

AGENDA

Regular Council Meeting

Monday, May 14, 2018

1:00 p.m.

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

**Salmon Arm Secondary School
Theatre, Sullivan Campus
1641 30 Street NE
Salmon Arm, BC**

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 - 6	1.	A. Morris - Co-chair, Salmon Arm Ecumenical KAIROS Committee - Prohibition of Nuclear Weapons
7 - 8	2.	B. Healey, Head Coach, Columbia Shuswap Selkirks Swim Club/Wave Swimming Club - BC Masters Open Water Swimming Championships
	6.	CONFIRMATION OF MINUTES
9 - 24	1.	Regular Council Meeting Minutes of April 23, 2018
25 - 28	2.	Special Council Meeting Minutes of May 7, 2018
	7.	COMMITTEE REPORTS
29 - 34	1.	Development and Planning Services Committee Meeting Minutes of May 7, 2018
35 - 38	2.	Community Heritage Commission Meeting Minutes of March 16, 2018
39 - 42	3.	Agricultural Advisory Committee Meeting Minutes of April 18, 2018
43 - 46	4.	Environmental Advisory Committee Meeting Minutes of April 5, 2018
47 - 50	5.	Housing Task Force Meeting Minutes of April 23, 2018

- 8. INTRODUCTION OF BYLAWS**
- 51 - 84 1. Official Community Plan Amendment Bylaw No. 4269 [OCP4000-35; Brautigam, K. & M.; 3820 - 20 Street NE; AR - LR] - First Reading
- 85 - 88 2. Zoning Amendment Bylaw No. 4270 [ZON-1125; Brautigam, K. & M.; 3820 - 20 Street NE; A-2 to R-8] - First Reading
- 89 - 102 3. Zoning Amendment Bylaw No. 4271 [ZON-1126; Hinchliff, M. & M.; 3070 - 20 Street NE; R-7 to R-8] - First and Second Readings
- 9. RECONSIDERATION OF BYLAWS**
- 103 - 108 1. Officer Designation and Establishment Bylaw No. 4267 - Final Reading
- 109 - 124 2. Zoning Amendment Bylaw No. 4255 [ZON-1122; Glanville, B. & Rose, A.; 2621 - 30 Street NE; R-1 to R-8] - Final Reading
- 125 - 128 3. City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 - Final Reading
- 129 - 176 4. Official Community Plan Amendment Bylaw No. 4257 [OCP4000-32; Homecraft Construction Ltd./Wilmark Homes Ltd./Onsite Engineering Ltd.; 6810 Park Hill Road NE; MD to LD] - Final Reading
- 177 - 182 5. Zoning Amendment Bylaw No. 4258 [ZON-1109; Homecraft Construction Ltd./Wilmark Homes Ltd./Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1] - Final Reading
- 10. CORRESPONDENCE**
- 183 - 184 1. Informational Correspondence
- 11. STAFF REPORTS**
- 185 - 206 1. Chief Administrative Officer - Strategic Wildfire Prevention Initiative - Community Wildfire Protection Plan
- 207 - 208 2. Director of Engineering & Public Works - Downtown Christmas Tree Acquisition
- 209 - 212 3. Manager of Permits & Licensing - Cancellation of Bylaw Infraction
- 213 - 238 4. Director of Development Services - Agricultural Land Commission Application No. ALC-375 [Hack, A./Dorward, C./Cheap Garbage Ltd.; 1121 Highway 97B SE; Exclusion]
- 239 - 240 5. Director of Engineering & Public Works - 2018/2019 Annual Transit Operating Agreement & Transit Service Agreement
- 241 - 244 6. Director of Engineering & Public Works - Tender Award for Construction Contract ENG2018-56 - Hudson Avenue NE Revitalization Project and 10 Avenue SE Storm Sewer Extension
- 12. NEW BUSINESS**
- 13. COUNCIL STATEMENTS**
- 14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
- 245 - 252 1. Board in Brief - April, 2018

15. SALMON ARM SECONDARY YOUTH COUNCIL
16. NOTICE OF MOTION
17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
18. OTHER BUSINESS
19. QUESTION AND ANSWER PERIOD

7:00 p.m.
(Room 100 at City Hall, 500 - 2 Avenue NE)

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	HEARINGS
253 - 272	1.	Development Variance Permit No. VP-472 [Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE - Servicing Variance]
273 - 292	2.	Development Variance Permit No. VP-473 [Penner, L./Rattray, H.; 1980 - 9 Avenue NE; Servicing Variance]
293 - 304	3.	Development Variance Permit No. VP-474 [Mt. Ida Nursery Ltd./Barnard, B.; 1810 - 30 Street SE; Agricultural Building Setbacks]
	22.	STATUTORY PUBLIC HEARINGS
305 - 324	1.	Official Community Plan Amendment Application No. OCP4000-34 [City of Salmon Arm; 720 - 22 Street NE; MD to Institutional]
	2.	Zoning Amendment Application No. ZON-1116 [City of Salmon Arm; 720 - 22 Street NE; R-4 to P-1]
	23.	RECONSIDERATION OF BYLAWS
325 - 330	1.	Official Community Plan Amendment Bylaw No. 4260 [OCP4000-34; City of Salmon Arm; 720 - 22 Street NE; MD to Institutional] - Third Reading
331 - 334	2.	Zoning Amendment Bylaw No. 4261 [ZON-1116; City of Salmon Arm; 720 - 22 Street NE; R-4 to P-1] - Third Reading
	24.	QUESTION AND ANSWER PERIOD
335 - 336	25.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Harrison

Seconded: Councillor Jamieson

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: May 14, 2018

PRESENTATION

Name: Anne Morris, Co-chair
Salmon Arm Ecumenical KAIROS Committee
Prohibition of Nuclear Weapons

Vote Record

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

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

April 30, 2018

Mayor Nancy Cooper and Members of City Council
City of Salmon Arm

Your Worship and Members of Council,

At the May 14th City Council meeting, I will be speaking to you on behalf of The Salmon Arm Ecumenical KAIROS Committee and asking Council to support the following motion:

"That Salmon Arm City Council urge the Government of Canada to sign the Treaty on the Prohibition of Nuclear Weapons and to work urgently in the international community for the conclusion of a treaty that sets a timetable for the elimination of all nuclear weapons."

Salmon Arm City Council has taken action on the issue of nuclear weapons in the past. To summarize:

During the 1990s (specific date unknown) City Council responded to a citizens' initiative by declaring Salmon Arm a Nuclear Weapons Free Zone (NWFZ), a symbolic action in support of a world free from nuclear weapons.

In 2005, Council adopted a resolution urging the Canadian Government to:

- 1) Work urgently for an international treaty that sets a timetable for the elimination of all nuclear weapons; and to this end,
- 2) Support a decision by the 2005 Non-Proliferation Treaty Review Conference to initiate negotiations on the achievement and maintenance of a nuclear weapons-free world.

In 2006, the City of Salmon Arm joined the World Conference of Mayors for Peace Through Inter-City Solidarity, which was formed in 1982 with the primary goal of working internationally toward the total elimination of nuclear weapons. Mayors for Peace now consists of **7,568 member cities in 163 countries and regions.**

There are a number of important reasons why we bring this issue to you today.

There are still approximately 15,000 nuclear weapons in the world, 90 per cent of them in the arsenals of the USA and Russia. About 3,000 thousand are kept on alert status, ready to be launched in minutes, which increases the risk of a nuclear weapons disaster by accident, miscalculation, or madness.

There are nine nuclear weapons countries in the world, and **all nine are modernizing their nuclear weapons in contravention of the Non-Proliferation Treaty (NPT)**, which **obligates them to begin and to conclude** negotiations on an international convention that will eliminate all nuclear weapons, an obligation that was **confirmed by the International Court of Justice in 1996.**

Not only are countries modernizing their nuclear weapons, but **some are identifying new circumstances in which their nuclear weapons can be used**. This contravenes the **doctrine of nuclear deterrence**, which from the dawn of the nuclear age has been the **rationalization for the existence of nuclear weapons**.

For example, Pakistan recently lowered the threshold for nuclear weapons use by developing tactical nuclear weapons capabilities to counter **perceived Indian conventional military threats**.

The U.S. Nuclear Posture Review, published by the U.S. Pentagon in February 2018, **expands the role of nuclear weapons** by identifying new circumstances in which they could be used, namely **in response to "strategic non-nuclear attacks", including cyber attacks**. This change runs **counter to the NPT commitment to reduce the role of nuclear weapons in security policies**, and it also **raises the risk of nuclear war by accident or miscalculation**. As a result of this change, the **hands of the Doomsday Clock were moved a half-minute forward, to two minutes before midnight**, signifying the growing risk of a nuclear weapons disaster.

The Strategic Concept of NATO, of which Canada is a part, still claims that nuclear weapons are the **"supreme guarantee" of our security**, thus signalling to other nuclear-aspiring nations that they too have a legitimate reason for developing nuclear weapons.

In 2020, The Non-Proliferation Treaty **will come up for review at the United Nations**. If there is no progress toward the elimination of nuclear weapons, it is quite possible, (even probable), that the NPT will unravel, and many more countries will join the nuclear arms club (e.g., Saudi Arabia, Iran, and Egypt). **The more nuclear armed countries there are, the greater the risk of a nuclear weapons disaster**.

In 2017, **122 countries in the United Nations negotiated the Treaty on the Prohibition of Nuclear Weapons**, a treaty that would **de-legitimize and stigmatize** nuclear weapons, as chemical and biological weapons are de-legitimized and stigmatized under existing treaties. **Canada has so far refused to sign the Treaty**.

Retired U.S. General Lee Butler, who was in charge of U.S. strategic nuclear weapons in the early 1990s, said: ***"We cannot at once keep sacred the miracle of existence and hold sacrosanct the capacity to destroy it"***.

Speaking in Canada in 1999, General Butler recounted some of the **many accidents involving nuclear weapons that took place during the Cold War**, and he said that the world survived the Cold War without a nuclear weapons disaster **"by some combination of luck, skill, and divine intervention"**, and he believes it was mostly through the latter.

As long as some nations continue to cling to their nuclear weapons and state that these weapons are necessary for their security, there will be **an incentive for non-nuclear armed nations to acquire them**. We believe it is vital to de-legitimize nuclear weapons through an international treaty that prohibits nuclear weapons, and immediately begin international

negotiations on a treaty that sets a timetable for the elimination of all nuclear weapons. Canada can play a leadership role toward accomplishing this, and we hope Salmon Arm City Council will decide to urge the Canadian government to do so.

(Signed) Anne Morris

Co-Chair, Salmon Arm Ecumenical KAIROS Committee

281 - 8 St. NE

Salmon Arm, V1E 1G9

Item 5.2

CITY OF SALMON ARM

Date: May 14, 2018

PRESENTATION

Name: Barry Healey, Head Coach
Columbia Shuswap Selkirks Swim Club/Wave Swimming Club
BC Masters Open Water Swimming Championships

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

Dear Mayor and Members of Council,

My name is Barry Healey and I am the Head Swimming coach of both the Selkirk's and Wave Swimming Clubs based here in Salmon Arm. I am here today to gain your support for the BC Masters Open Water Swimming Championships. Last year the clubs were awarded the Swim BC Provincial Open Water Swimming championships, which, many who were there stated, that it was one of the best open water events held in Canada for a few years.

Over the past three years we have seen some excellent results in Open Water Races from athletes living and training in Salmon Arm. Local swimmers have won 2 Gold and 3 bronze medals at the National Age group championships in Open Water Swimming. We are hoping that these fine results will continue for years to come our goal is to have swimmers at the Olympic Trials in 2020.

The Waves Masters Swimming Club continues to grow and this year we have seen over 60 members training up to 5 sessions per week. This is one of the largest Masters Clubs in the region and continues to grow each year. Next week we will see 10 swimmers take part in the National Masters Championships in Calgary. Open Water Swimming events and athletes taking part are increasing.

In 2017 over 1200 swimmers took part in the Across the Lake event in Kelowna.

Why should we host Open Water events in Salmon Arm.

- **Its gives us the chance to show off the beautiful Canoe beach and our Beautiful Shuswap Lake.**
- **It brings tourist into the area to train and race or to support their friends.**
- **It helps us keep focus on keeping the Lake clean and safe for the public to use.**
- **It supports the local community by giving people the incentive to stay active and healthy.**
- **It helps us train and develop volunteers and groups able to host large events, such has Senior Games, Western Canada Games and BC Games.**
- **Sport Tourism can be very beneficial for the local community**

Open Water swimming is an Olympic and World event and its allows our youth the chance to dream and work towards higher goals. We have already had 3 members swim for Canada in the past two years.

The Event. BC Masters Open Water Championships. Sunday Aug 12th 2018

Place. Canoe Beach. Swimmers 60 -100. Plus sceptors and volunteers

Time 8am till 11.30am.

Set up will be done on Sat evening after 6pm . Tents set up. Officals Office (House Boat) Swimming course. The race course will be similar to last year starting by the Dock on Canoe beach and swimming towards Canoe and then looping back. It would be very helpful if the one side one the boat ramp could be closed until all the races have taken place. Canoe Beach is ideal for Open Water Racing. The water is warm and shallow. There is ample parking. Supporters can get a full view of the whole race. Wash rooms and Showers on Site. Café on site. Support services on site (Canoe and Rowing club) Easy access to services. Excellent support from local companies and volunteers.

**Major Sponsors at this time. SASU -ASKEWS – McDONALDS – SALAMAR – Waterways House Boats
Bell Media -EZROCK915- Shuswap Tourism – Roots and Blues Society – Kelowna Triathlon
Sunfm. Observer- Blackpress- Pacific Swimming Club-**

Item 6.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of April 23, 2018, be adopted as circulated.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

6. **CONFIRMATION OF MINUTES - continued**

2. **Special Council Meeting Minutes of April 16, 2018**

0171-2018 Moved: Councillor Flynn
Seconded: Councillor Harrison
THAT: the Special Council Meeting Minutes of April 16, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

Councillor Wallace Richmond returned to the meeting at 3:36 p.m.

1. **Development and Planning Services Committee Meeting Minutes of April 16, 2018**

0172-2018 Moved: Councillor Harrison
Seconded: Councillor Flynn
THAT: the Development and Planning Services Committee Meeting Minutes of April 16, 2018, be received as information.

CARRIED UNANIMOUSLY

2. **Downtown Parking Commission Meeting Minutes of March 20, 2018**

0173-2018 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: the Downtown Parking Commission Meeting Minutes of March 20, 2018, be received as information.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

Councillor Jamieson returned to the meeting at 3:37 p.m.

1. **Official Community Plan Amendment Bylaw No. 4263 [OCP4000-33; Mounce Construction Ltd. / Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; IND - INS] - First Reading**

0174-2018 Moved: Councillor Harrison
Seconded: Councillor Lavery
THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4263 be read a first time.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS - continued

2. Zoning Amendment Bylaw No. 4264 [ZON-1107; Mounce Construction Ltd. / Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 4290 - 20 Avenue SE; P-2 to P-4] - First Reading

0175-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4264 be read a first time;

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

CARRIED UNANIMOUSLY

3. Zoning Amendment Bylaw No. 4265 [ZON-1107; Mounce Construction Ltd. / Columbia Shuswap Regional District / Lawson Engineering & Development Services Ltd.; 2750 - 40 Street SE; P-2 to P-4] - First Reading

0176-2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4265 be read a first time;

AND THAT: second reading be withheld subject to second reading of Official Community Plan Amendment Bylaw No. 4263;

AND FURTHER THAT: final reading be withheld subject to adoption of Zoning Amendment Bylaw No. 4264 and approval of the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

4. 2018 Final Budget

- a) City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4268 - First, Second and Third Readings
- b) City of Salmon Arm 2018 Annual Rate of Taxation Bylaw No. 4262 - First, Second and Third Readings

0177-2018

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the following bylaws be read a first, second and third time:

- Bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4268; and
- Bylaw entitled City of Salmon Arm 2018 Annual Rate of Taxation Bylaw No. 4262.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS - continued**5. **Officer Designation and Establishment Bylaw No. 4267 - First, Second and Third Readings**

0178-2018

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Officer Designation and Establishment Bylaw No. 4267 be read a first, second and third time.

CARRIED UNANIMOUSLY9. **RECONSIDERATION OF BYLAWS**1. **Zoning Amendment Bylaw No. 4256 [ZON-1121; 1120170 BC Ltd. / Walters, R.; 1160 - 16 Street NE; R-1 & R-7 to CD-7] - Final Reading**

0179-2018

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4256 be read a final time.

CARRIED UNANIMOUSLY2. **Official Community Plan Amendment Bylaw No. 4260 [OCP4000-34; City of Salmon Arm; 720 - 22 Street NE; MD to Institutional] - Second Reading**

0180-2018

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4260 be read a second time;

AND THAT: Pursuant to Section 475 of the *Local Government Act* Council has consulted with the appropriate affected organizations and authorities;AND THAT: Pursuant to Section 477(3)(a) of the *Local Government Act* Council has considered:

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

CARRIED UNANIMOUSLY3. **Zoning Amendment Bylaw No. 4261 [ZON-1116; City of Salmon Arm; 720 - 22 Street NE; R-4 to P-1] - Second Reading**

0181-2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4261 be read a second time.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

Councillor Harrison left the meeting at 4:01 p.m. and returned at 4:02 p.m.

1. Informational Correspondence8. S. Smandych-Dack - letter dated April 6, 2018 - 2019 Shuswap Dragon boat Festival

0182-2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize Shuswap Association for Rowing and Paddling to use Marine Park for the 2019 Dragon Boat Festival June 21 - 23, 2019, subject to the following:

- booking through Shuswap Recreation Society and payment of any associated fees;
- provision of adequate liability insurance; and
- compliance with the provisions of Bylaw No. 4240 (Mobile Food Vending).

CARRIED UNANIMOUSLY

10. B. Wilson, President-Elect, Rotary Club of Salmon Arm Daybreak - letter dated April 16, 2018 - Tree planting challenge

0183-2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize City staff to work with the Rotary Club of Salmon Arm Daybreak in identifying suitable locations for the tree planting challenge.

CARRIED UNANIMOUSLY

13. S. van Vlerken, Route Coordinator - Ride Don't Hide, 2018, Canadian Mental Health Association - letter dated April 9, 2018 - Ride Don't Hide 2018

0184-2018

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: Council authorize the Canadian Mental Health Association to use the trails at Little Mountain Park and the Field of Dreams for the 2018 Ride Don't Hide event on Sunday, June 4, 2018 subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

2. B. Moffat, Vice-Chairperson, Salmon Arm Economic Development Centre - letter dated April 18, 2018 - Salmon Arm Innovation Centre - Sponsorship Request

0185-2018

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council approve sponsorship of the Salmon Arm Innovation Centre in the amount of \$25,000.00, funded from Future Expenditure Reserves.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS**

1. **Director of Development Services - 2017 City of Salmon Arm Carbon Neutral Progress Survey**

0186-2018

Moved: Councillor Flynn
Seconded: Councillor Jamieson
THAT: The 2017 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey indicate the City is eligible for recognition from the Green Communities Committee as a 'Level 3 - Accelerating Progress' local government and that the City will not be carbon neutral for the 2017 reporting year;

AND FURTHER THAT: The 2017 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey, attached as Appendix 1 to the staff report dated April 4, 2018, be received as information.

CARRIED UNANIMOUSLY

2. **Corporate Officer - 2017 Performance Report - Municipal Regional District Tax**

0187-2018

Moved: Councillor Flynn
Seconded: Councillor Harrison
THAT: Council authorize the Mayor and Corporate Officer to sign the City of Salmon Arm Municipal Regional District Tax 2017 Performance Report, attached as Appendix A to the staff report dated April 19, 2018, and submit it to the Province.

CARRIED UNANIMOUSLY

3. **Corporate Officer - Offsite Council Meeting, Salmon Arm Secondary School**

0188-2018

Moved: Councillor Lavery
Seconded: Councillor Eliason
THAT: the afternoon portion of the Regular Council Meeting of May 14, 2018 be held at the Salmon Arm Secondary Sullivan Campus in the theatre.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict as Onsite Engineering Ltd. is a client of his firm and left the meeting at 4:33 p.m.

4. **Director of Engineering & Public Works - Award of RFP for Engineering Services for 5 Street SW (Blackburn Park) Road Design**

0189-2018

Moved: Councillor Wallace Richmond
Seconded: Councillor Harrison
THAT: The proposal for Engineering Services for the 5 Street SW (Blackburn Park) Road Design be awarded to Lawson Engineering Ltd. for \$19,375.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

11. **STAFF REPORTS - continued**

Councillor Flynn returned to the meeting at 4:35 p.m.

5. **Chief Financial Officer - 2018 Assessments / New Construction**

Received for information.

6. **Director of Engineering & Public Works - Canoe Beach Boat Launch Public Use Tenure**

0190-2018

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: Council direct staff to work with the Province to obtain a Public Use Tenure Agreement for the Canoe Beach Boat Launch area within the road right of way of 36 Street NE, directly between Lot 1 Plan 4310 & Lot 2 Plan 4310, for a period of twenty-five (25) years.

CARRIED UNANIMOUSLY

7. **Director of Engineering & Public Works - Shuswap Street/Foothills Road Main Upgrades - Project Funding, Design and Construction Award**

0191-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the 2018 Budget contained in the 2018 to 2021 Financial Plan be amended to include the Shuswap Street Water Main Upgrade Project (Project No. ENG2018-61) for \$340,000.00 funded from the Development Cost Charges Water Reserve Fund;

AND THAT: Council award the Engineering Services for Project No. ENG2018-61 to Lawson Engineering & Development Services Ltd. in the amount of \$11,665.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the engineering services relative to Project No. ENG2018-61 to authorize the sole sourcing of same to Lawson Engineering & Development Services Ltd.;

AND THAT: Council award the Contract Project No. ENG2018-61 to Mounce Construction Ltd. in the amount of \$280,639.24 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the contracted works and services relative to Project No. ENG2018-61 to authorize the sole sourcing to Mounce Construction Ltd.;

AND THAT: the 2018 Budget contained in the 2018 to 2021 Financial Plan be amended to include the Shuswap Street/Foothills Road Sanitary Sewer - Area 'B' Trunk Main Project for \$35,000.00 funded from the Sewer Reserve Account;

AND THAT: the 2018 Budget contained in the 2018 to 2021 Financial Plan be amended to include the Shuswap Street/Foothills Road Storm Drainage - Area 'B' Trunk Main Project for \$45,000.00 funded from the Development Cost Charges Drainage Reserve Fund;

11. STAFF REPORTS - continued

7. Director of Engineering & Public Works - Shuswap Street/Foothills Road Main Upgrades - Project Funding, Design and Construction Award - continued

AND THAT: the 2018 Budget contained in the 2018 to 2021 Financial Plan be amended to include the Auto Road Connector Road Project for \$150,000.00 funded from Development Cost Charges Highways (Other) Reserve Fund;

AND THAT: the 2018 Budget contained in the 2018 to 2021 Financial Plan be amended to include the Shuswap Street/Auto Road Connector Road Water Trunk Main Project for \$47,000.00 funded from Water Surplus.

CARRIED UNANIMOUSLY

9. Chief Administrative Officer - Chief Financial Officer/Collector Appointment - Chelsea Van de Capelle

0192-2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: Council make the following appointments:

- Chelsea Van de Capelle - Chief Financial Officer/Collector effective June 18, 2018; and
- Tracy Tulak - Deputy Chief Financial Officer/Deputy Collector effective April 23, 2018.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

13. COUNCIL STATEMENTS

1. Committees of Council/Agency Representatives

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

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

15. SALMON ARM SECONDARY YOUTH COUNCIL

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

19. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 5:01 p.m.
The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

ABSENT:

20. DISCLOSURE OF INTEREST

21. HEARINGS

- 1. Development Variance Permit Application No. VP-465 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; Servicing Variance]

0193-2018

Moved: Councillor Flynn
 Seconded: Councillor Harrison
 THAT: Development Variance Permit VP-465 be authorized for issuance for Amended Legal Subdivision 15 of Section 31, Township 20, Range 9, W6M, KDYD, except Plans 10393 and 21686 to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

- 1. Section 3.0:
 - i) Waive the requirement to upgrade the west side of Park Hill Road NE to the RD-4 standard subject to:
 - a) registration of a Land Title Act, Section 219 covenant on proposed Lot 34, as shown on Appendix 3 of the staff report dated March 12, 2018, prohibiting any further subdivision until the parcel is fully serviced to City standards.

21. HEARINGS - continued

1. Development Variance Permit Application No. VP-465 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; Servicing Variance] - continued

J. van Lindert, the agent, explained the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing for VP-465 was declared closed at 7:05 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. PUBLIC HEARING

1. Official Community Plan Amendment Application No. OCP-4000-32 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; MD - LD]

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

Submissions were called at this time.

J. van Lindert, the agent, explained the application and was available to answer questions from Council.

R. Keskinen, 6891 46 Street NE said that not having a park in the proposed subdivision would be detrimental to the area.

L. Hawes, 6981 46 Street NE expressed concerns that a lack of a park in the subdivision and the lack of vegetation normally found in a park could have an adverse effect on the drainage of water. She said that the existing park area below the proposed development is not suitable for small children.

S. Keskinen, 6891 46 Street NE requested clarification on current zoning.

R. Keskinen, 6891 46 Street NE requested clarification on the definition of R-4 and R-7 zoning.

J. van Lindert, the agent, spoke regarding the funds being offered by the applicant to the City in lieu of a dedicated park in the development explaining that \$25,000.00 of the funds offered could be used for improvements in any City of Salmon Arm park and explained that the applicant will be providing a pathway and access through the development to the existing park area.

These funds will be submitted to and held by the City prior to consideration of final reading.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4257 was declared closed at 7:38 p.m. and consideration of the next item ensued.

22. PUBLIC HEARING - continued

2. Zoning Amendment Application No. ZON-1109 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1]

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

Submissions were called for at this time.

J. van Lindert, the agent explained the application and was available to answer questions from Council.

R. Keskinen, 6891 46 Street NE expressed concerns about the clay in the soil on the hillside not allowing water to be absorbed resulting in drainage issues for the properties below the development. She is concerned that the removal of vegetation will make existing drainage problems on her property worse.

L. Hawes, 6981 46 Street NE expressed concerns about drainage issues and how the trees and vegetation on the slope will be harvested. She said they have existing issues with water drainage and blow down because of tree removal. She is concerned about contaminated storm water flowing into Canoe Pond and the impact on water quality and wildlife. She would like to see a no build zone on larger lots in the development.

J. van Lindert, the agent, said that there are areas on the hillside that are not suitable for construction but the developer is waiting for the geotechnical report to be completed before those areas can be identified.

L. Hawes, 6981 46 Street NE expressed concerns that the higher the density the more water and drainage issues there could be.

R. Keskinen, 6891 46 Street NE expressed concerns regarding the impact that a large development could have on the community and the schools.

P. Britton, 6711 46 Street NE expressed concerns regarding the impact of tree removal and vegetation from the area behind her property.

Councillor Flynn left the meeting at 8:12 p.m. and returned at 8:13 p.m.

S. Keskinen, 6891 46 Street NE said that the grade of the hill is very steep and is concerned that development will have an impact on the slope stability causing land slippage above his property.

B. Pellet, Onsite Engineering Ltd., the agent, explained the purpose of the geotechnical report.

S. Keskinen, 6891 46 Street NE expressed concerns regarding the impact on wildlife once vegetation is removed.

B. Pellet, the agent, explained that the geotechnical report is expected to be complete in late May or early June, 2018.

22. PUBLIC HEARING - continued

2. Zoning Amendment Application No. ZON-1109 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1] - continued

B. Pellet, the agent, explained slope considerations and storm water discharge. He said that the existing water management system on the property is temporary and not a long term solution. There will be Restrictive Covenants registered on titles to properties that are identified as containing no-disturb areas.

Councillor Wallace Richmond left the meeting at 8:33 p.m.

C. Lynd, 6630 - 46 Street NE questioned whether the Restrictive Covenant would allow tree topping or the selective removal of trees.

S. Keskinen, 6891 46 Street NE inquired as to property owners compliance with Restrictive Covenant.

Councillor Wallace Richmond returned to the meeting at 8:36 p.m.

R. Keskinen, 6891 46 Street NE expressed concerns regarding underground springs.

B. Pellet, the agent, explained differences between a hydrogeological study and geotechnical study and the means to assess the effect of ground water in soil.

K. Ferster, 6810 46 Street NE welcomes the development as a means to address current water drainage and standing water issues and welcomes the growth of Canoe.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4258 was declared closed at 8:39 p.m.

23. RECONSIDERATION OF BYLAWS

1. Official Community Plan Amendment Bylaw No. 4257 [OCP4000-32; Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; MD - LD] - Third and Reading

0194-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4257 be read a third time.

CARRIED UNANIMOUSLY

23. RECONSIDERATION OF BYLAWS - continued

- 2. Zoning Amendment Bylaw No. 4258 [ZON-1109; Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1] - Third Reading

0195-2018 Moved: Councillor Eliason
 Seconded: Councillor Harrison
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4258, be read a third time.

CARRIED UNANIMOUSLY

24. OTHER BUSINESS

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0196-2018 Moved: Councillor Jamieson
 Seconded: Councillor Lavery
 THAT: the Regular Council Meeting of April 23, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:03 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2018.

MAYOR

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Item 6.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Special Council Meeting Minutes of May 7, 2018, be adopted as circulated.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm held in Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, May 7, 2018.

PRESENT:

Mayor N. Cooper
 Councillor T. Lavery
 Councillor K. Flynn
 Councillor A. Harrison
 Councillor K. Jamieson
 Councillor C. Eliason

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

ABSENT:

Councillor L. Wallace Richmond

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 9:10 a.m.

2. REVIEW OF AGENDA

3. DISCLOSURE OF INTEREST

4. RECONSIDERATION OF BYLAWS

1. 2018 Final Budget

- a) City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4268 – Final Reading
- b) City of Salmon Arm 2018 Annual Rate of Taxation Bylaw No. 4262 – Final Reading

0197-2018

Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: the following bylaws be read a final time:

- Bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4268; and

4. RECONSIDERATION OF BYLAWS - continued

1. 2018 Final Budget - continued

a) City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4268 - Final Reading

b) City of Salmon Arm 2018 Annual Rate of Taxation Bylaw No. 4262 - Final Reading

- Bylaw entitled City of Salmon Arm 2018 Annual Rate of Taxation Bylaw No. 4262.

CARRIED UNANIMOUSLY

5. ADJOURNMENT

0198-2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Special Council Meeting of May 7, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:11 a.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2018.

MAYOR

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Item 7.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee Meeting Minutes of May 7, 2018, 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 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, May 7, 2018.

PRESENT:

Mayor N. Cooper
 Councillor A. Harrison
 Councillor K. Flynn
 Councillor T. Lavery
 Councillor K. Jamieson
 Councillor C. Eliason

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

ABSENT:

Councillor L. Wallace Richmond

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

4. PRESENTATIONS

5. REPORTS

1. Official Community Plan Amendment Application No. OCP4000-35 [Brautigam, K. & M.; 3820 - 20 Street NE; AR - LR]

Moved: Councillor Jamieson
 Seconded: Councillor Lavery

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. **REPORTS - continued**

1. **Official Community Plan Amendment Application No. OCP4000-35 [Brautigam, K. & M.; 3820 - 20 Street NE; AR - LR] - continued**

1. Map A-1 (Land Use) - redesignating the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from AR (Acreage Reserve) to LR (Low Density Residential); and
2. Map 4.1 (Urban Containment Boundary) - Including the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 within the Urban Containment Area;

AND THAT: Final reading of the Official Community Plan Amendment Bylaw be withheld pending construction of a Type 2 Trail within the linear park to be dedicated.

M. & K. Brautigam, the applicants, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. **Zoning Amendment Application No. ZON-1125 [Brautigam, K. & M.; 3820 - 20 Street NE; A2 - R8]**

Moved: Councillor Flynn

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 the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from A-2 (Rural Holding Zone) to R-8 (Residential Suite Zone);

AND THAT: Final reading of the Zoning Amendment Bylaw be withheld pending construction of a Type 2 Trail within the linear park to be dedicated.

M. & K. Brautigam, the applicants, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. **Zoning Amendment Application No. ZON-1126 [Hinchliff, M. & M.; 3070 - 20 Street NE; R-7 to R-8]**

Moved: Councillor Jamieson

Seconded: Councillor Lavery

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 10, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite Zone);

5. REPORTS - continued

3. Zoning Amendment Application No. ZON-1126 [Hinchliff, M. & M.; 3070 - 20 Street NE; R-7 to R-8] - continued

AND THAT: Final reading of the Zoning Amendment Bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

M. Hinchliff, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. Agricultural Land Commission Application No. ALC-375 [Hack, A./Dorward, C./Cheap Garbage Ltd.; 1121 Highway 97B - Exclusion]

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-375 be authorized for submission to the Agricultural Land Commission.

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

CARRIED UNANIMOUSLY

5. Development Variance Permit Application No. VP-472 [Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; Servicing Variance]

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-472 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) to vary provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0 - waive the requirement for upgrading the eastern half of 20 Street NE to the Urban Collector (RD-3) road standard along the eastern property frontage.

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

CARRIED UNANIMOUSLY

The Meeting recessed at 9:10 a.m.

The Meeting reconvened at 9:12 a.m.

5. REPORTS - continued

6. Development Variance Permit Application No. VP-473 [Penner, L. / Rattray, H.; 1980 - 9 Avenue NE; Servicing Variance

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-473 be authorized for issuance for Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 11830 to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

Councillor Harrison left the meeting at 9:12 a.m.

1. Section 3.0

- i) Waive the requirement to upgrade the south half of the 9 Avenue NE frontage to the Urban Local Road standard (RD-4);
- ii) Waive the requirement to install street lighting on 20 Street NE; and
- iii) Waive the requirement to install underground Hydro and Telecommunications wiring.

Councillor Harrison returned to the meeting at 9:13 a.m.

B. Hillson, Gentech Engineering Ltd., spoke regarding the application and was available to answer questions from the Committee.

H. Rattray, the applicant, spoke regarding the application and was available to answer questions from the Committee.

Amendment:

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the motion be amended to delete the following:

1. Section 3.0

- i) Waive the requirement to upgrade the south half of the 9 Avenue NE frontage to the Urban Local Road standard (RD-4);
- ii) Waive the requirement to install street lighting on 20 Street NE;

AND THAT: the motion be amended to include the following:

- i) Waive the requirement to install street lighting on the 9 Avenue NE and 20 Street NE frontages.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

5. REPORTS - continued

7. Development Variance Permit Application No. VP-474 [Mt. Ida Nursery Ltd. / Barnard, B.; 1810 - 30 Street SE; Agricultural Building Setback Variance]

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-474 be authorized for issuance for Lot 4, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP14219 which will vary Zoning Bylaw No. 2303 as follows:

- 1. Section 35.13.4 - Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses - decrease the minimum setback of eight (8) agricultural buildings from the exterior parcel line from 30.0 m to 22.0 m as shown on Lawson Engineering & Development site Plan dated March 18, 2018 (File No. 21-1) and attached as Appendix 3 to the staff report dated April 23, 2018.

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

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. IN CAMERA

8. LATE ITEMS

No Items.

9. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee meeting of May 7, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:30 a.m.

Minutes received as information by Council at their Regular Meeting of _____, 2018.

Mayor Nancy Cooper
Chair

Item 7.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of March 16, 2018, be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

COMMUNITY HERITAGE COMMISSION

Minutes of the Community Heritage Commission Meeting held on Friday, March 16, 2018 at 3:00 p.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace-Richmond
 Cindy Malinowski
 Deborah Chapman
 Anne Kirkpatrick
 Pat Kassa
 Harry Welton

REGRETS:

Mary Landers

STAFF:

Jon Turlock, Planning & Development Officer

1. Call to Order

The meeting was called to order at 3:02 p.m.

2. Presentations

n/a

3. Confirmation of Minutes

3.1 Community Heritage Commission Meeting of January 19, 2018.

Moved: Pat Kassa/Seconded: Anne Kirkpatrick

THAT: the Minutes of the Meeting of February 16, 2018 be approved.

CARRIED UNANIMOUSLY

4. Items

4.1 2018 Heritage Week

The Commission briefly discussed this years Heritage Week display in Piccadilly Mall. The event was well attended and the R.J. Haney Heritage Village & Museum Pie Baking Contest was very successful.

4.2 Heritage Inventory/Evaluation Table

Gregg Patterson, GIS Coordinator, reviewed the new data base with the Commission. A number of formatting changes were agreed upon and staff will proceed with completing the table and incorporating the associated photographs.

4.3 Heritage Plaque Program

Moved: Harry Welton/Seconded: Deborah Chapman

THAT: the next phase of the Heritage Plaque Program include the 'Old Cemetery', the Fall Fair Grounds and Victory Hall.

CARRIED UNANIMOUSLY

The Commission agreed to proceed with three sites for next phase of the Heritage Plaque Program. Commission members will form a working group to work with the City, the Fall Fair Board and property owner to identify appropriate locations and will begin working on the plaque layouts.

5. Late items

n/a

6. Date of Next Meeting

The next regular CHC meeting is scheduled for Friday, April 20, 2018 at 3:00 pm in Meeting Room 100 at City Hall.

7. Adjournment

The meeting adjourned at 4:00 p. m.



Louise Wallace Richmond, Chair
Community Heritage Commission

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Item 7.3

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the Agricultural Advisory Committee Meeting Minutes of April 18, 2018, 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, April 18, 2018.**

PRESENT:

James Olafson, Chair
 Councillor Ken Jamieson (Item 5.2 only, non-voting)
 Kirsten Bevandick
 Ron Ganert
 Bruce Cook
 John McLeod
 James Hanna
 Brett Barnard, Mt. Ida Nursery – presenter (Item 5.1)
 Carson Dorward, Cheap Garbage – presenter (Item 5.2)
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Don Syme, John Schut

1. Call to Order

Chair James Olafson called the meeting to order at 3:00 p.m.

2. Declaration of Interest

Councillor Ken Jamieson entered the meeting late and was not available to act as Chair. James Olafson was elected Chair for Items 5.1 and 5.2.

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. **Development Variance Permit No. VP-474
 (Minimum Setback of Buildings or Structures Intended to Accommodate
 Agricultural Uses)
 3121 – 20 Avenue SE
 Owner/Applicant: Mt. Ida Nursery Ltd. c/o Brett Barnard**

Moved: James Hanna
 Seconded: John McLeod

THAT: the Agricultural Advisory Committee advises Council that it supports the variance application.

Unanimous

The applicant explained the current operation and siting of the existing and proposed greenhouse buildings. The variance would allow him to increase his capacity and keep the all the greenhouses at the same length at the same time providing for operational space. Staff provided clarification on the City's Zoning Bylaw setback requirements and that given the nature of the agricultural use, the 30 m setback is likely not necessary in comparison to other livestock type uses. The general, the Committee supported the variance request.

2. **Agricultural Land Reserve Applicant No. ALC-375 (Exclusion)**
1121 – Hwy 97B
Owner: Allan Hack
Applicant: Carson Dorward

Moved: John McLeod
 Seconded: Ron Ganert

THAT: the Agricultural Advisory Committee advises Council that it does not support the application for exclusion or submission to the Agricultural Land Commission.

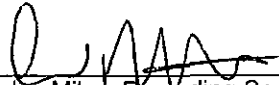
Carried

Opposed: James Hanna, Bruce Cook

The applicant provided background on his business (Cheap Garbage Ltd.) and the proposal. The intention is to bring the property, which he currently leases, into compliance for operation of the business with an offer to purchase subject to ALR exclusion and rezoning. Staff provided information on the existing designation within the City's OCP and the preliminary approval from the Agricultural Land Commission to exclude and rezone the area to light industrial dating back to the 1990's. The Committee discussed the following items including availability of industrial land, soil capability, appropriateness of the industrial designation, frontage on Hwy 97B, and viability of small agricultural parcels. Some members of the Committee disagreed with the land use designation and potential ALR exclusion of the subject property and the surrounding area. Significance of the existing designation and preliminary approval from the ALC to existing land owners was debated.

6. **Late Items**
 7. **Adjournment**

The meeting adjourned at 4:15 p.m.



 Wesley Miles, Recording Secretary
 (Endorsed By Meeting Chair)

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Item 7.4

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Environmental Advisory Committee Meeting Minutes of April 5, 2018, be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the Environmental Advisory Committee Meeting held in Council Chambers of City Hall, 500 – 2 Avenue NE on **Thursday, April 5, 2018** at 9:00 a.m.

PRESENT:

Councillor Tim Lavery
 Amy Vallarino
 Warren Bell
 Sherry Bowlby
 Luke Gubbels
 Gary Arsenault
 Dan Smith
 John McLeod
 Ron Pederson
 Sarah Weaver
 Louis Thomas
 Janet Pattinson
 Erin Jackson

City of Salmon Arm, Chair
 Citizen at Large
 WA:TER
 Citizen at Large
 Canoe Forest Products
 Shuswap Pro Development Association
 Shuswap Construction Industry Professionals
 Salmon Arm Farmers Institute (SAFI)
 Salmon Arm Fish & Game Club
 Salmon Arm Bay Nature Enhancement Society
 Neskonlith Indian Band
 Shuswap Naturalist Club
 City of Salmon Arm, Recorder

ABSENT:

Iva Jules
 Hugh Tyson
 Barry Wilson

Adams Lake Indian Band
 Shuswap Environmental Action Society (SEAS)
 Citizen at Large

GUEST:

Chris Moore

City of Salmon Arm, Engineering Assistant

The meeting was called to order at 9:00 a.m.

