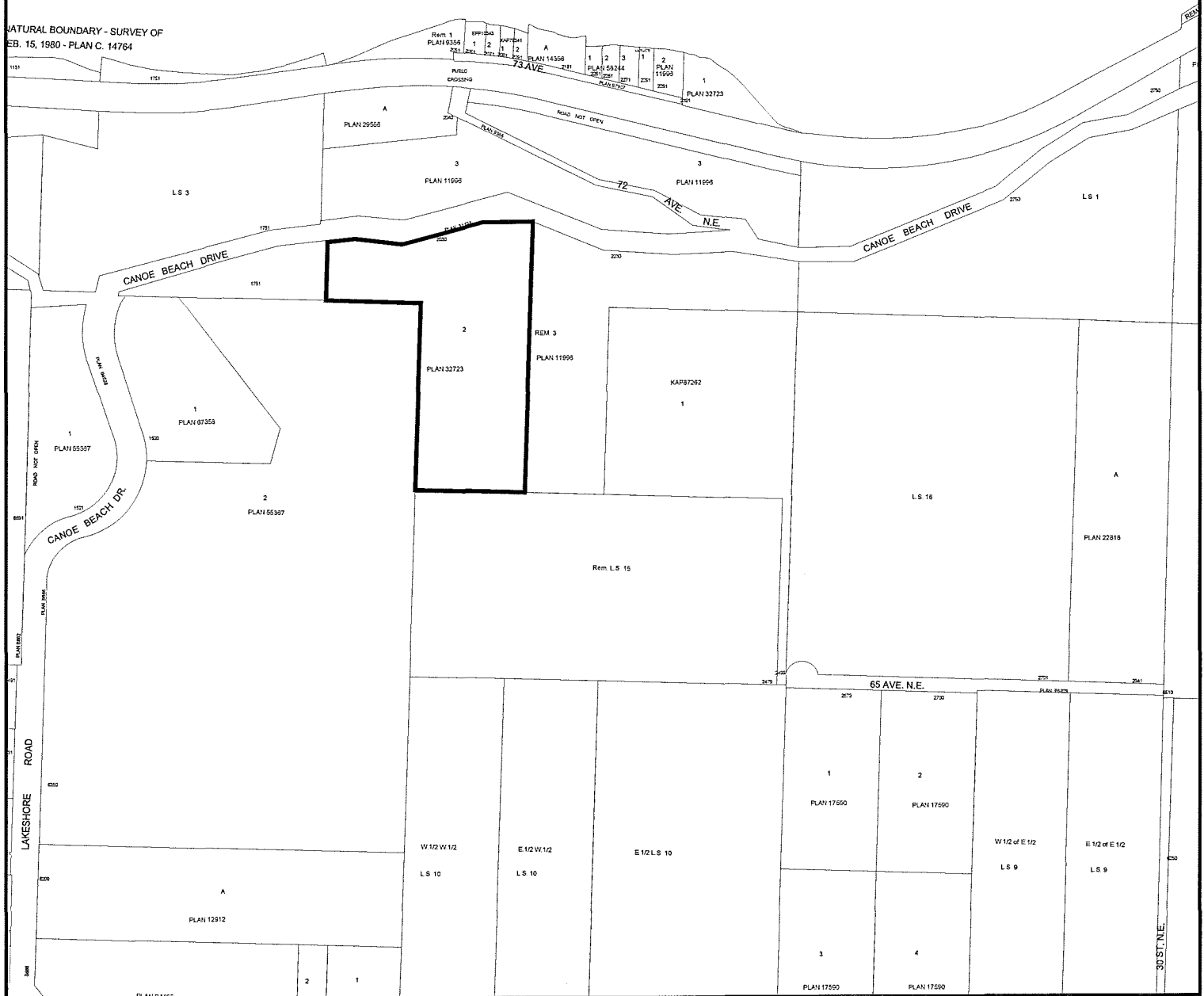
The applicants are aware that a further geotechnical review will be required to address specific construction requirements for their residence. Once all reports pertaining to geotechnical concerns have been completed and any associated covenants, if required, are registered on title, a Development Permit Waiver under the Potential Hazardous Areas Development Permit guidelines in the O.C.P. may be issued.