1. **Introductions**
2. **Presentations**
3. **Approval of Agenda and Additional Items**

Moved: Warren Bell

Seconded: Dan Smith

THAT: the Environmental Advisory Committee Meeting Agenda of April 5, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of March 1, 2018 Environmental Advisory Committee Meeting**

Moved: John McLeod

Seconded: Warren Bell

THAT: the minutes of the Environmental Advisory Committee Meeting of March 1, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business / Arising from minutes

- 1) **Community Sustainability Fund** - Warren Bell spoke regarding the fund concept, which facilitates developing things that reduce greenhouse gas by taking funds from things that create greenhouse gas. Councillor Lavery, Dan Smith, John McLeod and Warren Bell will meet to compile information and bring back to the Committee.
- 2) **Canoe Beach Campsite Cabin Removal & Shoreline Restoration Report** - Councillor Lavery explained the process used for Canoe Beach campsite restoration.

6. New Business

- 1) **Light Management Policy** - Sarah Weaver explained issues with lighting at night and suggested that there be an attempt to reduce light going up or sideways, potentially through bylaw regulation. Chris Moore attended to explain City lighting practices and answer questions from Members. The City plans to use LED lighting when new lights are installed but replacement of old lights is budget dependant.
- 2) **Managing Climate Change Risks : An Independent Audit, Office of the Auditor General of British Columbia** - Councillor Lavery encouraged members to read the report. Amy Vallarino will provide a summary at a future meeting.
- 3) **Community Wildfire Motion** - Councillor Lavery advised that the CWPP funding has been frozen pending Provincial review. A report is expected in April. No idea if/when the new plan will be announced. The City and CSRD have put resources in SPU apparatuses up to this point. Neskonlith Indian Band has expressed interest in partnering with the City to apply under CWPP. Luke Gubbels stated that treatments under CWPP are expensive, labour intensive and require long term commitment. Cost would be thousands per hectare. There is Forest Ecosystems funding opportunities for areas beyond 2 km.
- 4) **Solar Photo Voltaic Pilot Project** - Council approved Councillor Lavery's motion and staff will be returning with a report. Warren Bell offered to work with City staff on this as a member of Solar Energy Society. The plan would involve the use of Climate Action funds.
- 5) **Request to have the EAC and AAC work on having food security and sustainability in future OCP's** - John McLeod explained that food security is the #1 issue worldwide and must be addressed. He encourages protection of agricultural lands and support of local initiatives to supply local food to local hospitals, institutions and grocery store.

Moved: John McLeod

Seconded: Gary Arsenault

THAT: the Environmental Advisory Committee recommends to Council that food security and sustainability be considered in future Official Community Plans.

CARRIED UNANIMOUSLY

- 6) **Affordable Housing** - Gary Arsenault explained to the Committee about affordable housing initiatives from higher levels of government. He is concerned with return on investment when building low cost as there are Development Cost Charges and other requirements that make it difficult.
 - 7) **Flooding Preparation** - Janet Pattinson asked if the City will be responsible to assist property owners if flooding occurs as a result of development.
 - 8) **Culvert Cleaning** - deferred to May meeting.
7. **Other Business &/or Roundtable Updates**
8. **Next meeting - Thursday, May 3, 2018**

Moved: Gary Arsenault

Seconded: Janet Pattinson

THAT: the Environmental Advisory Committee Meeting of April 5, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:37 a.m.

Councillor Tim Lavery, Chair

Received for information by Council on the th day of , 2018

Item 7.5

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Housing Task Force Meeting Minutes of April 23, 2018, be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

HOUSING TASK FORCE

Housing Task Force meeting held **Monday, April 23 2018**, at 11:00 a.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Co-Chair
Councillor Tim Lavery	City of Salmon Arm, Co-Chair
Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Jeff Ragsdale	Member at Large
Barry Delaney	Salmon Arm Savings and Credit Union (SASCU)
Kevin Pearson	City of Salmon Arm staff
Erin Jackson	City of Salmon Arm staff

ABSENT:

Steven Teed	Adams Lake Indian Band
-------------	------------------------

The meeting was called to order at 11:00 a.m.

- 1. Call to Order**
- 2. Introductions**
- 3. Presentations**
- 4. Approval/ Changes/ Additions to Agenda**
- 5. Old Business/Arising from Minutes**
- 6. New Business**
 - a) Terms of Reference /Code of Conduct - Councillor Wallace Richmond explained the TOR and Code of Conduct and requested that all members read, sign and return the Code of Conduct.
 - b) Additional members? - There is one Member at Large vacancy and one Financial / Development vacancy on the Task Force. Chair will reach out to SCIP for recommendations.

c) Update for all members

- Organic group - Councillor Lavery advised that the Task Force came out of an organic group that had been meeting to discuss the BC government modular house initiative.
- Modular Housing Initiatives- Councillor Lavery explained that the general consensus was that the modular housing opportunity might not be a good fit for Salmon Arm.
- BC housing - 3 factor paths - BC Housing has identified the requirements for a successful application: willing partners (including local governments), land, operator and demonstrated need.
- OC Data - Councillor Wallace Richmond advised that Okanagan College has a researcher that would look at the long term housing needs, including engagement and reporting.
- Housing Hubs - This is a program under BC Housing. A conference call is planned for end of May with respect to non-profit and market proposals.
- Recent announcements - Affordable home ownership for seniors and young families.
- BCNPHA 2015 data update - Comprehensive data available online.

d) Logistics of future meeting dates (May 7 & 22, June 4 & 18)

e) Terms and definitions (Kelowna Wheelhouse sample) - Councillor Wallace Richmond distributed the Wheelhouse and explained that it provides a common language for the Task Force to use in the interim.

f) Two-stream approach - how to proceed - The Task Force will focus on rapid response and long term initiatives / planning.

Next Regular Meeting

The next Regular Meeting will be held on May 7, 2018 at 11:00 am.

7. Adjournment

MOVED: Lana Fitt

SECONDED: Jeff Ragsdale

THAT: the Housing Task Force Meeting of April 23, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:00 pm

Chair

Minutes received as information by Council at their Regular Meeting of _____, 2018.

Item 8.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4269 be read a first time;

AND THAT: Final reading of the Official Community Plan Amendment Bylaw be withheld pending either full construction of a Type 2 Trail or a 100% cash in lieu of trail construction contribution within the linear park to be dedicated.

[OCP4000-35; Brautigam, K. & M.; 3820 - 20 Street NE; AR - LD]

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: April 19, 2018

SUBJECT: Official Community Plan Amendment Application No. OCP4000-35
Zoning Amendment Application No. 1125

Legal: Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890
Civic: 3820 – 20 Street NE
Applicants: Brautigam, K. & M.

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan (OCP) Bylaw No. 4000 as follows:
1. Map A-1 (Land Use) - redesignating the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from AR (Acreage Reserve) to LR (Low Density Residential); and
 2. Map 4.1 (Urban Containment Boundary) - Including the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 within the Urban Containment Area.
- 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:** Subsequent to First Reading and Prior to Second Reading, and Pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered the proposed OCP 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 by rezoning the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from A-2 (Rural Holding Zone) to R-8 (Residential Suite Zone).
- AND THAT:** The Zoning Amendment Bylaw for westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 receive First Reading only, with Second Reading withheld subject to approval of Second Reading of the associated OCP Amendment Bylaw.
- AND FURTHER THAT:** Final reading of the Official Community Plan and rezoning bylaws be withheld pending construction of a Type 2 Trail within the linear park to be dedicated.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3820 20 Street NE in the Upper Lakeshore area of the City (Appendix 1). The owners have received conditional approval from the Agricultural Land Commission (ALC) to exclude a 1.78 ha (3.7 acre) portion of the parcel from the Agricultural Land Reserve (ALR). The owners are now applying for OCP and zoning amendments to permit residential subdivision (10 new lots) and development in alignment with ALC conditions. A letter of intent and preliminary subdivision plan are attached (Appendix 2 and 3).

BACKGROUND

The subject parcel is designated Acreage Reserve in the City's Official Community Plan (OCP) and zoned A-2 (Rural Holding) in the Zoning Bylaw (Appendix 4 and 5). The 6.8 ha (39.5 ac) subject parcel is largely forested, has not been farmed and contains a single family dwelling with accessory buildings. This 1.78 ha portion under application has been identified to be added into the Urban Containment Boundary and Residential Development Area C (Appendix 6) as per OCP Policy 4.4.2. The dwelling is centrally located near the southern boundary of the parcel and is accessed from 20 Street NE to the west. Site photos are attached as Appendix 7.

Adjacent land uses include the following:

- North: Forested A-2 zoned parcel
- South: Forested A-2 zoned parcel
- East: Proposed remainder of the subject parcel (forested A-2 zoned parcel)
- West: 20 Street NE, with R-1 zoned parcels ranging in area from 0.30 ha – 0.88 ha (each containing a single family dwelling) beyond

The subject parcel was previously considered by Council in June 2015, with application No. ALC-362, for the exclusion of a portion of the parcel from the ALR (to permit residential subdivision and development). That application was authorized for submission to the ALC with support by resolution of Council on June 8, 2015.

In December 2015, the ALC approved the application (resolution #450/2015) to exclude the properties from the ALR subject to the following conditions:

- the submission of a subdivision plan delineating the proposed exclusion area and linear park that is in substantial compliance with the plan submitted with the application;
- the construction of a trespass proof fence on both sides of the linear park;
- the registration of covenants that prohibit the construction of a new residence within 30 metres of the ALR boundary, and a 5 metre wide "no disturbance" area adjacent to the linear park; and
- the subdivision must be completed within three (3) years from the date of this decision.

A copy of the ALC's decision is attached as Appendix 8.

The ALC's conditional approval for exclusion is consistent with Policy 4.4.2 of the OCP which states:

"Support two areas of UCB (Urban Containment Boundary) expansion for low density residential development (see Map 4.1 Urban Containment Boundary). ALR exclusion in these areas will be subject to a public linear park as a buffer (a minimum of 10 metres wide) in addition to fencing, vegetative buffering and residential setbacks of a minimum of 30 metres from the ALR boundary.

For these two areas, ALR exclusion applications will need to be approved by the ALC and OCP amendment applications will need to be approved by City Council.”

In July 2013, Council adopted OCP Amendment Bylaw No. 3982, which designates a proposed Type 2 Greenway over the required linear park. A copy of OCP Map 11.2 (Existing and Proposed Greenways) is attached as Appendix 9.

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 March 8, 2018:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	The Salmon Arm Economic Development Society Board of Directors felt that this location is very suitable for the proposed residential development (comments attached as Appendix 10).

Section 882 - Local Government Act

Pursuant to Section 882 of the Local Government Act (adoption procedures for an OCP amendment), Council must consider this 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.

Agricultural Advisory Committee

This proposal was reviewed by the Agricultural Advisory Committee (AAC) at its meeting of May 13, 2014. The Committee adopted the following resolution:

THAT: the Agricultural Advisory Committee advises Council that it supports the application for exclusion.

Unanimous

The Committee discussed points including: buffer requirements of fencing and covenants, the benefit of park trails as buffers, access off of 20 Street NE, and similar developments to the north and south.

COMMENTS

Engineering Department

No concerns. Engineering comments attached as Appendix 11.

Fire Department

No Fire Department concerns.

Building Department

No concerns.

Planning Department

The ALC's conditional approval, the proposed OCP and zoning amendments and the associated subdivision are all consistent with the OCP and are supported by staff. The OCP supports the inclusion of the subject parcel into the Urban Containment Area and the proposed Low Density Residential designation and the R-8 zoning is consistent with adjacent residential land uses.

The preliminary subdivision plan, showing a total of 11 lots (10 proposed lots and 1 remainder lot) and a linear park buffer (Appendix 3), comply with the ALC's conditional approval and OCP Policy 4.4.2:

- i) The plans are the same as those submitted with the ALC exclusion application and there are no roads terminating at the ALR boundary;
- ii) The plans include a 10 metre wide linear park of approximately 0.79 hectare along the east boundaries of all the proposed properties that will be dedicated to the City as parkland; and
- iii) The applicants have confirmed they are prepared to complete the fencing requirements along the linear park and register the necessary covenants to prohibit the construction of residential dwellings within 30 metres of the ALR boundary and the removal of vegetation (trees) within 5 metres of the north boundary of the linear park.

The alignment of the linear park approximately coincides with a proposed trail identified in the City's Greenways Strategy and OCP (see Appendix 9). Policy 11.3.18 of the OCP states "Require, at the discretion of City Council, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of rezoning applications." In instances where a greenway is designated but rezoning is not required, Policy 11.3.19 of the OCP provides similar direction to the Approving Officer with subdivision applications.

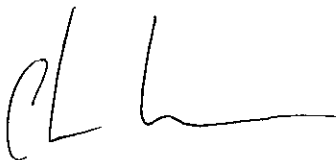
Should the proposed OCP and zoning bylaw amendments proceed to third reading, the motion for consideration indicates that final reading of the bylaws are to be withheld subject to the construction of a trail (a Type 2 Greenway) within the linear park to be dedicated

If Council chooses to approve the proposed OCP and Zoning bylaw amendments, and the ALC confirms exclusion of the portion of the subject property from the ALR, the owner/applicant would then be able to proceed with meeting the conditions for the proposed residential subdivision (an application has been made to the City and preliminary approval has been granted subject to a range of conditions including OCP and Zoning amendments). The proposed subdivision will require full municipal services to the "Urban Development Standard" of the Subdivision and Development Servicing Bylaw.


The proposed layout (Appendix 3) involves fairly large panhandle lots (0.33 to 0.4 acres) with individual driveways (required panhandle width is a minimum of 6 metres). The 5 eastern parcels have somewhat restricted building envelopes based on the requisite 30 metre ALC setback.

CONCLUSION

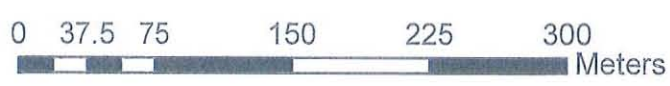
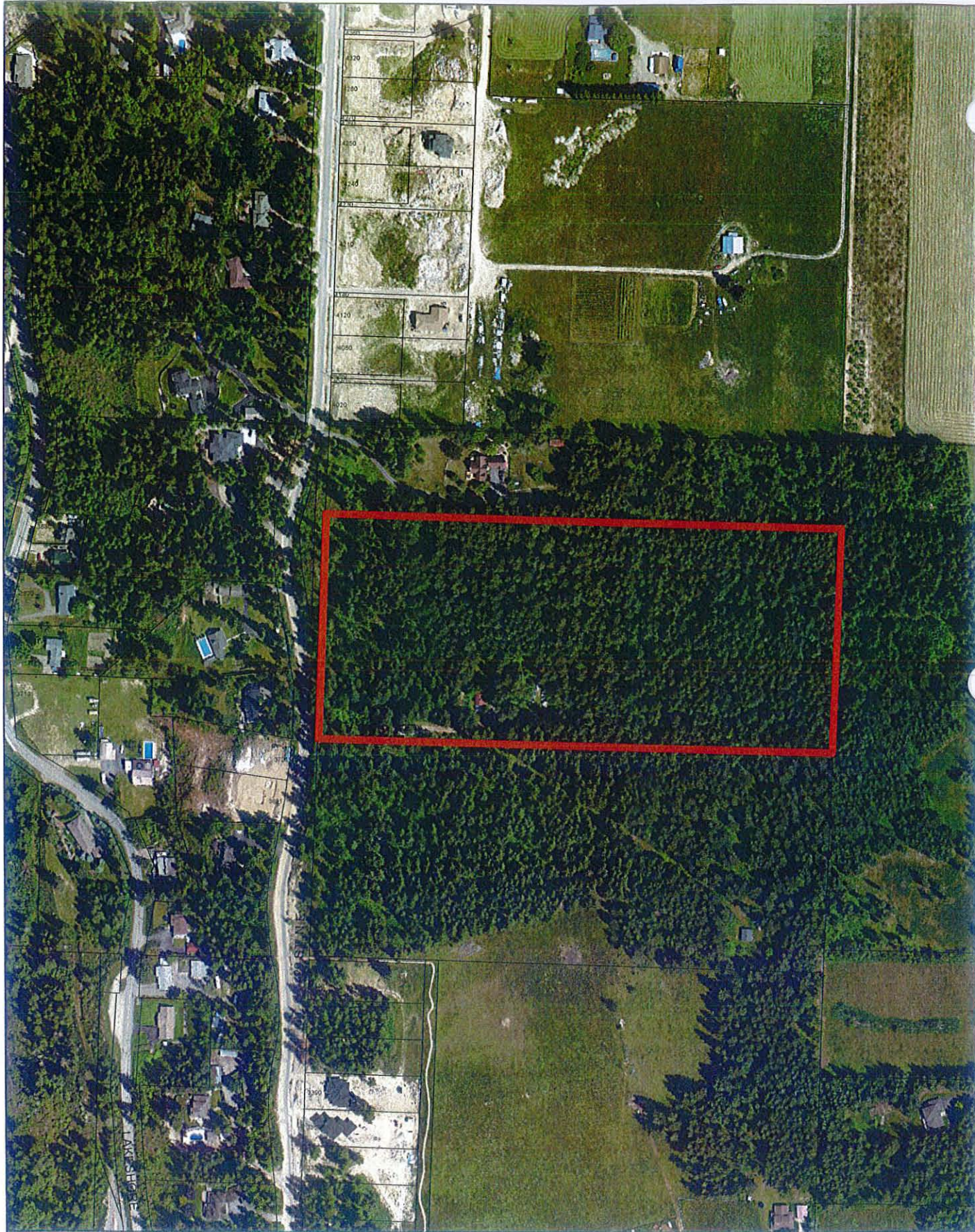
The owners have received conditional approval from the ALC to exclude an approximate 1.78 ha (3.7 acre) portion of the subject parcel from the ALR. The owners are now applying for OCP and zoning amendments to permit residential subdivision and development. The proposed OCP and Zoning bylaw amendments as presented are consistent with OCP policies and 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

Feb 15, 2018

The subject property is located at 3820 – 20th st NE as shown in appendices 1 & 2. The property is approximately 6.83 ha in size. 5.05 ha of this property will remain in the ALR and contains the primary residence and a small accessory building.

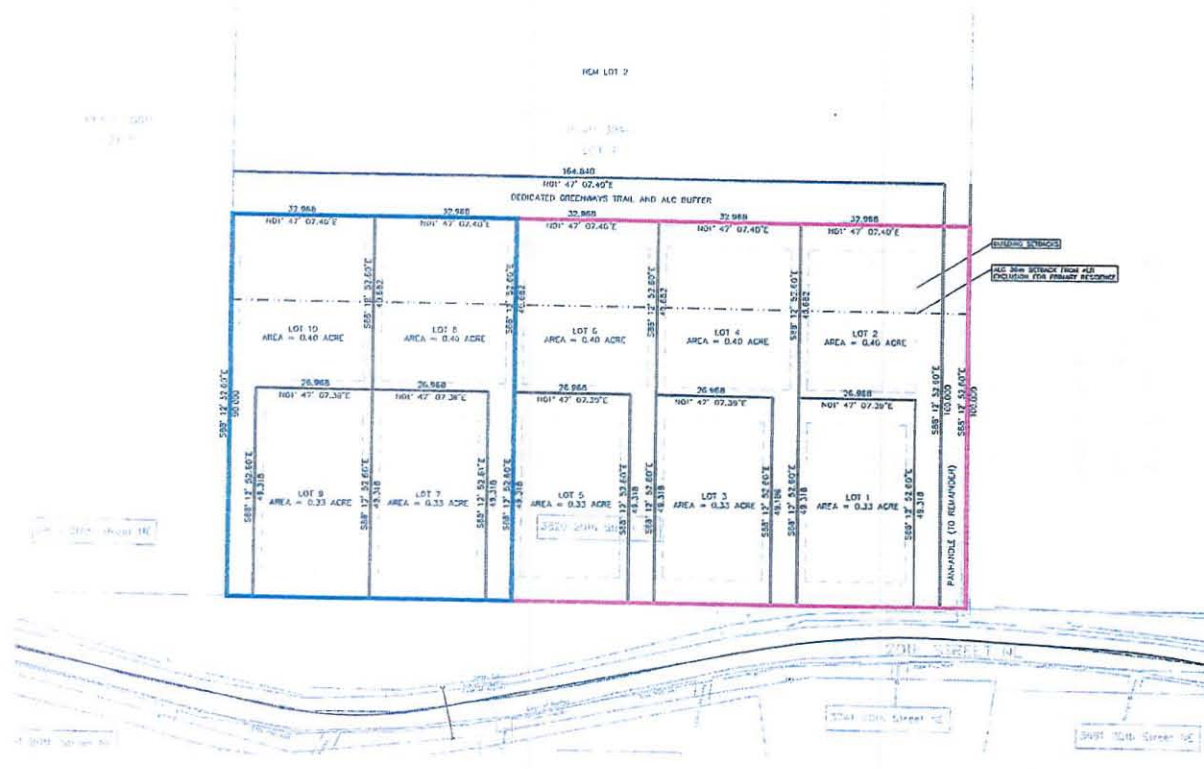
The proposal is to subdivide the 1.78 ha of land along the 20th street NE frontage already removed from the ALR. Our plan is to create 10 lots of roughly equal size, rezoned R8, while allowing access to the remainder of the property where the lane to the residence already exists. These lots will be roughly 0.14 ha in size which will fit in with recent developments in the area.

PRELIMINARY SUBDIVISION PHASING PLAN FOR LOT 2,
SECTION 25, TOWNSHIP 20, RANGE 10, WEST OF THE 6TH
MERIDIAN, KAMLOOPS DIVISION YALE DISTRICT, PLAN 3890

PROPOSED PHASE 1



PROPOSED PHASE 2



NO.	DATE	REVISION	BY	APP.
		REVISION		
		DESIGN	BTL	
		DRAWN	AGW	
		DATE	18-JAN-26	
		OCCUPIED	BTL	

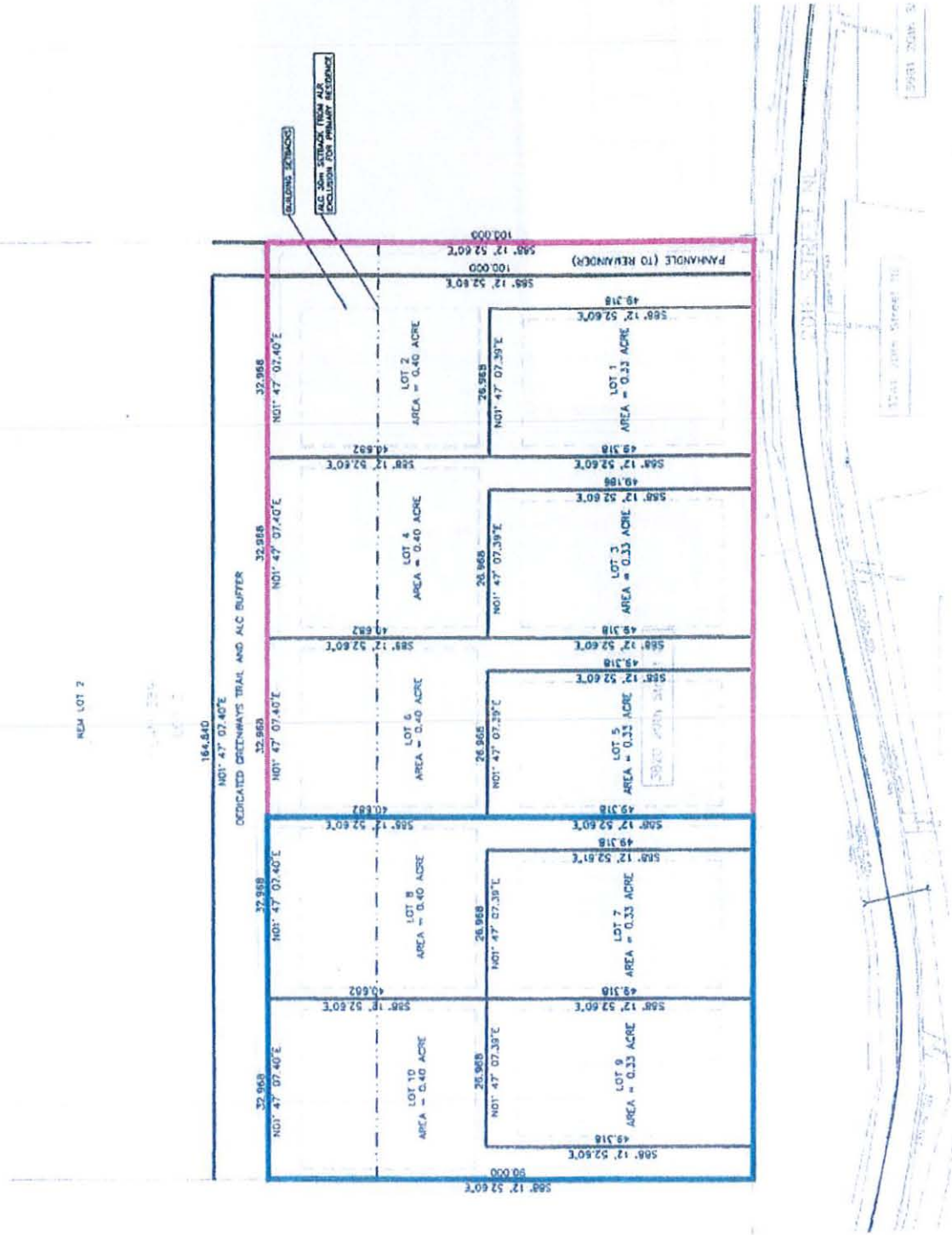
PHOTO SCALE 1" = 100'

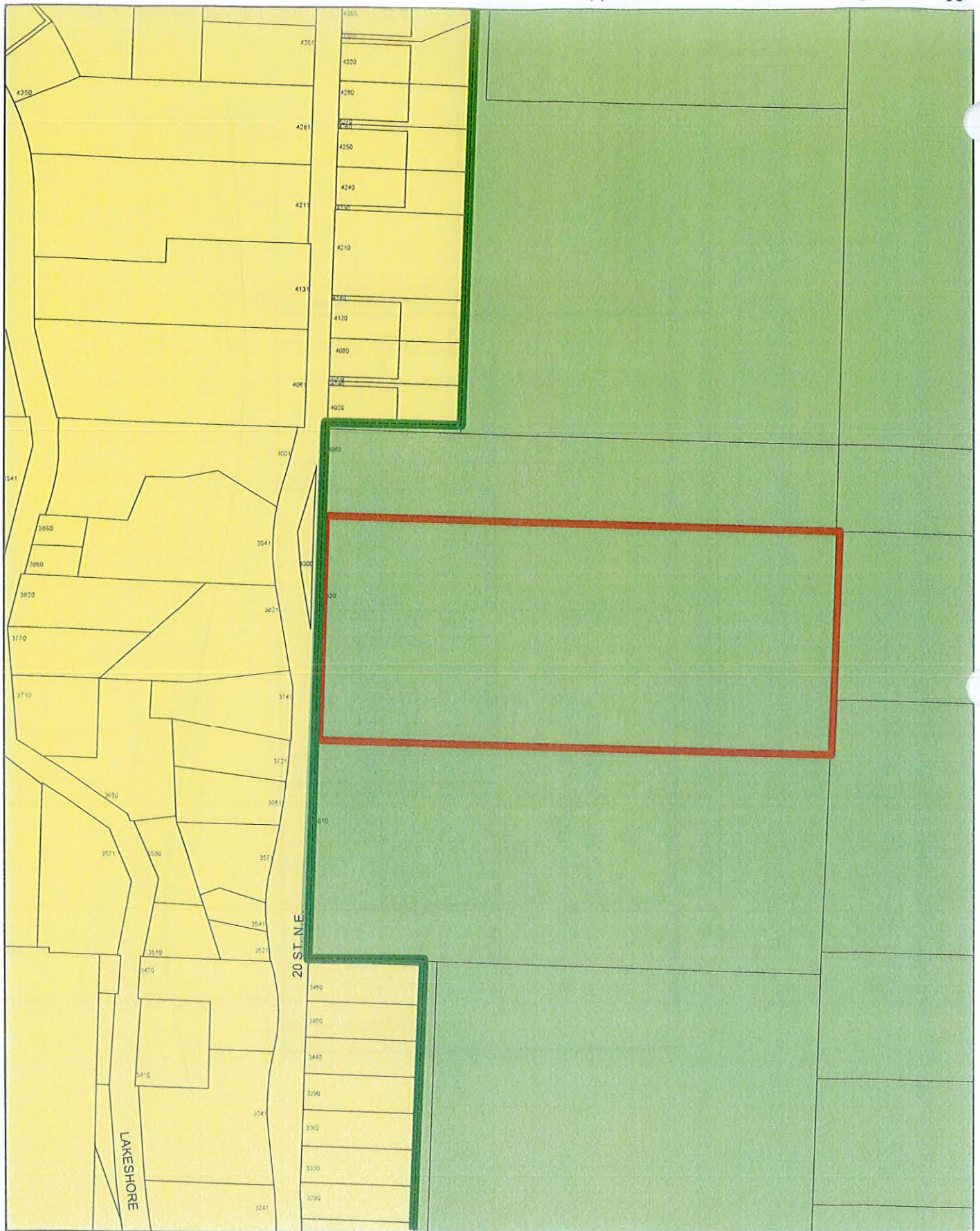






MARSH PROPERTY
3820 20TH STREET NE
SALMON ARM, BC

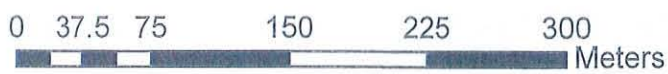
PRELIMINARY
SUBDIVISION SKETCH
PLAN

PHASING PLAN
PROJECT NO. **103-1**
SHEET 1 OF 1
DRAWN BY P-1
CHECKED BY A

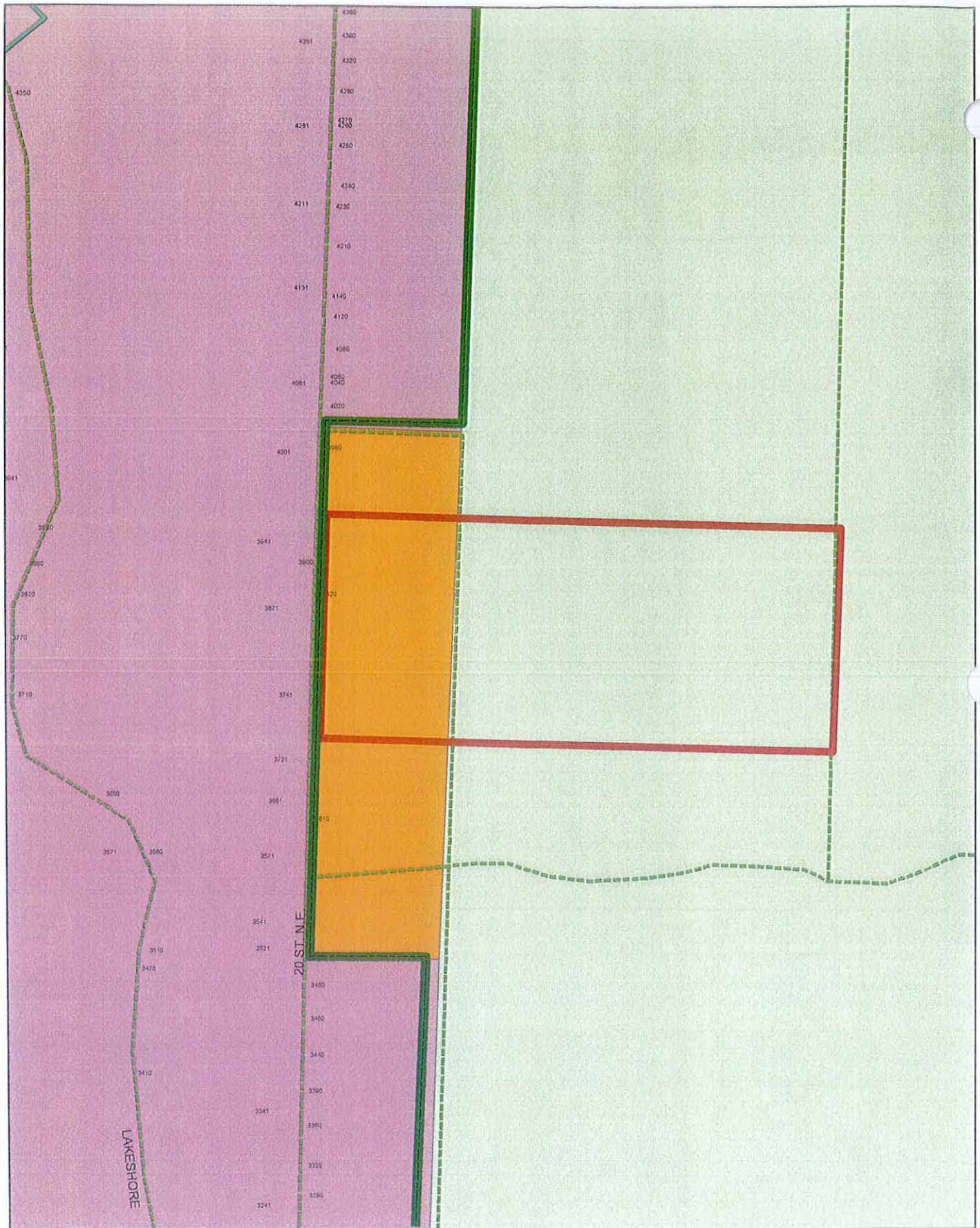










	<p>0 20 40 80 120 160 Meters</p>	 Subject Parcel  ALR Boundary	 Acreage Reserve  Residential - Low Density
--	--------------------------------------	--	--



Subject Parcel



- | | | | |
|---|-------------------|---|--------------------------|
|  | Subject Parcel |  | ALR |
|  | ALR/UCB Boundary |  | Residential - Area C |
|  | Proposed Greenway |  | Potential Exclusion Area |



View south along 20 Street NE at the north-west corner of the subject property.



View north along 20 Street NE at the south-west corner of the subject property.



AGRICULTURAL LAND COMMISSION FILE 54366

REASONS FOR DECISION OF THE OKANAGAN PANEL

Application submitted pursuant to s. 30(1) of the *Agricultural Land Commission Act*

Applicant:

Patricia Marsh
Krista Marsh
(the "Applicants")

Agent:

Jason Wagner
Onsite Engineering Ltd.
(the "Agent")

Application before the Okanagan Regional Panel:

Gerry Zimmermann, Panel Chair
Jim Johnson
Greg Norton



Agricultural Land Commission Decision, ALC File 54366

THE APPLICATION

[1] The legal description of the property involved in the application is:

Parcel Identifier: 005-563-275

Lot 2, Section 25, Township 20, Range 10 West of the 6th Meridian, Kamloops

Division Yale District, Plan 3890

(the "Property")

[2] The Property is 6.8 ha in area.

[3] The Property has the civic address 3820 – 20th Street NE, Salmon Arm.

[4] The Property is located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").

[5] The Property is located within Zone 1 as defined in s. 4.2 of the *ALCA*.

[6] Pursuant to s. 30(1) of the *ALCA*, the Applicants are applying to exclude 1.78 ha of land along the 20 Street NE frontage to accommodate future subdivision. The remainder will stay within the ALR and be buffered by fencing, dedicated park, setback and vegetation covenants. The proposal meets the intent of the agricultural policies of the OCP as well as the UCB expansion policies (the "Application").

[7] On November 4, 2015, the Chair of the Agricultural Land Commission (the "Commission") referred the Application to the Okanagan Regional Panel (the "Panel").

RELEVANT STATUTORY PROVISIONS

[8] The Application was made pursuant to s. 30(1) of the *ALCA*:



Agricultural Land Commission Decision, ALC File 54366

30 (1) An owner of land may apply to the commission to have their land excluded from an agricultural land reserve.

[9] The Panel considered the Application within the context of s. 6 of the ALCA:

6 The following are the purposes of the commission:

- (a) to preserve agricultural land;
- (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD BEFORE THE PANEL

[10] The Panel considered the following evidence:

1. The Application
2. Local government documents
3. Previous application history
4. Agricultural capability map, ALR context map, and satellite imagery

All documentation noted above was disclosed to the Agent in advance of this decision.

[11] The City of Salmon Arm Council authorized the Application be forwarded to the Commission with a recommendation of support. The Property is located in the proposed Urban Containment Boundary (UCB) expansion area as identified in the City's OCP for the east side of 20 Street NE with developments of similar nature to the north and south.

[12] The Panel reviewed two relevant applications relating to the application:

Application ID: 53218
(Miller, 2013)

To exclude 4 ha from the westerly edge (along the



Agricultural Land Commission Decision, ALC File 54366

frontage to 20th Street NE) of the 16 ha property for residential development and a 10 meter wide linear park. The Commission endorsed a revised Urban Growth Boundary (UGB) for the City of Salmon Arm in 2011; the UGB identified the subject property for exclusion. The Commission, by Resolution #269/2013, approved the application subject to the following:

- A 10 m wide public linear park buffer which borders the east property line of the proposed ALR exclusion boundary.
- The fencing of both sides of the linear park with trespass proof fencing.
- A 5 m wide buffer no soil disturbance / tree removal covenant immediately west of the linear park to provide a buffer for the vegetation in the linear park.
- Registration of a covenant prohibiting the construction of residential dwellings within 30 m of the ALR boundary.

Application ID: 17936
Legacy File: 21560
(1987, Kelln)

To exclude 4.0 ha of the 11.53 ha property along the eastern boundary (20 Street NE) for residential development. The Commission, by Resolution #1312/87, allowed the proposal on the grounds this area of the property is comprised of rock outcropping, and subject to the registration of the proposed restrictive covenant to ensure that residential uses are kept to the west of the rock outcropping in order to lessen the impact on ALR lands to the east.



SITE VISIT

[13] On November 18, 2015, the Panel conducted a walk-around and meeting site visit in accordance with the *Policy Regarding Site Visits in Applications* (the "Site Visit").

COMMISSION REPRESENTATIVES:

Gerry Zimmermann	Vice Chair, Okanagan Panel
Jim Johnson	Commissioner, Okanagan Panel
Greg Norton	Commissioner, Okanagan Panel
Ron Wallace	Land Use Planner

AGENT:

Jason Wagner	Onsite Engineering Ltd.
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The Commission representatives met the Agent along 20 Street NE adjacent to the Property. The participants viewed the portion of the Property proposed for exclusion from the ALR and noted that the western portion of the Property has topographic and rocky outcropping limitations.

FINDINGS

[14] In assessing agricultural capability, the Panel referred in part to agricultural capability mapping and ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability ratings identified on CLI map sheet 82L/11 for the mapping units encompassing the Property is Class 6 specifically 6TR.

Class 6 - land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

The limiting subclasses associated with this parcel of land are T (topographic limitations) and R (rock outcropping).

[15] The Panel concurs with the agricultural capability rating from the site visit.



Agricultural Land Commission Decision, ALC File 54366

[16] The Panel supports the Application as it is consistent with the Commission's endorsement of the City of Salmon Arm Urban Growth Boundary in 2011.

DECISION

[17] For the reasons given above, the Panel approved the Application to exclude 1.78 ha of land along the 20 Street NE frontage to accommodate future subdivision.

[18] The approved Application is subject to the following conditions:

- a. the submission of a subdivision plan to delineate the approved exclusion area and linear park that is in substantial compliance with the plan submitted with the Application;
- b. the construction of a trespass proof fence on both sides of the linear park;
- c. the registration of covenants that prohibit the construction of a new residence within 30 meters of the ALR boundary, and a 5 meter wide no soil disturbance / tree removal covenant immediately west of the linear park;
- d. the subdivision plan must be completed within three (3) years from the date of this decision;

[19] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[20] Panel Chair **Gerry Zimmermann**, concurs with the decision.
Commissioner **Jim Johnson**, concurs with the decision.
Commissioner **Greg Norton**, concurs with the decision.

[21] Decision recorded as Resolution #450/2015.

A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the Agricultural Land Commission Act.



Agricultural Land Commission Decision, ALC File 54366

Upon instruction of the Panel, I have been authorized to release the Reasons for Decision by Resolution #450/2015. The decision is effective upon release.

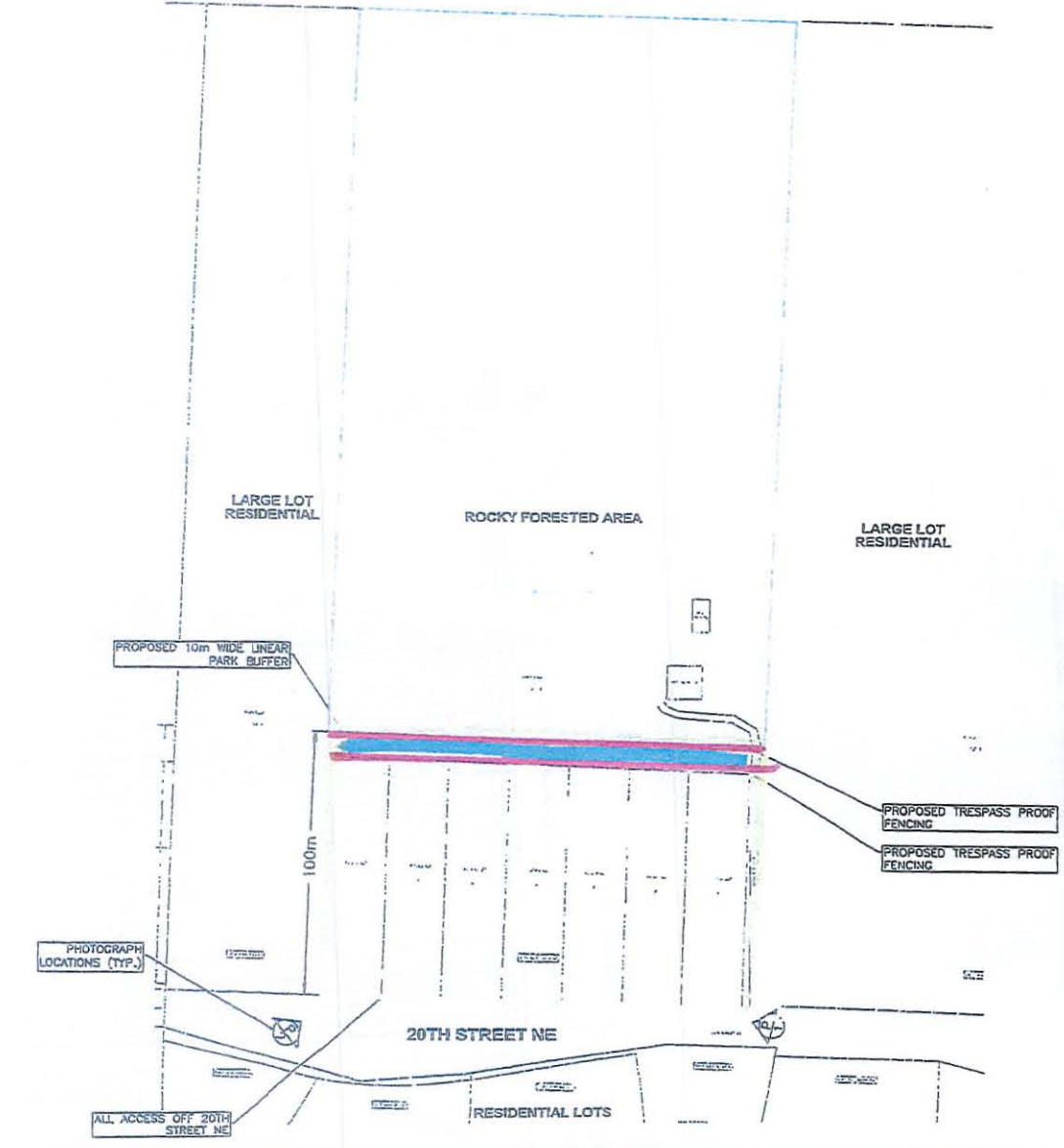

Colin J. Fry, Chief Tribunal Officer

December 10, 2015


Date Released



SUBJECT PROPERTY:
LOT 2, SEC. 25, TP 20, R 10, WEST
OF THE 6TH MERIDIAN, KAMLOOPS
DIVISION YALE DISTRICT PLAN 3890
(6.83 HA.)

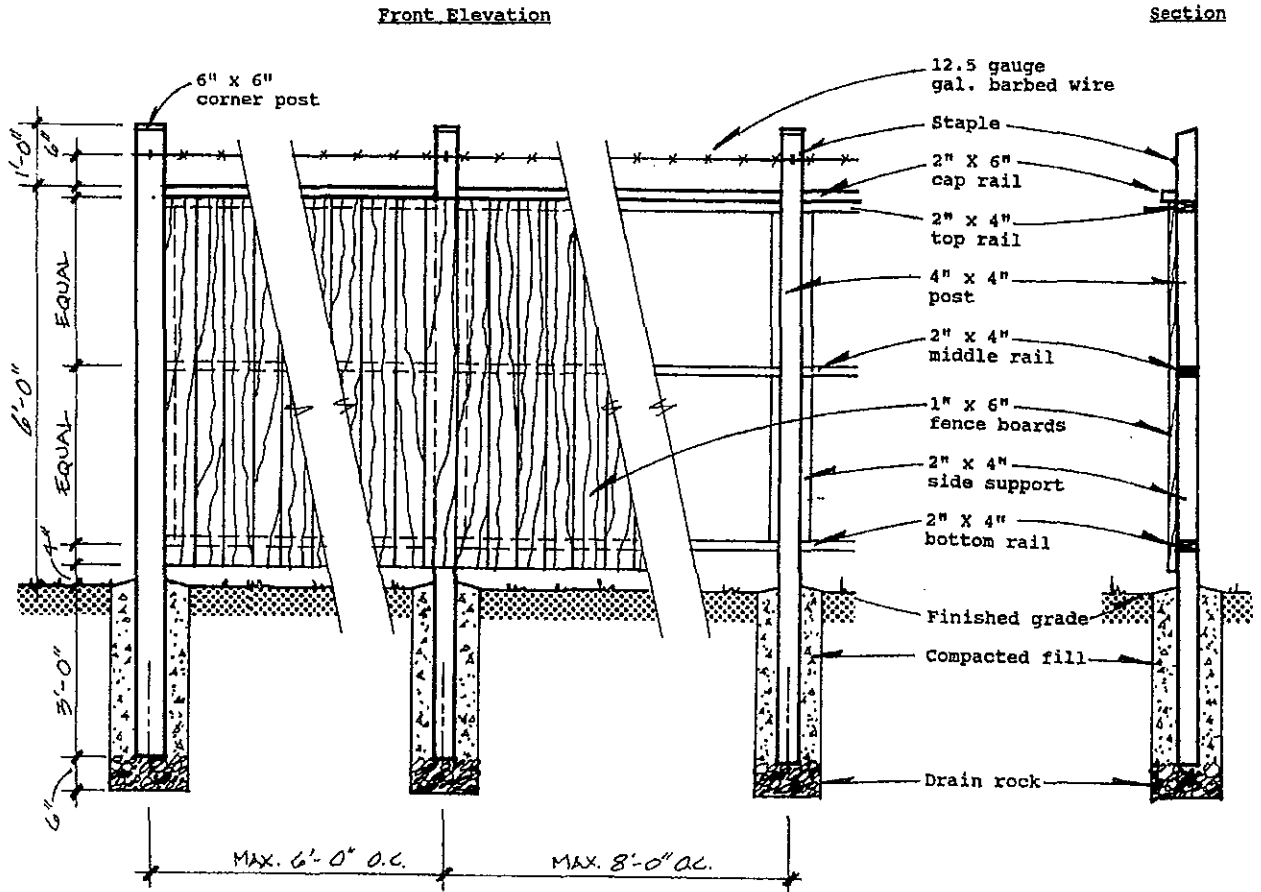


Provincial Agricultural Land Commission
Application #54366
Resolution #450/2015

-  ±1.78 ha approved for exclusion
-  Approved 10 m wide linear park
-  Location of fencing

SCHEDULE D: FENCING SPECIFICATIONS

D.2: Solid Wood Fence with One Strand Barbed Wire

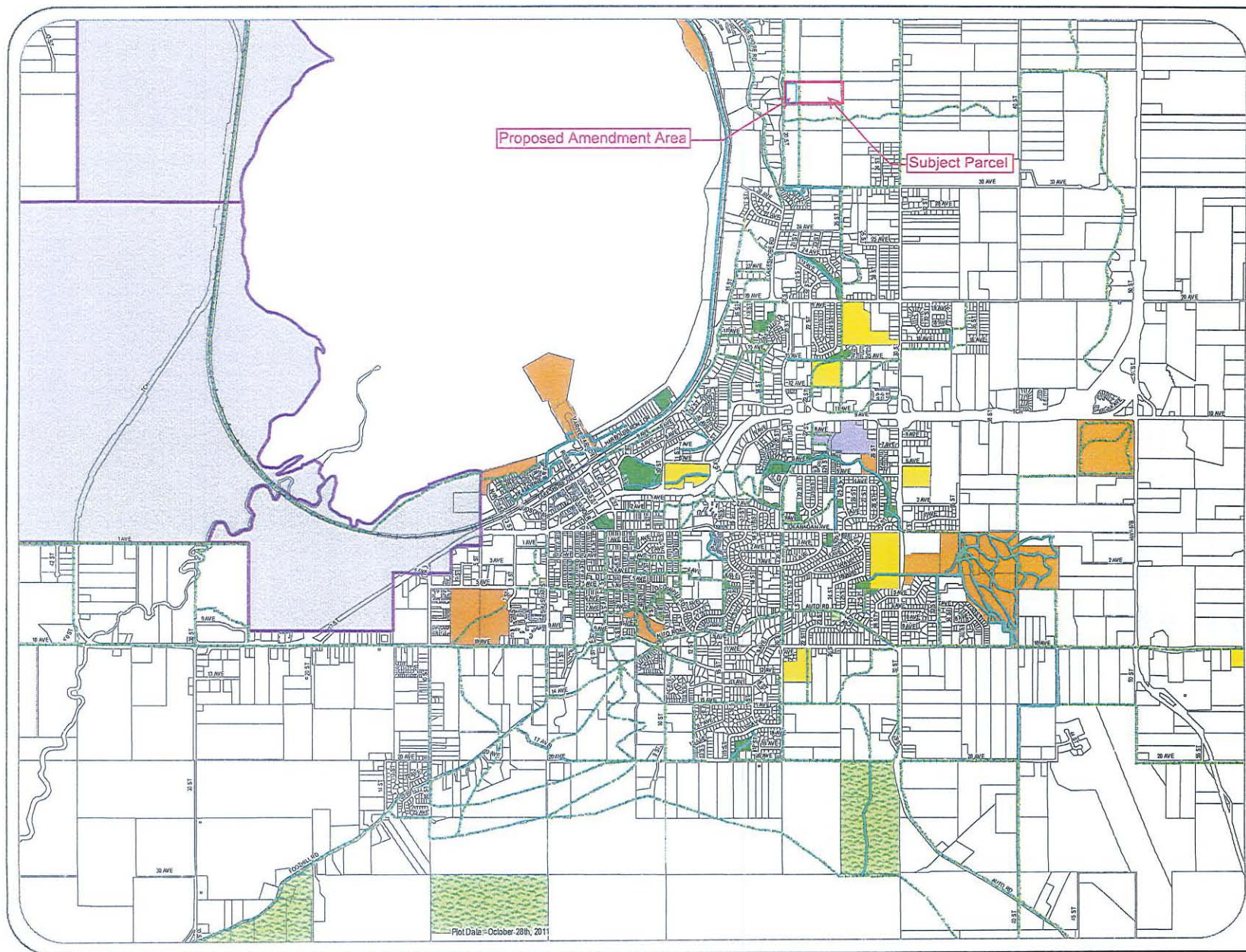


Not to Scale

SCHEDULE D: FENCING SPECIFICATIONS**D.2: SOLID WOOD FENCE WITH ONE STRAND BARBED WIRE**

1. All posts and rails shall be rough sawn of "No. 1 Structural" grade, pressure treated with a wood preservative non-toxic to surrounding plant material, in accordance with CSA Standard 080.2 and compatible with staining requirements below. Stain to match fence boards.
2. All fence boards and planks shall be rough sawn of "Quality Fencing" grade, finished with penetrating stain with preservative, conforming to CGSB Standards 1-GP145M and 204M, applied to all surfaces prior to installation and on any cuts thereafter.
3. Line posts shall be minimum 10.0 ft. in length and at least (standard) 4"x 4".
4. Corner posts shall be minimum 10.0 ft. in length and at least (standard) 6"x 6".
5. Fence rails (min. 3) shall be maximum 7.5 ft. in length and at least (standard) 2"x 4".
6. Cap rails shall be maximum 7.5 ft in length and at least (standard) 2"x 6". Cant to drain.
7. The finished height of opaque fencing shall be at least 6.0 ft.
8. The barbed wire shall meet the following specifications:
 - 8.1 Number of wire strands - 2
 - 8.2 Minimum wire gauge - 12.5 A.W.G.
 - 8.3 Maximum spacing between barbs - 6"
 - 8.4 Number of points per barb - 4
9. Fastening materials (nails and staples) shall meet the following specifications:
 - 9.1 Minimum gauge of nails used - #9, common in post/rail connections
 - 9.2 Minimum gauge of nails used - #11.5, common in rail/fence board connections
 - 9.3 Minimum wire gauge of staple - 9.0 A.W.G.
 - 9.4 Minimum length of staple - 2"
 - 9.5 Galvanized - CSA G164
10. Line posts shall be placed no more than 8.0 ft. O.C. and be firmly anchored in the soil to a depth of not less than 3.0 ft.
11. The fence shall be constructed in accordance with these specifications and details provided in the Schedule D.1 drawing which forms part of these specification.

**Map 11.2
Existing and Proposed
Greenways**



- Legend**
- Existing Greenways
 - Proposed Greenways
 - Community Park
 - Neighbourhood Park
 - Open Space
 - Indoor Recreation Facilities
 - Schools
 - City Boundary
 - Indian Reserves
 - East Canoe Creek Watershed Boundary
 - Parcels

Note:
For Type and Priority of each existing and proposed greenway refer to Greenways Strategy.



0 0.25 0.5 Kilometers

CATHERINE BERPIS ASSOCIATES INC.
Professional Planning and Urban Design Services

Plot Date: October 28th, 2011

April 11, 2018

City of Salmon Arm
PO Box 40
Salmon Arm BC
V1E 4N2

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-35

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to redesignate the property located at 3820 – 20 Street NE from AR- Acreage Reserve to LR – Low Density Residential, to facilitate a phased subdivision of 10 lots.

The SAEDS Board fully supports this application, with no noted concerns.

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

Sincerely,

A handwritten signature in blue ink, which appears to read "William Laird".

William Laird, Chairperson
Salmon Arm Economic Development Society



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

TO: Kevin Pearson, Director of Development Services
 DATE: 22 March 2018
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: K. Brautigam, 3820 – 20 Street NE, Salmon Arm, BC V1E 2G9
 APPLICANT: Owner
 SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-35
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1125**
 LEGAL: Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890
 CIVIC: **3820 – 20 Street NE**

Further to your referral dated 8 March 2018, 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. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. 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.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision 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

OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-35

ZONING AMENDMENT APPLICATION FILE NO. ZON-1125

22 March 2018

Page 2

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.

9. For the off-site improvements at the time of subdivision/building permit 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 equalling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 20 Street NE, on the subject properties western boundary, is designated as a Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 20 Street NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. An Urban / Rural Transition Section was approved by Council for similar properties to the north and south of the subject property through a Variance Permit and may be utilized on this subdivision, subject to approval of a variance application. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible in ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

Water:

1. The subject property fronts a 300mm diameter Zone 2 watermain on 20 Street NE. No upgrades will be required at this time.
2. The existing lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Records indicate that the existing property is serviced by a 19mm service from the 300mm diameter watermain on 20 Street NE, installed in 2011. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The proposed lots are each to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

6. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meets the Low Density residential spacing requirements of 150m.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 20 Street NE which was installed by Green Emerald Investments Ltd under Subdivision 15-04. No improvements are required, however a Latecomers Charge has been registered against the property and this charge must be paid in full by the Owner / Developer before connecting to this sewer or final subdivision.
2. The proposed lots are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is outside of the Urban Containment Boundary and is served by a private on-site disposal system. Owner / Developer to confirm that the septic system is contained entirely within the remainder property and that it does not trespass on the new lots or the proposed trail and ALC buffer.

Drainage:

1. The subject property fronts a 450mm diameter storm sewer on 20 Street NE which was installed by Green Emerald Investments Ltd under Subdivision 15-04. No improvements are required, however a Latecomers Charge has been registered against the property and this charge must be paid in full by the Owner / Developer before connecting to this sewer or final subdivision.
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.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lot(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-35

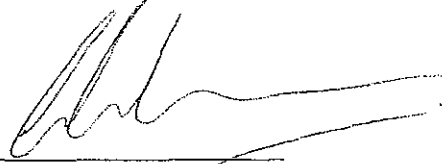
ZONING AMENDMENT APPLICATION FILE NO. ZON-1125

22 March 2018

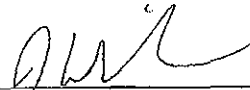
Page 4

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design) and Category B (Pavement Structural Design) is required



Chris Moore
Engineering Assistant



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

CITY OF SALMON ARM

BYLAW NO. 4269

**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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on June 11, 2018, at the hour of 7:00 p.m. was published in the _____, 2018 and _____, 2018, 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:
 1. Re-designate the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from "Acreage Reserve" to "Low Density Residential", on the Land Use Map A-1, A-1a and A-1b as shown on Schedule "A" attached hereto and forming part of this bylaw; and
 2. Amend Map 4.1 (Urban Containment Boundary) include the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 within the Urban Containment Area.

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.

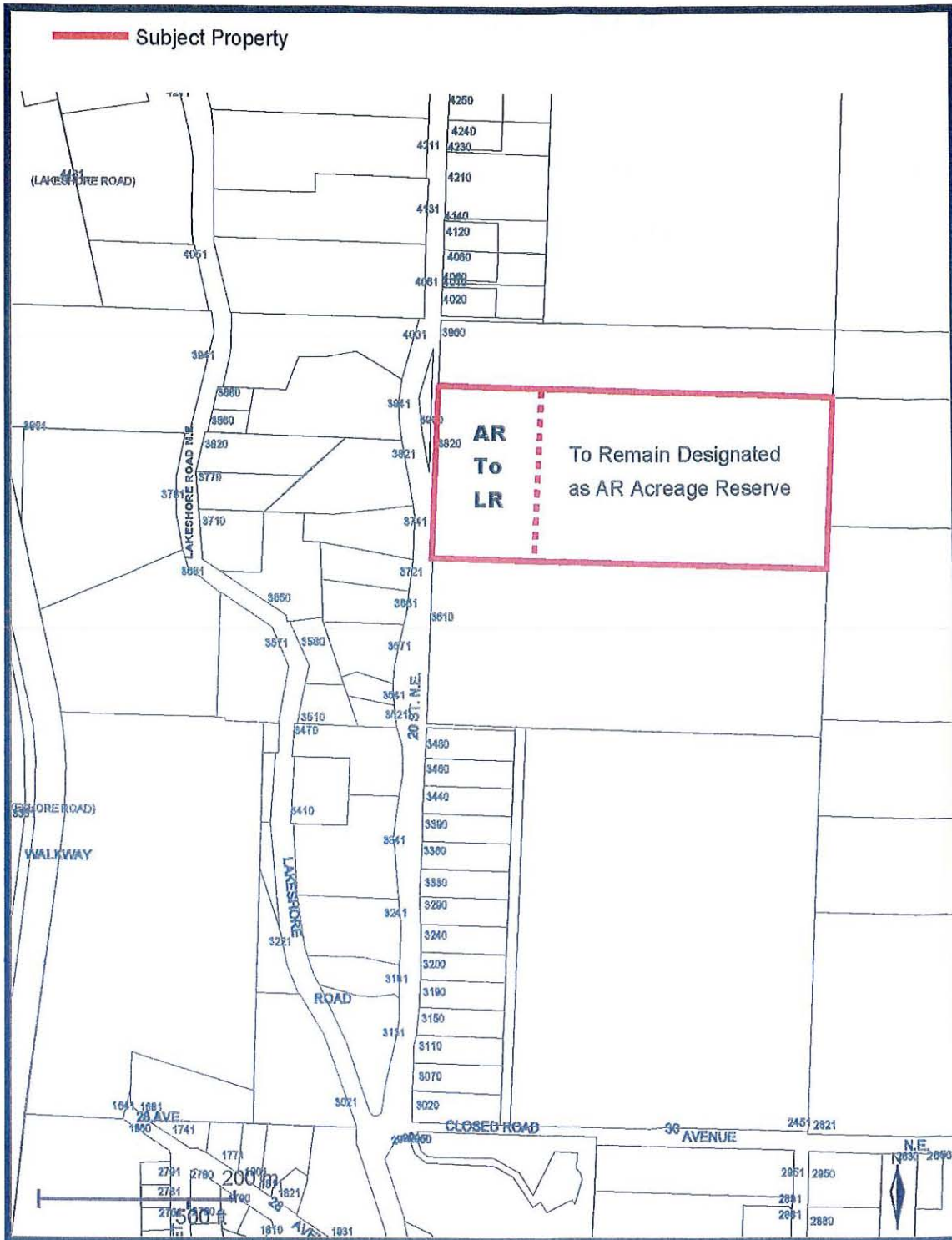
5. CITATION

This bylaw may be cited as "City of Salmon Arm Official Community Plan Amendment Bylaw No. 4269".

READ A FIRST TIME THIS	DAY OF	2018
READ A SECOND TIME THIS	DAY OF	2018
READ A THIRD TIME THIS	DAY OF	2018
ADOPTED BY COUNCIL THIS	DAY OF	2018

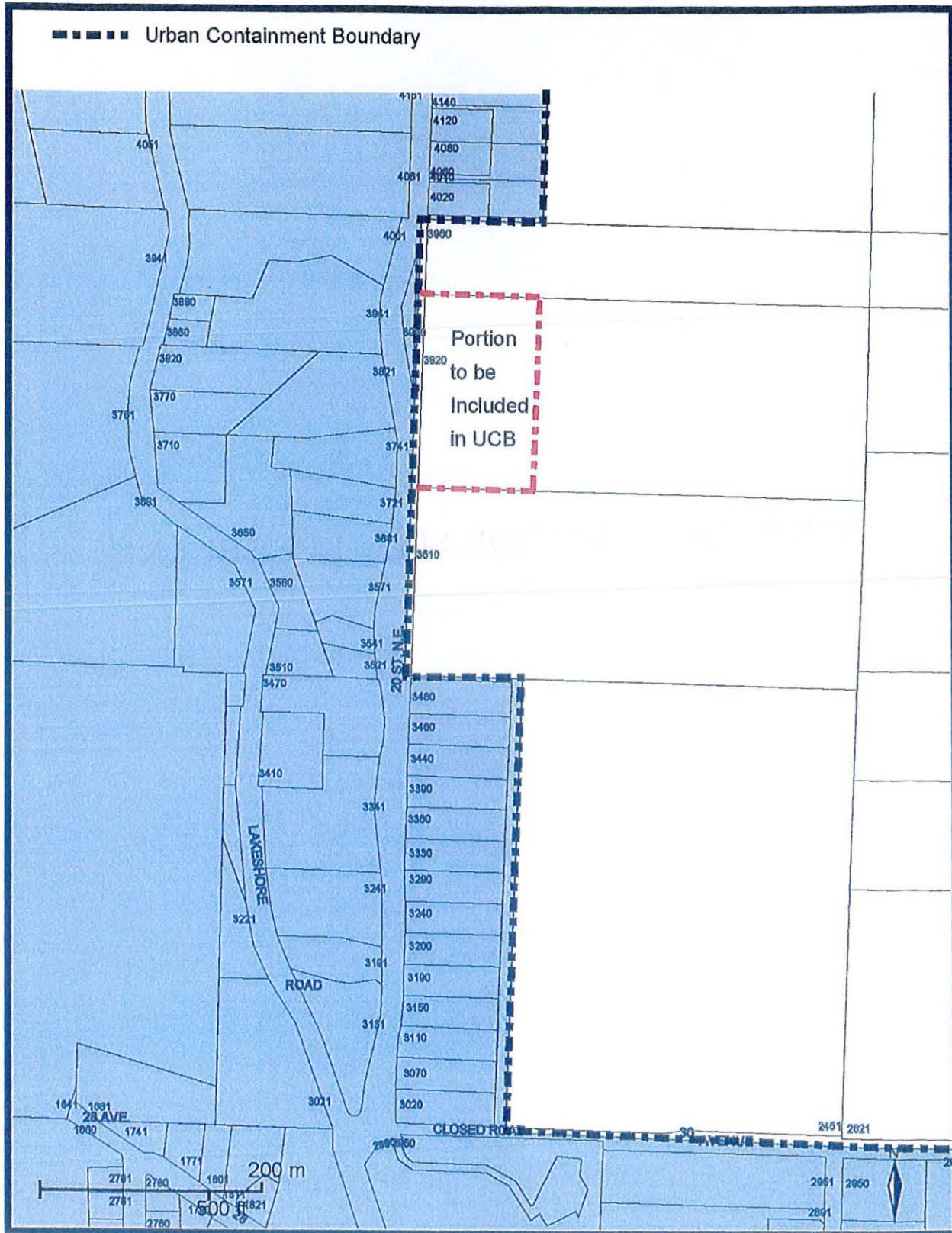
MAYOR

CORPORATE OFFICER



AR - Acreage Reserve

LR - Low Density Residential



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Item 8.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4270 be read a first time;

AND THAT: Second reading of the Zoning Amendment Bylaw be withheld pending approval of second reading of Official Community Plan Amendment Bylaw No. 4269;

AND THAT: Final reading of the Zoning Amendment Bylaw be withheld pending either full construction of a Type 2 Trail or a 100% cash in lieu of trail construction contribution within the linear park to be dedicated.

[ZON-1125; Brautigam, K. & M.; 3820 - 20 Street NE; A-2 to R-8]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4270

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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on June 11, 2018 at the hour of 7:00 p.m. was published in the _____, 2018 and _____, 2018 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 the westerly 1.78 ha of Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 from A-2 Rural Holding 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. 4270"

READ A FIRST TIME THIS DAY OF 2018

READ A SECOND TIME THIS DAY OF 2018

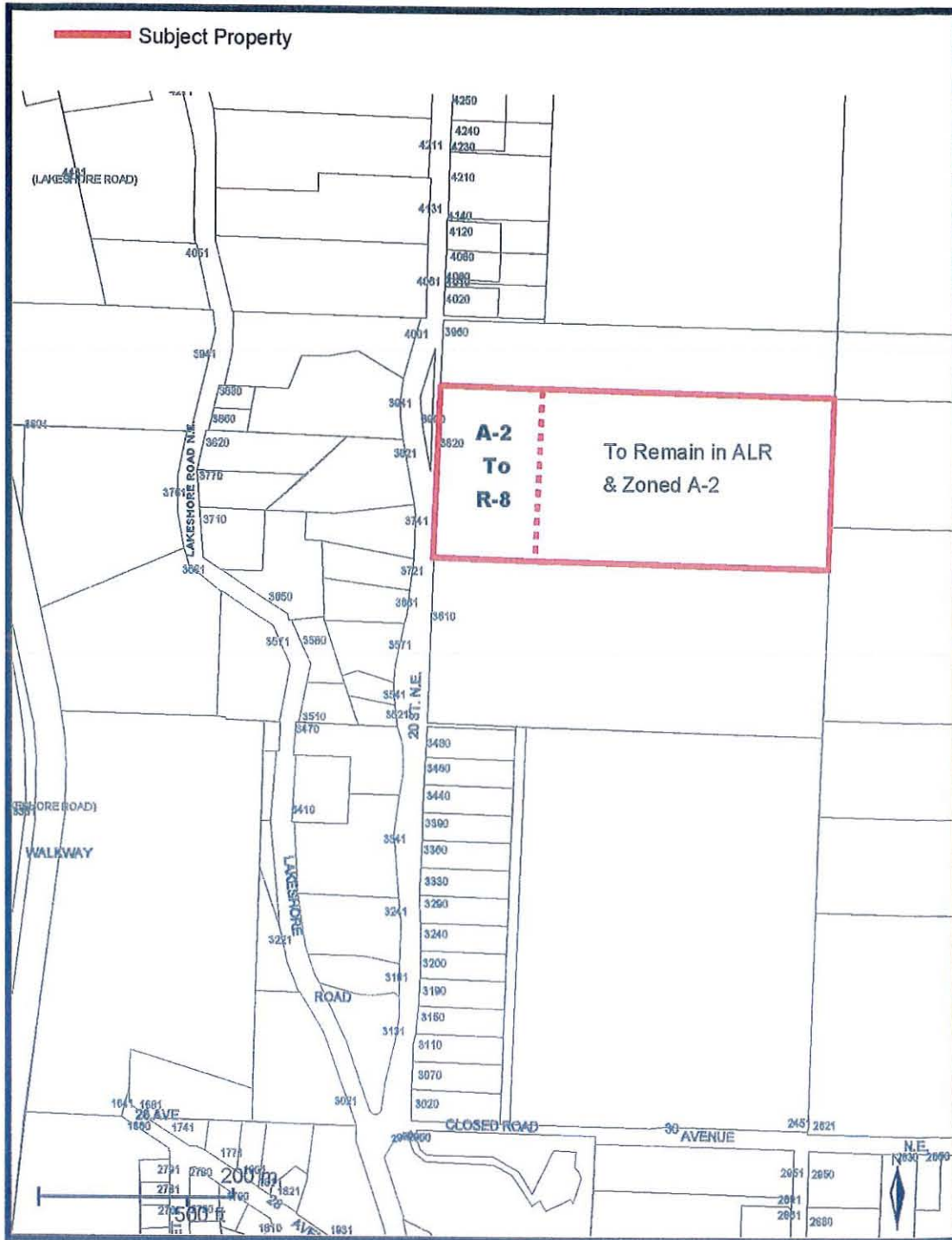
READ A THIRD TIME THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 8.3

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4271 be read a first and second time;

AND THAT: final reading of the Zoning Amendment Bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

[ZON-1126; Hinchliff, M. & M.; 3070 – 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



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: April 23, 2018

Subject: Zoning Bylaw Amendment Application No. 1126

Legal: Lot 10, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453
 Civic: 3070 – 20 Street NE
 Owner: Hinchliff, M. & M.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3070 20 Street NE (Appendix 1 and 2) and presently contains a recently built single family dwelling. The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction of a secondary suite within the existing single family dwelling.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in the Upper Lakeshore area, largely comprised of R-7 zoned parcels containing single family dwellings. There are currently nine R-8 zoned parcels within the proximity of the subject parcel.

The subject parcel contains an existing single family dwelling, and meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *secondary suite* within the existing single family dwelling. Site plans are attached as Appendix 6.

Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

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 parcel area, the subject property has potential to meet the conditions for the development of a secondary suite, including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No concerns.

Building Department

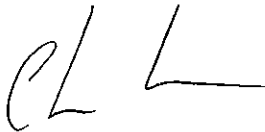
BC Building Code will apply.

Fire Department

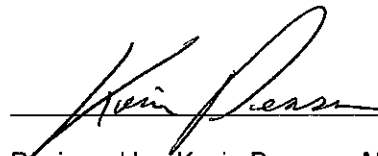
No concerns.

Planning Department

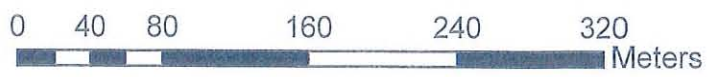
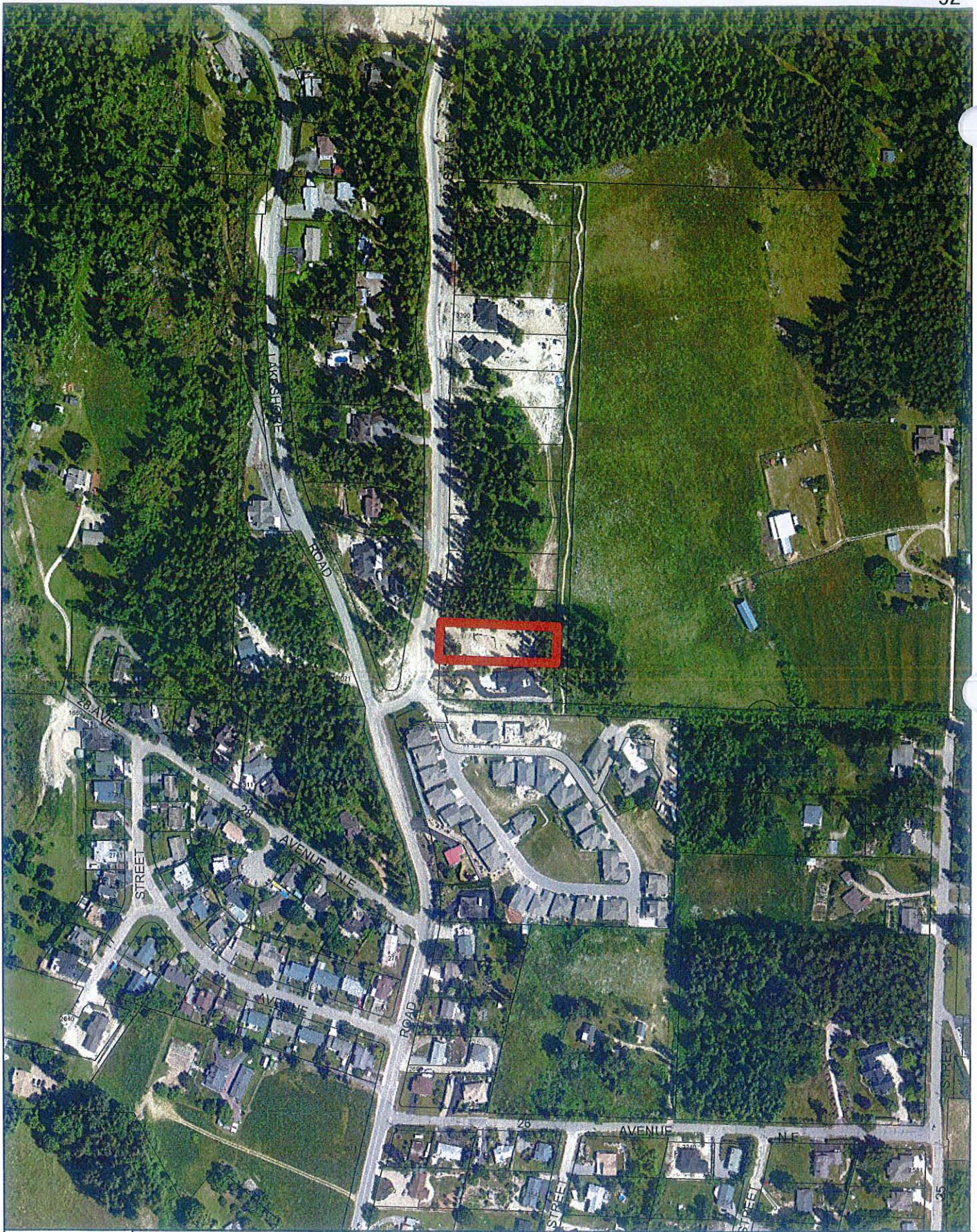
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



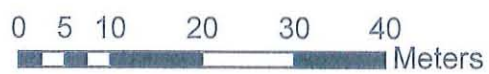
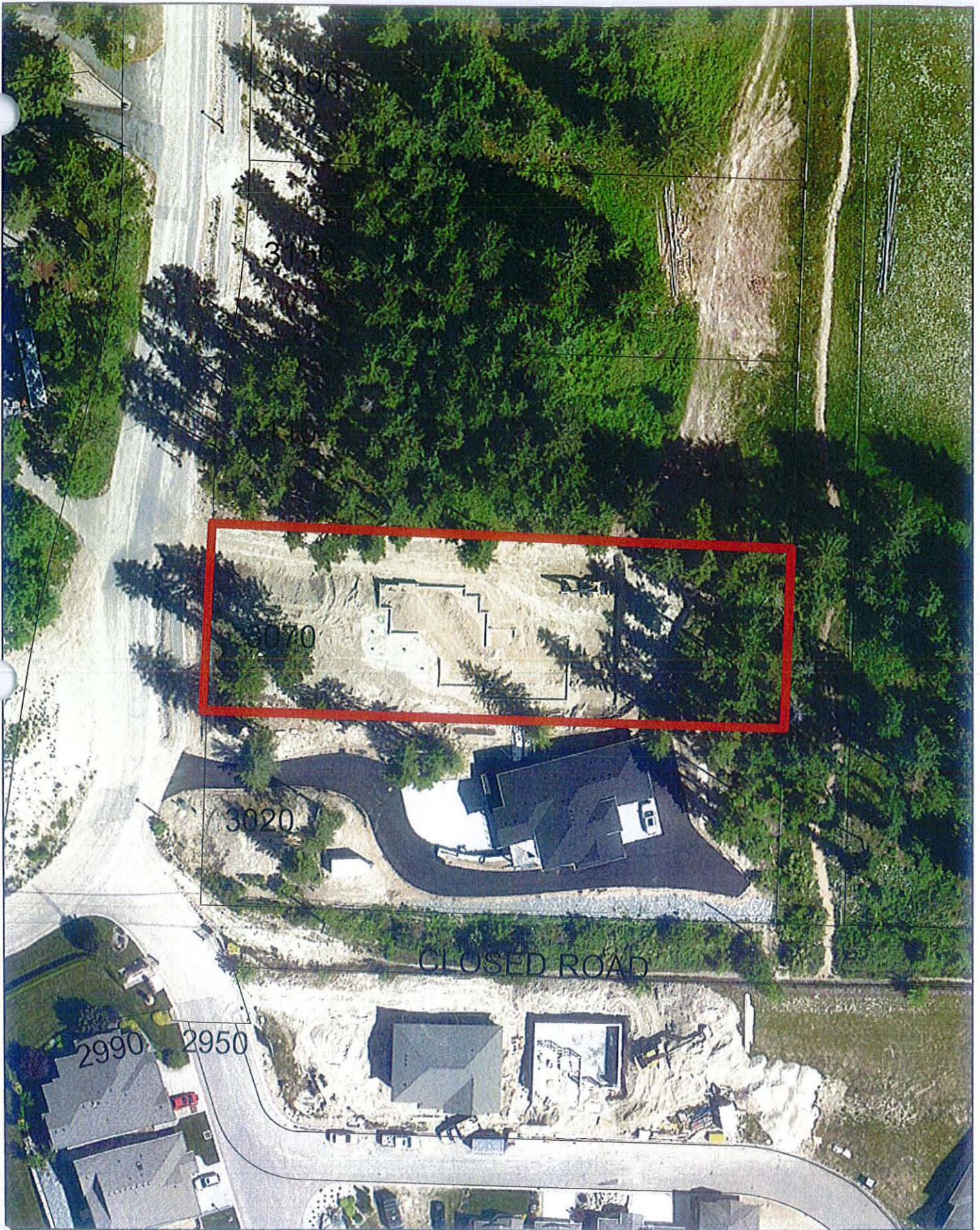
Prepared by: Chris Larson, MCP
Planning and Development Officer



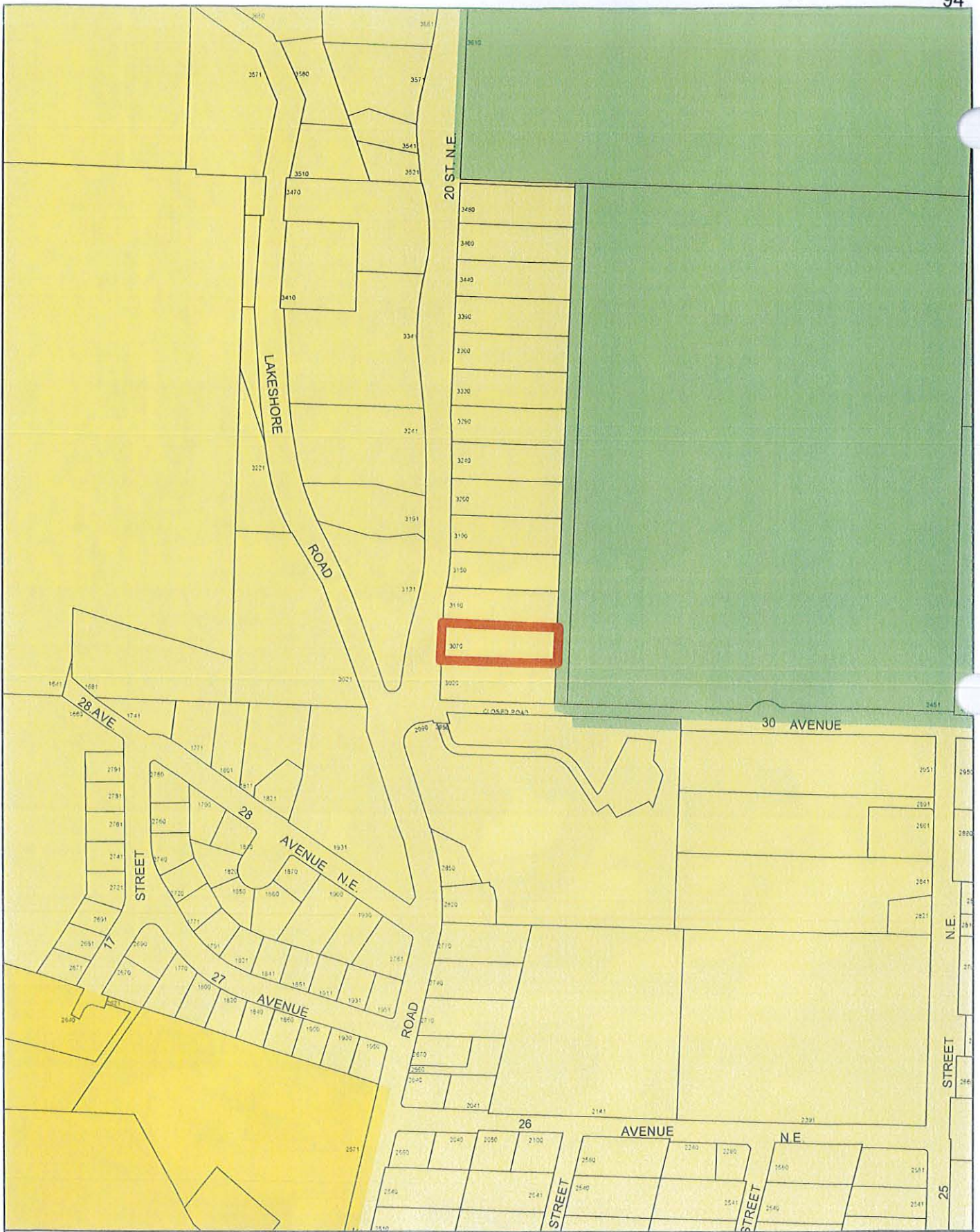
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