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. Site plan - ortho
5. O.C.P. Map 6.1
6. Specification Drawing No. RD-7
7. Agent's letter dated June 30/16
8. Engineering Dept. comments

NATURAL BOUNDARY - SURVEY OF
EB. 15, 1980 - PLAN C. 14764

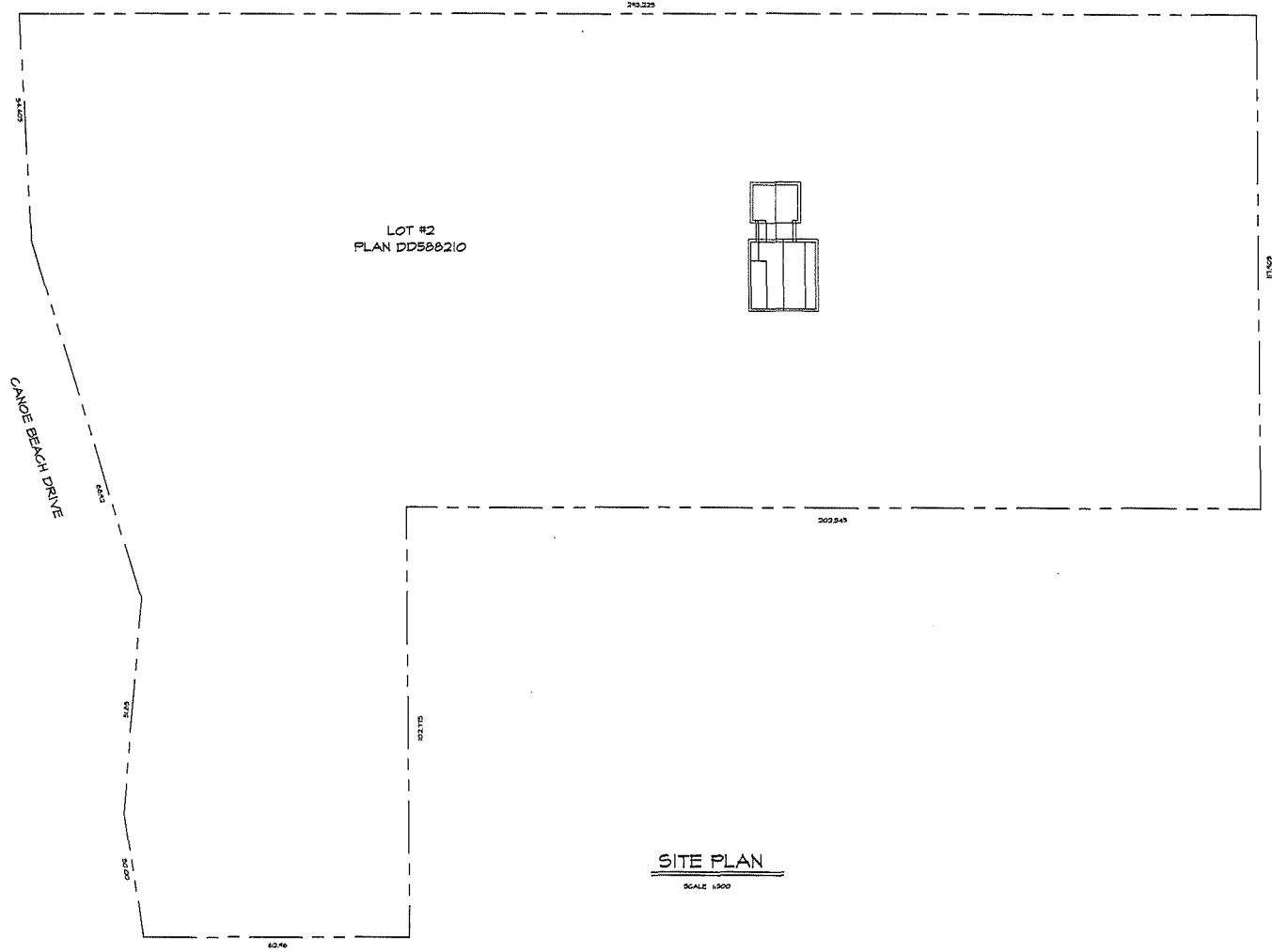


N

Subject Property



Subject Property



SITE PLAN

SCALE: 1/8"=1'-0"