Subject Parcel



0 20 40 80 120 160
 Meters



Subject Parcel



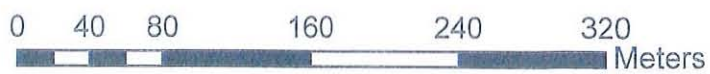
Residential - Low



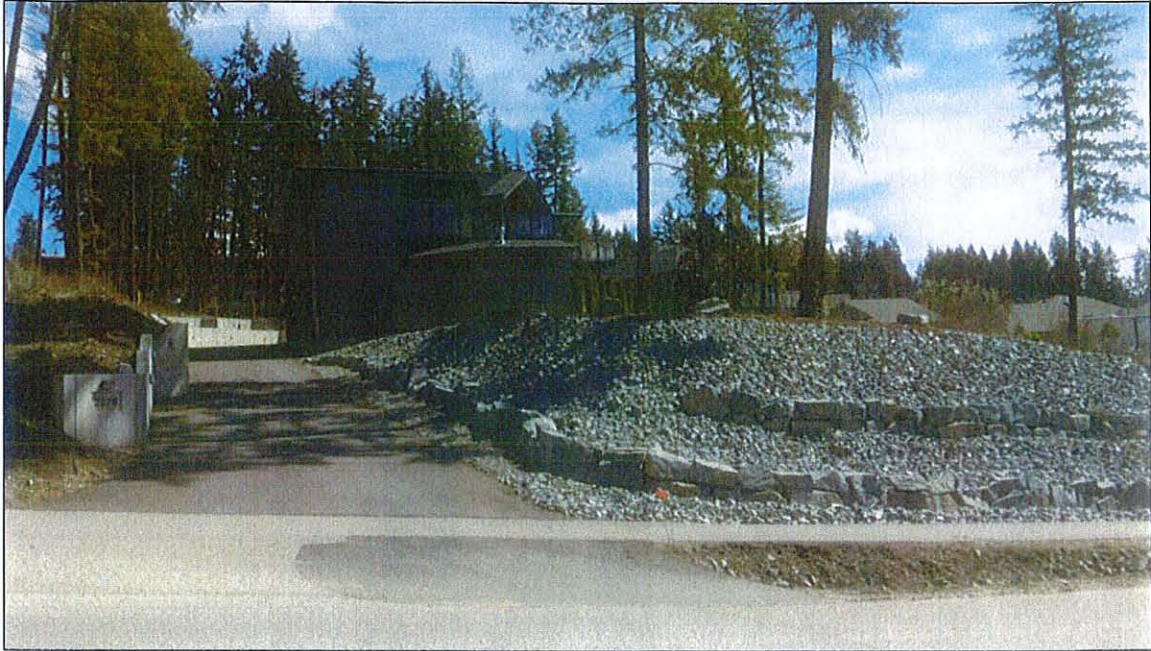
Acreage Reserve



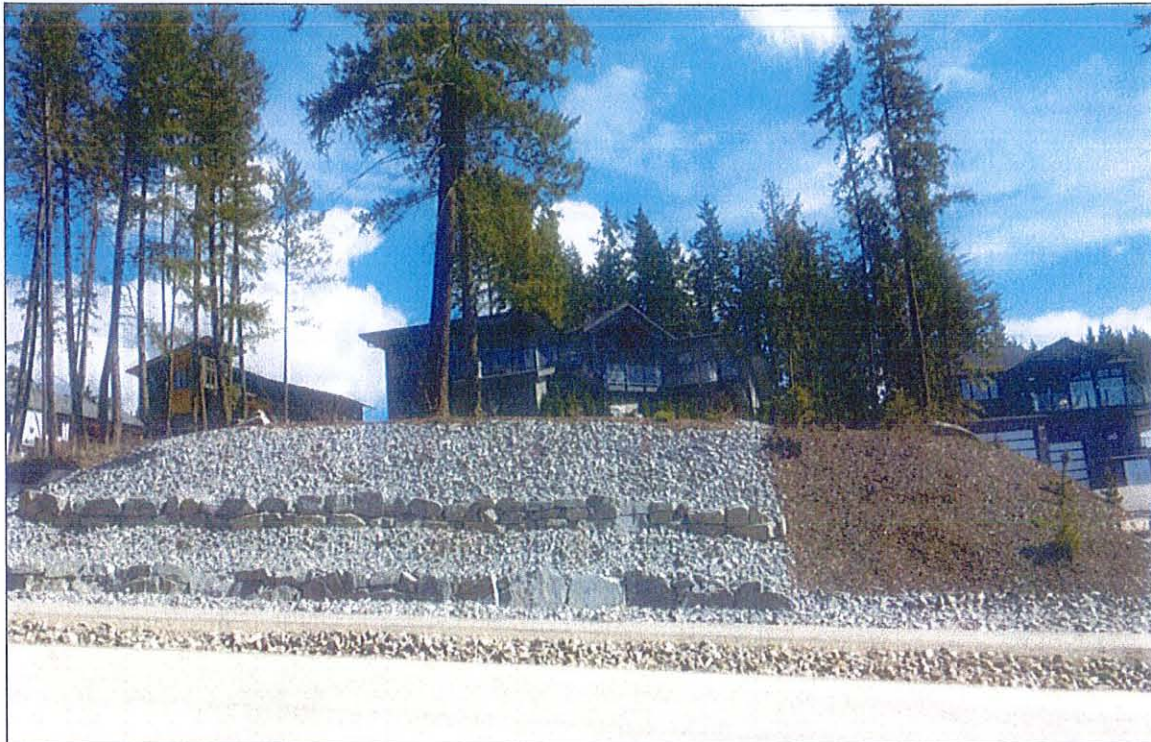
Residential - Medium



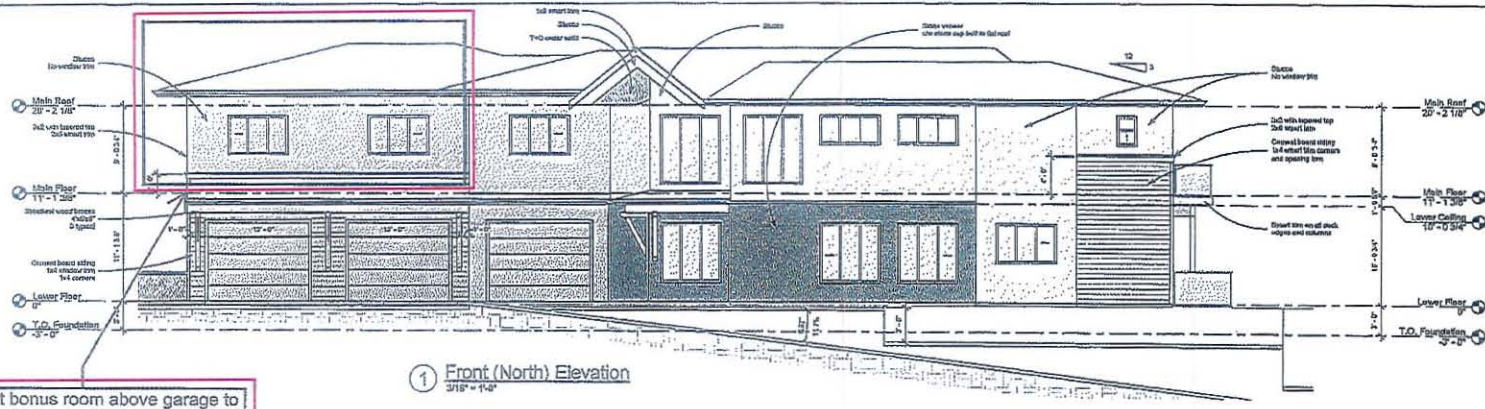
Subject Parcel



View of subject parcel looking east from 20 Street NE.



View of subject parcel looking north-east from 20 Street NE.



Dimensions are to steel on exterior walls and to center of steel framed for interior walls.
 Window sizes, if not dimensioned, are 2" from the center to RO or centered in the wall.

① Front (North) Elevation
 31'6" x 14'

Convert bonus room above garage to a 861 sq. ft. secondary suite



③ NW Road Level

This view to be interpreted and related to its situation with the driveway garage and foundation wall. A level foundation to be constructed with the foundation steps integral to L20.

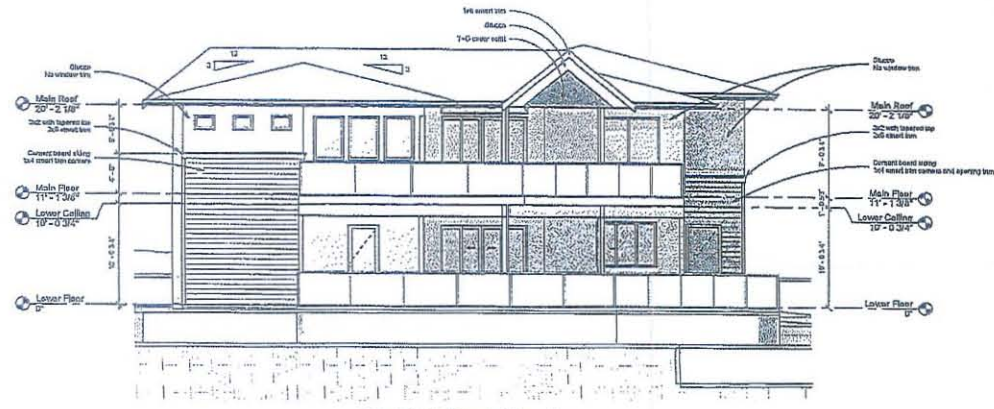


④ NW Birds Eye

Initial Drawings with April 21st addendum



⑤ NE Birds Eye



② Right (West) Elevation
 31'6" x 14'

Typical Cladding

- Horizontal Siding**
 Cement fiber siding - 1/2" round
 1/4" rabbet edge 1/8" on set corners and window
 1/4" painted metal pin system
 Chipped with a 3/4" (with tapered bar) and 2x6 corner fit
- Shingles**
 30-year shingles, asphalt shingles
 3/4" asphalt mat
 Vibration
- Stone/Block**
 Custom staining stone
 Applied per manufacturer
 Colored stone top set up to set roof
- Roofs**
 2x8 secondary structural joists
 1/2" steel wire purlin with dimensions to deck the
 2x8 steel joist on the gable ends
 Smart line with aluminum chud caps on the roof
- Walls**
 1/2" exterior wall throughout
 Overlapped edge, double for additional air gap
- Windows**
 Aluminum with glass panels, 42" high

This building must comply with new fire-rated codes recently introduced in B.C. of the British Columbia Building Code (BCBC 2018)

This building is designed to use a load recovery system (LRS) which helps reduce the material required to meet the new BCBC 2018 requirements. If a LRS is not installed within the code and construction must be updated to meet BCBC 2018

M
MEYER
DESIGNS LTD
 800 Mt Todd Drive
 Coldstream, BC
 V1B 3Y6
 250-503-6578
 Kelly@MeyerDesigns.ca
 MeyerDesigns.ca

Front and Right Elevations

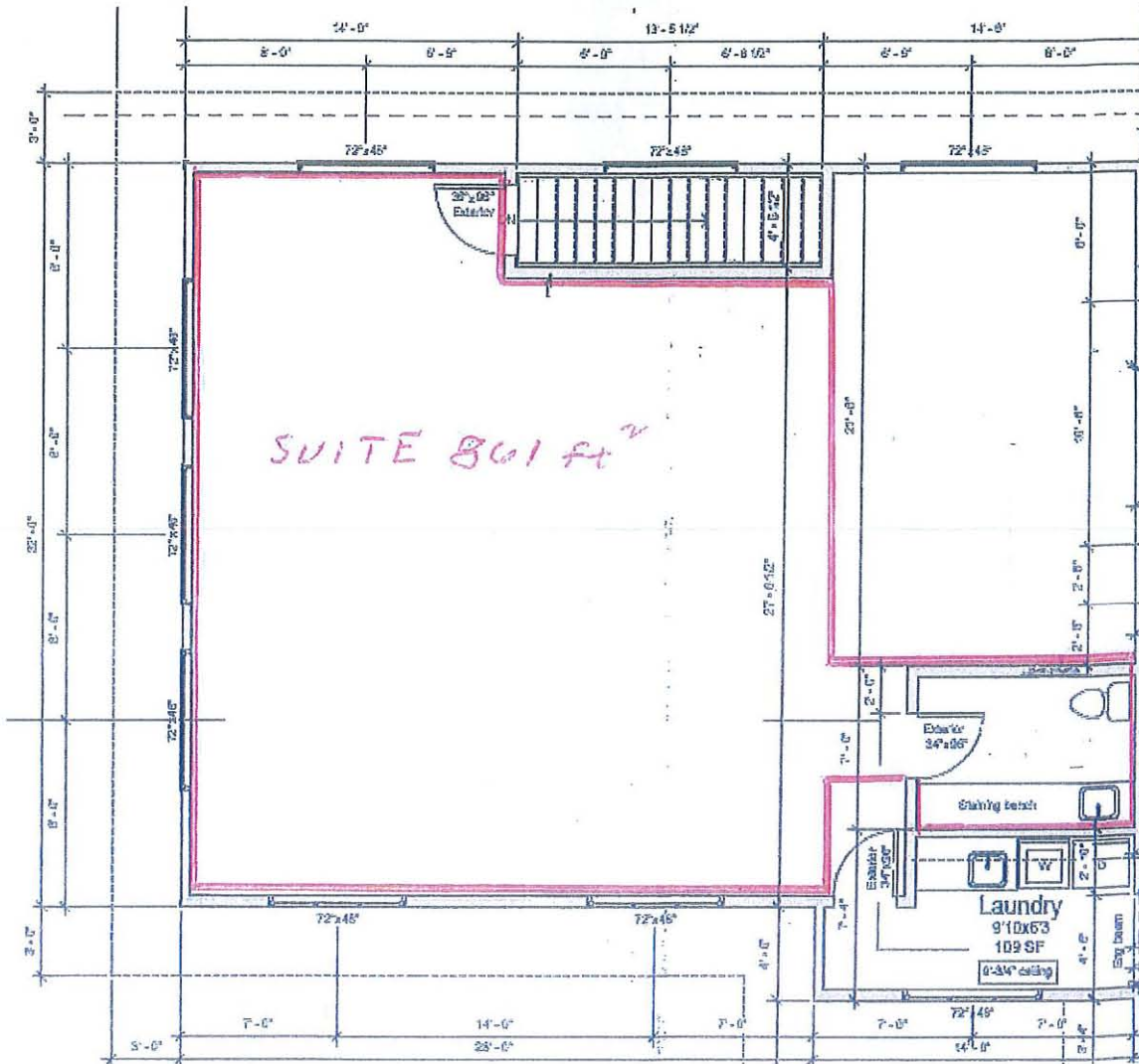
Project Number: 2018-040
 Date: March 9, 2018
 Drawn by: Kelly Meyer

Hirebill Backhouse
 Lot 10, 209 St NE
 Salmon Arm, BC

5

For Permit and Construction v2.0

Appendix 6 - Site Plans



BROWNE JOHNSON LAND SURVEYORS*

BRITISH COLUMBIA AND CANADA LANDS

Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701

BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Hindbo Construction Group,
c/o Don Hindbo
2691 13 Avenue SW,
Salmon Arm, BC V1E 3K1
Your File: Hinchliff

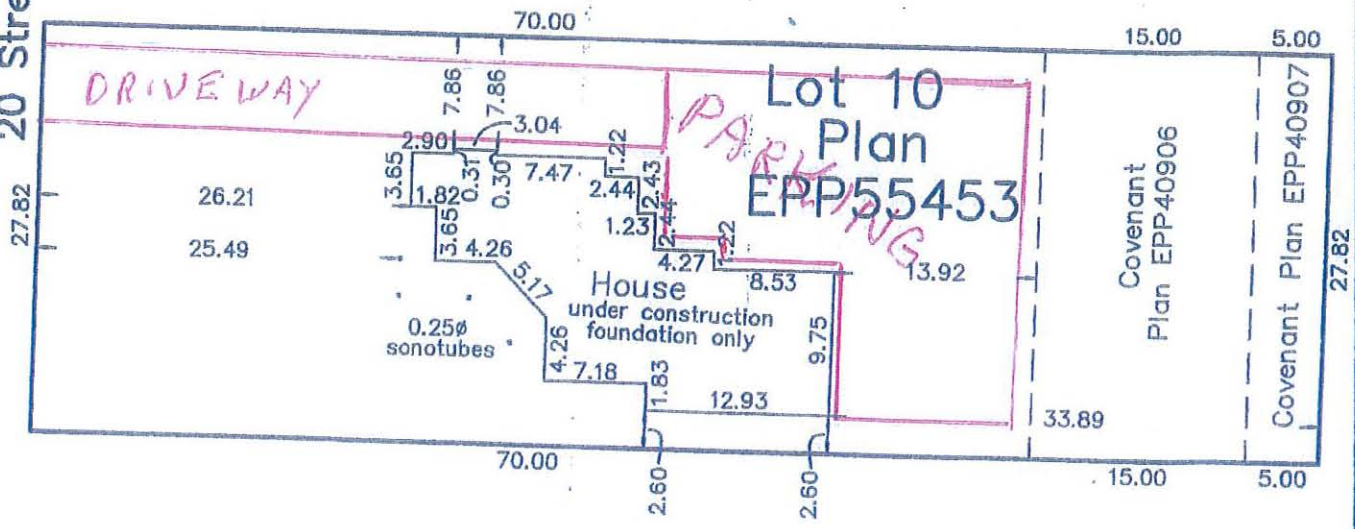
Re: Lot 10, Section 25, Township 20,
Range 10, W6M, KDYD,
Plan EPP55453
Parcel Identifier (PID): 029-680-832
Civic Address: 3070 20 Street NE

AUG 26 2016

List of documents registered on title which may affect the location of improvements:

Covenant CA3963417, CA3963420
& CA4728536
R/W CA3785694
Building Scheme CA4728538

20 Street NE



PARKING AREA = 3800 ft²

Scale 1:500

CITY OF SALMON ARM

BYLAW NO. 4271

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 Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on May 28, 2018 at the hour of 7:00 p.m. was published in the _____, 2018 and _____, 2018 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 10, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 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. 4271”**

READ A FIRST TIME THIS DAY OF 2018

READ A SECOND TIME THIS DAY OF 2018

READ A THIRD TIME THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF , 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Officer Designation and Establishment Bylaw No. 4267 be read a final time.

[Officer Designation and Establishment Bylaw]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM**BYLAW NO. 4267**

A bylaw to establish the Officer positions of the City of Salmon Arm and to establish the powers, duties and responsibilities of such Officers

WHEREAS Section 146 of the Community Charter provides that Council must, by bylaw, establish Officer positions in relation to the powers, duties and functions pursuant to Section 148 (corporate officer) and Section 149 (financial officer) of the Community Charter;

AND WHEREAS Section 147 of the Community Charter empowers Council, by bylaw, to establish the position of the Chief Administrative Officer and to establish the powers, duties and functions of the Chief Administrative Officer;

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

OFFICER POSITIONS

1. The following positions are hereby established as Officer positions of the Municipality:
 - (a) Chief Administrative Officer;
 - (b) Deputy Chief Administrative Officer;
 - (c) Corporate Officer;
 - (d) Deputy Corporate Officer;
 - (e) Chief Financial Officer; and
 - (f) Deputy Chief Financial Officer.
2. City of Salmon Arm Council may assign 2 or more positions to the same person.
3. An Oath of Office must be sworn upon appointment to the established Officer Positions.

POWERS, DUTIES AND FUNCTIONS

4. Chief Administrative Officer and Deputy Chief Administrative Officer

In addition to any other powers, duties and functions assigned by Council, or required or permitted by the Local Government Act, Community Charter or any other enactment, the Chief Administrative Officer shall be responsible for the chief administrative functions of the City of Salmon Arm pursuant to Section 147 of the Community Charter.

The Chief Administrative Officer and Deputy Chief Administrative Officer's duties and functions shall include:

- (a) the overall management of the operations of the municipality;
- (b) ensuring that the policies, programs and other directions of the Council are implemented; and
- (c) advising and informing Council on the operation and affairs of the municipality.

5. Corporate Officer and Deputy Corporate Officer

In addition to any other powers, duties and functions assigned by Council, or the Chief Administrative Officer, or required or permitted by the Local Government Act, Community Charter or any other enactment, the Corporate Officer and Deputy Corporate Officer shall be responsible for the corporate administrative functions of the City of Salmon Arm pursuant to Section 148 Community Charter.

The Corporate Officer and Deputy Corporate Officer's powers, duties and functions shall include:

- (a) ensuring that accurate minutes of the meetings of council and council committees are prepared and that the minutes, bylaws and other records of the business of council and council committees are maintained and kept safe;
- (b) ensuring that access is provided to records of the council and council committees, as required by law or authorized by the council;
- (c) administering oaths and taking affirmations, affidavits and declarations required to be taken under this Act or any other Act relating to municipalities;
- (d) certifying copies of bylaws and other documents, as required or requested;
- (e) accepting, on behalf of the council or the municipality, notices and documents that are required or permitted to be given to, served on, filed with or otherwise provided to the council or the municipality; and

- (f) keeping the corporate seal, if any, and having it affixed to documents as required.

6. Chief Financial Officer and Deputy Chief Financial Officer

In addition to any other powers, duties and functions assigned by Council, or the Chief Administrative Officer, or required or permitted by the Local Government Act, Community Charter or any other enactment, the Chief Financial Officer and Deputy Chief Financial Officer shall be responsible for the financial administrative functions of the City of Salmon Arm pursuant to Section 149 Community Charter.

The Chief Financial Officer and Deputy Chief Financial Officer's powers, duties and functions shall include:

- (a) receiving all money paid to the Municipality;
- (b) ensuring the keeping of all funds and securities of the Municipality;
- (c) investing municipal funds, until required, in authorized investments;
- (d) expending municipal money in the manner authorized by Council;
- (e) ensuring that accurate records and full accounts of the financial affairs of the Municipality are prepared maintained and kept safe; and
- (f) exercising control and supervision over the financial affairs of the Municipality.

ENACTMENTS

- 7. 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.

REPEAL BYLAWS

- 8. Upon adoption of this bylaw, "City of Salmon Arm Officers Designation and Establishment Bylaw No. 3946" is hereby repealed in its entirety.

CITATION

- 9. This bylaw may be cited for all purposes as "City of Salmon Arm Officers Designation and Establishment Bylaw No. 4267".

READ A FIRST TIME THIS	23	DAY OF	April	2018
READ A SECOND TIME THIS	23	DAY OF	April	2018
READ A THIRD TIME THIS	23	DAY OF	April	2018

ADOPTED BY COUNCIL THIS

DAY OF

2018

MAYOR

CORPORATE OFFICER

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Item 9.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4255 be read a final time.

[ZON-1122; Glanville, B. & Rose, A.; 2621 - 30 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: March 8, 2018

Subject: Zoning Bylaw Amendment Application No. 1122

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP59280
 Civic: 2621 30 Street NE
 Owner: Glanville, B. & Rose, A.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP59280 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND FURTHER THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed suite meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2621 30 Street NE and currently contains a single-family dwelling and accessory buildings (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite) in order to develop a *detached suite* within an existing accessory building.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The subject parcel is located just north of the Uptown commercial area and the secondary school, a residential area largely comprised of R-1, R-8, and A-2 zoned parcels. There are currently five R-8 zoned parcels within close proximity of the subject parcel.

The large subject parcel is just under 1 acre in area and meets the conditions of minimum parcel area and minimum parcel width as specified by the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to renovate an existing accessory building (currently a workshop) to contain a *secondary suite* (a Letter of Intent is attached as Appendix 6). Staff note that the residential area of a suite is limited to 90 square metres (to be confirmed at Building Permit stage).

Any development of a *detached suite* would require a building permit and will be subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges.

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 the parcel area, the lot as it presently exists has potential for the development of either a *secondary suite* or a *detached suite*, including sufficient parking to serve the suite.

COMMENTS

Engineering Department

No objections provided that onsite parking requirements are met.

Building Department

No Concerns with rezoning.

Staff note that the conversion of existing garage buildings for residential use can present a significant challenge. Often the building must be completely dismantled and reconstructed to meet the energy, window/egress, ventilation, and radon mitigation requirements of the BCBC.

A secondary suite is subject to BC Building Code requirements.

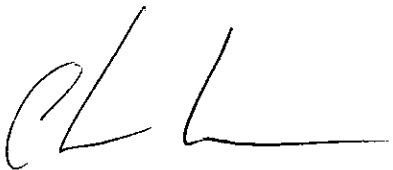
Fire Department

No concerns.

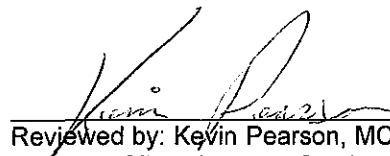
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any development of a *secondary suite* or *detached suite* will require a building permit and will be subject to meeting Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges.

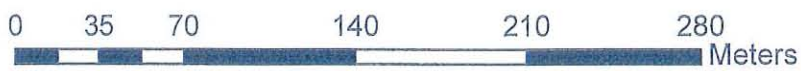
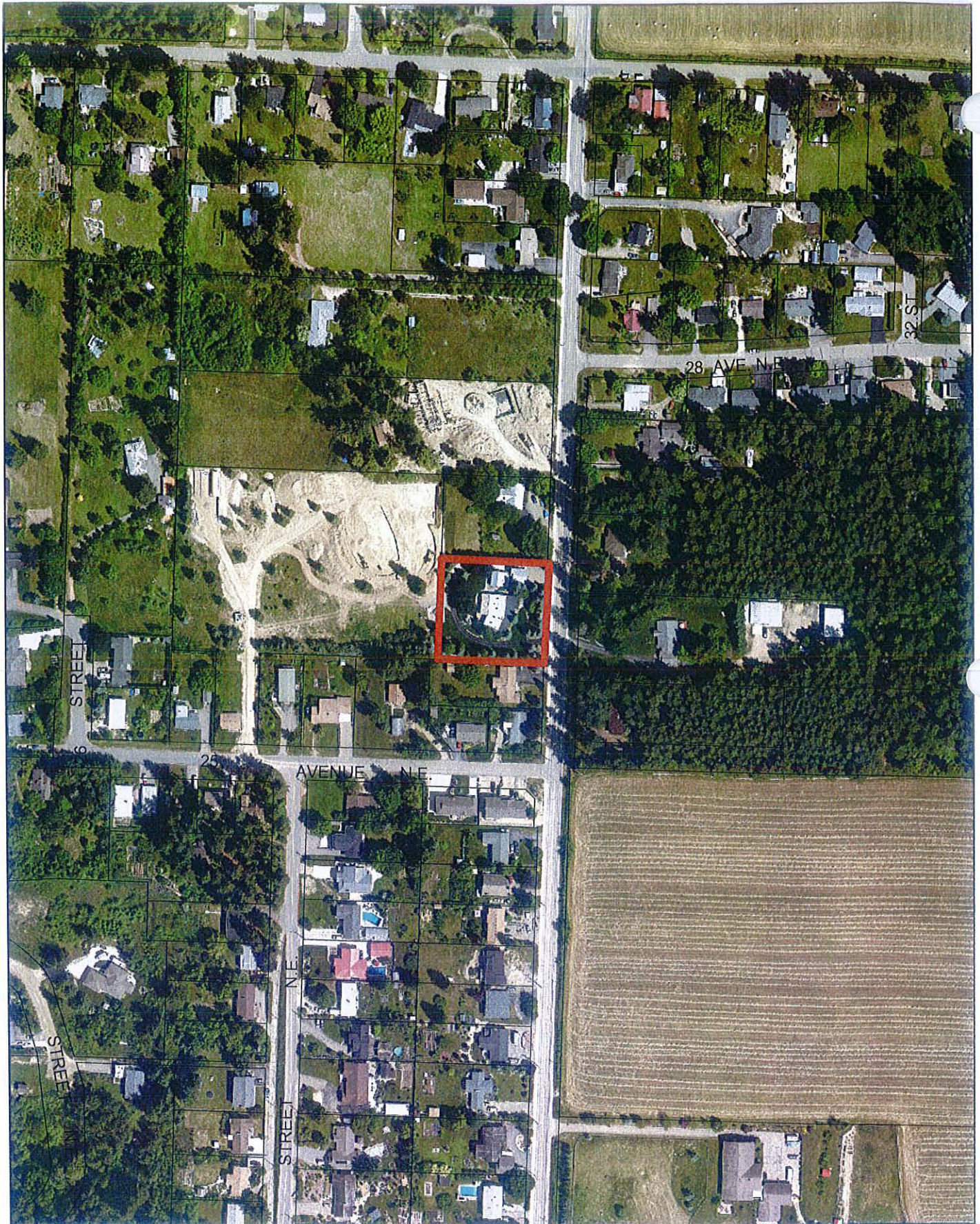
While the proposed conversion of an accessory building to residential use can be practically challenging, the proposed use substantially aligns with existing development patterns in the area.



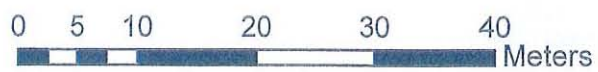
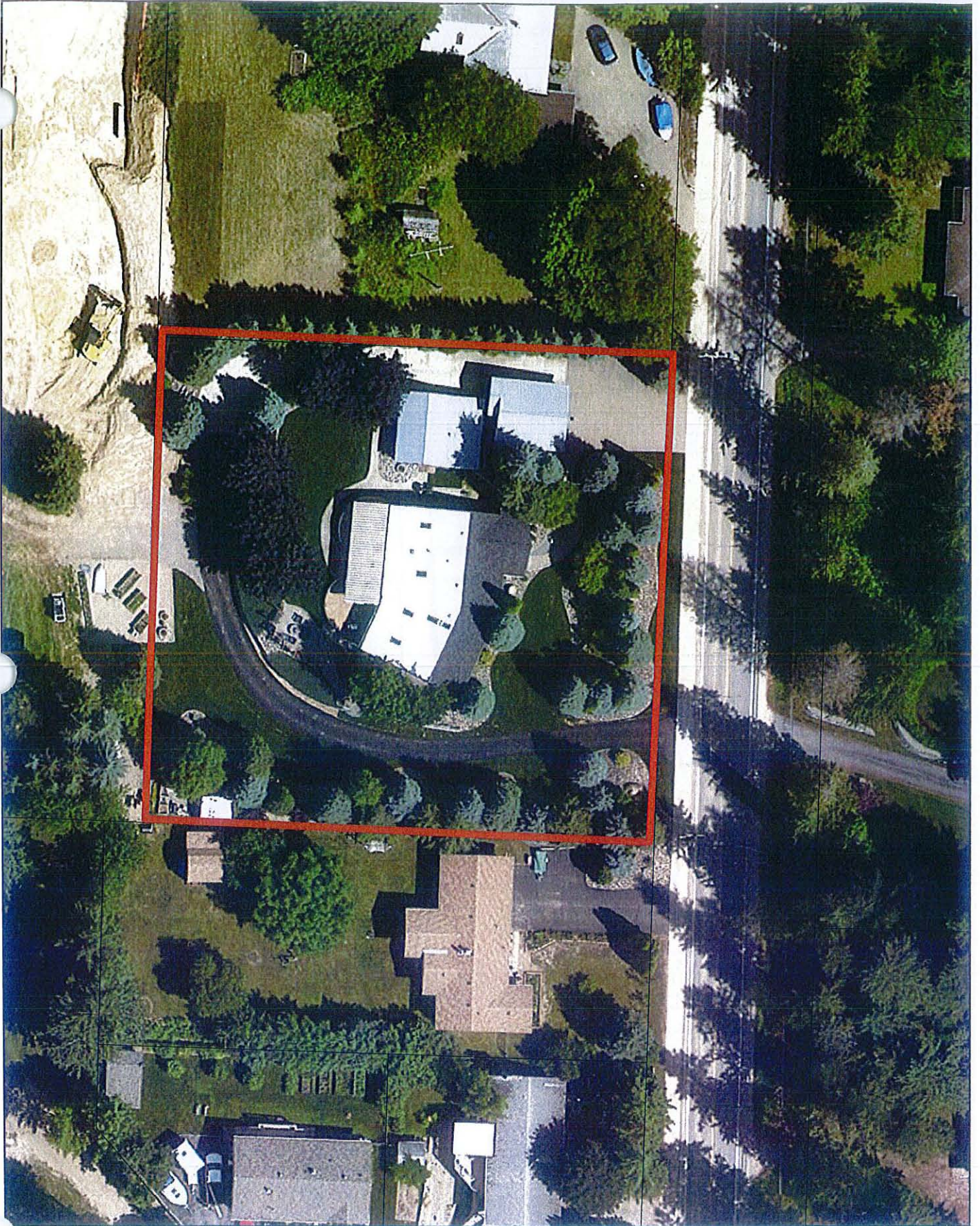
Prepared by: Chris Larson
Planning and Development Officer



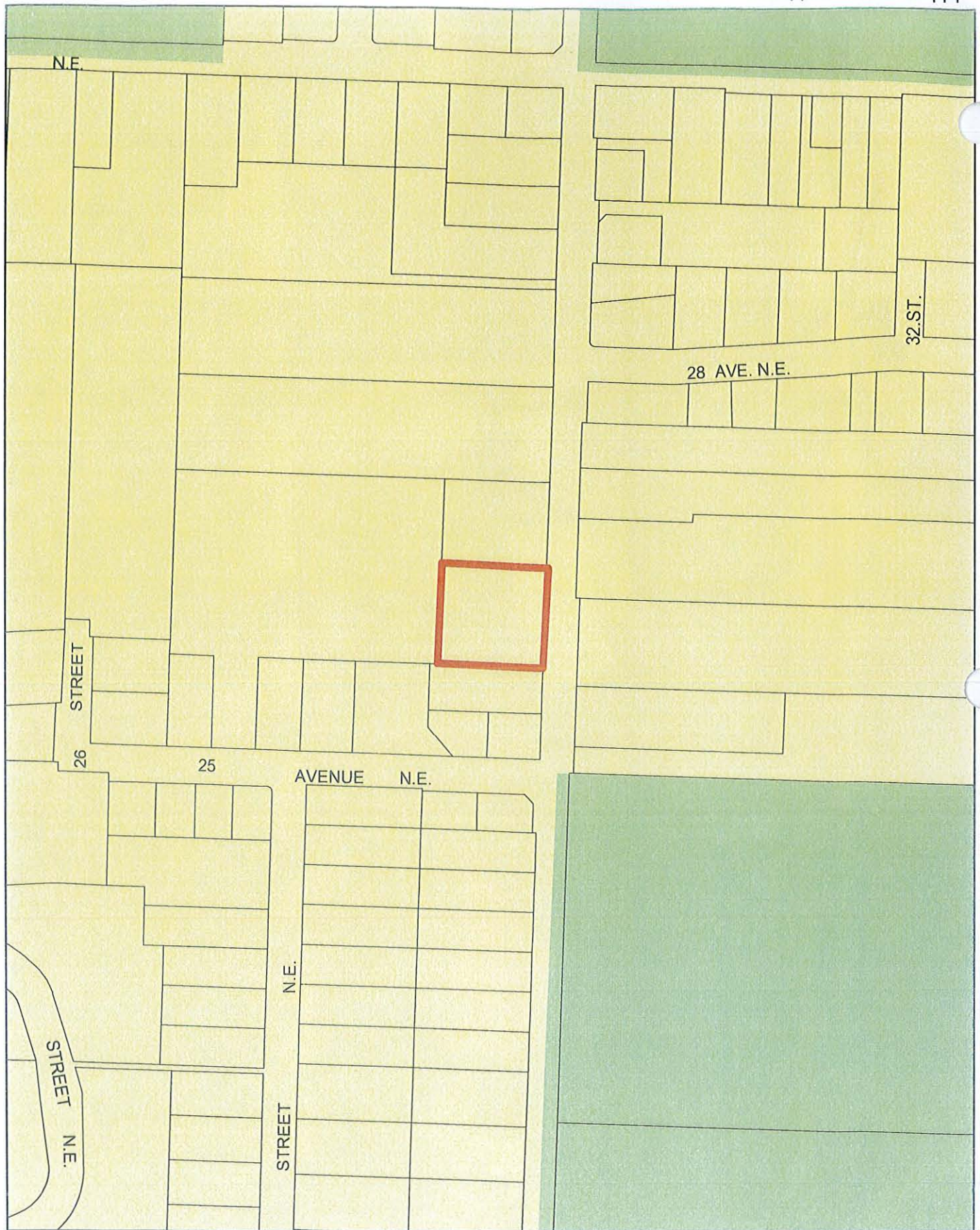
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



 Subject Parcel



Subject Parcel



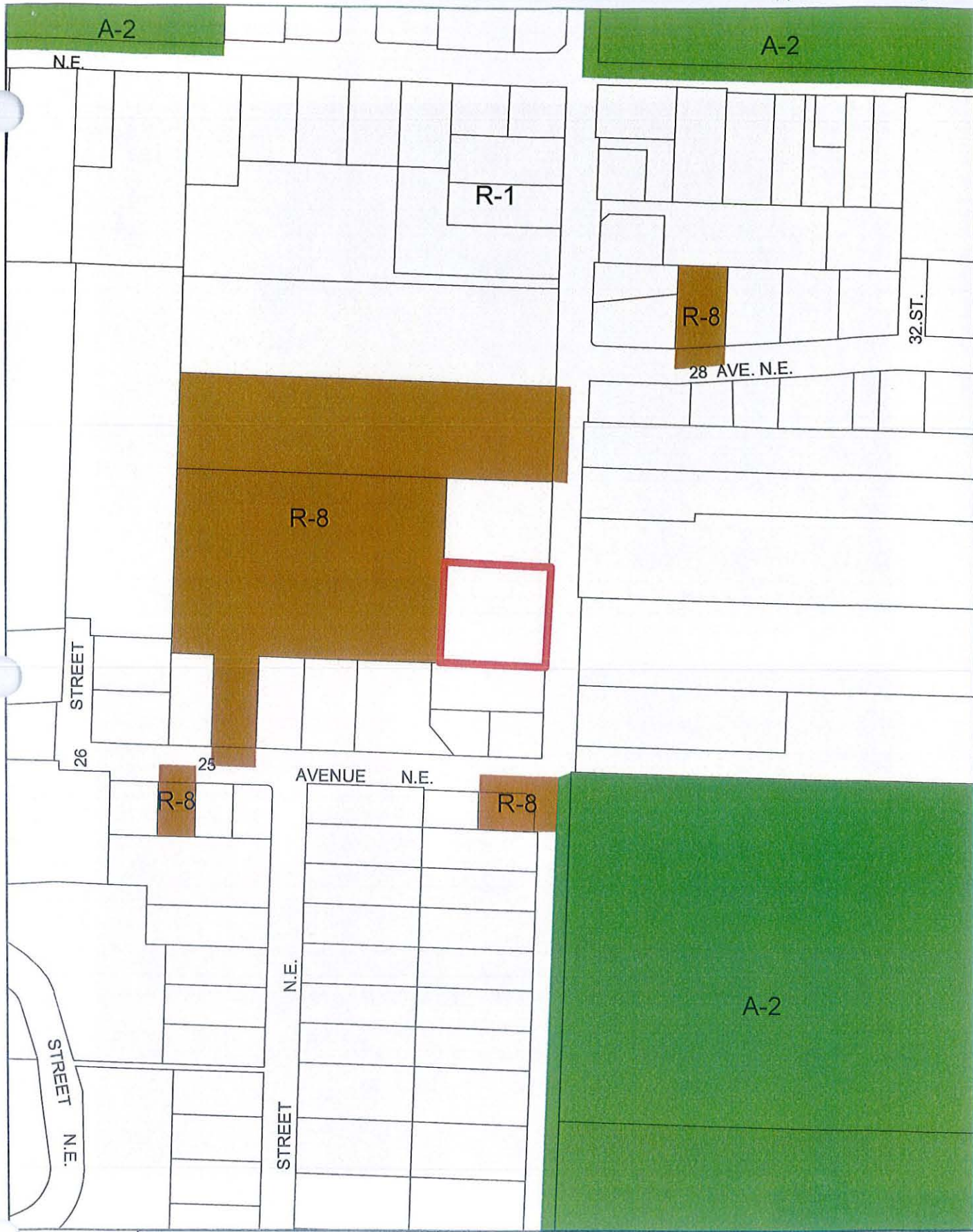
0 15 30 60 90 120
Meters



Subject Parcel

Low Density Residential

Acreeage Reserve





View north-west of subject parcel from 30 Street NE. The parcel lines have a buffer of mature trees.



View south-west of subject parcel from 30 Street NE.