REVISION NO.	DATE	DESCRIPTION

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2300 - 5TH AVE. N.E.
SALMON ARM, B.C. V1E 2E4
EMAIL: pederson@shawnet.net WEB SITE: pederson.net

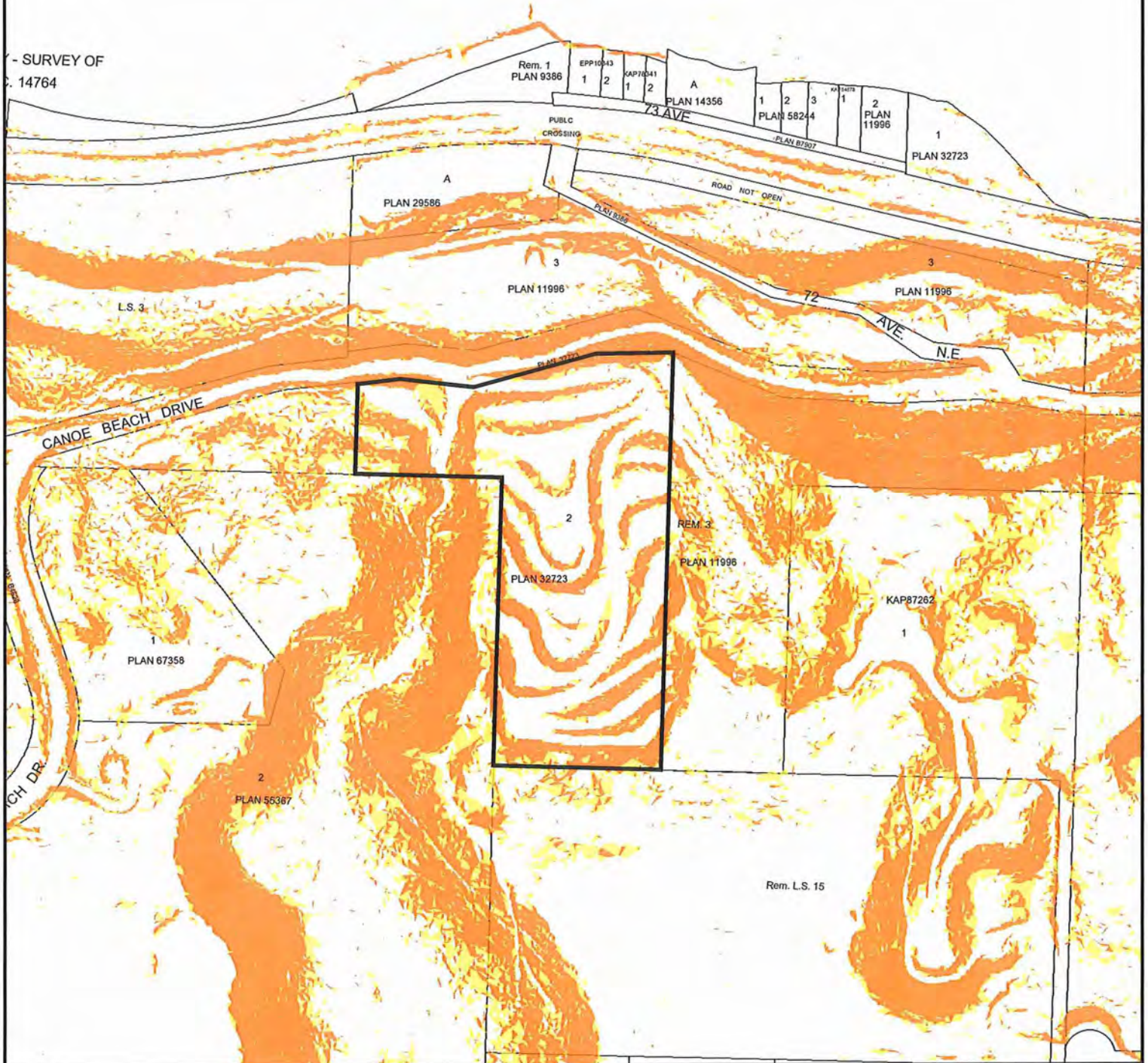
CLIENT: NELLIE & NORMAN CARON	
2020 CANOE BEACH DRIVE, SALMON ARM, B. C.	
SCALE: 1/8"=1'-0"	DRAWN BY: R.P.
DATE: MAY 10/08	REVISION NO.
PROJECT: NEW RESIDENCE	
DRAWING DESCRIPTION: SITE PLAN	DRAWING NO. 16-026-08