To: City of Salmon Arm

Date: January 14, 2018

Re: Rose/Glanville Guest and Caregiver Suite (2621 30 st NE Salmon Arm) – Rezoning and building permit

To whom it may concern,

On our property, there is a free standing building behind the garage and next to the house that currently serves as a shop. We are hoping to convert it into a guest/live in care giver suite as there is not an extra room in the house to fit that purpose. There are therefore 2 parts to this application – 1. A rezoning application from R1 to R8, and 2. A building permit application for the changes we would like to make to the building.

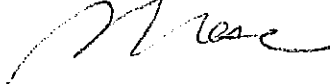
Of note, we would not be changing the dimensions or location of the building. We would be separating the building into a guest suite at the back and a smaller storage area at the front (see drawn plans for details). We would be adding a bathroom (tied into the existing house sewer system), insulating and dry walling, putting in a subfloor and flooring, and adding a window at the back.

Both my husband and I are family physicians in Salmon Arm and are needing to complete this project as soon as possible to accommodate a live in caregiver for our children starting this summer. If there is any way to expedite the rezoning/permit process to help us with this we would be very grateful!

Thanks for your consideration.

Sincerely,

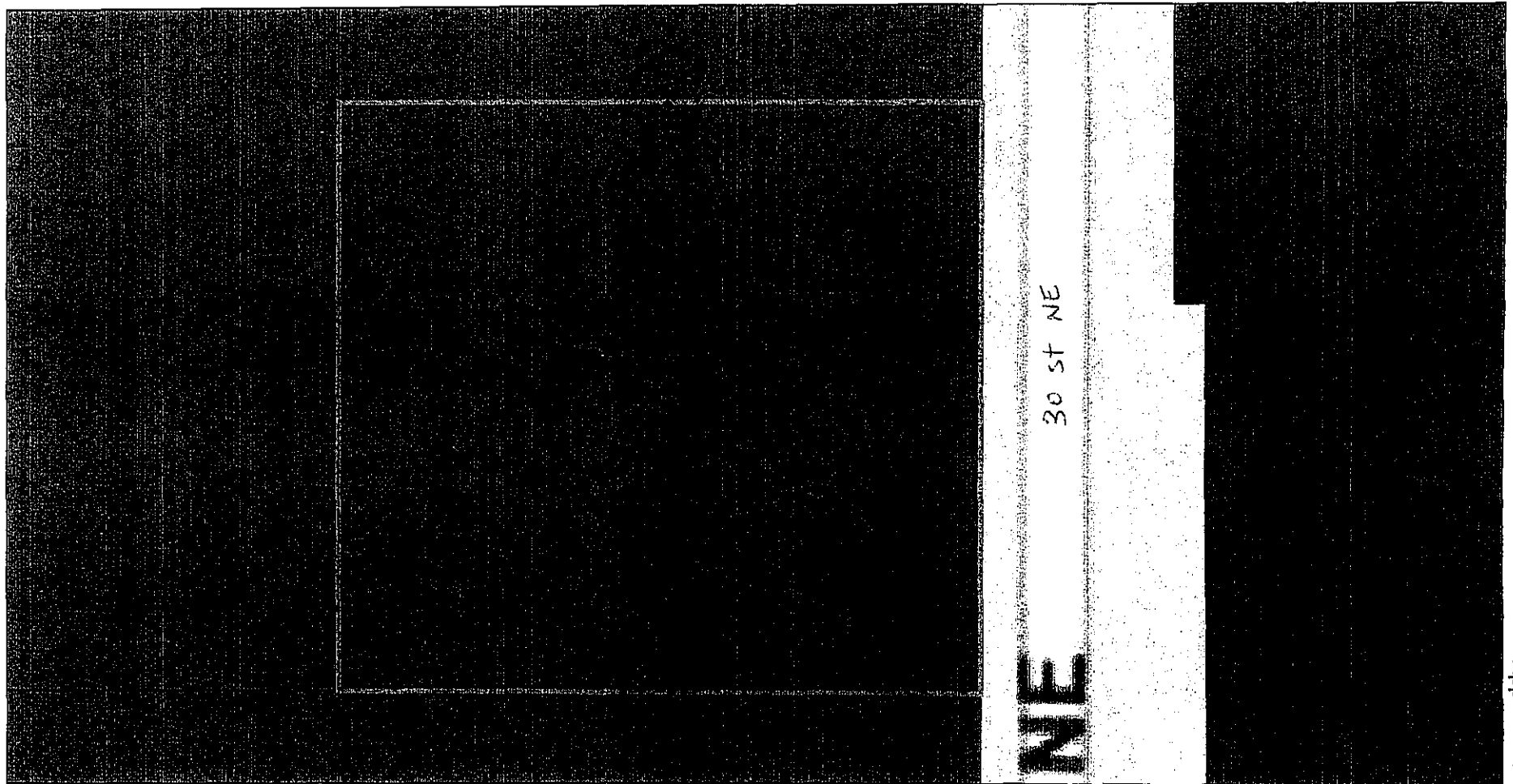
Andrea Rose



Phone: 250-253-3510



ParcelMap BC Print Report



January 11, 2018

Interest Parcels

Interest

Parcels By Class

Subdivision

Absolute Fee Book

Building Strata

Bare Land Strata

Common Ownership

Park

Air Space

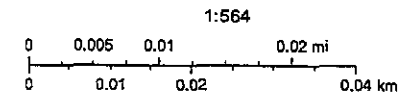
Road

Crown Subdivision

Primary

Part of Primary

TileCache



Government of British Columbia, DataBC, GeoBC

Cadastral data from ParcelMap BC
Copyright 2016 LTSA

22. PUBLIC HEARING

2. **Zoning Amendment Application No. ZON-1122 [Glanville, B. and Rose, A.; 2621 - 30 Street NE; R-1 to R-8] - continued**

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4255 was declared closed at 8:01p.m. and consideration of the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4255

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 Room 100 at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on April 9, 2018 at the hour of 7:00 p.m. was published in the March 28, 2018 and April 4, 2018 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 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP59280 from R-1 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. 4255”**

READ A FIRST TIME THIS 26th DAY OF March 2018

READ A SECOND TIME THIS 26th DAY OF March 2018

READ A THIRD TIME THIS 9th DAY OF April 2018

ADOPTED BY COUNCIL THIS DAY OF , 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 9.3

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 be read a final time.

[Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw]

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

TO: Her Worship Mayor Cooper and Council

DATE: June 21, 2017

SUBJECT: Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179

MOTION FOR CONSIDERATION:

THAT: final reading of the bylaw entitled Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 be rescinded.

Background:

On November 14, 2016, Council adopted Short Term Capital Borrowing Bylaw No. 4158, which authorized the borrowing of \$475,000.00 to acquire the School District property located at 5970 - 10 Avenue SE. When the City of Salmon Arm's application to the Agricultural Land Commission was denied, the City opted not to move ahead with the purchase.

In order to repeal Bylaw No. 4158, Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179 was adopted on January 30, 2017. Due to administrative oversight, Inspector approval was not obtained prior to bringing the bylaw back for final reading. Ministry staff have advised that by rescinding final reading, this requirement can be fulfilled prior to adoption.

Respectfully Submitted,

Erin Jackson
Corporate Officer

CITY OF SALMON ARM

BYLAW NO. 4179

A bylaw to repeal the "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158"

WHEREAS Section 137 (1)(a) of the Community Charter, SBC, 2003, Chapter 26 empowers Council with the authority to repeal a bylaw;

AND WHEREAS the City of Salmon Arm will not be proceeding with the acquisition of property identified as Lot 1, Section 8, Township 20, Range 9, W6M, KDYD, Plan 17118, otherwise known as 5970 - 10 Avenue SE (Salmon Arm);

AND WHEREAS Council has deemed it necessary to repeal the "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158";

AND WHEREAS the approval of the Inspector of Municipalities has been obtained prior to its adoption, pursuant to Section 137 (2) of the Community Charter, SBC, 2003, Chapter 26.

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

1. REPEAL

"City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4158".

2. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision 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 the "City of Salmon Arm Short Term Capital Borrowing (Bylaw No. 4158) Repeal Bylaw No. 4179".

READ A FIRST TIME THIS 12th DAY OF December 2016

READ A SECOND TIME THIS 12th DAY OF December 2016

READ A THIRD TIME THIS 12th DAY OF December 2016

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS 22 DAY OF SEPTEMBER, 2017.

Deputy Inspector of Municipalities

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

Item 9.4

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4257 be read a final time.

[OCP4000-32; Homecraft Construction Ltd./Wilmark Homes Ltd./Onsite Engineering Ltd.; 6810 Park Hill Road NE; MD to LD]

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

DATE: March 21, 2018

SUBJECT: Provision of Park Land - CSA Files OCP4000-32; ZON.1109; & Sub.17.24
Amended Legal Subdivision 15 of Sec. 31, Tp. 20, R. 9, W6M, KDYD, except Plans
10393 and 21686
6810 Park Hill Road NE
Owner: Wilmark Homes Ltd. / Homecraft Construction Ltd.
Agent: Onsite Engineering Ltd. (Jan van Lindert)

FOR INFORMATION

At the time of subdivision, the *Local Government Act* requires that:

- 510 (1) An owner of land being subdivided must, at the owner's option,
- (a) provide, without compensation, park land of an amount and in a location acceptable to the local government , or
 - (b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section as determined under subsection (6) of this section. (see Appendix 1)

Despite Section 510(1), Section 510(2)(b) provides that if an Official Community Plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1)(a) or money under subsection (1)(b).

The *Act* further requires that, the amount of land that may be required or used for establishing the amount that may be paid under subsection 510(1)(b) must not exceed 5% of the land being proposed for subdivision and, if an owner is to pay money , the value of the land is whichever of the following is applicable:

- 510 (6)**
- (a) **if the local government and owner agree on a value for the land, the value on which they have agreed;**
 - (b) **the average market value of all the land in the proposed subdivision calculated**
 - i) **as that value would be on the date of preliminary approval of the subdivision or, if no preliminary approval is given, a date within 90 days before the final approval of the subdivision,**
 - ii) **as though the land is zoned to permit the proposed use, and**

iii) as though any works and services necessary to the subdivision have not been installed.

The Act further requires that, if dedication or cash-in-lieu is required, the equivalent amount be deducted from the applicable park component of the Development Cost Charges. (see Appendix 2)

The proposed Parkhill Road NE subdivision was granted preliminary approval on February 27, 2018 and the 2017 and the preliminary 2018 assessed land value of the property is \$1,173,900.00. It is currently anticipated that the proposed subdivision will create 130 single family residential parcels:

Cash -in-lieu (based on 5% of the assessed land value in accordance with Sec. 510(5) of the Act)	\$ 58,695.00
Plus: Park Development Cost Charges payable	
130 new parcels x \$1,056.66 per parcel	\$137,365.80
Less: equivalent of cash-in-lieu	<u>\$ 58,695.00</u>
	\$ 78,670.80

With the applicant's current proposal, the City would collect \$58,695.00 under the Park Land provisions of the Act and \$78,670.80 under the Park component of the Development Cost Charge provisions, for a total of \$137,365.80.

As the above calculations demonstrate, the collection of additional monies under the cash-in-lieu provision would have no affect to the total amount collected as the cash-in-lieu amount must be deducted from the Park component of the Development Cost Charges.


Prepared by: Jon Turlock
Planning & Development Officer

Appendices

1. Local Government Act - Section 510
2. Local Government Act - Section 565

Requirement for provision of park land or payment for parks purposes

510 (1) Subject to this section and section 516 (3) (h) and (4) [*phased development agreement rules*], an owner of land being subdivided must, at the owner's option,

(a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or

(b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section as determined under subsection (6) of this section.

(2) Despite subsection (1),

(a) if a regional district does not provide a community parks service, the option under subsection (1) (b) does not apply and the owner must provide land in accordance with subsection (1) (a), and

(b) subject to paragraph (a), if an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1) (a) or money under subsection (1) (b).

(3) Subsection (1) does not apply to the following:

(a) subject to subsection (4), a subdivision by which fewer than 3 additional lots would be created;

(b) a subdivision by which the smallest lot being created is larger than 2 hectares;

(c) a consolidation of existing parcels.

(4) Subsection (1) does apply to a subdivision by which fewer than 3 additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past 5 years.

(5) The amount of land that may be required under subsection (1) (a) or used for establishing the amount that may be paid under subsection (1) (b) must not exceed 5% of the land being proposed for subdivision.

(6) If an owner is to pay money under subsection (1) (b), the value of the land is whichever of the following is applicable:

(a) if the local government and the owner agree on a value for the land, the value on which they have agreed;

(b) the average market value of all the land in the proposed subdivision calculated

(i) as that value would be on the date of preliminary approval of the subdivision or, if no preliminary approval is given, a date within 90 days before the final approval of the subdivision,

- (ii) as though the land is zoned to permit the proposed use, and
- (iii) as though any works and services necessary to the subdivision have not been installed.

(7) If an owner and a local government do not agree on the average market value for the purpose of subsection (6), it must be determined in the manner prescribed in the regulations that the minister may make for this purpose.

(8) If an area of land has been used to calculate the amount of land or money provided or paid under this section, that area must not be taken into account for a subsequent entitlement under subsection (1) in respect of any future subdivision of the land.

(9) Subject to subsection (11), the land or payment required under subsection (1) must be provided or paid to a municipality or regional district as follows:

(a) subject to paragraph (b), before final approval of the subdivision is given;

(b) if the owner and the local government enter into an agreement that the land or payment be provided or paid by a date specified in the agreement, after final approval of the subdivision has been given.

(10) Notice of an agreement under subsection (9) (b) must be filed with the registrar of land titles in the same manner as a notice of a permit may be filed and section 503 [*notice of permit on land title*] applies.

(11) Despite subsection (9), the minister may, by regulation,

(a) authorize the payment that may be required by this section to be made by instalments, and

(b) prescribe the conditions under which instalments may be paid.

(12) If land is provided for park land under this section, the land must be shown as park on the plan of subdivision.

(13) Section 107 [*deposit in land title office operates to dedicate and vest park land*] of the [Land Title Act](#) applies to park land referred to in subsection (12), except that,

(a) in the case of land within a municipality, title vests in the municipality, and

(b) in the case of land outside a municipality, title vests in the regional district if it provides a community parks service.

(14) If an owner pays money for park land under this section, the municipality or regional district must deposit this in a reserve fund established for the purpose of acquiring park lands.

* * *

Deductions from development cost charges

565 (1) Despite a development cost charge bylaw, if

(a) a local government has imposed a fee or charge or made a requirement under

(i) section 397 [*regional district fees and charges*],

(ii) section 194 [*municipal fees*] of the Community Charter,

(iii) Division 11 [*Subdivision and Development: Requirements and Related Matters*] of this Part,
or

(iv) section 729 [*regulations and procedures for subdivision*] of the *Municipal Act*, R.S.B.C.
1979, c. 290, before the repeal of that section became effective,

for park land or for specific services outside the boundaries of land being subdivided or
developed, and

(b) the park land or services referred to in paragraph (a) are included in the calculations used to
determine the amount of a development cost charge,

the amount of the fee or charge imposed or the value of the requirement made, as referred to in
paragraph (a), must be deducted from those classes of development cost charges that are
applicable to the park land or the types of services for which the fee or charge was imposed or
the requirement was made.

* * *



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services

DATE: March 12, 2018

SUBJECT: Official Community Plan Amendment Application File No. OCP4000-32
 Zoning Amendment Application File No. ZON.1109
 Amended Legal Subdivision 15 of Sec. 31, Tp. 20, R. 9, W6M, KDYD, except Plans 10393 and 21686
 6810 Park Hill Road NE
 Owner: Wilmark Homes Ltd. / Homecraft Construction Ltd.
 Agent: Onsite Engineering Ltd. (Jan van Lindert)

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) Re-designate that part of Amended Legal Subdivision 15 of Sec. 31, Tp. 20, R. 9, W6M, KDYD, except Plans 10393 and 21686 as shown on Appendix 10, from Medium Density Residential to Low Density Residential; and
 - 1) Amend Map No. 11.1 by removing the proposed Neighbourhood Park on Amended Legal Subdivision 15 of Sec. 31, Tp. 20, R. 9, W6M, KDYD, except Plans 10393 and 21686.
- AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered the 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*, Second Reading of the Official Community Plan amendment be withheld pending Council's consideration of the proposed 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 as follows:
- 1) Rezone that Part of Amended Legal Subdivision 15 of Sec. 31, Tp. 20, R. 9, W6M, KDYD, except Plans 10393 and 21686 as shown on Appendix 11, from R-4 (Medium Density Residential) and R-7 (Large Lot Single Family Residential) to R-1 (Single Family Residential).
- AND THAT: Final Reading of the Zoning Bylaw be withheld pending:
- 1) Approval of the Ministry of Transportation & Infrastructure; and
 - 2) Final Reading of the Official Community Plan Amendment Bylaw.

Staff Recommendation

THAT: The Motion for Consideration be adopted.

Proposal

The subject property is located at 6810 Park Hill Road NE. The property is approximately 14 hectares in size and is vacant. The owner is applying for Official Community Plan (O.C.P.) and Zoning Bylaw amendments to permit construction of approximately 131 residential parcels. A location map, ortho photo and sketch plans of the proposed subdivision are attached as Appendices 1 through 3.

Background

The subject property is located within Residential Development Area 'A' and is designated Low Density Residential and Medium Density Residential in the O.C.P.. The property is zoned R-1 (Single Family Residential), R-4 (Medium Density Residential), R-7 (Large Lot Single Family Residential) and R-9 (Estate Residential). O.C.P. and Zoning maps are attached as Appendices 4 and 5.

The property is also located within an Urban Hillside Development Area as identified on Map 1 in Schedule A of Subdivision and Development Servicing Bylaw No. 4163. A copy of Map1 together with a Contour map and an Ortho showing steep slope areas are attached as Appendices 6 through 8. The Hillside Development Area criteria allow for consideration of narrower road widths, including one-way roads, lanes and decreased turn around areas where topography warrants.

The property has been the subject of four previous O.C.P. and zoning amendment applications:

1. In 1993, an application to rezone the property to R-6 (Mobile Home Park) was defeated by Council at third reading (File: ZON-413). Area residents expressed concerns with the density of development and the creation of another mobile home park in Canoe.
2. In 1994, an application to rezone the property from A-2 (Rural Holding) to R-1 (Single Family Residential) was also defeated at third reading (File: ZON-482). Area residents primarily expressed concerns with the proposed density of development.
3. In 1996, an application to rezone the property from A-2 (Rural Holding) to R-7 (Large Lot Single Family Residential) was adopted by Council (ZON-514). The application received little, if any, opposition and was supported by a number of area residents.
4. In 2008, an application to re-designate part of the property from Low Density Residential to Medium Density Residential and to rezone portions of the property from R-7 (Large Lot Single Family Residential) to R-1 (Single Family Residential), R-4 (Medium Density Residential) and R-9 (Estate Residential) zones was adopted by Council (ZON- 841). No concerns were expressed by area residents.

With the 2008 application, the O.C.P. and zoning boundaries were determined by the proposed internal road network and this restricted the subdivision layout, lot sizes and residential uses to that road network. A copy of the proposed development in 2008 is attached as Appendix 9. The applicants have now re-designed the proposed subdivision to remove the Medium Density Residential portion and to take advantage of the Urban Hillside Development Area provisions which were incorporated into Subdivision and Development Servicing Bylaw No. 4163 in 2016. As a result, they are requesting that the Medium Density Residential designation be removed and the entire property east of Park Hill Road NE be designated Low Density Residential and that the R-4 and R-7 portions be rezoned to R-1. The triangular portion of the property west of Park Hill Road NE will retain its current R-9 zoning. The proposed O.C.P. and Zoning Amendments are shown on Appendices 10 and 11.

Parks and Greenways

At the time of the 2008 application, the O.C.P. did not identify a need for a park on the subject property but it was recommended by City staff that given the size of the proposed residential subdivision, it would be appropriate to have a small neighbourhood park included in the development. Council agreed with staff's recommendation and the requirement for a park at this location was incorporated into the current O.C.P. in 2011. The applicants are now requesting that the park dedication requirement be removed from the property and that only the identified greenways be required. O.C.P. Map 11.1 (Existing and Proposed Parkland) and Map 11.2 (Existing and Proposed Greenways) are attached as Appendices 12 and 13.

As the O.C.P. now identifies a need for a park at this location, Section 510 of the Local Government Act requires that the owner/developer provide, without compensation, park land of an amount (not exceeding 5% of the land being subdivided) in a location acceptable to the City. Five percent of the land area of the subject property is 7,000 square metres. Should Council agree to remove the requirement for parkland dedication, the applicant would pay an amount that equals the market value of 5% of the land in accordance with Section 510. The value of the land is calculated on the basis of the average market value of all the land in the subdivision as that value would be on the date of preliminary layout approval of the subdivision or as agreed by the City and the applicant. In lieu of requiring an independent appraisal of the market value, the City often accepts 5% of the current assessed land value. The 2017 assessed land value and the preliminary 2018 assessed value is \$1,173,900.00 which equates to a \$58,650.00 payment under the park land provisions of the Act. Section 510(14) of the Local Government Act requires that this payment be deposited into a reserve fund for the purpose of acquiring park lands.

As shown in Appendices 12 and 13, in addition to the Neighbourhood Park identified on the subject property, the O.C.P. identifies the large Community Park immediately to the north, an existing greenway adjacent to the south boundary and proposed greenways adjacent to the north boundary, along Park Hill Road and north/south through the property.

Site Context:

North: City owned properties zoned P-1 (Park & Recreation) and R-1 (Single Family Residential)
 South: Golf course (Club Shuswap Golf & RV) zoned P-1 and Rural Residential lots zoned A-2 (Rural Holding)
 East: Residential lots zoned R-1 (Single Family Residential)
 West: Residential lot zoned R-9 (Estate Residential) and a Rural Residential lot zoned A-2 (Rural Holding)

Local Government Act - Section 475

Pursuant to Section 475 of the Local Government Act (consultation during O.C.P. development / amendments), the proposed O.C.P. amendments were referred to the following external organizations on December 4, 2017:

Adams Lake Indian Band	No response to date
Neskonlith Indian Band	No response to date
Economic Development Society	No response to date
Interior Health Authority	No response to date

Local Government Act - Section 477

Pursuant to Section 477(3)(a) of the Local Government Act (adoption procedures for an O.C.P. amendment), Council must consider O.C.P. amendments in relation to the City's Financial and Liquid Waste Management Plans. In the opinion of staff, the proposed development is consistent with both the City's Financial and Liquid Waste Management Plans.

Staff Comments

Staff have reviewed the proposal and provide the following:

Building Department

No concerns.

Fire Department

No concerns

Engineering Department

See Appendix 14.

Planning Department*Proposed Subdivision*

The current Hillside Development provisions in Subdivision and Development Servicing Bylaw No. 4163 were not available to the developer with the previous application and the resulting development was not ideal given the topographic limitations. A number of lots had awkward panhandle accesses, three of the internal roads were to be dead-end cul-de-sacs and the proposed Medium Density Residential area required a long panhandle access to provide emergency access. With the current layout, all roads are through roads, the panhandle lots have been eliminated and the two short one-way roads allow the developer to achieve a slightly higher lot count. As with the previous design however, the smaller residential parcels are limited to the flatter areas of the property and larger parcels are being retained in the steeper areas.

Proposed O.C.P. and Zoning Amendments

As previously noted, the current O.C.P. and zoning designations on the property follow the road network of the previous subdivision proposal and although this approach works in many situations, it can also create issues when changes to the road network are desired or necessary. The current proposal to designate all of the property Low Density Residential and rezone it to R-1 (Single Family Residential) removes these constraints and allows for design changes should they be needed as the development proceeds.

Due to the narrower road width, limited parking and snow removal requirements on the proposed one-way internal roads, the owner/developer has agreed to limit the residential uses on all parcels fronting these roads to one single family dwelling and, as a condition of subdivision approval, Land Title Act, Section 219 covenants will be registered to prohibit secondary and detached suites on these lots. Property owners will still have the option of applying for rezoning to R-8 (Residential Suite) on the other parcels within the development.

Park and Greenway Requirements

At the request of the applicant, staff has again reviewed the existing and potential park opportunities in this area. As previously noted, there is a large natural city park to the north and the property has greenways identified on three sides and one through the property. The amount of land available through the park requirements of the Local Government Act is 7,000 square metres which would likely restrict any park within the subdivision to a 'tot lot' or small unstructured play space. There a number of these lots throughout the community but most have not been developed for their intended use and the City has no plans or budget for their development in the foreseeable future. Given the existing recreational opportunities in the area, the limited size of the park dedication and the likelihood that a park would not be developed for its intended purpose for quite some time, staff are recommending that City approve the O.C.P. amendment to remove the park dedication requirement and that the developer provide a cash contribution towards funding of future park acquisitions.

As a condition of subdivision approval, the applicants will be required to construct the identified greenways along Park Hill Road and through the development. These new greenways will provide connections between the existing greenways to the north and south and provide access to the large park north of the property, the Lakeside Pines subdivision and Canoe Beach Drive.

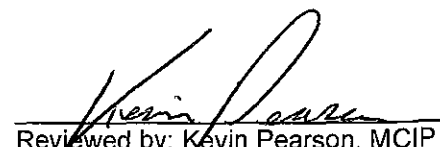
Summary

The proposed development will create an additional 131 residential lots within the Urban Containment Boundary and Residential Development Area 'A'. The development recognizes the topographical limitations of the property and the revised road network improves traffic flows and reduces the City's maintenance concerns, primarily with snow removal.

A small neighbourhood park within a subdivision of this size can be a beneficial amenity but only if it is developed for its intended purpose. As the City has no immediate plans to develop these type of parks and given the existing recreational lands in this area, a cash in lieu contribution would likely provide a larger benefit in terms of future parkland acquisition.

It should be noted that the applicants have also submitted a Variance Permit Application (VP-465) to have some of the servicing requirements associated with the proposed subdivision reduced or eliminated. The requested variances are being addressed in a separate report and will not affect the requested O.C.P. and zoning amendments. A letter from the applicant's agent outlining the requested O.C.P. and zoning amendments and the requested variances is attached as Appendix 15.

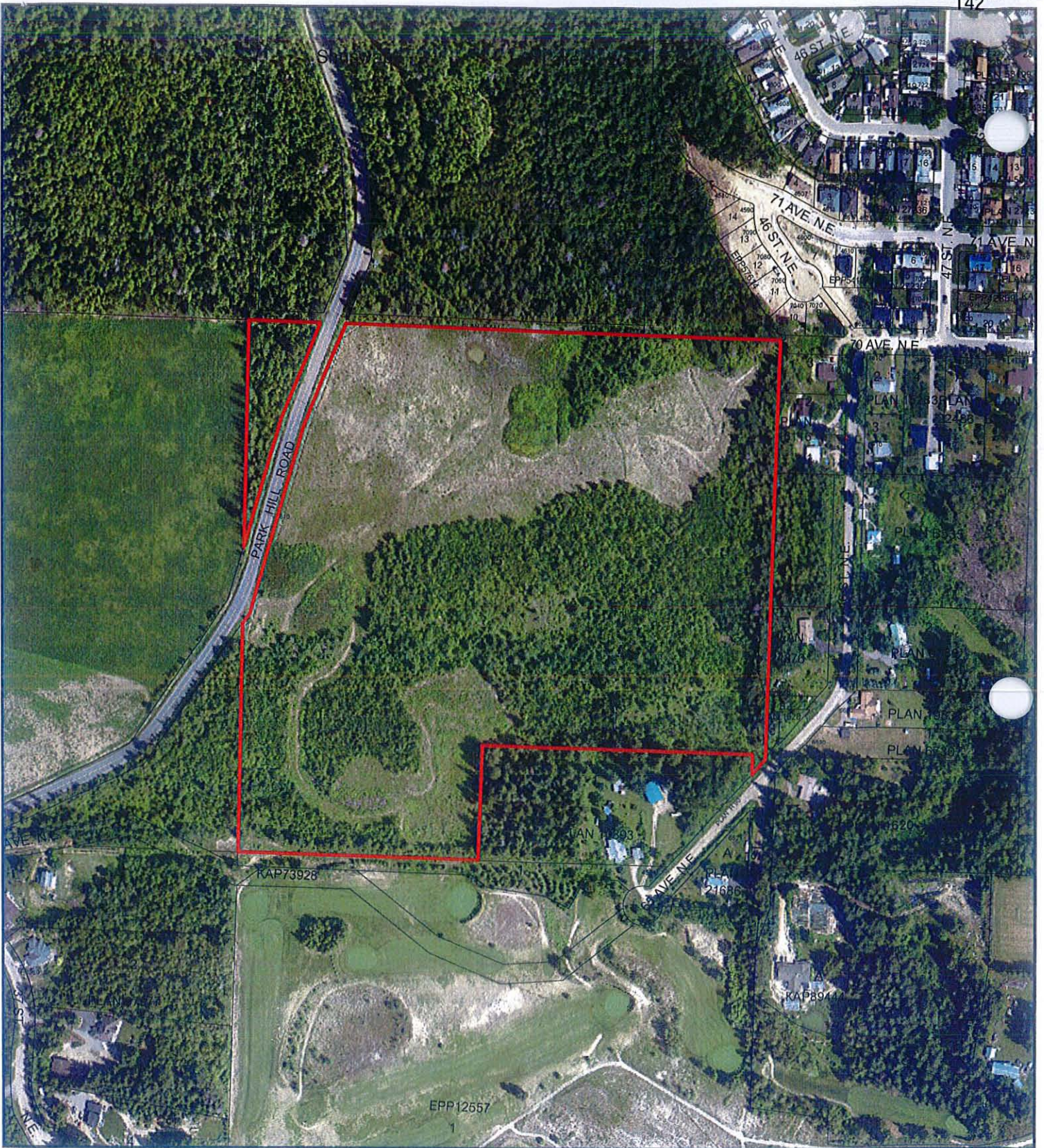

Prepared by: Jon Turlock
Planning & Development Officer


Reviewed by: Kevin Pearson, MCIP
Director of Development Services

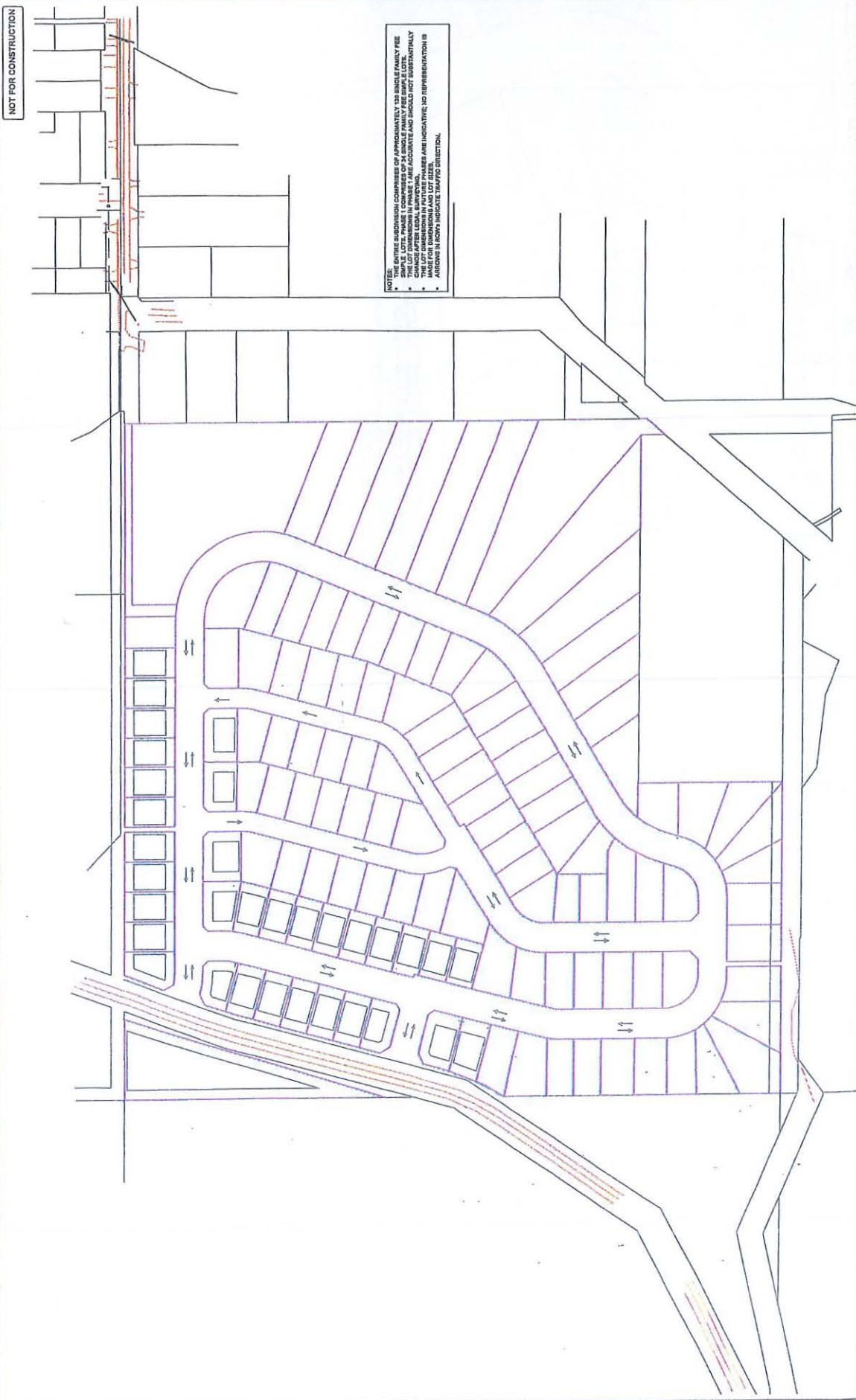
Appendices

1. Location map
2. Ortho photo
3. Sketch plan of proposed subdivision
4. OCP map
5. Zoning map
6. Map 1, Schedule A of Bylaw No. 4163.
7. Topographical map
8. Steep slopes ortho

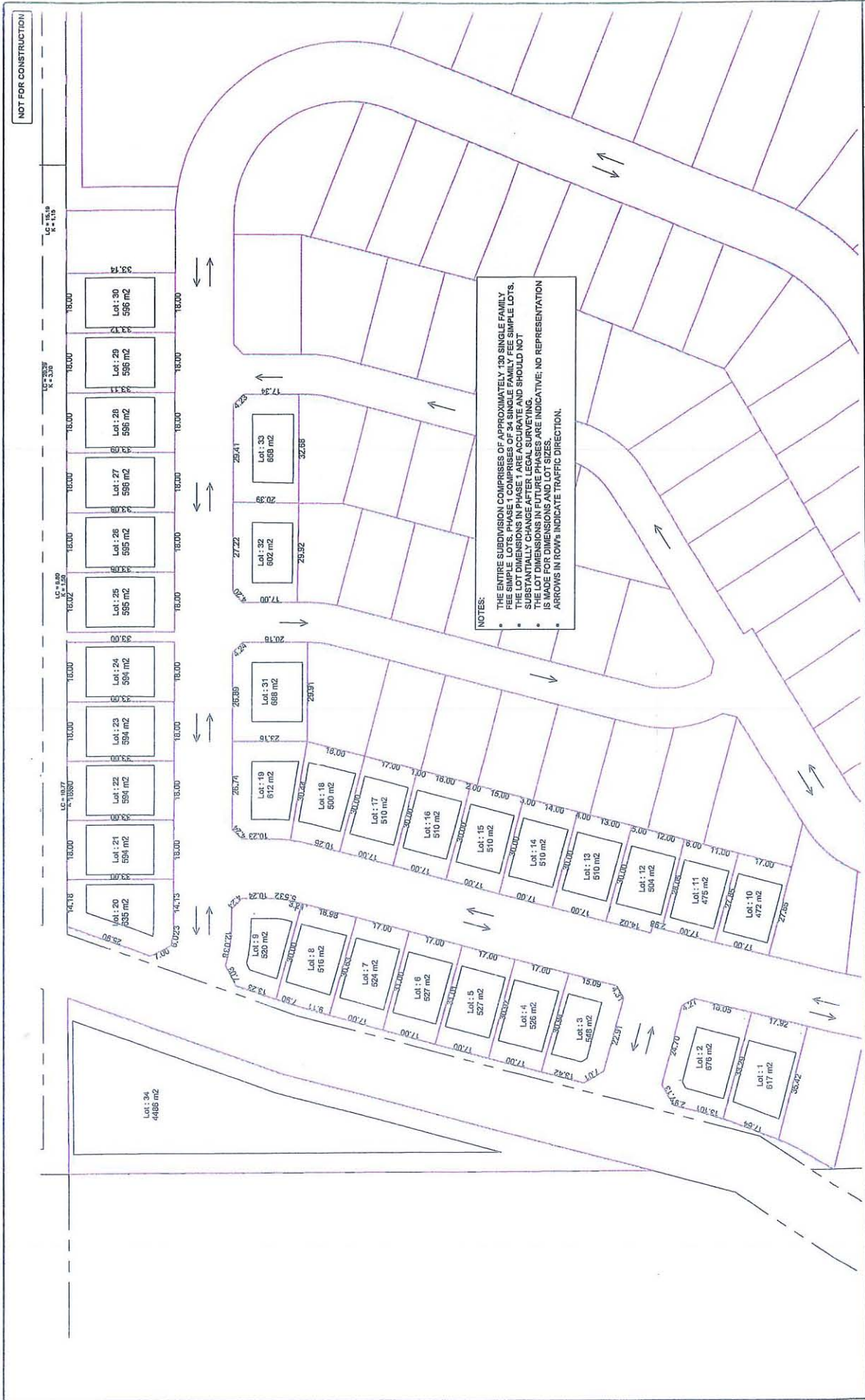
9. 2008 proposed subdivision layout
10. Proposed O.C.P. amendment (MR to LR)
11. Proposed zoning amendments
12. O.C.P. Map 11.1
13. O.C.P. Map 11.2
14. Engineering Dept. comments.
15. Agent's letter dated Feb. 26/18



 Subject Property

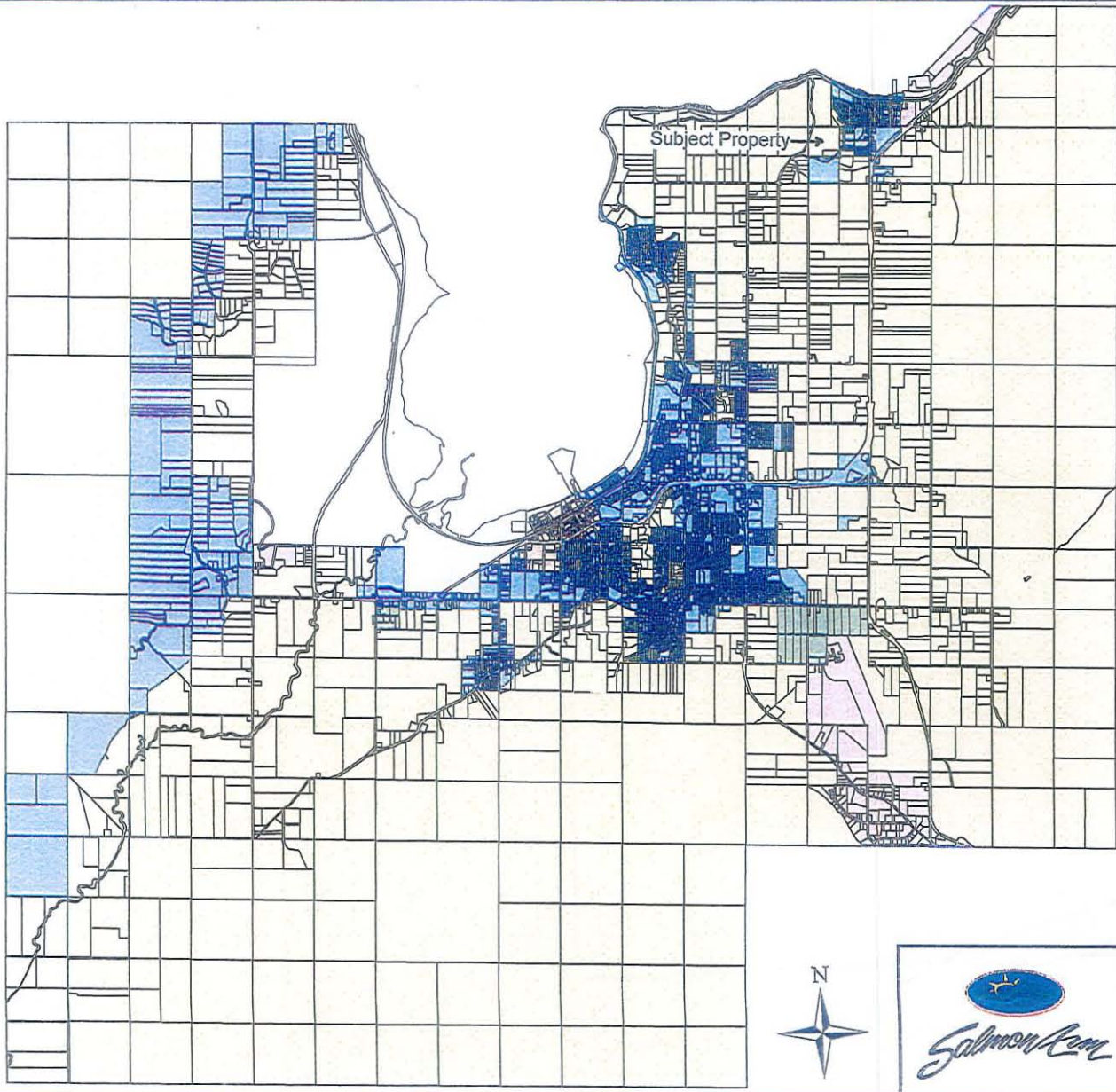


PROJECT INFORMATION WILMARK HOMES PARK HILL SUBDIVISION 6810 PARK HILL ROAD		CLIENT PROJECT NO. 1644-1-001
PREPARED BY CONSULTING ENGINEERS 10000 100TH AVE. S.E. SUITE 100 BELLEVUE, WA 98006		SHEET NO. 1644-1-001
DESIGNED BY CHECKED BY DATE	SCALE 1" = 100'	SHEET 1 OF 1
APPROVED BY DATE		



NOTES:
 • THE ENTIRE SUBDIVISION COMPRISES OF APPROXIMATELY 130 SINGLE FAMILY LOTS.
 • THIS SITE PLAN REPRESENTS ONE OF THE 130 SINGLE FAMILY LOTS.
 • THE LOT DIMENSIONS AND LOT SIZES ARE INDICATIVE AND SHOULD NOT BE RELIED UPON FOR CONSTRUCTION.
 • THE LOT DIMENSIONS IN FUTURE PHASES ARE INDICATIVE; NO REPRESENTATION IS MADE FOR DIMENSIONS AND LOT SIZES.
 • ARROWS IN ROWS INDICATE TRAFFIC DIRECTION.