Shuswap

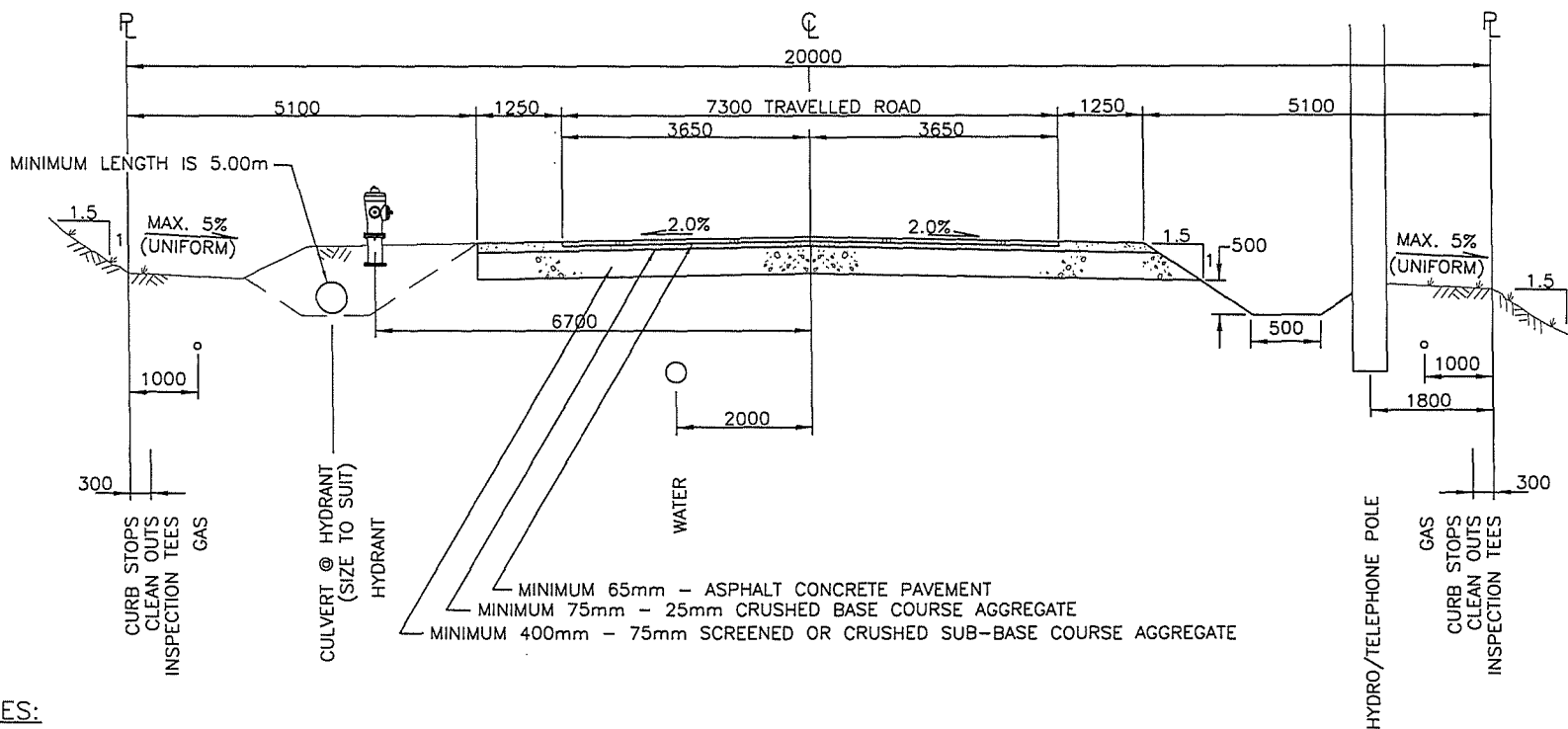
Lake

- SURVEY OF
S. 14764



-  Subject Property
-  20-30% Slope
-  >30% Slope

O.C.P. Map 6.1 - Steep Slopes



NOTES:

- 1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty-five (25) years.
- 2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.
- 3) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.
- 4) Screened or Crushed Sub-Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.
- 5) All utility appurtenances to be set to designed boulevard grade.