WILMARK HOMES PARK HILL SUBDIVISION PHASE 1 6810 PARK HILL ROAD		Client/Project No 1644-1-001
REFERENCE DRAWINGS (Blank space for drawing references)		Date: 05-20-2018
Original: PVL Checked: PVL Approved: PVL	Date: 05-20-2018	Project No: 1644-1-001 Sheet: 1 of 1
THESE DIMENSIONS AND LOT SIZES ARE INDICATIVE AND SHOULD NOT BE RELIED UPON FOR CONSTRUCTION.		




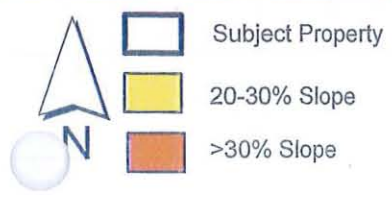
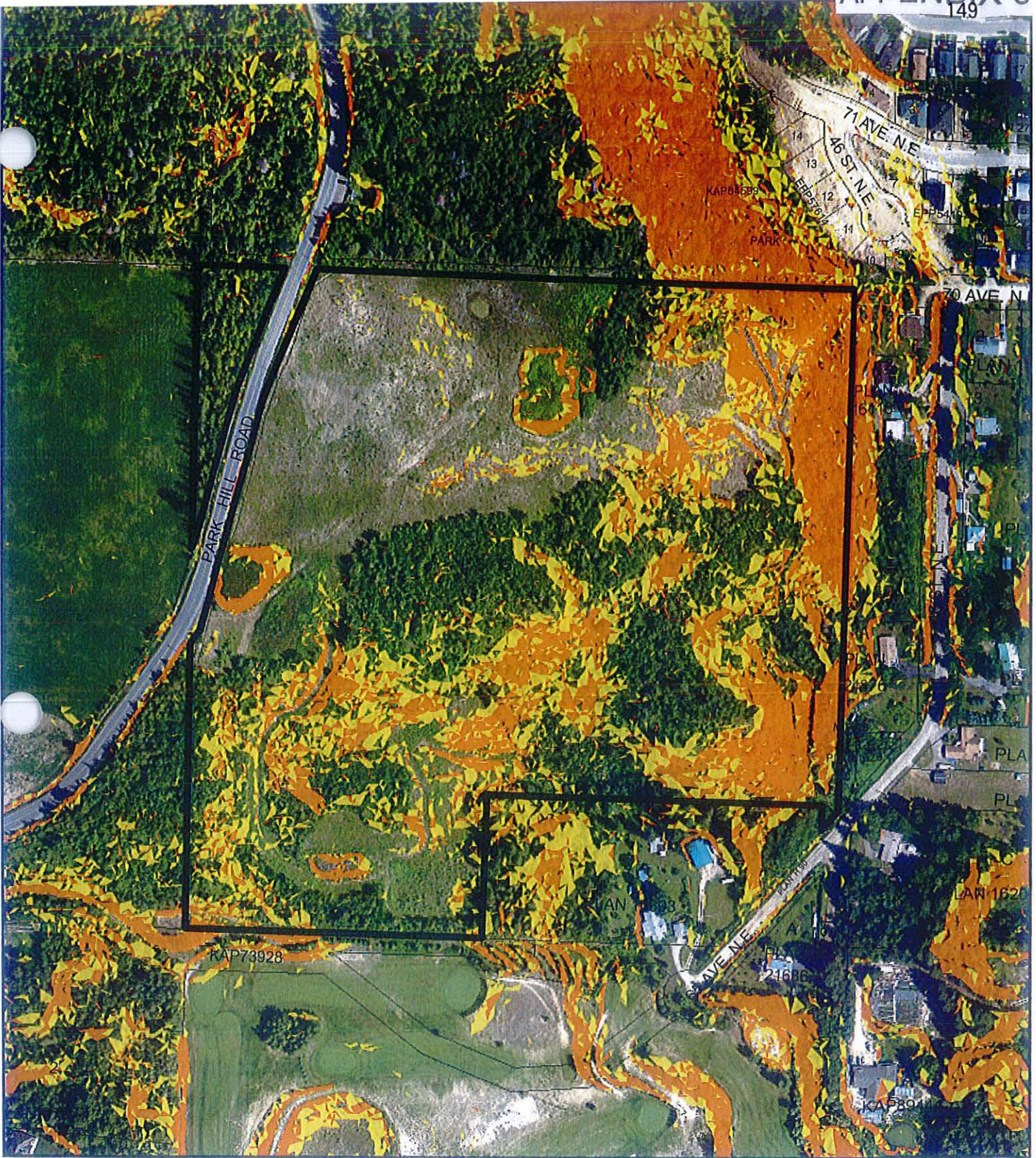
Legend

-  Industrial Development Area
-  Light Industrial Development Area
-  Rural Development Area
-  Urban Development Area
-  Town Centre Development Area
-  Rural Hillside Development Area
-  Urban Hillside Development Area

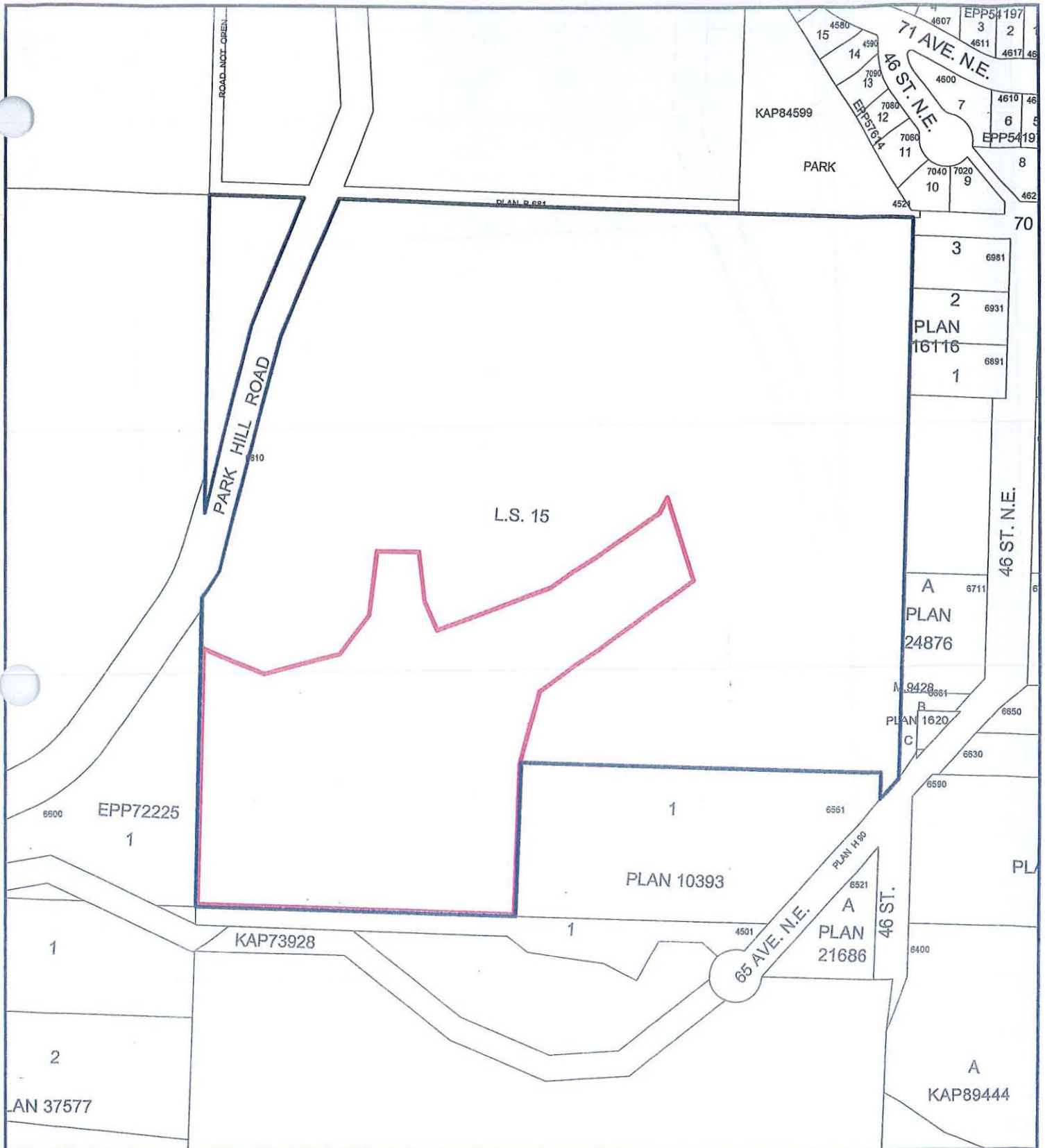
- NOTE:**
1. In the event of a discrepancy between this Schedule 'A' Bylaw No. 4163 and the Official Community Plan land maps, the land mapping shall take precedence.
 2. Where the boundary between an "Urban Development Area" and a "Rural Development Area" is shown to be along a highway, the entire highway right-of-way is deemed to be within the "Urban Development Area"
 3. A more detailed map is available for viewing on the City of Salmon Arm's Geographical Information System at City Hall.
 4. Roadways along the boundary or two different development areas shall meet the higher service level standard.



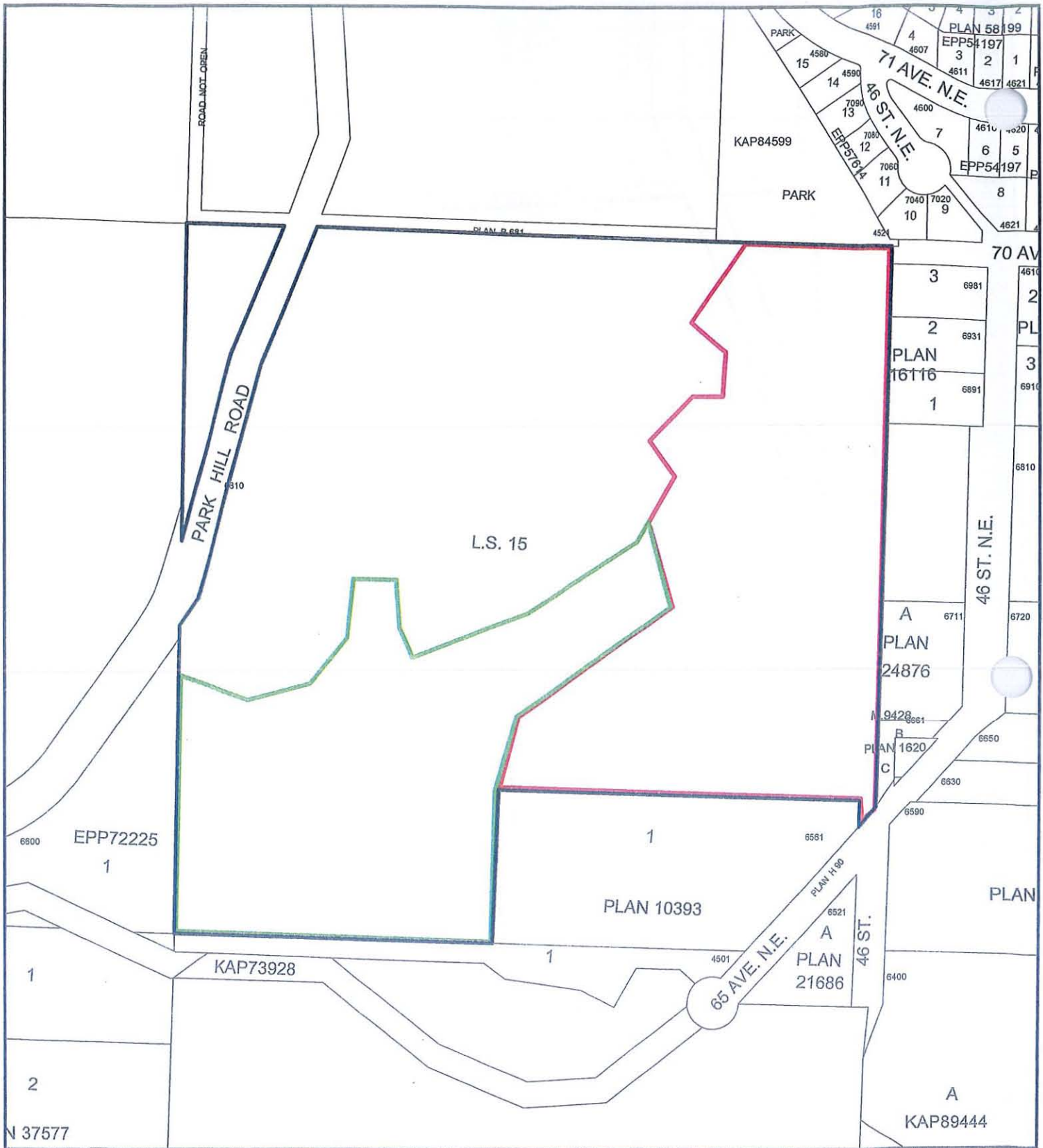
	SCHEDULE A	Scale: 1:55,000
	SUBDIVISION AND DEVELOPMENT SERVICING BY-LAW No. 4163	Map: 1 August 3, 2016



Steep Slopes



-  N
-  Subject Property
-  Portion to be re-designated from MR (Medium Density Residential) to LR (Low Density Residential)



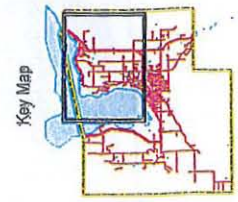
- Subject Property
- Portion to be rezoned from R-7 (Large Lot Single Family Residential) to R-1 (Single Family Residential)
- Portion to be rezoned from R-4 (Medium Density Residential) to R-1 (Single Family Residential)



Official Community Plan

Map 11.1 Existing and Proposed Parkland

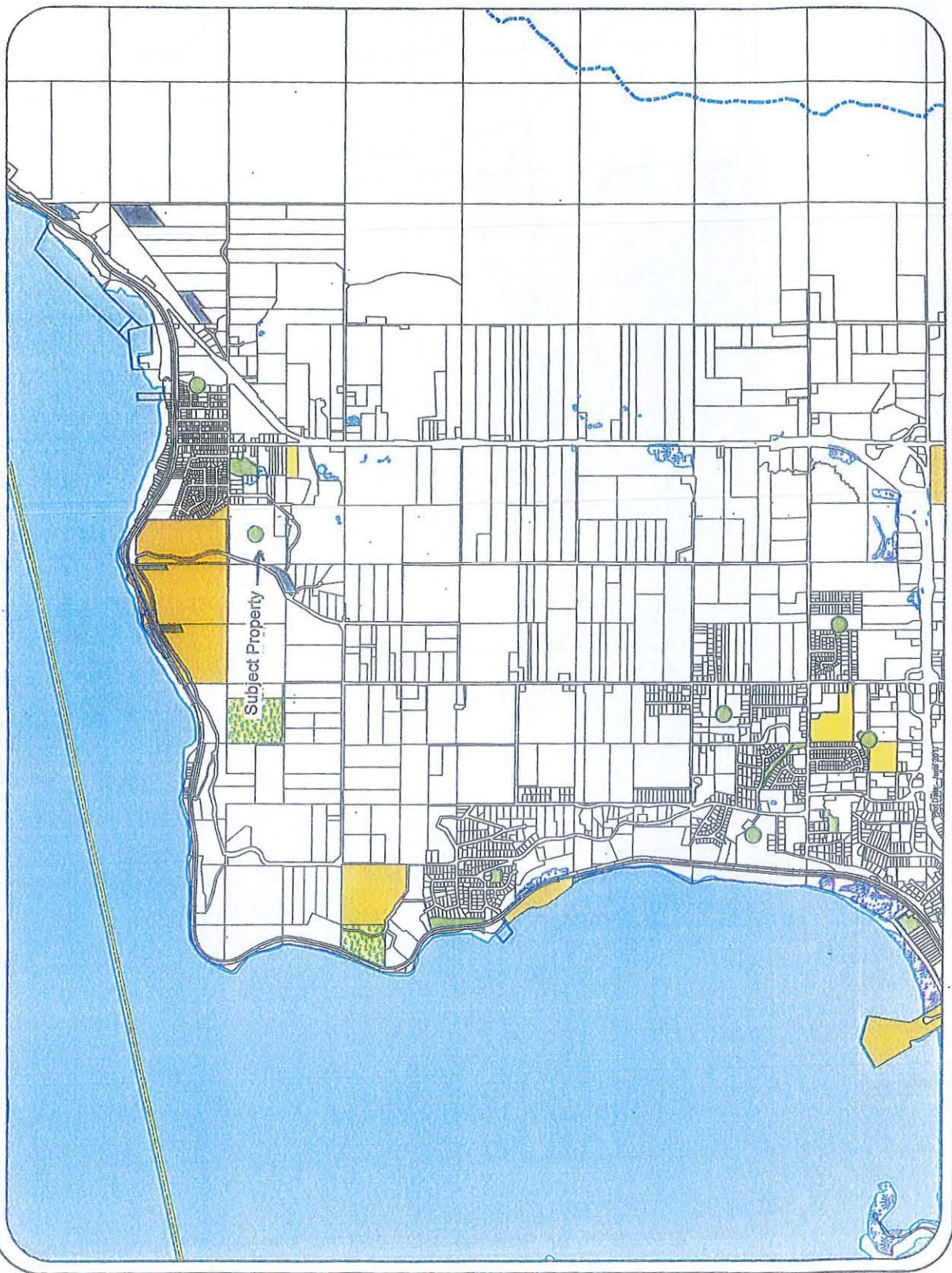
- Legend**
- Community Park
 - Neighbourhood Park
 - Open Space
 - Indoor Recreation Facilities
 - Proposed Community Park (Approx. Location)
 - Proposed Neighbourhood Park (Approx. Location)
 - Schools
 - City Boundary
 - Indian Reserves
 - East Cooze Creek Watershed Boundary
 - Parcels



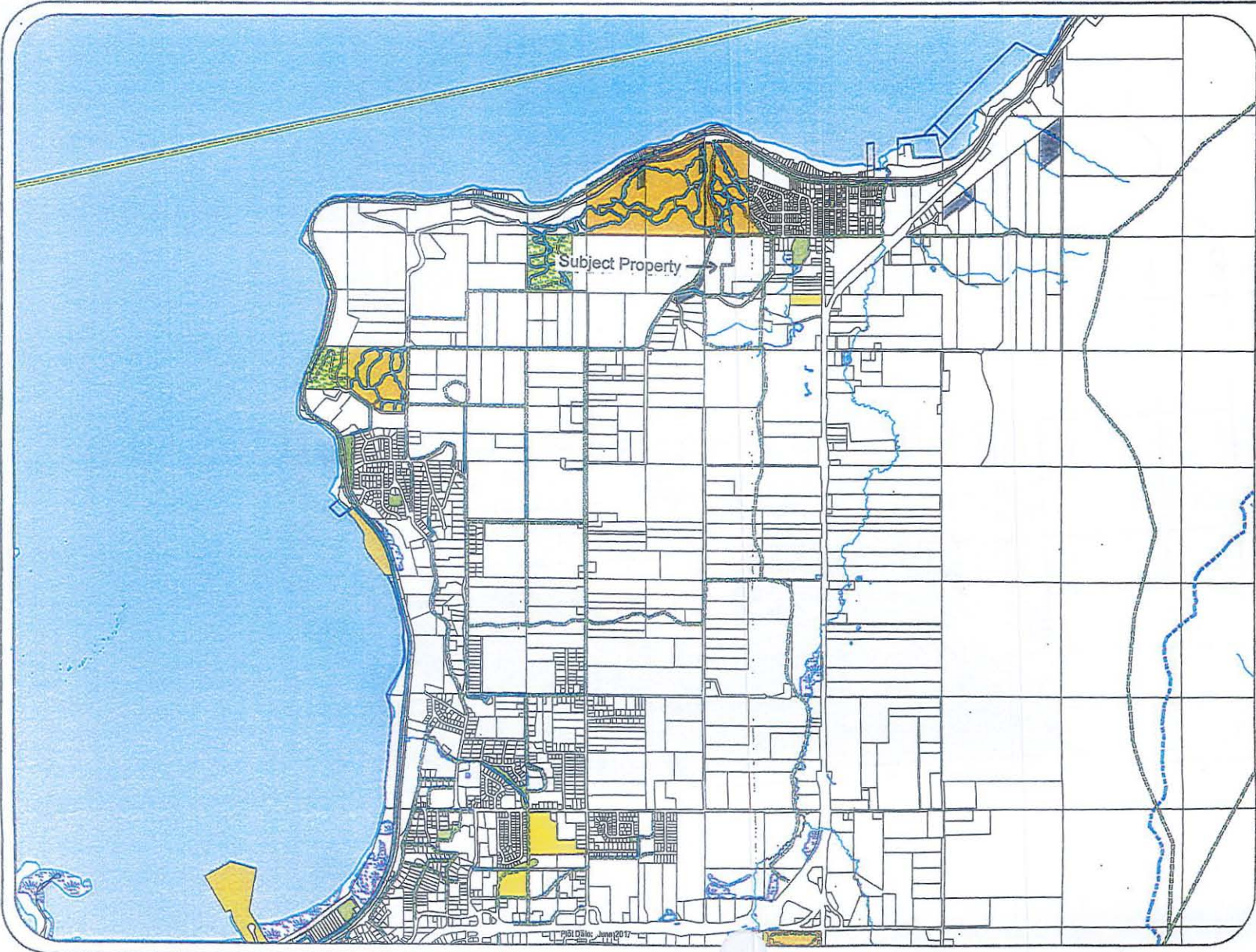
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North Arrow

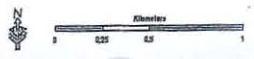
CATHERINE BERRIS ASSOCIATES INC.
Community & Environmental Planning & Landscape Architecture



**Map 11.2
Existing and Proposed
Greenways**



- Legend**
-  Existing Greenways
 -  Proposed Greenways
 -  Community Park
 -  Neighbourhood Park
 -  Open Space
 -  Indoor Recreation Facilities
 -  Schools
 -  City Boundary
 -  Indian Reserves
 -  East Canoe Creek Watershed Boundary
 -  Parcels
 -  Streams
- Note:**
For Type and Priority of each existing and proposed greenway refer to Greenways Strategy.





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

TO: Kevin Pearson, Director of Development Services
 DATE: 27 September 2017
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Homecraft Construction Ltd.**, 33677 Arcadian Way, Abbotsford, V2S 7T4
 APPLICANT: Owner
 AGENT: Omega Engineering (J. Van Lindert), Box 1182, Salmon Arm, BC V1E 4P3
 SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-32**
ZONING AMENDMENT APPLICATION FILE NO. ZON-1109
 LEGAL: Amended Legal Subdivision 15 of Section 31, Township 20, Range 9, W6M,
 KDYD, Except Plans 10393 & 21686
 CIVIC: **6810 Park Hill Road NE**

Further to your referral dated 14 September 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.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner/developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required as per the Subdivision and Development Services Bylaw 4163, Section 3.1.
7. At the time of subdivision 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.

OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-32
ZONING AMENDMENT APPLICATION FILE NO. ZON-1109
27 September 2017
Page 2

8. For the off-site improvements at the time of subdivision 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. Park Hill Road NE on the subject property's north west corner is designated as an Urban Arterial Road with an ultimate 25.0m dedication. Although the City only requires an Interim total of 20.0m of dedication at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Current records indicate that 1.712m additional dedication is required at this time (to be confirmed by BCLS).
2. Owner/developer will be required to upgrade the full Park Hill Road NE frontage to the Interim 20.0m Urban Arterial Road standard (RD-4). Upgrading may include, but is not limited to road widening, curb & gutter, sidewalk, boulevard construction, street drainage, street lighting.
3. The subject property fronts onto approximately 15m of 65 Ave NE which is designated as an Urban Local Road with an ultimate dedication of 20.0m Current records indicate that no additional dedication is required.
4. Owner/developer will be required to upgrade 65 Ave NE frontage to the Urban Local Road standard (RD-2). Upgrading may include, but is not limited to road widening, curb & gutter, sidewalk, boulevard construction, street drainage, street lighting.
5. The property is designated as a Hillside Development and internal streets may therefore be designated as Urban Local Road (Hillside Development) or Urban Single Lane Local Road (Hillside Development) with an ultimate 18.0m and 12.0m dedication respectively. Owner/developer will be required to construct roads in accordance with specification drawings RD-15 and RD-16.
6. Corner cuts will be required at the junction with Park Hill Road (5m x 5m) and internally (3m x 3m.)
7. No direct access will be permitted to Park Hill Road by individual lots, except for the portion of land to the west of Park Hill Road which will be permitted one access. Each lot to be reviewed to confirm that driveways comply with the requirements of Policy 3.11.
8. Owner/developer is responsible in ensuring all boulevards and driveways are graded towards roadway at minimum 2.0%

Water:

1. The subject property fronts a 250mm diameter Zone 1 water main on the northern boundary, a 100mm diameter Zone 1 water main at the south-east corner on 65 Ave NE and a 500mm diameter Zone 2 water main on Park Hill Road. The Owner / developer is required to upgrade the 100mm water main on 65 Ave NE along the property's frontage to 200mm. Since this work is considered premature at this time, a 50% cash in lieu contribution to future works will be required.
2. Subdivision is to be serviced by extension of Zone 2. Water distribution design to be looped internally, with two feeds from Park Hill Road.
3. The proposed new parcels are to be serviced each with single, metered water service connections, adequately sized to satisfy the proposed use, as per specification drawing W-10 (minimum 25mm diameter). City records indicate that the subject property is currently un-serviced. All existing inadequate services must be abandoned at the main at the owner/developers cost. The City of Salmon Arm will supply new meters at the time of building permit application (at the owner/developers cost).
4. The subject property is in an area with sufficient fire flows, according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire Hydrant spacing is insufficient; developer is responsible for installing hydrants along Park Hill Road as needed to meet the 150m spacing requirement. Internal Fire Hydrants will also be required to meet the minimum applicable spacing requirement.

Sanitary Sewer:

1. The subject property does not front on the City's sanitary sewer collection system. Extension of the system westward from 70 Avenue NE will be required. Owner / developers engineer is required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development.
2. The proposed lots are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property does not front on the City's storm drainage system.
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. The subject property currently receives significant storm flows from Park Hill


OFFICIAL COMMUNITY PLAN AMENDMENT APP. NO. OCP4000-32
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27 September 2017
Page 4

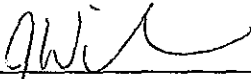
Road and the property to the west, these are to be taken into account in the ISMP. Owner/developers engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development.

3. Subject to approval of the ISMP, the proposed lots may be serviced by single storm service connections 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. City records indicate that the existing property was not serviced with a City storm service.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation and Site Drainage), Category B (Pavement Structural Design) and Category C (Landslide Assessment) is required.
2. Due to the steepness of the terrain site grading, structural fills and retaining walls will be part of the design package. To insure adherence to the grading plan covenants will be required. Covenants will stipulate elevations for footings, garage/parking slabs, etc. Easements will also be required to ensure future maintenance of retaining walls, inter-lot grading, etc.
3. All retaining walls required for site grading between Phase 1 and future phases are to be completed in Phase 1.


Chris Meere
Engineering Assistant


Jennifer Wilson, P. Eng., LEED © AP
City Engineer

ONSITE

Engineering Ltd.

March 7, 2018

City of Salmon Arm
500 – 2nd Avenue NE
Salmon Arm, BC
V1E 4N2

OEL File #: 1644-1
City File #:

Attn: Salmon Arm Council, Director of Development Services

Re: Proposed rezoning and subdivision of 6810 Park Hill Road legally described as Amended LS 15 of Section 31, Twp 20, R9, W6M, KDYD, except Plans 10393 and 21686

On behalf of our client Wilmark Homes Ltd./Homecraft Construction Ltd. we are applying for the rezoning of the property at 6810 Park Hill Road in Canoe, Salmon Arm, BC. The current zoning is R1, R4 and R7. We're requesting to rezone the entire property to R1.

Further we are applying to amend the Official Community Plan to remove the neighborhood park requirement from the subject site.

Thirdly we are applying to subdivide the property as per the attached plan titled "Proposed Phase I".

Lastly we are applying for a variance with respect to the frontage improvements for Park Hill Road.

History of the site:

The initial start of the development of the site dates back to 2007. Based on the old Subdivision Bylaw a concept road and lot layout was designed. The layout resulted in the rezoning of the site into 3 zones: R1, R4 and R7. The zoning boundaries coincided with the then proposed road centerlines. The development never proceeded to the construction phase.

City Staff recognized that development of the site is complicated due to the presence of moderate to moderately steep slopes on the site. Therefore, to increase development opportunities, the site is designated "Hillside Development Area" in the new Subdivision Bylaw 4163. This designation provides alternate engineering requirements for road right of way width, road surface width, road right of way grading, and allows for single direction vehicle traffic amongst other items. Our client retained Onsite Engineering Ltd. (OEL) to review the new Bylaw and to conceptually design a new road and lot layout based on the new Bylaw. The road and lot layout design has been informally discussed between City Staff and OEL Staff and we agree that the road and lot layout is generally suitable. The new road and lot layout however do not coincide with the existing zoning boundaries and therefore rezoning is required.

Proposed zoning:

The proposed road network consists of a ring road with access to and from Park Hill Road and 3 internal roads with access to and from the ring road. The ring road is a "standard" two-way road (18 metre ROW width). There are 2 internal roads that are narrower roads that only allow one-way traffic (12 metre ROW

North Vancouver
Unit 2 - 252 East 1st
North Vancouver, BC V7L 1B3
Tel: (778) 802-1263
Fax: 1-866-235-6943

Abbotsford
106-2825 Clearbrook Rd
Abbotsford, BC V2L 6S3
Tel: (604) 996-4722
Fax: 1-866-235-6943

Campbell River
1040 Cedar Street
Campbell River, BC V9W 7H2
Tel: (250) 287-9174
Fax: 1-866-235-6943

Salmon Arm
201 - 231 TransCanada Hwy;
Box 2012
Salmon Arm, BC V1B 4R1
Tel: (250) 836-6004

Prince George
3661 15th Avenue
Prince George, BC V2N 1A3
Tel: (250) 562-2252
Fax: 1-866-235-6943

ONSITE
Engineering Ltd.

width). The most western internal road and the south internal road are standard two-way traffic roads. Our client is requesting to rezone the entire property to R1.

It is expected that some individual home purchasers will be applying to rezone their property to R8. It is up to future Councils to review and approve individual rezoning request; however, for the one-way roads Staff and the developer agree that R8 zoning would cause too much pressure on the road system, both due to moving traffic and due to parking. Further it is expected that snow clearing will become an issue if excessive parking on the road takes place. Therefore we not only request rezoning of the internal areas serviced by one-way roads to R1 (low density) but also request Council to decide in principle not to allow rezoning of these properties to R8 in the future. This will enhance the attractiveness of the subdivision as a whole.

Official Community Plan:

The Official Community Plan proposes greenways and a neighborhood park on the subject property; however, the OCP is not specific as to where exactly these items are to be situated. This leaves the interpretation to the Approving Officer. The feasibility of the entire subdivision will be strongly affected by the park. In discussions between City Staff and OEL Staff we concluded that cash in lieu for parkland over actual land dedication likely would be supported by City Staff. Our client is in favour of this solution and therefore we request to amend the OCP and remove the neighborhood park requirement from the site. Note that the developer will accommodate and construct greenways as per OCP.

Variances:

The development site fronts Park Hill Road and therefore frontage improvements are required. These requirements are listed in the PLA City File 17.24 dated February 27 2018. On behalf of our clients we apply for one variance.

City Staff and OEL staff agree that the preferred process is to insert the variance application in the rezoning, subdivision, and OCP amendment applications instead of initiating a new variance process after the PLA is issued. Therefore OEL and Engineering Staff have discussed the requirements to be expected as those defined by Bylaw 4163 specification drawing RD-4. Our client's variance request is as follows.

The triangle area west of Park Hill Road is "hooked" to the main site. The client has no intention to subdivide this lot, rather sell it as one individual lot. The lot will be serviced off of the infrastructure that is to be constructed in the northern access road to the subdivision. Since the lot will not be subdivided we request to waive the requirement to upgrade the west side of Park Hill Road to the RD-4 standard.

If you have any questions, please contact us.

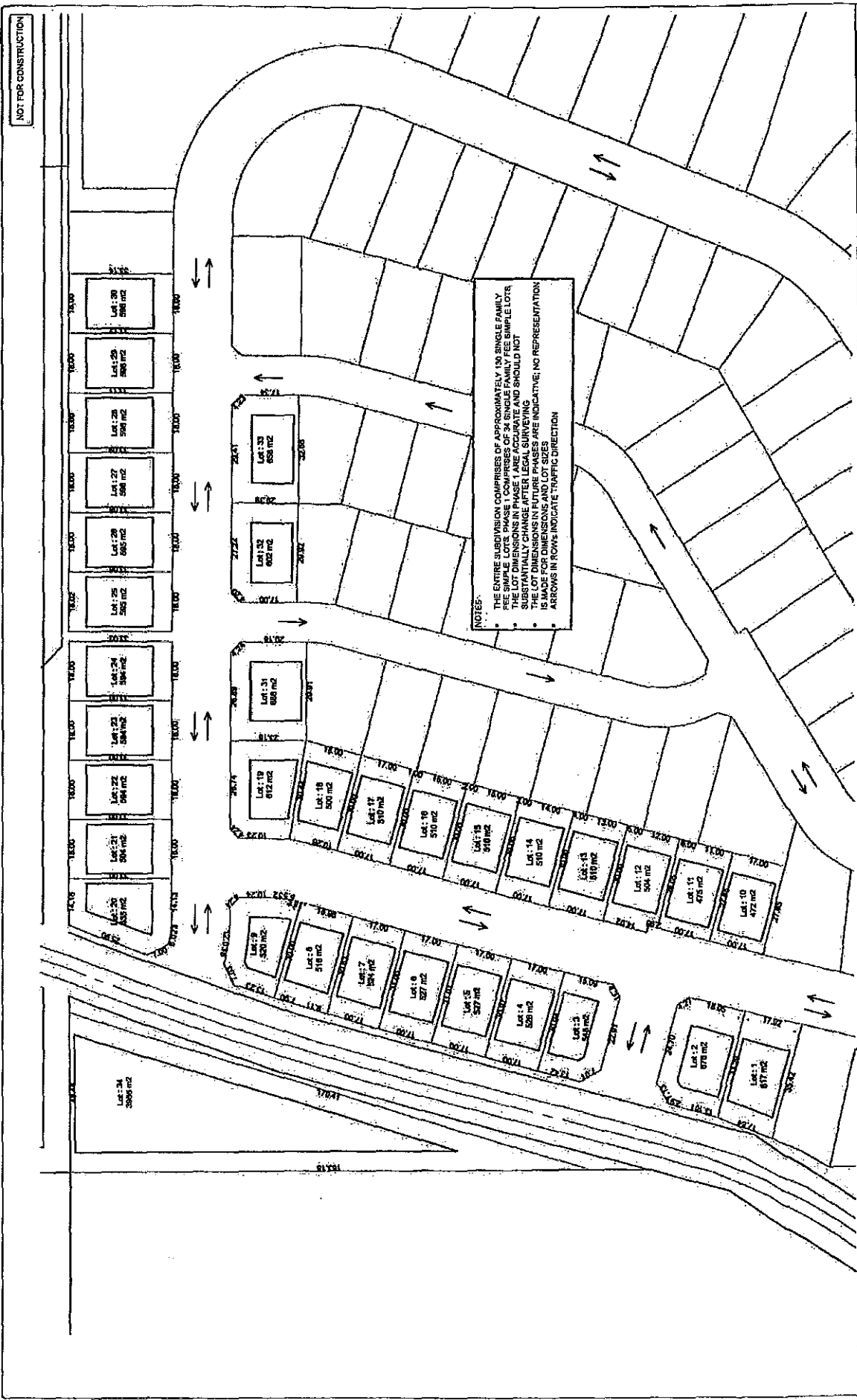
Sincerely,

ONSITE ENGINEERING LTD.


J. van Lindert


B. Pellett, P.Eng.

Cc: Wilmark Homes Ltd./Homecraft Construction Ltd.



NOT FOR CONSTRUCTION

NOTES:

- THE ENTIRE SUBDIVISION COMPRISES OF APPROXIMATELY 150 SINGLE FAMILY RESIDENTIAL LOTS.
- THE WHOLE LOTS PHASE 1 COMPRISES OF 34 SINGLE FAMILY RESIDENTIAL LOTS.
- THE LOT DIMENSIONS IN PHASE 1 ARE ACCURATE AND SHOULD NOT SUBSTANTIALLY CHANGE AFTER LEGAL SURVEYING.
- THE LOT DIMENSIONS IN FUTURE PHASES ARE INDICATIVE; NO REPRESENTATION IS MADE AS TO THE ACCURACY OF THESE DIMENSIONS.
- DIMENSIONS IN ROWS INDICATE TRAFFIC DIRECTION.

<p>WILMARK HOMES PARK HILL SUBDIVISION PHASE 1 6810 PARK HILL ROAD</p>		<p>Client: Wilmark Homes Date: 16/04/2024 Drawing No: 1644-1-001</p>									
<p>Prepared by: [Name] Checked by: [Name] Drawn by: [Name] Date: 16/04/2024</p>	<p>Scale: 1:1000</p>	<p>Project No: 1644-1-001</p>									
<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Description</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			No.	Description	Date						
No.	Description	Date									

APPENDIX 16 (Supplementary Information)

ONSITE

Engineering Ltd.

March 23, 2018

Mayor and Council of Salmon Arm
500 – 2nd Avenue NE
Salmon Arm, BC V1E 4N2

RE: Parkland contribution Wilmark Homes Ltd and Homecraft Construction Ltd.

Dear Council,

Further to our OCP amendment, rezoning and subdivision applications documents, please find below our proposed additional contributions over and above the Parkland requirements as per the Local Government Act.

The Local Government Act provides municipalities with the opportunity to require up to 5% of actual land of the development property for Parkland purposes or up to 5% of the value of the development property. For several reasons, the developer and City Staff agree that the provision of actual land is not the preferred option for this development. In lieu of land the developer is required to provide a cash contribution of \$ 58,650 based on the current assessed value of the lands.

We understand that parkland is a valuable asset for municipalities and that the cash contribution of \$58,650 might be perceived as an undervaluation of the land. Therefore we are prepared to offer additional \$25,000 cash contribution to be spent on park equipment, trail upgrades, benches or any other park uses in one of the parks in Canoe. We kindly request recognizing and acknowledging that this contribution which is separate and distinct from the Act be spent within 3 years of provision. Further we appreciate it that this contribution is recognized by placing a sign or plaque referring to the Kingma Brothers in an appropriate location.

Also, and possibly unbeknownst to you, we have already offered to do the following:

1. The Preliminary Subdivision Approval requires a road dedication for Park Hill Road of 20 meters, 10 meters from the centerline. We have offered and our lot layout is based on an additional 2.5 meters for a total of 12.5 meters ROW dedication east of the centerline along the entire frontage.
2. The required cross section for Park Hill Road, amongst other things, requires the construction of curb and gutter and a 2 meter wide attached sidewalk. We have offered and preliminary designed a separated 3 meters wide concrete multi use path, approximately 5 meters from the curb along the entire frontage. This allows for a safer and more leisurely pedestrian experience.

North Vancouver
Unit 2 - 252 East 1st
North Vancouver, BC V7L 1B3
Tel: (778) 802-1263
Fax: 1-866-235-6943

Abbotsford
103-32310 South Fraser
Way
Abbotsford, BC V2J 1X1
Tel: (604) 309-1788
Fax: 1-866-235-6943

Campbell River
1040 Cedar Street
Campbell River, BC V9W 7L2
Tel: (250) 287-9174
Fax: 1-866-235-6943

Salmon Arm
201 - 231 TransCanada Hwy;
Box 2012
Salmon Arm, BC V1E 4R1
Tel: (250) 836-6004
Fax: 1-888-273-0209

Prince George
3661 15th Avenue
Prince George, BC V2N 1A3
Tel: (250) 562-2252
Fax: 1-866-235-6943

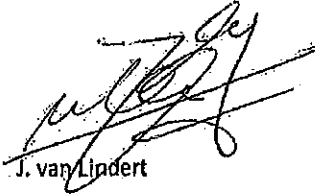
ONSITE
Engineering Ltd.