CITY OF SALMON ARM

20m R/W Rural Local Road Cross-Section

No.	Revision	Date

Date	Approved
07-07-09	
	City Engineer

SPECIFICATION
DRAWING No.

RD-7

June 30 2016

Timberline Solutions Ltd

Agents for: Norman and Nellie Caron

2030 Canoe Beach Drive NE

Salmon Arm, BC

City of Salmon Arm

550 2 Ave N.E.

Salmon Arm, B.C.

Re: Variance application - Subdivision and Development Servicing bylaw # 3596, property owner required to pay for road improvements to frontage of Canoe Beach Drive.

As we understand it, the application process for a building permit in this location triggers a bylaw requirement, where the owner/applicant must pay for the costs of upgrading the entire road frontage, including road construction, slope stabilization, widening and ditching.

In a meeting with Maurice Roy and Jenn Wilson, we were told the city's plans were to close the frontage portion of Canoe Beach Drive and to the east, as the road and surrounding area is unstable. Canoe Beach Drive would be move to the west, a portion of old Canoe Beach Drive would then be designated as a laneway for property access. In lieu of paying to fix the road, the city would be looking for funds to help pay for the relocation.

We would argue that the intent of the bylaw does not work in this circumstance as plans for the road are to close and deactivate it. There is no benefit to the property owners, conversely, this will add to their costs as maintenance and snow clearing of the proposed laneway will be their responsibility.

The owners will incur significant costs and time delays to meet the city's long list of requirements to satisfy the building permit application. The added cost of contributing to the Canoe Beach Drive relocation is unjustified.

City engineering has identified the northeast corner of the property as unstable and that a significant soil slip in this area could affect the existing driveway, making the proposed home site inaccessible by vehicle. Should the existing Canoe Beach Drive be deactivated east of the property and the bank on the corner of the property collapses, the owners would have to incur more costs to either repair the driveway or have it relocated.

As new residents to our area, the Carons look forward to living in Salmon Arm and enjoying their new home and property. They are willing to work with the city to obtain a building permit, but feel that a financial contribution to a road which will bypass their property is not appropriate.

Please accept this document as a letter of rationale for the variance application on the Caron property located at 2030 Canoe Beach Drive.

Respectfully

Jordan Baer



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

To: Kevin Pearson, Director of Development Services
 Date: March 9, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP- 441E
 AMMENDMENT 1**

LEGAL: Lot 2, Section 1, Township 21, and of Section 36, Township 20, Range
 10, W6M, KDYD, Plan 32723

CIVIC: 2030 - Canoe Beach Drive NE

Owner: Norman and Nellie Caron, 2020 Palisdale Road SW, Calgary, Alberta,
 T2V 3T6

Applicant: Owner

Further to your referral dated July 28, 2016, the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 3596, Section 4.1 – Waiving the requirement to upgrade Canoe Beach Drive NE.

The Caron's applied for Building Permit to build a Single Family Dwelling at 2020 – Canoe Beach Drive, value \$400,000. Construction of a new Single Family Dwelling requires full servicing upgrades as per Subdivision and Development Servicing Bylaw No. 3596 as demand is being added to City infrastructure. Improvements would include upgrading Canoe Beach Drive along the property frontage to a Rural Local Gravel Street standard (as per Modified Specification Drawings RD-7). Upgrading will include road construction, slope stabilization, widening and ditching. Paving is not required as the subject property is exempt per Section 5.2 of the SDSB No. 3596

Canoe Beach Drive is a sub standard rural road with areas of substantial slope instability issues that require sections of Canoe Beach Drive to be closed within the wet weather (late fall/winter/early spring) months.

In 2014 the City of Salmon Arm spent approximately \$90,000 within the frontage of the subject property on temporary fixes as recommended by Geotechnical Engineers as a result of road slippage. The expected lifespan of the temporary fix was 2 to 10 years.

The City commissioned Fletcher Payne and Associates to review Canoe Beach Drive slope stability and provide recommendations for improvements. The professional geotechnical opinion was to relocate Canoe Beach Drive west of 72 Avenue NE, with no financially feasible option for the stabilization of the roadway east of 72 Avenue NE.