Both design upgrades represent a considerable value (roughly estimated at \$50,000) and more importantly are significant additions to the City's infrastructure over and above the required improvements.

With the above contributions we trust that we have addressed your concerns.

Kind regards,

On behalf of Wilmark Homes Ltd., Homecraft Construction Ltd.



J. van Lindert

APPENDIX 17 (Supplementary Information)

ONSITE Engineering Ltd.

Southern Operations
#201 - 221 TransCanada Highway
PO Box 2012 Salmon Arm, BC
V1E 4R1
Tel: 250-836-6004
Fax: 1-866-235-6943

Coastal Operations
1040 Cedar Street
Campbell River, BC
V9W 7E2
Tel: 250-287-9174
Fax: 1-866-235-6943

Northern Operations
#1A - 1750 Quins St.
Prince George, BC
V2N 1X3
Tel: 250-562-2252
Fax: 1-866-235-6943

March 16, 2018

Kevin Pearson
Director of Development Services
City of Salmon Arm

Re: Interim Report of Geotechnical Conditions at 6810 Park Hill Road, Salmon Arm

Introduction

Onsite Engineering Ltd. (OEL) has been retained by Willmark Homes Ltd. and Homecraft Construction Ltd. (the Owners) to provide geotechnical engineering services to allow subdivision of the property at the address noted above. The geotechnical report as required for subdivision is currently being prepared. OEL is also providing civil engineering services for the proposed subdivision.

Prior to OEL's involvement in the project, the Owners retained Fletcher Paine Associates Ltd. to provide a geotechnical report for previous iterations of the proposed subdivision. OEL has been provided with a copy of this report, titled *Preliminary Geotechnical Investigation and Report - Proposed Subdivision of 6810 Park Hill Road, Salmon Arm, B.C - LS 15, Section 31, TWP 20, RG 29, W6M, K.D.Y.D.*, prepared by Fletcher Paine Associates Ltd. and dated August 15, 2008 (FPA Report). The FPA report was prepared based on numerous shallow machine-dug test pits across the site. Soil conditions noted in the FPA report generally concur with those found by OEL as described below.

Discussion

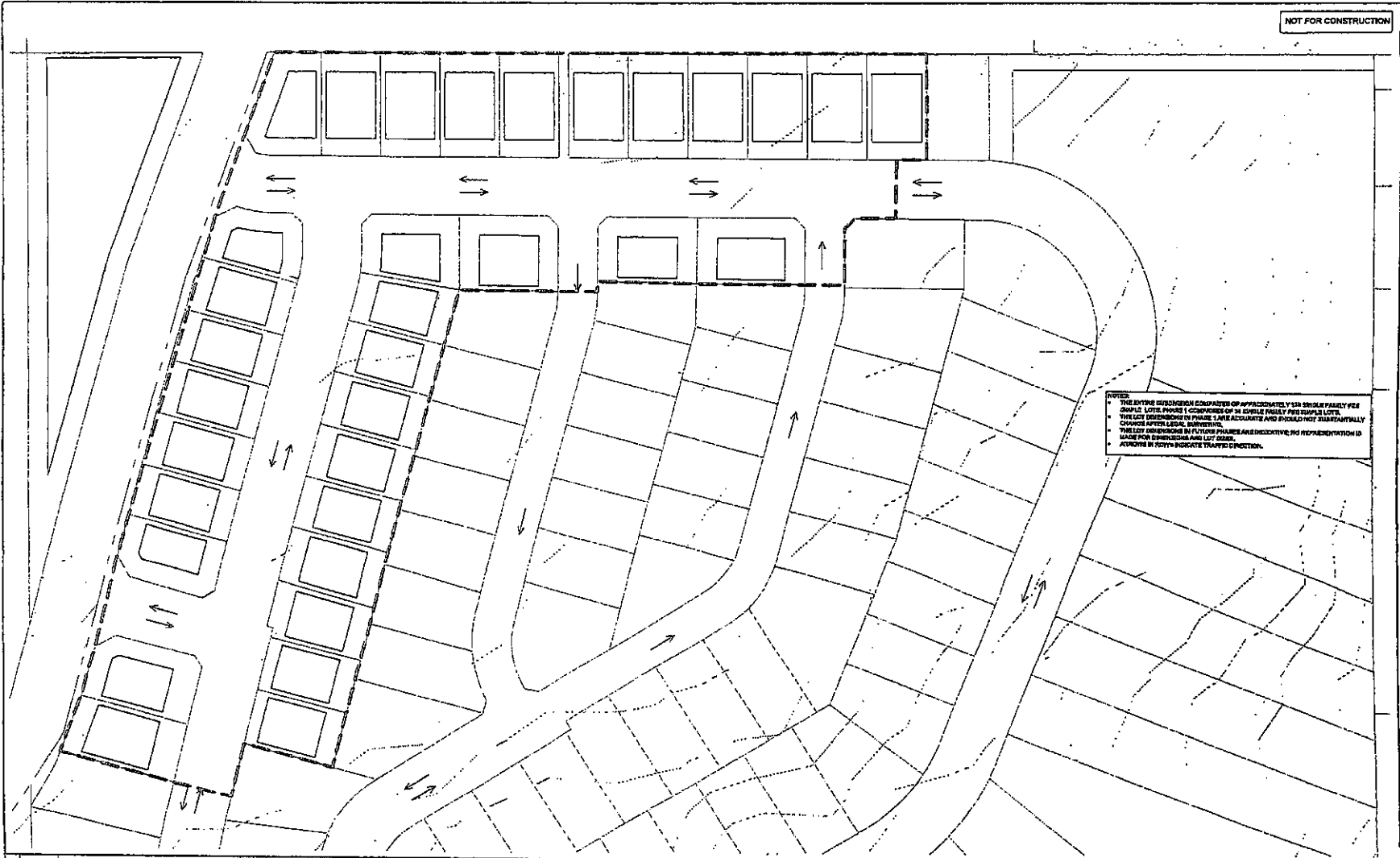
OEL completed fieldwork for this project in December of 2017, including a walking traverse of the property and advancement of five boreholes on the property. Standpipe piezometers were installed in two of the boreholes and were found to be dry during the single reading to date, in January of 2018. Soil conditions encountered in the five boreholes can generally be summarized as a 2-2.5m thick blanket of soft to firm brown silt or silt and clay overlying stiff or dense silt or silty sand to depths between 6 and 8m, where a hard silt or very dense sand till was encountered. Some boreholes encountered seams of moist soils or other signs of intermittent groundwater flow at depth, and the piezometers installed on site will be read during and after freshet to confirm groundwater conditions. The geotechnical report will be finalized and released following confirmation of these conditions.

The property is generally flat to gently sloping on its west side, rolling over to moderate to moderately-steep slopes (up to 70%) on its east side. The moderately steep slopes form a portion of the escarpment feature that separates the communities of North Broadview and Canoe in northeast Salmon Arm. Although moderately steep slopes are present in the northeast corner of the property no signs of slope instability were noted during the walking review of the site.

The soils encountered during the geotechnical investigation are generally considered to be strong and stable in their present condition; however, should alterations to the site result in increased loading directly onto the steeper slopes present on the east side or a significant increase in soil moisture content, the margin of safety present may decrease significantly.

Loate Item 8.7 and 8.8
R. Williams, Geoscientist, Onsite Engineering Ltd.
6810 Park Hill Road NE

NOT FOR CONSTRUCTION

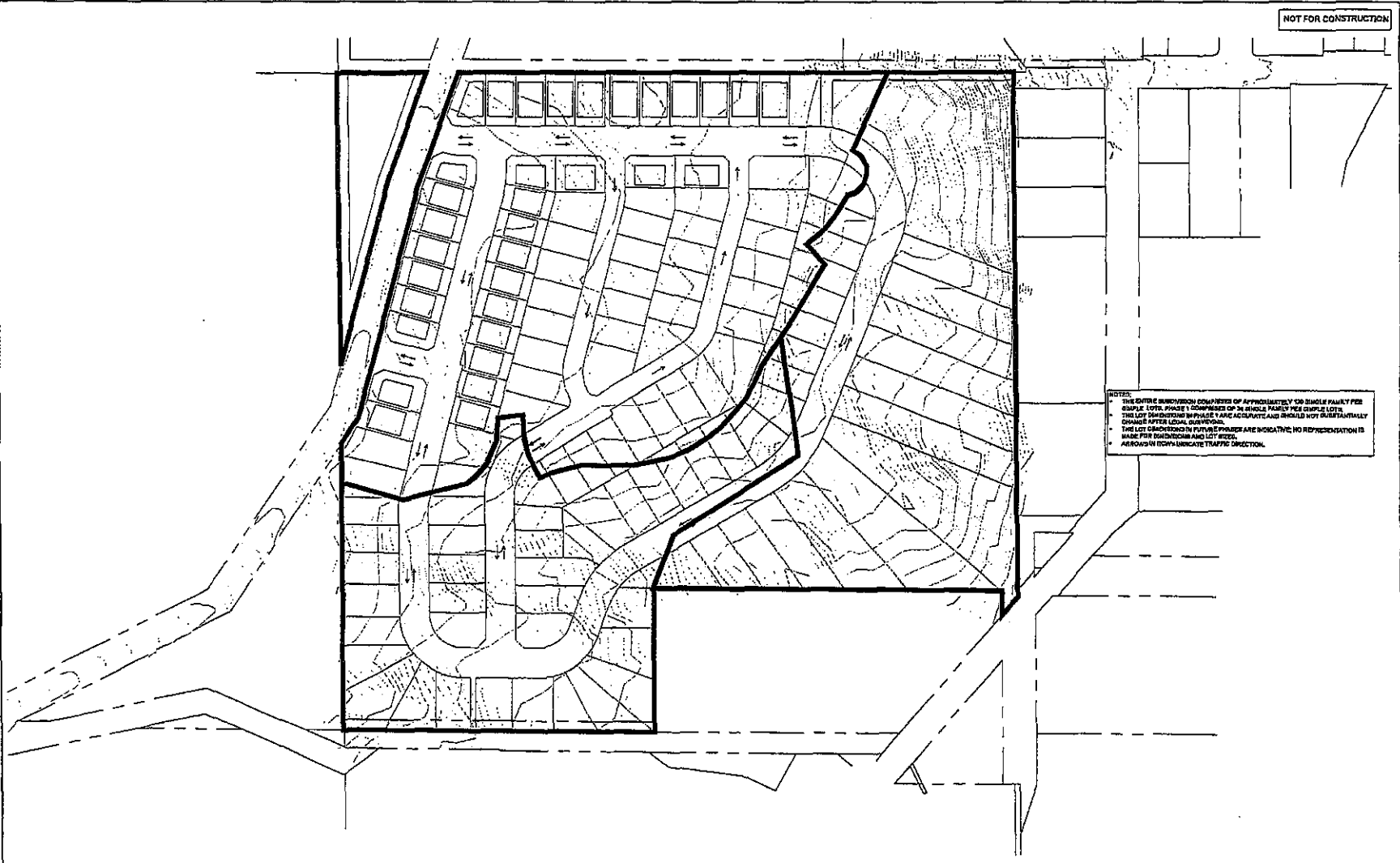


NOTES:
 • THE ENTIRE SUBDIVISION CONSISTS OF APPROXIMATELY 158 SINGLE FAMILY RESIDENTIAL LOTS. PHASE 1 CONSISTS OF 16 SINGLE FAMILY RESIDENTIAL LOTS.
 • THE LOT DIMENSIONS IN PHASE 1 ARE APPROXIMATE AND SHOULD NOT SUBSTANTIALLY CHANGE AFTER LOCAL SUBDIVISION.
 • THE LOT DIMENSIONS IN FUTURE PHASES ARE INDICATIVE. NO REPRESENTATION IS MADE FOR DIMENSIONS AND LOT SIZES.
 • ARROWS IN FIGURE INDICATE TRAFFIC DIRECTION.

<p>APPROPRIATE BOUNDARY OF PHASE 1</p> <p>APPROPRIATE LOT BOUNDARIES</p> <p>SPACE CONTOURS (S₀)</p> <p>SEWER CONTOURS (S₁₀)</p>		<p>REFERENCE DRAWINGS</p>	<p>DATE OF PREPARATION</p>	<p>SCALE</p> <p>1" = 10'</p>	<p>DESIGNER: JVL</p> <p>DRAWN: JVL</p> <p>CHECKED: EP</p> <p>REVISIONS:</p> <p>DATE: 01-20-18</p>	<p>WILMARK HOMES / HOMECRAFT CONSTRUCTION</p> <p>BROADVIEW ON PARK HILL SUBDIVISION</p> <p>PHASE 1</p> <p>6810 PARK HILL ROAD</p>	<p>CLIENT PROJECT NO. 1644-1-001</p> <p>DRAWING NO. 1644-1-001</p> <p>SHEET 1 OF 1</p>
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NOT FOR CONSTRUCTION

- NOTES:
- THE ENTIRE SUBDIVISION CONSISTS OF APPROXIMATELY 50 SINGLE FAMILY PEE
SIMPLE LOTS. PHASE 1 COMPRISES OF 24 SINGLE FAMILY PEE SIMPLE LOTS.
 - THE LOT DIMENSIONS IN PHASE 1 ARE APPROXIMATE AND SHOULD NOT SUBSTANTIALLY
CHANGE AFTER LEGAL SUBDIVISION.
 - THE LOT DIMENSIONS IN PHASE 1 PHASE ARE NOMINATIVE; NO REPRESENTATION IS
MADE FOR DIMENSIONS AND LOT SIZES.
 - ARROWS IN DRAWING INDICATE TRAFFIC DIRECTION.



NO.	DATE	DESCRIPTION
1	12/20/13	ISSUES FOR SUBDIVISION APPLICATION
2		
3		
4		
5		
6		

REFERENCE DRAWINGS

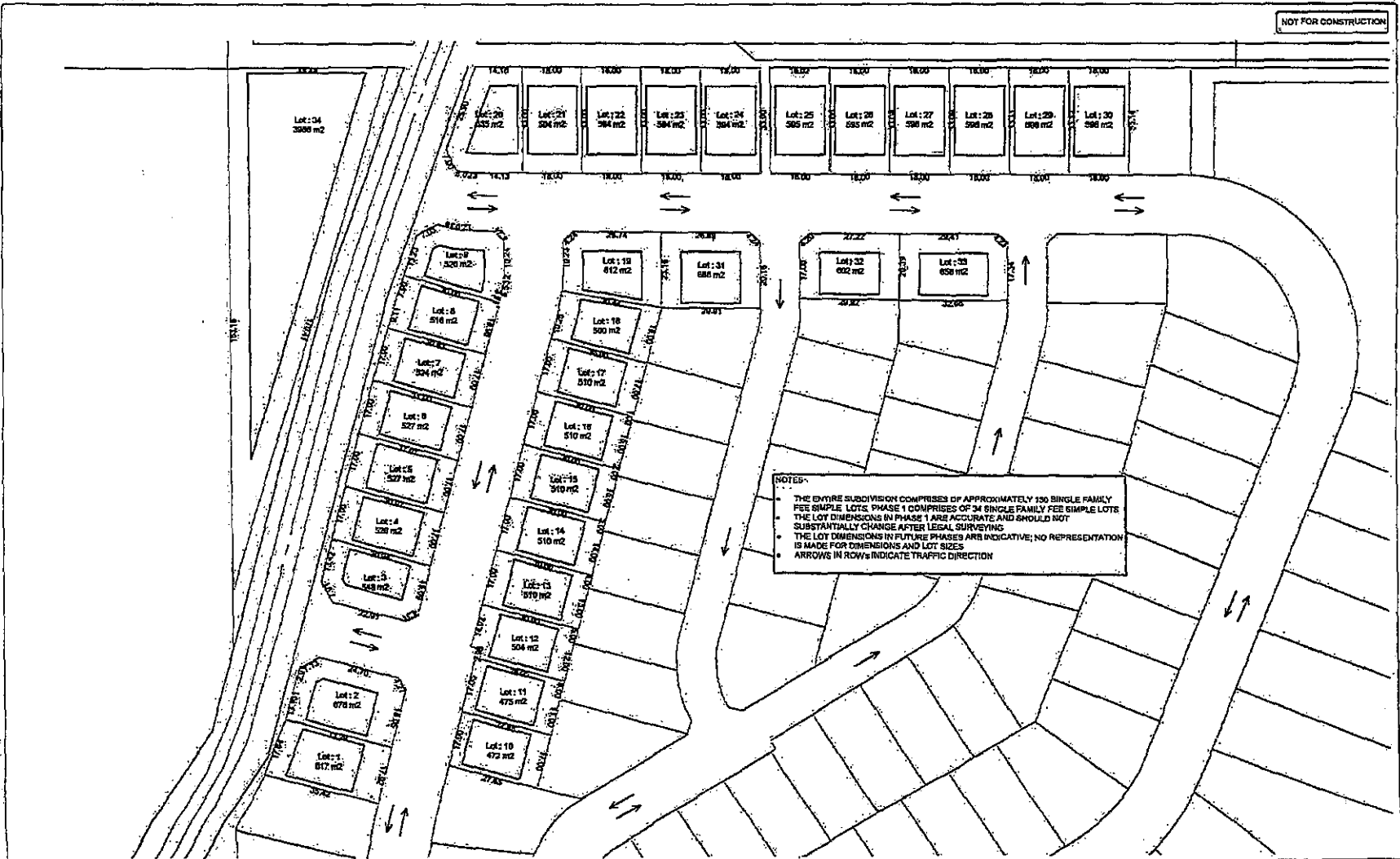


Designed by	JVL
Drawn by	JVL
Checked by	BT
Approved by	
Date:	01/09/14

WILMARK HOMES
PARK HILL SUBDIVISION
PHASE 1
6810 PARK HILL ROAD

Client Project No.	
File Number	38431
Drawing No.	1644-1-001
Sheet	1 of 1

NOT FOR CONSTRUCTION



Approved:

Checked	
Drawn	

Professional Engineer
 License No. 11444
 Date: 02/20/2025

WILMARK HOMES PARK HILL SUBDIVISION PHASE 1 6810 PARK HILL ROAD		Client/Project No. 1644-1-001
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ONSITE Engineering Ltd.

Southern Operations
#201 – 221 TransCanada Highway
PO Box 2012 Salmon Arm BC
V1E 4R1
Tel: 236-836-6004
Fax: 1-866-235-6943

Coastal Operations
1040 Cedar Street
Campbell River, BC
V9W 7E2
Tel: 250-287-9174
Fax: 1-866-235-6943

Northern Operations
#1A – 1750 Quinn St.
Prince George, BC
V2N 1X3
Tel: 250-562-2252
Fax: 1-866-235-6943

March 16, 2018

Kevin Pearson
Director of Development Services
City of Salmon Arm

Re: Interim Report of Geotechnical Conditions at 6810 Park Hill Road, Salmon Arm

Introduction

Onsite Engineering Ltd. (OEL) has been retained by Willmark Homes Ltd. and Homecraft Construction Ltd. (the Owners) to provide geotechnical engineering services to allow subdivision of the property at the address noted above. The geotechnical report as required for subdivision is currently being prepared. OEL is also providing civil engineering services for the proposed subdivision.

Prior to OEL's involvement in the project, the Owners retained Fletcher Paine Associates Ltd. to provide a geotechnical report for previous iterations of the proposed subdivision. OEL has been provided with a copy of this report, titled *Preliminary Geotechnical Investigation and Report – Proposed Subdivision of 6810 Park Hill Road, Salmon Arm, B.C – LS 15, Section 31, TWP 20, RG 29, W6M, K.D.Y.D.*, prepared by Fletcher Paine Associates Ltd. and dated August 15, 2008 (FPA Report). The FPA report was prepared based on numerous shallow machine-dug test pits across the site. Soil conditions noted in the FPA report generally concur with those found by OEL as described below.

Discussion

OEL completed fieldwork for this project in December of 2017, including a walking traverse of the property and advancement of five boreholes on the property. Standpipe piezometers were installed in two of the boreholes and were found to be dry during the single reading to date, in January of 2018. Soil conditions encountered in the five boreholes can generally be summarized as a 2-2.5m thick blanket of soft to firm brown silt or silt and clay overlying stiff or dense silt or silty sand to depths between 6 and 8m, where a hard silt or very dense sand till was encountered. Some boreholes encountered seams of moist soils or other signs of intermittent groundwater flow at depth, and the piezometers installed on site will be read during and after freshet to confirm groundwater conditions. The geotechnical report will be finalized and released following confirmation of these conditions.

The property is generally flat to gently sloping on its west side, rolling over to moderate to moderately-steep slopes (up to 70%) on its east side. The moderately steep slopes form a portion of the escarpment feature that separates the communities of North Broadview and Canoe in northeast Salmon Arm. Although moderately steep slopes are present in the northeast corner of the property no signs of slope instability were noted during the walking review of the site.

The soils encountered during the geotechnical investigation are generally considered to be strong and stable in their present condition; however, should alterations to the site result in increased loading directly onto the steeper slopes present on the east side or a significant increase in soil moisture content, the margin of safety present may decrease significantly.

Results

Given the subsurface conditions encountered during investigation and the slope gradients present on the property, OEL does not foresee any requirements for significant development restrictions for the proposed subdivision. At this time, measures of the following magnitude are anticipated to be implemented:

- Establishment of a no-disturb zone in the easternmost, moderately steep portions of the property, outside of the boundaries of Phase 1. The no-disturb zone is expected to be implemented through the establishment of a setback from a 2H:1V safe line projected up from the toe of the slope;
- Requirement that all storm runoff from impervious surfaces be carried away from site and not discharged within the proposed lots;
- Design of underground utility systems with methods and materials that limit chances of leakage; and
- Design of the road and lot accesses in the eastern portion of the property in a manner that minimizes unnecessary large fills.

Restrictions of the type noted above are typical for residential developments on and above sloping terrain and where fine-grained soils are present.

Concluding Comments

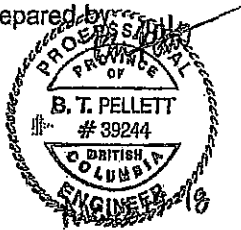
Based on observations to date and the proposed subdivision layouts, OEL believes at this time that the site is suitable for the intended development. The forthcoming geotechnical report will satisfy all requirements for subdivision and provide clear guidance on safe use of the property.

Closure

We trust that this report satisfies your present requirements. Should you have any questions or comments, please contact our office at your convenience.

Sincerely,
Onsite Engineering Ltd.

Prepared by:



Ben Pellett, P.Eng.
Civil Engineer

Reviewed by:

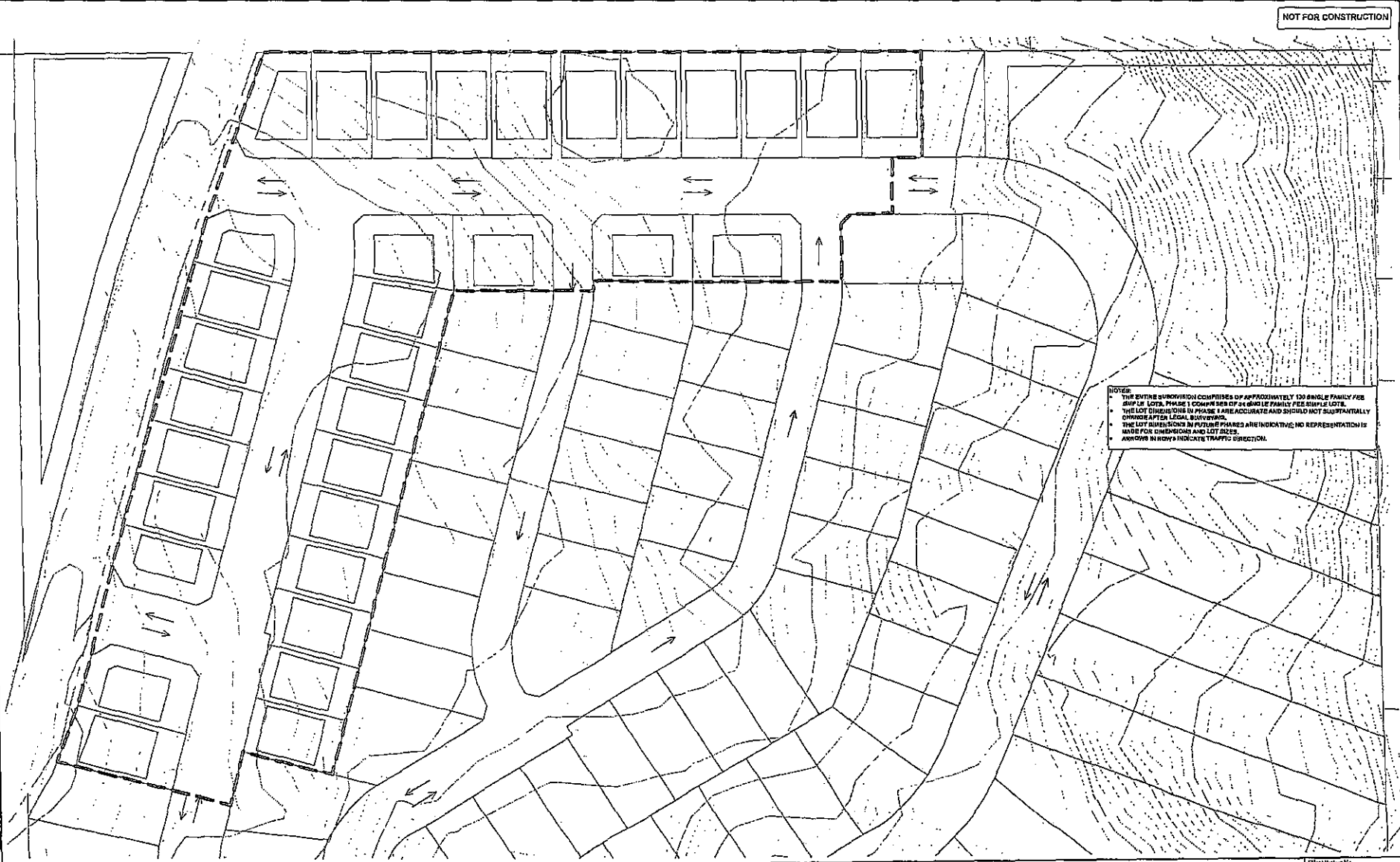
A handwritten signature in black ink, appearing to read "Rod Williams".

Rod Williams, P.Geo.
Reviewing Geoscientist

Attach: Figure 1 – Broadview on Park Hill Subdivision Plan

NOT FOR CONSTRUCTION

NOTE:
THE ENTIRE SUBDIVISION COMPRISES OF APPROXIMATELY 100 SINGLE FAMILY RESIDENTIAL LOTS. PHASE 1 COMPREHENSIVE OF 44 SINGLE FAMILY RESIDENTIAL LOTS.
THE LOT DIMENSIONS IN PHASE 1 ARE APPROXIMATE AND SHOULD NOT SUBSTANTIALLY CONFLICT WITH LOCAL ORDINANCES.
THE LOT DIMENSIONS IN FUTURE PHASES ARE INDICATIVE; NO REPRESENTATION IS MADE FOR DIMENSIONS AND LOT SIZES.
ARROWS INDICATE TRAFFIC DIRECTION.



<p>APPROXIMATE BOUNDARY OF PHASE 1</p> <p>APPROXIMATE LOT BOUNDARIES</p> <p>MAJOR CONTOURS (5m)</p> <p>MINOR CONTOURS (1m)</p>		<p>REFERENCE DRAWINGS</p>	<p>ISSUED FOR INFORMATION</p> <p>Approved: [Signature]</p>	<p>SCALE</p> <p>0 1000 20</p>	<p>Designed: JVL</p> <p>Drawn: ZVL</p> <p>Checked: DP</p> <p>Surveyed: [Blank]</p> <p>Date: 01-2018</p>	<p>1644-1-001</p> <p>ONSITE</p> <p>CONSULTANTS</p> <p>1644-1-001</p> <p>6810 PARK HILL ROAD</p>	<p>WILMARK HOMES / HOMECRAFT CONSTRUCTION</p> <p>BROADVIEW ON PARK HILL SUBDIVISION</p> <p>PHASE 1</p> <p>6810 PARK HILL ROAD</p>	<p>Client Project No. 1644-1-001</p> <p>Drawn by: [Blank]</p> <p>Sheet: 1 of 1</p>
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22. PUBLIC HEARING**1. Official Community Plan Amendment Application No. OCP-4000-32 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; MD - LD]**

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

Submissions were called at this time.

J. van Lindert, the agent, explained the application and was available to answer questions from Council.

R. Keskinen, 6891 46 Street NE said that not having a park in the proposed subdivision would be detrimental to the area.

L. Hawes, 6981 46 Street NE expressed concerns that a lack of a park in the subdivision and the lack of vegetation normally found in a park could have an adverse effect on the drainage of water. She said that the existing park area below the proposed development is not suitable for small children.

S. Keskinen, 6891 46 Street NE requested clarification on current zoning.

R. Keskinen, 6891 46 Street NE requested clarification on the definition of R-4 and R-7 zoning.

J. van Lindert, the agent, spoke regarding the funds being offered by the applicant to the City in lieu of a dedicated park in the development explaining that \$25,000.00 of the funds offered could be used for improvements in any City of Salmon Arm park and explained that the applicant will be providing a pathway and access through the development to the existing park area.

These funds will be submitted to and held by the City prior to consideration of the final reading.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4257 was declared closed at 7:38 p.m. and consideration of the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4257

**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 Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on April 23, 2018, at the hour of 7:00 p.m. was published in the April 4, 2018 and April 11, 2018, 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:

1. Redesignate Amended Legal Subdivision 15, Section 31, Township 20, Range 9, W6M, KDYD, except Plans 10393 and 21686 from "Medium Density Residential" to "Low Density Residential", on the Land Use Maps A-1 and A-1a as shown on Schedule "A" attached hereto and forming part of this bylaw; and
2. Amend Map 11.1 by removing the proposed Neighbourhood Park on Amended Legal Subdivision 15, Section 31, Township 20, Range 9, W6M, KDYD, except Plans 10393 and 21686 as shown on Schedule "B" 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.

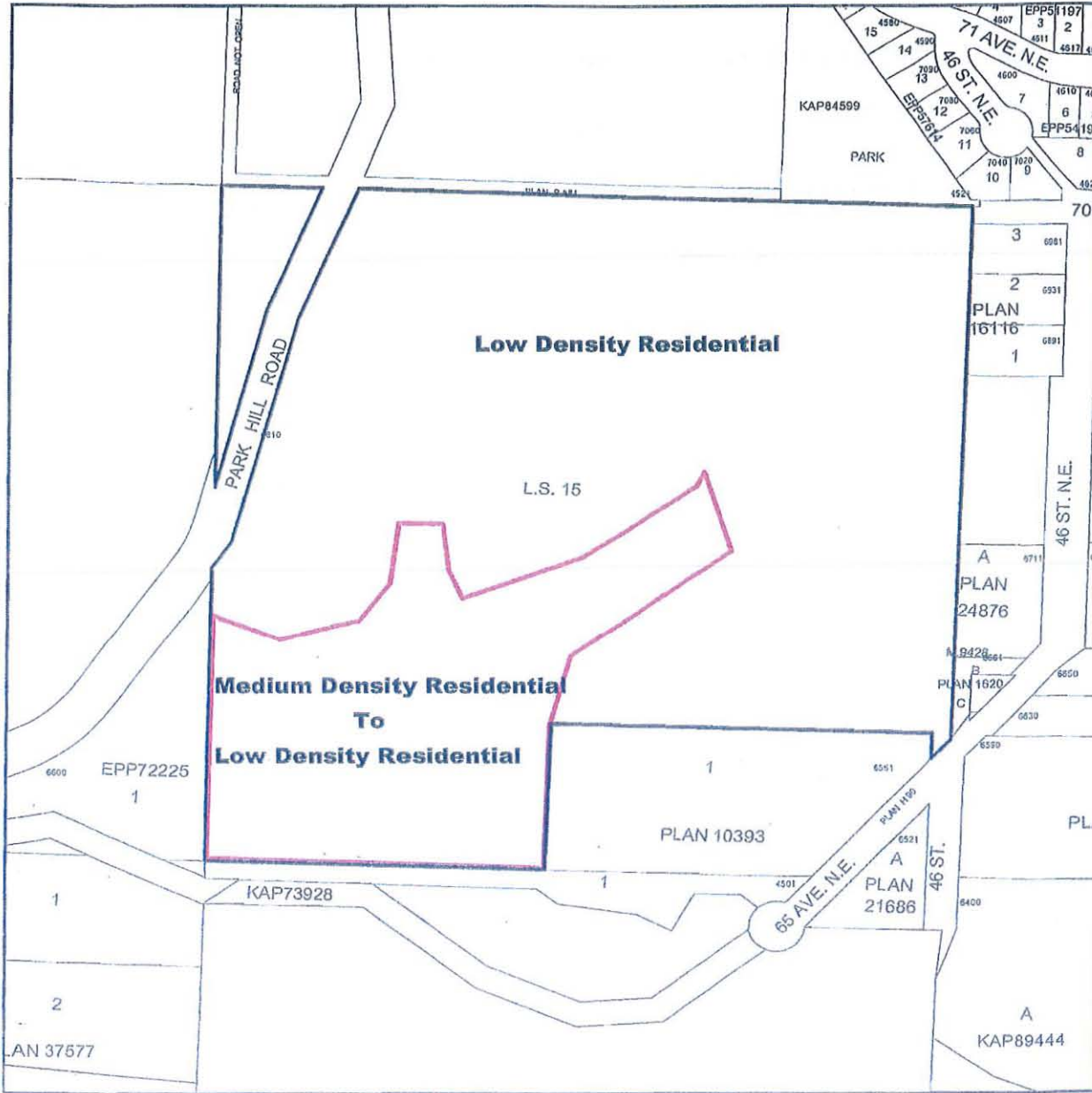
5. CITATION

This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4257"**.

READ A FIRST TIME THIS	26th	DAY OF	March	2018
READ A SECOND TIME THIS	9th	DAY OF	April	2018
READ A THIRD TIME THIS	23rd	DAY OF	April	2018
ADOPTED BY COUNCIL THIS		DAY OF		2018

MAYOR

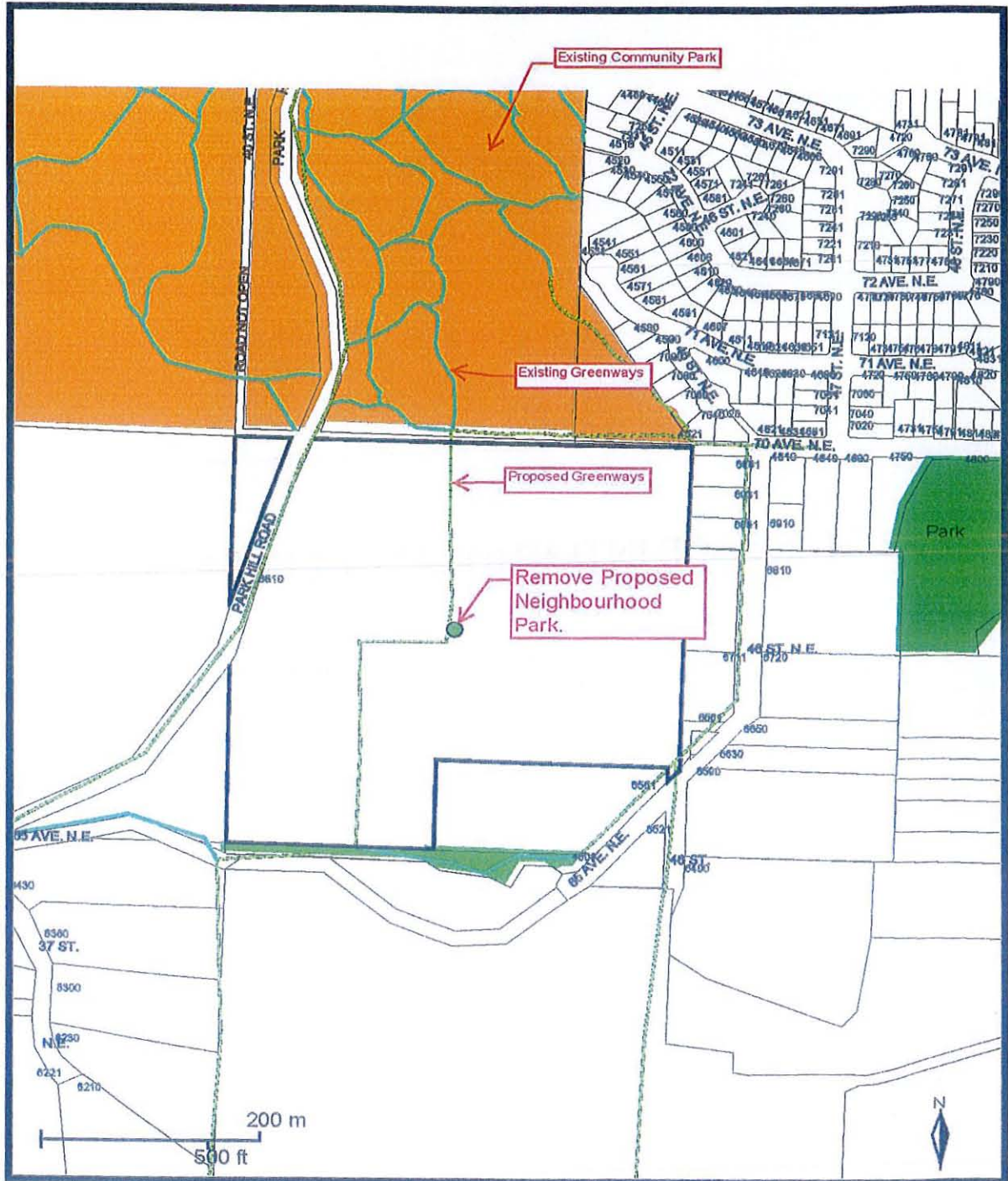
CORPORATE OFFICER



 Subject Property

 Portion to be re-designated from MR (Medium Density Residential) to LR (Low Density Residential)

Schedule "B"



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Item 9.5

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4258 be read a final time.

[ZON-1109; Homecraft Construction Ltd./Wilmark Homes Ltd./Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

22. PUBLIC HEARING**2. Zoning Amendment Application No. ZON-1109 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1]**

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

Submissions were called for at this time.

J. van Lindert, the agent explained the application and was available to answer questions from Council.

R. Keskinen, 6891 46 Street NE expressed concerns about the clay in the soil on the hillside not allowing water to be absorbed resulting in drainage issues for the properties below the development. She is concerned that the removal of vegetation will make existing drainage problems on her property worse.

L. Hawes, 6981 46 Street NE expressed concerns about drainage issues and how the trees and vegetation on the slope will be harvested. She said they have existing issues with water drainage and blow down because of tree removal. She is concerned about contaminated storm water flowing into Canoe Pond and the impact on water quality and wildlife. She would like to see a no build zone on larger lots in the development.

J. van Lindert, the agent, said that there are areas on the hillside that are not suitable for construction but the developer is waiting for the geotechnical report to be completed before those areas can be identified.

L. Hawes, 6981 46 Street NE expressed concerns that the higher the density the more water and drainage issues there could be.

R. Keskinen, 6891 46 Street NE expressed concerns regarding the impact that a large development could have on the community and the schools.

P. Britton, 6711 46 Street NE expressed concerns regarding the impact of tree removal and vegetation from the area behind her property.

S. Keskinen, 6891 46 Street NE said that the grade of the hill is very steep and is concerned that development will have an impact on the slope stability causing land slippage above his property.

B. Pellet, Onsite Engineering Ltd., the agent, explained the purpose of the geotechnical report.

S. Keskinen, 6891 46 Street NE expressed concerns regarding the impact on wildlife once vegetation is removed.

B. Pellet, the agent, explained that the geotechnical report is expected to be complete in late May or early June, 2018.

22. PUBLIC HEARING - continued

2. Zoning Amendment Application No. ZON-1109 [Homecraft Construction Ltd. / Wilmark Homes Ltd. / Onsite Engineering Ltd.; 6810 Park Hill Road NE; R-4 & R-7 to R-1] - continued

B. Pellet, the agent, explained slope stability considerations and storm water drainage. He said that the existing water management system on the property is temporary and not a long term solution. There will be Restrictive Covenants registered on titles to properties that are identified as containing no-disturb areas.

C. Lynd, 6630 - 46 Street NE questioned whether the Restrictive Covenant would allow tree topping or the selective removal of trees.

S. Keskinen, 6891 46 Street NE inquired as to property owners compliance with Restrictive Covenant.

R. Keskinen, 6891 46 Street NE expressed concerns regarding underground springs.

B. Pellet, the agent, explained differences between a hydrogeological study and geotechnical study and the means to assess the effect of ground water in soil.

K. Ferster, 6810 46 Street NE welcomes the development as a means to address current water drainage and standing water issues and welcomes the growth of Canoe.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4258 was declared closed at 8:39 p.m.