Proposed Variance Application VP-441E

March 9, 2017

Page 2

Council previously authorized staff to complete a preliminary design of Canoe Beach Drive west of 72 Avenue NE upgraded to a paved rural standard and to permanently close off the east section of Canoe Beach Drive once the western upgrades had been completed. The Preliminary Class 'D' Cost estimate for the upgrade of the relocated Canoe Beach Drive is \$1,135,000.

If the relocation of Canoe Beach Drive is completed, the subject property would not be fully fronting the new roadway and the current right-of-way would act as a driveway from the subject property to new Canoe Beach Drive. City of Salmon Arm would maintain ownership of the roadway; however, would not be responsible for maintenance of the private drive.

At this time, there is no money budgeted or in reserve for completion of detailed design or construction of the relocated roadway and as such, no reasonable timeline can be estimated to project completion.

The Engineering Department has reviewed the request for the proposed variance given the following:

- Since the relocated Canoe Beach Drive will not be fronting the subject property, staff cannot recommend cash contribution towards the new roadway, despite the subject property benefiting from its completion.
- Regardless of the above, without a project completion timeline for the relocated Canoe Beach Drive, the request must be processed under the assumption that Canoe Beach Drive will be remaining in its current capacity for the foreseeable future.
- The subject property is located between two identified potential failure zones which means that safe access to the property cannot be guaranteed with Canoe Beach Drive in its current capacity.
- Preliminary investigations of the Canoe Beach Drive upgrades have shown that stabilization of the roadway in its existing location is cost prohibitive.

Proposed Variance Application VP-441E
March 9, 2017
Page 3

RECOMMENDATION:

The City of Salmon Arm Engineering Department recommends this variance be granted subject to the following and in accordance with Onsite Engineering Geotechnical Access Assessment:

- Owner/developer to confirm existing access meets policy 3.11, and
- The developers engineer provide a design that an alternate internal access can be provided in accordance to City of Salmon Arm Policy 3.11, and with an alignment that would not be impacted from the proposed site of the single family dwelling, in the event of a land slippage.



Darin Gerow, A.Sc.T
Engineering Assistant



Rob Niewenhuizen, AScT
Director of Engineering & Public Works



City completed works:
- Road Rehabilitation
- Ditching
- Drainage

Sub-standard gravel road
minimal two-way traffic width

Sub-standard gravel road
minimal two-way traffic width

Road Closure through winter months



CITY OF SALMON ARM
DEPARTMENT OF ENGINEERING & PUBLIC WORKS

50
Meters



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: March 15, 2017
 To: Mayor Cooper and Members of Council
 Subject: Municipal Tax Rates – Class 5 and Class 6

For Information

In early July, 2016, the Chief Administrative Officer, Chief Financial Officer and the Mayor met with Valid Manufacturing Ltd. to hear their perspective regarding the tax rate associated with Class 5 and Class 6. Valid Manufacturing Ltd. along with the BC Assessment Authority was then invited to present at the December 5, 2016 Development and Planning Services Meeting.

At the December 5, 2016 Meeting, Council requested a staff report regarding the tax and revenue implications of shifting/equalizing property tax between the various classes of assessment.

While this is a very complex issue with many variables (i.e. new construction values, assessment inflation/deflation changes, etc.) with many different scenarios, staff have provided a broad spectrum of options as noted below.

Please note that the analyses presented below use the 2016 Assessment Values and Municipal Tax Rates. The 2017 Assessment Roll has not been received nor have the 2017 tax rates been determined therefore, results could vary accordingly. However, for the purposes of discussion utilizing the 2016 data will provide sufficient information for decision making.

Scenario No. 1

Tax Rate Equalization - Business and Light Industry Tax Rates – Shift to Business Class

Approximately \$169,740.00 in existing taxation revenue would need to be shifted from Light Industry to the Business to equalize the tax rates.

<i>Business</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>	<i>Light Industry</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	12.1040	\$1,210.40	\$100,000.00	12.1040	\$1,210.40
\$100,000.00	11.6603	\$1,166.03	\$100,000.00	18.7052	\$1,870.52
	Increase:	\$ 44.37		Decrease:	(\$ 660.12)

\$500,000.00	Increase:	\$ 221.87	\$500,000.00	Decrease:	(\$3,300.59)
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Mayor Cooper and Council
Memorandum - Municipal Tax Rates - Class 5 and Class 6

Page 2

Scenario No. 2

Tax Rate Equalization - Business and Light Industry Tax Rates - Shift to all Property Tax Classes

Approximately \$169,740.00 in existing taxation revenue would need to be shifted from Light Industry to all Property Classes and then equalize the remaining tax rate difference.

<i>Business</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>	<i>Light Industry</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	11.7866	\$1,178.66	\$100,000.00	12.1040	\$1,210.40
\$100,000.00	11.6603	<u>\$1,166.03</u>	\$100,000.00	18.7052	<u>\$1,870.52</u>
	Increase:	\$ 12.63		Decrease:	(\$ 660.12)
	Equalization:	\$.61		Equalization:	(\$ 29.14)
	Increase:	\$ 13.24		Decrease:	(\$ 689.25)

\$500,000.00	Increase:	\$ 66.20	\$500,000.00	Decrease:	(\$3,446.27)
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<i>Residential</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	4.5968	\$459.68
\$100,000.00	4.5475	\$454.75
	Increase:	\$ 4.93

\$500,000.00	Increase:	\$ 24.63
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Scenario No. 3

Shift an incremental amount of \$25,000.00 - Business and Light Industry Tax Rates - Shift to all Property Tax Classes

Approximately \$25,000.00 in existing taxation revenue would need to be shifted from Light Industry to all Property Classes.

<i>Business</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>	<i>Light Industry</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	11.6789	\$1,167.89	\$100,000.00	17.7322	\$1,773.22
\$100,000.00	11.6603	<u>\$1,166.03</u>	\$100,000.00	18.7052	<u>\$1,870.52</u>
	Increase:	\$ 1.86		Decrease:	(\$ 97.30)

\$500,000.00	Increase:	\$ 9.30	\$500,000.00	Decrease:	(\$ 486.52)
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<i>Residential</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	4.5548	\$455.48
\$100,000.00	4.5475	\$454.75
	Increase:	\$.73

\$500,000.00	Increase:	\$ 3.63
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Scenario No. 4

Two (2) Year shift of \$35,000.00 in each year - Business and Light Industry Tax Rates - Shift to all Property Tax Classes

Shift approximately \$35,000.00 in each year over two (2) years of existing taxation revenue and shift from Light Industry to the all Property Classes.

At the end of the second year the class multiple will be closer to the Provincial Tax Multiple for Business and Light Industry. Business - 2.56 and Light Industry - 3.50. Provincial Multiple - Business - 2.45 and Light Industry - 3.40.

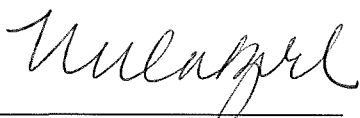
<i>Business</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>	<i>Light Industry</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	11.6863	\$1,168.63	\$100,000.00	17.3429	\$1,734.29
\$100,000.00	11.6603	<u>\$1,166.03</u>	\$100,000.00	18.7052	<u>\$1,870.52</u>
	Increase:	\$ 2.60		Decrease:	(\$ 136.23)

\$500,000.00	Increase:	\$ 13.02	\$500,000.00	Decrease:	(\$ 681.13)
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<i>Residential</i>	<i>Tax Rate</i>	<i>Tax Revenue</i>
\$100,000.00	4.5577	\$455.77
\$100,000.00	4.5475	\$454.75
	Increase:	\$ 1.02

\$500,000.00	Increase:	\$ 5.08
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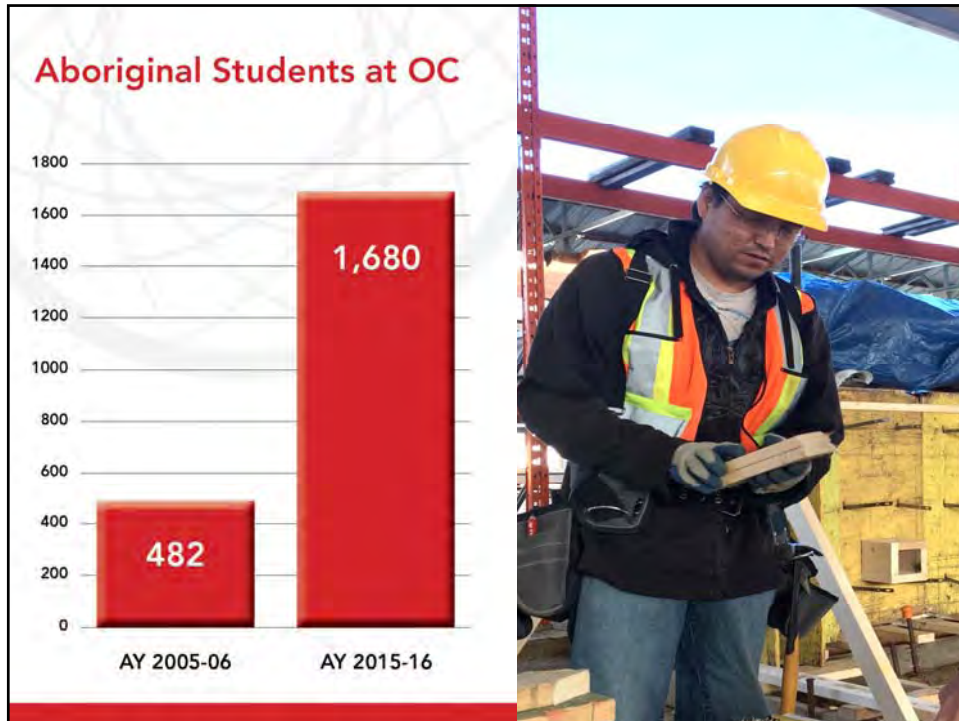
Respectfully Submitted,



Monica Dalziel, CPA, CMA

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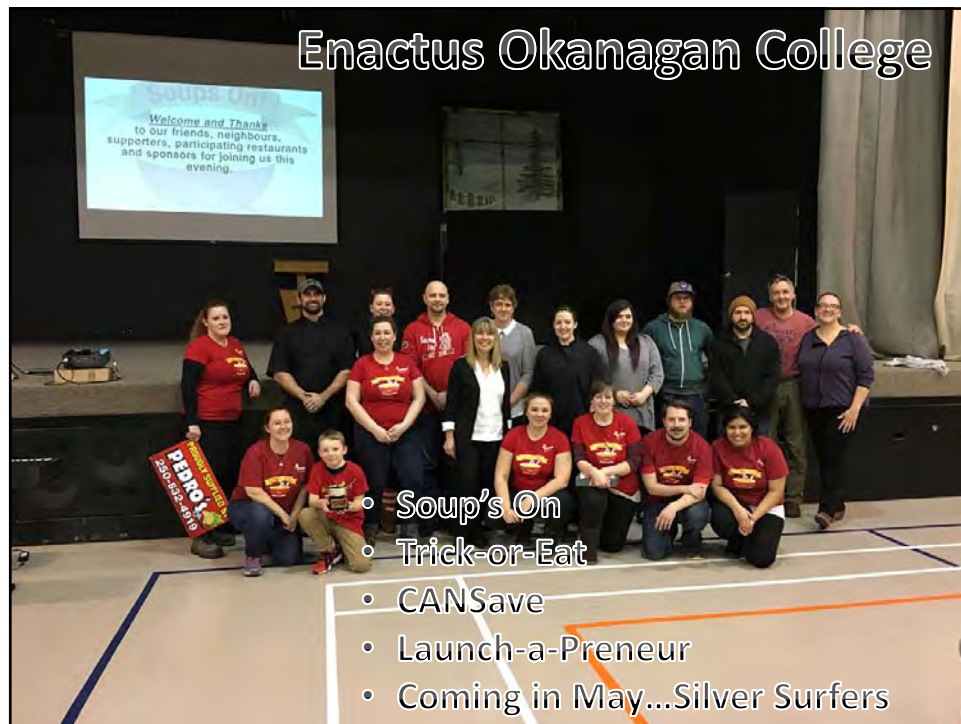


Contract Training



Trades Training at OC






Growing a vibrant campus



- Multicultural Day
- OC Open House
- BookFest
- Food Conversations

okanagan college

Measuring the impact



okanagan college

the province **\$931M**

the region **\$542M**

\$1 taxpayer investment
= **\$15.60** tax revenues and public sector savings

Looking Forward

- Increased emphasis on building enrolments, recruitment and retention
- Support for food services on campus
- Focus on Aboriginal partnerships
- Exploration of student residences



Thanks for your support
Questions?