CITY OF SALMON ARM

BYLAW NO. 4258

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 Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on April 23, 2018 at the hour of 7:00 p.m. was published in the April 11, 2018 and April 18, 2018 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 Amended Legal Subdivision 15, Section 31, Township 20, Range 9, W6M, KDYD, except Plans 10393 and 21686 from R-4 Medium Density Residential and R-7 Large Lot Single Family Residential to R-1 Single Family 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. 4258"

READ A FIRST TIME THIS 26th DAY OF March 2018

READ A SECOND TIME THIS 9th DAY OF April 2018

READ A THIRD TIME THIS 23rd DAY OF April 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 27th DAY OF April , 2018

"R. BITTE"

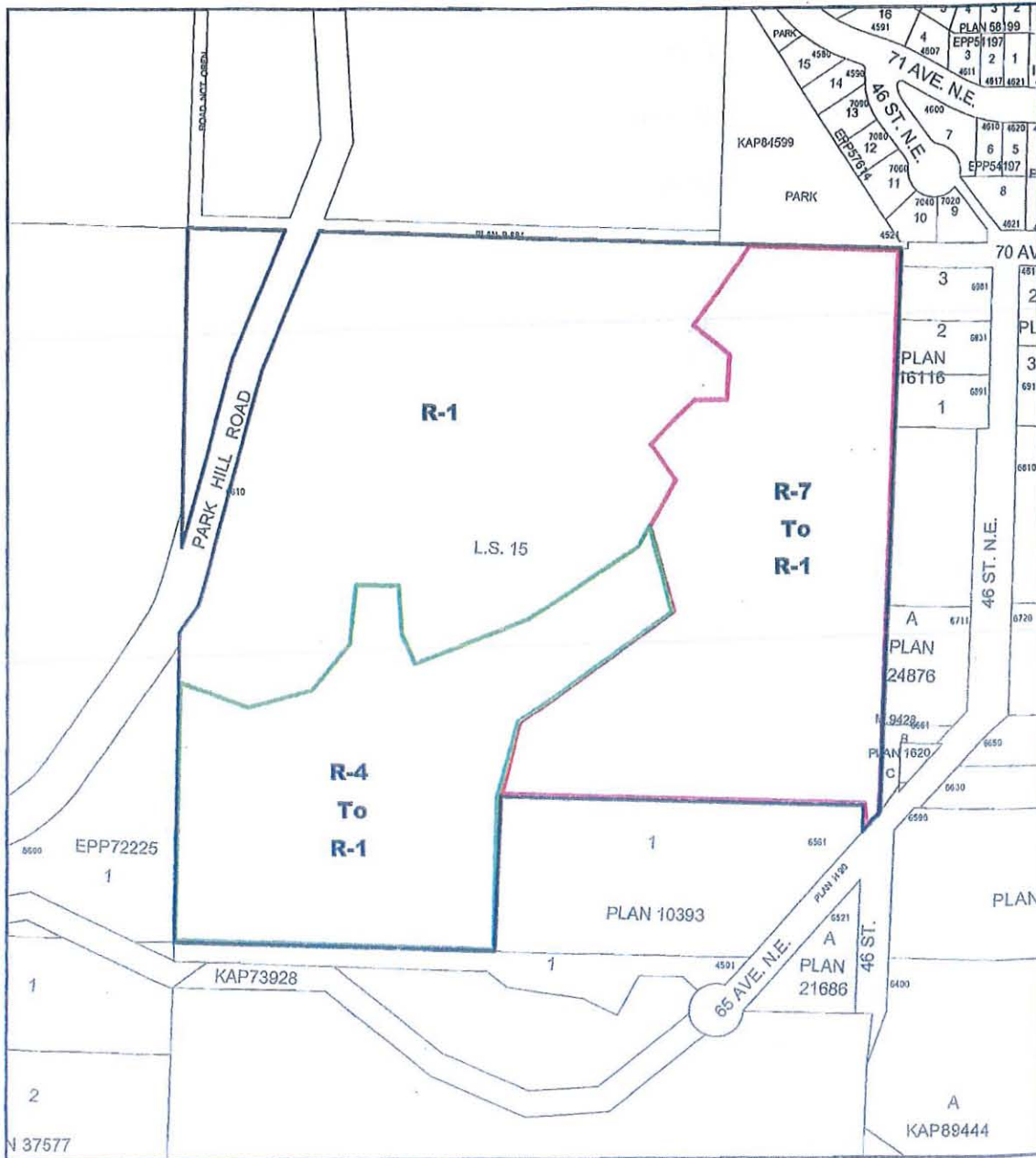
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Subject Property

Portion to be rezoned from R-7 (Large Lot Single Family Residential) to R-1 (Single Family Residential)

Portion to be rezoned from R-4 (Medium Density Residential) to R-1 (Single Family Residential)

INFORMATIONAL CORRESPONDENCE - MAY 14, 2018

1. Building Department – Building Statistics – April 2018
2. Building Department – Building Permits – Yearly Statistics
3. N. Cooper, Mayor, City of Salmon Arm – letter dated April 23, 2018 – Use of *Municipal and Regional District Tax* (MRDT) funds for affordable housing and collection of MRDT on vacation rentals
4. G. Hudson – email dated April 27, 2018 – Burning in the City limits
5. C. Dodds – email dated May 3, 2018 – 5th Avenue parking
6. P. Kassa – letter dated May 3, 2018 – Future of Downtown Activity Centre
7. L. Richards – email dated April 16, 2018 – Smoking/drug use – Public & School grounds
8. A. & S. Mitchell – email dated May 7, 2018 – Burning and Utility billing
9. D. Gray – letter dated May 4, 2018 – Letter of Proposal – Plug-and-Play Live Music at the Salmon Arm Wharf
10. M. Kuster, ECD Coordinator Salmon Arm – email dated April 20, 2018 – Story Time in the Park 2018
11. P. Wright, President, The Salmon Arm and Shuswap Lake Agricultural Association – Power Service to the south fairgrounds
12. L. Wong, Manager, Downtown Salmon Arm – letter dated May 4, 2018 – Salmon Arm Apple Fest
13. D. Mills, Shuswap Cycling Society – letter dated April 18, 2018 – 6th Annual Shuswap Cross Cyclocross
14. J. Henderson, TOTE Organizing Committee – letter dated April 23, 2018 – 4th Annual Theatre on the Edge Festival
15. P. Wright, President, Salmon Arm and Shuswap Lake Agricultural Association – email dated May 4, 2018 – Overflow parking
16. R. Sutherland, Station Leader, Royal Canadian Marine Search & Rescue – letter dated April 11, 2018 – Lifeboat Day
17. School District No. 83 – April 23, 2018 – Staying Connected
18. School District No. 83 – Newslines April 18, 2018
19. A. Slater, Executive Director, SILGA – email dated May 6, 2018 – SILGA Youth at UBCM
20. A. Slater, Executive Director, SILGA – email dated May 8, 2018 – SILGA Youth at UBCM
21. Fulton & Company – Local Government News – April 26, 2018
22. Office of the Chief Information Officer, Information Security Branch, Ministry of Citizens' Services, Government of British Columbia – email dated April 23, 2018 – BC Council for International Education
23. S. Orcherton, Executive Director, Child Find BC – email dated April 20, 2018 – Child Find BC Proclamation May is National Missing Children's month
24. L. Plant, Manager, Communications & Membership Support, Tourism Industry Association – email dated May 8, 2018 – #Tourism Week May 27 to June 2, 2018
25. Health Canada – email dated April 24, 2018 – Health Canada Advisory; One lot of Traditional Medicinals "Throat Coat Lemon Echinacea" herbal tea recalled because of potential contamination with Salmonella
26. J. Van Laerhoven, Mayor, District of Kent – letter dated April 25, 2018 – Cannabis Production Facilities on Agricultural Land Reserve lands
27. J. Harwood, Mayor, District of Clearwater – letter dated April 13, 2018 – Employer Health Tax
28. S. Brienen, Mayor, District of Houston – letter dated March 29, 2018 – Human Trafficking Task Force

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Item 11.1

CITY OF SALMON ARMDate: May 14, 2018**Strategic Wildfire Prevention Initiative
Community Wildfire Protection Plan****Vote Record**

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

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



City of Salmon Arm
 Memorandum from the Chief Administrative Officer

TO: Her Worship Mayor Cooper and Council

DATE: May 1, 2018

SUBJECT: Strategic Wildfire Prevention Initiative - Community Wildfire Protection Plan

BACKGROUND:

Council, at the Regular Council meeting of February 26, 2018, directed staff to prepare a report regarding a potential application to the UBCM administered Strategic Wildfire Prevention Initiative (SWPI) Program, to include:

- a) The current status of the Community Wildfire Prevention Plan funding stream;
- b) A recommended RFP or other process to proceed with a first phase of fuel management prescriptions;
- c) The anticipated budgetary implications and staff resource requirements; and
- d) Potential collaboration with neighbouring First Nations.

Funding:

The SWPI Program, which was introduced by the B.C. government in 2004, is intended to help reduce the risk of interface fires where urban developments border on forests and grasslands. One of the SWPI funding streams has been contributing a maximum of 75% of the cost of eligible activities - (up to \$22,500.00 for a \$30,000.00 total) for the preparation of a Community Wildfire Protection Plan (CWPP).

As a result of the devastating forest fire season that BC experienced in 2017, the CWPP is on hold pending a report from the BC Flood and Wildfire Review, which was expected to be released in late April 2018. While the future of this program appears uncertain, it is noteworthy that the 2018 Provincial Budget and Three Year Fiscal Plan shows no meaningful increase for the Ministry of Forests, Lands, Natural Resource Operations and Rural

Development (FLNRORD) despite the fact that the costs of fighting forest fires alone far exceeded the entire 2017 Fire Management budget.

What is a CWPP:

- Defines wildfire threat risk areas within and adjacent to the community for wildland urban interface (WUI) fires;
- Identifies measures necessary to mitigate those risks (i.e. tree removal, spacing, pruning, controlled burns etc.); and
- Outlines a plan of action and costs to implement these measures.

A typical CWPP has two major components: reporting and maps. The reporting component details the community, the goals of the plan, assessed wildfire threat risks and the proposed plan and cost to address the risks both on crown land and adjacent land. The related maps outline the community, land ownership, hazards and treatment areas.

The WUI is any area where combustible wildland fuels (vegetation) are found adjacent to homes, farm structures, other outbuildings or infrastructure. For the purpose of the SWPI, the WUI is the area within 2 kilometres of a community with a minimum density of 6 structures per square kilometre. The definition / refinement of this area for Salmon Arm, is a potential outcome of this process.

In previous years, the first step in the process was to apply for funding. After submission to UBCM, the application was reviewed by the program team. Applications that met program criteria were notified of funding approval and work on the CWPP could begin. It is unclear whether this methodology will hold going forward.

It is important to note that various elements of the plan will likely require special expertise (e.g. RPF) and any changes to the work plan after approval is received must be endorsed by the UBCM. Consideration should be given to engaging a consultant who has had previous experience with completing a CWPP as the funding for treatments is contingent upon approval of the CWPP.

Costs and Activities:

Ineligible Costs & Activities under the program include the following:

- Development of funding application package;
- Reproduction of maps available from other sources (e.g. BC Geographic Warehouse, etc.);
- Reproduction or duplication of existing data available from other sources;
- Emergency plans or related activities;
- CWPPs for land outside of an eligible Area of Interest (AOI);
- Assessments for purposes other than fuel treatment (e.g. recreational trails);
- Staff training costs, including safety and first-aid training;
- Publication reviews or research;
- Prescriptions or operational projects;

- Ongoing public information;
- Local fire department training;
- Assessments for private land;
- Purchase of machinery, equipment and software programs; and
- Work undertaken by FLNRORD.

As of June 21, 2017, CWPPs had either been initiated or completed by 311 local governments and First Nations in British Columbia. An additional 60 CWPPs were in progress.

As of the same date, completed fuel treatments and risk-reduction efforts had covered more than 92,300 hectares of land in and around communities that faced significant wildfire risks.

Between 2004 and 2017, the provincial and federal governments provided \$78 million to support the initiative. A summary of the SWPI funded projects, between 2011-2017, is attached as Appendix A.

Structural Protection Units:

In 2010, the Shuswap Emergency Program (and by association, Council) opted to utilize fire mitigation resources for public education instead of applying for funding under the CWPP stream, due to concerns identified in the Board Report attached as Appendix B. Following that, the CSRD began to invest in Structural Protection Units (SPU). As a SEP member and largest funding contributor, the City chose to support these decisions. SPUs were an integral part of the Filmon report recommendations that came out of Firestorm 2003. The trailered units can move fairly easily and can protect from 20-50 structures. There are now 3 SPUs owned by SEP and used both locally and around the province through the B.C. Office of the Fire Commissioner. There is some cost recovery realized from contracting out the SPUs for use in other jurisdictions.

Recently, the Province has announced \$6.5 million in disaster-mitigation projects throughout BC, including \$450,000.00 to the Fire Chiefs' Association of B.C. for interface structure fire protection pre-plans. These funds will be used to create wildfire emergency preparedness plans for up to 150 communities and will identify water sources, equipment requirements and strategies to help protect against wildfire, including pre-planning locations for SPUs to be set up.

Additional Measures:

As an additional measure that is within the control of local government, the City also sometimes requires wildfire interface restrictive covenants at the time of subdivision/development, where appropriate. This alerts property owners to the potential wildfire hazards and requires that they maintain their properties, while saving the City harmless.

Potential Consultants:

The City was approached by Randy Spyksma of Forsite Consulting in March 2016 about the possibility of making an application under the SWPI to seek funding for a CWPP. Following a staff report by the Director of Development Services (attached as Appendix C), a presentation by Mr. Spyksma and a separate presentation by representatives of the Shuswap Emergency Program (SEP), Council did not choose to allocate funds for this initiative in the 2017 Budget.

In May 2017, Terry Smith of Silvatech Consulting contacted staff to discuss the initiative but also suggested that he was looking for opportunities to put First Nations Stand Tending crews to work in the area. Mr. Smith was advised that the City had previously received information regarding the SWPI but no budget allocation had been made at that time (though there is now \$15,000.00 in the Budget as a result of a recent Council Resolution).

Following Councillor Lavery's Notice of Motion in October 2017 that \$10,000.00 be included in the 2018 Budget to provide information and other strategies for residents to reduce risks from wildfires, Mr. Smith again contacted the City requesting to present to Council regarding the SWPI. Though the motion was ultimately defeated, Mr. Smith provided a presentation to Council in January 2018 that included representatives from Sk'atsin Resources Ltd. and proposed a partnership between the Neskonlith Indian Band and the City for a joint application under the SWPI.

The Neskonlith Indian Band has previously accessed funds under the SWPI.

OPTIONS FOR CONSIDERATION:

1. Reach out to the Neskonlith / Adams Lake Indian Bands (presumably to be done by Mayor Cooper and Councillor Jamieson, First Nations Liaisons);
2. Wait for the Neskonlith Indian Band, or others, to make an SWPI application or provide further clarity of their intentions;
3. Issue a Request for Proposals to hire a Registered Professional Forester consultant to prepare a SWPI application for the City, including detailed recommendations for First Nations engagement / consultation/ participation;
4. City staff complete an SWPI application; or
5. Wait for the findings of the BC Flood and Wildfire Review.

Options 1 and 3, concurrently, are recommended by staff.

Concerns:

- The City is a relatively large (158 km²), semi-rural municipality;
- This is really a discussion about Crown Land and as such, should be managed by the Provincial Government. This program will likely not significantly affect / improve hazards on private property;
- It may be challenging to get cooperation from Crown Land licensees/private property;

- Once local government delves into this area there may be an expectation to continue for the foreseeable future;
- The prescriptions that would result from this process would, realistically, be a drop in the bucket;
- Has the potential to create liability for the City (although this is not a major concern);
- If the City takes this on now it may be required to stay on top of it forever;
- Several local governments have expressed concern/reservations with this program (see Appendix D & E);
- The perception that this simply represents Provincial Government downloading. The Province clearly has the mandate and resources (e.g. staff experts, training, financial means, etc.) to lead and manage this function;
- Local governments, including Salmon Arm, have other interface strategies in place (e.g. SPU's etc);
- These initiatives will likely have little effect on the ground (especially for larger semi-rural areas like Salmon Arm);
- Treatments will be expensive and labour intensive. The cost is not yet known; however, it is estimated to be thousands of dollars per hectare, for a total cost in the millions; and
- The City does not have the staff resources to initiate/manage such a process and will have to rely on consultants.

Recent uptake for this program has been slowed / diminished as major local government concerns have emerged. These concerns continue to be shared by City staff, including the Fire Chief.

It is recommended that Council allocate \$15,000.00 in the 2018 Amended Budget (already identified in the 2017 Final Budget) for the cost of engaging a consultant, through an RFP process, to making an application under the CWPP, which will include prescriptions (if successful) and First Nations involvement. It is envisioned that this would include \$5,000.00 for initial consulting fees and \$10,000.00 for cost sharing on the project.

The threat of major wildfires in the Province and in Salmon Arm is very real and, according to some experts, will be heightened in the summer of 2018. This initiative may be a prudent and necessary step, going forward, despite the obstacles / challenges outlined in this report.

Respectfully Submitted,


Carl Bannister, MCIP, RPP

APPENDICES:

- A - Strategic Wildfire Prevention Initiative Summary of Funded Projects, 2011 - 2017, as of June 2017
- B - Community Wildfire Protection Plans, CSRD Board Report, March 29, 2010
- C - BC Strategic Wildfire Protection Initiative, City of Salmon Arm Council Memo - June 15, 2016
- D - Wildfire Mitigation Around City Won't Come Cheap, Cranbrook Townsman, April 19, 2018
- E - Quesnel Council Demands Changes to Wildfire Protection, My Cariboo Now, February 22, 2018

Strategic Wildfire Prevention Initiative
Summary of Funded Projects, 2011-2017
As of June 2017

	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
100 Mile House			•				
Adams Lake Indian Band			•		•		
Akisknuq First Nation		2015	•		•••		••
Alberni-Clayoquot RD							••
Alert Bay	2011						
Alexis Creek First Nation			•		•		•
Aqam (St. Mary's Band)		2015	•		••		•
Boothroyd Band		2015	•••		••		
Boston Bar First Nation		2015	•		•		
Burns Lake		2015			••		•
Burns Lake Band			•				
Campbell River			•				
Canal Flats		2015			•••		
Canoe Creek Band			•		•		•
Capital RD			•	•			•
Cariboo RD			••••••		••••••		
Central Kootenay RD			••		•••••• ••••••		••••
Area E		2015					
Area F		2016					
Area I		2016					
Area D		2016					
Area J		2017					
Area G & Salmo		2017					
Area H South		2017					
Area H North		2017					
Central Okanagan RD			•••		••••••		
Chase							
Chawathil First Nation	2013		•		•		
Cheam First Nation	2011						
Cheslatta Carrier Nation			••		••		
Clearwater							•
Clinton							•
Coldstream	2016		•				•
Coldwater Indian Band		2014			•••		•
Cook's Ferry Indian Band	2015						•

The Strategic Wildfire Prevention Initiative is a suite of funding programs managed through the SWPI Working Group – including the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities

	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
Coquitlam			•		•		
Cowichan Valley RD Area A, B & C		2017					
Cranbrook					••	•••	
Creston		2016			••		••
Cultus Lake Parks Board	2011			•			
Delta		2017	•		•		•
East Kootenay RD	2011		•••		••		
Elkford		2016			•		
Esketemc First Nation	2011						
Fernie		2016			•		••
Fort Nelson First Nation		2016	•		•		•
Fort St. James	2011						
Gitwinksihkw							•
Gold River				•			
Golden					•		
Granisle		2015					
Haisla (Kitimaat)	2011						
Harrison Hot Springs	2017						
Highlands							•
Houston		2017	•		•		
Hudson's Hope					•••		
Huu-ay-aht First Nations	2013						
Invermere					••		
Kamloops		2015	••				
Kanaka Bar First Nation		2015	••••		•••		
Kaslo					•		
Kelowna		2015	••••		•••••		•
Kent	2017						
Kimberley		2015			•••••••• ••	•	
Kitimat			•				
Kitimat-Stikine RD Hazeltons & Kitwanga	2012		••		••		
Kitselas First Nation			•				
Kootenay-Boundary RD					•		
Kwadacha Nation		2011	•		•		
Kwantlen First Nation	2013						

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	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
Lake Babine			•		•		
Pinkut Donalds	2011						
Woyenne	2011						
Augier Lake	2012						
Lake Country					•		
Lake Cowichan	2017						•
Lhoosk'uz Dene Government		2013					
Li'wat Nation		2017					
Lillooet		2011, 2015	••		••		•
Little Shuswap Indian Band			•				•
Logan Lake		2011	••••		•••		•
Lower Kootenay Band							•
Lower Nicola Band			•		•		
Lower Similkameen Band			•				
Lumby		2015	•				••
Lyackson First Nation	2012						
Lytton		2015	••		••••		••
Lytton First Nation		2014	•••		••		••
Mackenzie		2017			•		
Maple Ridge							••
Matsqui First Nation	2011						
McLeod Lake Indian Band	2016						
Merritt		2014					•
Mission							•
Mowachaht/Muchalaht First Nations	2011		•		•		
N'Quatqua First Nation		2015	•		•		
Nadleh Whut'en First Nation					•		
Nak'azdli Band	2012						
Nakusp							•
'Namgis First Nation	2011						
Nanaimo	2011	2015					••
Nanaimo RD					•		
Cranberry, North Cedar & Extension		2017					
Deep Bay & Bow Horn Bay		2017					
Dashwood		2017					
Coombs Hilliers & Errington		2017					
Nazko First Nation							•
Nee-Tahi-Buhn Indian Band		2012	•		•		

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	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
Nelson		2015			•		•
Neskonlith Indian Band			•		•		
New Denver			•		•		
Nicomien Indian Band			••		••		
Nlsga'a Lisims Government			•				
North Okanagan RD					••		
North Vancouver (District)		2017	•		••		
Northern Rockies RM	2011	2017					•
Nuxalk First Nation	2012						
Okanagan Indian Band			•		••		•
Okanagan-Similkameen RD			••		••		•••
Oliver	2015						••
Oregon Jack Creek Band			•		•		
Peachland		2011	••				•
Pemberton		2016					•
Penticton		2015	••				••
Penticton Indian Band		2017	••		•••		
Peters Band	2016						
Port Alberni							•
Port Hardy	2015						
Powell River RD	2014		•				•••
Prince George			••		•••		
Prophet River First Nation			•		•		
Radium Hot Springs			•		••		
Revelstoke	2011						
Rossland		2012	••		•••••		••
Salmo							•
Scia'new First Nation	2011						
Seabird Island Band	2016						
Sékw'elw'as (Cayoose Creek)		2015	•		•		
Shackan Indian Band		2012					
Shuswap Band		2016			••		
Shxw'owhamel First Nation	2012						
Shxwa:y Village	2012						
Silverton			••		••		
Simpcw First Nation		2015					
Siska Band	2011		•		•		
Skawahlook First Nation	2014						
Skin Tyee Band	2011						
Skuppah Indian Band		2015	•••		••		

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	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
Slocan			•		•		
Snaw-Naw-As First Nation	2011						
Soowahlie Indian Band	2011						
Sparwood		2012			••		
Spuzzum First Nation		2015					
Squamish First Nation	2015						
Squamish-Lillooet RD			•••••		•••••••		•
Area B		2015					
Areas C & D		2015					
Strathcona RD							•
Area D/Oyster Bay-Butte Lake	2011						
Campbell River	2012						
Sumas First Nation	2011						
Summerland			••		•		
Sun Peaks	2013		•••		•••••		
Surrey	2011						
T'it'q'et (Lillooet Band)			•		••		
Tahltan Central Government							
Taku River Tlingit	2012		•		•		•
Telkwa					••••		•
Thompson-Nicola RD			•••••••		•••••		•
Venables Valley	2017						
Tk'emlups te Secwepemc (Kamloops)			•		••		
Tl'etinqox-T'in Government			•		•		••
Tobacco Plains Indian Band		2016	•		•••		•
Ts'kw'aylaxw First Nation (Pavilion)		2015	••		••		•
Tsal'alh (Seton Lake)		2015	••		•		•
Tsay Keh Dene First Nation		2011					
Tumbler Ridge		2013					•
Uchuckksaht Tribe	2013						
Ulkatcho First Nation			•		•		
Upper Similkameen First Nation			•		•		
Valemount		2011					
Vernon		2013					••
View Royal							
Wells					•		

The Strategic Wildfire Prevention Initiative is a suite of funding programs managed through the SWPI Working Group – including the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities

	CWPP (Year of Application)	CWPP Update (Year of Application)	Fuel Management Prescription	Demo Project	Operational Treatment	Maintenance Treatment	FireSmart Planning
West Kelowna		2017					••
Westbank First Nation			•		•••		•
Whispering Pines/Clinton Band		2012					
Whistler			•••		•••		••
Williams Lake Indian Band			•		•		•
Xats'ull (Soda Creek)			•		•		•
Xaxli'p First Nation (Fountain)		2015	••		•		••
Xeni Gwet'in First Nation		2011	••		••		
Xwisten (Bridge River)		2015	•		•		
Yale First Nation	2014		•				

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BOARD REPORT

TO: Chair and Directors

FROM: Gary Holte, Manager
Environment & Engineering
Services

SUBJECT: Community Wildfire Protection Plans

RECOMMENDATION: The CSR D Board approve in principle a public education program that will provide information to property owners that are located in forest fire interface areas of the Regional District on best management practices for fuel management planning and treatment to protect their property from forest fires.

File No:	
Date:	March 29 2010

APPROVED for Board Consideration:	
<i>Meeting Date:</i>	Charles Hamilton, CAO

SHORT SUMMARY: Further to the delegation to the February Board meeting February 18 2010, staff is providing a report that provides additional information about the Community Wildfire Protection Plan (CWPP) initiative.

VOTING: Unweighted Corporate Weighted Corporate Stakeholder
(Weighted)

BACKGROUND:

CSR D staff has a number of concerns with respect to the Community Wildfire Protection Plan Program as presented by the Ministry of Forests and Range, as follows:

- 1). Fuel management treatments will be limited to Crown land. In many areas of the Regional District, large holdings of private property that require fuel management and treatment will be excluded. This brings into question the effectiveness of the CWPP Program.
- 2). The Province is providing limited funding support to initiate fuel management plans and treatments. On-going maintenance will be required following the initial treatment, and in all likelihood, local government will be required to fund 100% of the costs in the future, based on the historical trend of the Province to down-load services to local government.
- 3). If the CSR D initiates a CWPP Program, the corporation will expose itself to additional risk.
- 4). The vast geographic area of the CSR D and significant number of communities that are located in forest fire interface areas will result in challenges at many levels. Some of these challenges include, but are not limited to; cost of the program to the taxpayers, public relations, updating the CWPP over time, impact to existing CSR D staff resources, Riparian Area Regulation implications, disposal of

trees and plant material, and political pressure to service lower priority areas.

The Emergency Program function of the CSRD is currently providing limited educational information to a limited number of property owners on best management practices for fuel planning and treatment that may benefit private property. CSRD staff is proposing to develop a comprehensive education program that would target all properties in the regional district that are located in forest fire interface areas. The cost of developing an education program would be presented to the Board for consideration in conjunction with the 2011 budget process.

POLICY:

Based on direction from the Board, staff may bring forward a policy that would clarify the CSRD's role with respect to CWPP's.

FINANCIAL:

Funding from the Ministry of Forests and Range is available to the CSRD for the preparation of a CWPP (50%, maximum \$15,000), for a pilot program (50%, maximum \$25,000), for fuel management prescriptions (100% of the cost), and for community operational fuel treatment (75% of the cost). The CSRD has not included any funding in its 2010 budget for CWPP's, pilot programs, or fuel treatment plans.

The cost of a developing a comprehensive public education program would be identified and presented to the Board for consideration in conjunction with the 2011 budget process.

KEY ISSUE(S)/CONCEPT(S):

The

IMPLEMENTATION:

CSRD staff will develop a terms of reference for a comprehensive public education program and obtain a cost estimate for budgeting purposes. Staff will draft a policy and bring the draft policy to the Board for consideration at a future Board meeting in 2010.

LIST NAME OF REPORT(S) / DOCUMENT(S):

1.	Attached to Agenda Summary: <input type="checkbox"/>	Available from Staff: <input type="checkbox"/>
----	---	---

DESIRED OUTCOME(S):

The CSRD Board will provide direction to staff on the role of the Regional District with respect to CWPP's.

BOARD'S OPTIONS:

1. *Approve the recommendation from the Manager E&E.*
2. *Direct staff to present additional information on CWPP's.*

BOARD REPORT

Subject

(MO/DD/YR)

- 3. *Defer a decision and request additional information*

COMMUNICATIONS:

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Deputy Manager



Report from the Director of Development Services

TO: Her Worship Mayor Cooper and Council
DATE: June 15, 2016
SUBJECT: BC Strategic Wildfire Protection Initiative

FOR INFORMATION AND CONSIDERATION

This report has been prepared with input from the senior staff in response to the presentation by Forsite Consulting Services to Council on May 24, 2016 regarding the UBCM's Strategic Wildlife Prevention Initiative (SWPI). The SWPI is a 3 staged plan involving:

Stage 1)	Strategic Planning (50% up to a max. of \$15,000 funded by UBCM / Province)
Stage 2)	Prescriptions (75% funded by UBCM / Province)
Stage 3)	Operations / Implementation (90% funded by UBCM / Province)

The purpose of the Forsite presentation was to apprise Council of the opportunity to participate in a SWPI; and, at least to commit in principle to budget funding for Stage 1 of the overall initiative. The framework of a SWPI is summarized by Forsite in its summary document attached as **Appendix 1**. Council requested this presentation and budget request return to a future Regular Council meeting for further consideration.

The purpose of this report is to provide background and context to the City's fire prevention efforts; the City's role and partnership with the Shuswap Emergency Program (SEP); the need for a regional approach to mitigation planning versus the municipality acting on its own; concerns with committing to a SWPI; and, City policies related to a SWPI.

BACKGROUND

The wildfires in our community and immediate region (1972, 1998, 2003, etc.) have embedded a real and perceived concern over the safety and protection of Salmon Arm's citizens and property. Council and staff are aware of the heightened level of concerns by the community in regard to wildfire protection and mitigation, especially in the recent aftermath of the Fort McMurray fire.

Staff have been involved in wildfire protection discussions for over a decade. The matter is deemed as a regional effort that is ultimately coordinated by the Shuswap Emergency Program (SEP), which is a function of the CSRD in partnership with the City.

SEP personnel provided Council with a presentation at the June 13, 2016 Regular Council Meeting, which focused on the substantial investment in and benefits of Structural Protection Units.

CONTEXT

There is over 14,000 acres of Crown forest land within the City of Salmon Arm's boundary stretching from Larch Hills to Mt. Ida and to Fly Hill.

The SWPI's primary plan area in Stage 1 is the Crown land interface. Thinning and reducing fuel loads on large forested parcels of Crown land is a primary objective of the SWPI.

COMMENTS

Participating in Stage 1 of a SWPI would require an allocation by Council of \$15,000 in the 2017 Budget. An allocation of \$15,000 for Stage 1 assumes in-kind participation by City Staff. A successful consultant would be provided with the City's most up to date GIS / LIDAR aerial photo imagery and data. Staff would assist as required.

City staff addressed the idea of a similar plan in 2010 (Community Wildfire Protection Plan Program). At that time, there were concerns with the City becoming involved in a CWPPP, which mirrored the concerns raised in a 2010 report by CSRD staff to its Board - attached as **Appendix 2**.

PRESENT CONCERNS

1. Scope - Staff have concerns with expectations for taking on the administration of a program involving vast swaths of Provincial Crown forest land. As the Ministry of Forests, Lands and Natural Resource Operations (formerly Ministry of Forests) may have had staff in the past to administer these types of programs; the City does not at this time have staff within City Hall or the Fire Department to administer a SWPI.
2. Costs - Staff anticipates the commitment costs to the City for following through with Stages 2 and 3 could be high even assuming 75% - 90% funding by UBCM. As referred to in the attached CSRD report, the ongoing maintenance costs are an unknown. There is also the opportunity cost to investing in additional Structural Protection Units.
3. Liability - Similar to undertaking a Flood Hazard Risk Assessment, there is some concern with liability on the City for not following through with the prescribed mitigation measures. Discussions with both the City's liability insurer and legal counsel have further affirmed staff's position that unless there is a strong financial commitment to following through with the plan it is not a valuable exercise. Having the plan and not following through due to budgetary constraints does not increase the City's liability, per se; however, it could give the public a false sense of security.
4. Regional Buy In - Representatives of the SEP have recently discussed the idea of undertaking a SWPI. The idea was not supported mainly over a concern of a download of provincial responsibility to local government, and also because of a strong focus by SEP on fire protection investments.

REGIONAL EFFORTS

Wildfires know no boundaries, most occur on Crown land and within Regional Districts. If a wildfire were to occur in the City of Salmon Arm, the City would coordinate emergency response with the CSRD.

The City of Salmon Arm, District of Sicamous, CSRD, Goldon, Revelstoke and Columbia Basin Trust have collectively invested \$160,000 on two portable, Structure Protection Units and another is recommended for purchase in near future. This unit would be funded by funds acquired from contracting the existing units out over last couple years. Each unit can damper up to 50 properties. It is the opinion of City staff that investments in these types of assets would be more worthwhile than allocating scarce resources to a SWPI.

CITY POLICIES

The City's OCP speaks to two policies under Section 6.3 "Potential Hazard Areas Policies":

- 6.3.1 In consideration of potential wildfire, lands outside the Urban Containment Boundary will be required, as a condition of subdivision approval or issuance of a building permit, to register a *Land Title Act* s. 219 restrictive covenant on title. The covenants notify land owners that the land may be at the risk of a wildfire, and that they should take appropriate precautions in accordance with Fire Smart principles. The covenants are also intended to save the City harmless in the event of a wildfire event.

The covenant method is implemented at the subdivision/development stage for properties situated outside of the Urban Containment Boundary. This method only applies to private land and may have limited mitigation effect at the community scale.

- 6.3.2 Research and consider options for improving wildfire prevention and management, such as implementing 'Fire Smart – BC Edition' Practices, completing a Community Wildfire Management Plan, or creating a Wildfire Interface Development Permit Area (WIDPA).

The above policy partially relates to what is being proposed by Forsite, UBCM and the Province of BC with a SWPI. The policy was crafted around 2010 at a time when the City was not prepared to commit to a SWPI for reasons mentioned in this report. The City's Fire Department and SEP do engage in community and regional Fire Smart initiatives.

Staff is aware of a WIDPA scheme which would essentially involve Council's approval of development on private land in the rural areas prior to building permit. With an application, a development and site / landscaping plan would need to be reviewed by Fire and Building Department staff for compliance with Fire Smart guidelines. Bonding may be involved to ensure compliance and maintenance. The development permit option is another option to the covenant method now in effect. Staff is comfortable with the present method placing the onus on the land owner for awareness and responsibility.

CONCLUSION

There may be some positive safety benefits for the community resulting from participating in the SWPI. Costs of implementation (Stage 3) would not be known until Stages 1 and 2 are complete. Costs of ongoing programming and maintenance subsequent to Stage 3 are also unknown.

The benefits to our community and the financial return in investing in Structural Protection Units, however, are known. The SPUs and highly trained personnel play an important role in protecting the City from property damage from interface fires. Public education is also a critical component that cannot be overlooked. Citizens are encouraged to adhere to FireSmart principals in landscaping and fire mitigation on their properties and are able to access resource materials at City Hall, local Fire Departments and from SEP.

In consideration of the above and other Council priorities, it is suggested that the 2017 budget request by Forsite be itemized in the Specific Referrals requests this fall.

Kevin Pearson, MCIP, RPP
Director of Development Services

Reviewed by: Chief Administration Officer & Chief Financial Officer
Corporate Officer
Fire Chief



Wildfire mitigation around city won't come cheap: report

TREVOR CRAWLEY / Apr. 19, 2018 11:00 a.m. / LOCAL NEWS / NEWS

A 48,000 hectare buffer around the City of Cranbrook will greatly reduce wildfire risk, but come with a hefty bill, however, there are opportunities for cost recovery, according to a report.

Authored by Robert Gray and Geoff Byford, the report notes that the total cost of treating the identified area around the city is estimated at \$28 million, adding that the volume and value of the merchantable wood in the study area is insufficient to cover the total project costs.

That figure rises when it comes to carrying out prescribed burning operations in Crown Land within the study area, which is estimated in excess of \$40 million.

“The cost of mitigating a wildfire that would lead to the evacuation of the community involves the large-scale treatment of hazardous fuels on the landscape around the community and determining the net cost of treatment,” reads the report. “There are optimum forest structure and composition conditions for the forests surrounding Cranbrook that would have a highly significant impact on fire behaviour.”

A major aspect of the report looks at the economics of treating lands around the city.

For example, 28,000 hectares of Crown Land identified in the scenario is estimated to generate a net revenue of just under \$23 million for merchantable timber, however, once post-harvest wildfire hazard abatement is factored in, that net revenue becomes negative \$22 million.

“The volume and value of merchantable wood in the study area is insufficient to cover the cost of harvest operations, stumpage, biomass treatment and post-harvest hazardous fuels treatment,” reads the report.

There are ways to reduce the estimated \$40 million it would cost for prescribed burning by combining small treatment units into larger units and moving to aerial ignition, which is cited as one example.

Another option includes reinvesting a portion of stumpage revenue back into hazardous fuel mitigation. The report notes that a large portion of revenue from the industrial activities related to treating the area

would stay local and be fed back into the local economy.

The report also addressed the impact of a community-wide evacuation of 20,047 residents in 10,400 households. Given that the greatest wildfire threat to Cranbrook comes from the southwest, that means evacuation routes must lead east or north first before heading west.

Accounting for economic impacts to businesses and industry such as grocery stores, hospitality, industrial, transportation, productivity loss and household evacuation, the report concludes that an evacuation would cost an estimated \$13 million a day and \$51 million over three days.

<https://www.mycariboonow.com/28602/quesnel-council-demands-changes-wildfire-protection/>

QUESNEL COUNCIL DEMANDS CHANGES TO WILDFIRE PROTECTION

GEORGE HENDERSON, STAFF THURSDAY, FEB. 22ND, 2018

Quesnel City Council is asking the Provincial Government to change the current model for protecting communities from wildfires.

Mayor Bob Simpson questions why municipalities are required to partially fund planning and fuel management on Crown land.

He feels there is a better way...

"The permanent fix, is to take that responsibility internal to the Ministry of Forests, Lands, Natural Resource Operations or the Wildfire Branch, either/or we don't care, just take it internal. If they take it internal they have the forestry staff, they have the forest technicians, they have the registered professional foresters, they can do the planning, write the prescriptions and then issue the contracts to get the work done."

Simpson says the way it works now is they have to hire professionals who then get second guessed by UBCM, who've hired their own contractors to get back to the City's contractors, who then submit something to the Ministry who second guesses it, before it is finally approved....

"So you've got four times this thing has to bounce around and you're losing all of the money that could actually be put into fuel management treatment, by having professionals second guess professionals to finally get to a treatment."

Simpson says besides not having the expertise, municipalities also don't have the money to do the fuel management that is needed.

In the short term, Council is hoping to continue the process of going to the prescription stage in the Community Wildfire Protection Plan, but it would like 100 percent of the funding to come from the Forest Enhancement Society.

Right now the municipality has to apply to UBCM for funding and the city is on the hook for 25 percent of the bill.

Item 11.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: Council approves the purchase of (1) Christmas tree from Dekra-Lite, for the quoted amount of \$16,250.00 plus applicable taxes;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Dekra-Lite.

[Downtown Christmas Tree Acquisition]

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: ENG2018-58

TO: Her Worship the Mayor and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Jason Chernoff, Supervisor of Parks & Recreation
 DATE: May 4th, 2018
 SUBJECT: **Downtown Christmas Tree Acquisition**

RECOMMENDATION:

THAT: Council approves the purchase of (1) Christmas tree from Dekra-Lite, for the quoted amount of \$16,250.00 plus applicable taxes.


AND THAT: The City's Purchasing Policy No.7.13 be waived in procurement of these works and services to authorize the sole sourcing to Dekra-Lite.

BACKGROUND:

The City staff are planning to install one (1) new Christmas tree at Ross Street Plaza. The Public Works Department in the past placed a tree on the Court House property. The Christmas tree will be purchased from Dekra-Lite in Port Coquitlam B.C. We were not able to source this type of Christmas Tree from any other supplier due to the ability to add additional sections each year. Due to aesthetics and durability staff views this as a sole source project under Policy No. 7.13 Section 3 and we are recommending that we purchase this product from Dekra-Lite.

Funding in the 2018 Capital Parks budget in the amount of \$20,000 is provided for this purchase.

Respectfully submitted,


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

cc Monica Dalziel, Chief Financial Officer

Item 11.3

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the notice filed against the property title of Lot A, Plan 13709, Section 13, Township 20, Range 10, W6M, KDYD (1460 Trans Canada Highway NE) be cancelled pursuant to Section 57 of the Community Charter.

[Cancellation of Bylaw Infraction]

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: Erin Jackson, Corporate Officer

FROM: Maurice Roy, Manager of Permits and Licensing

DATE: April 18, 2018

SUBJECT: **Recommendation to Cancel Notice Against Title of Lot A, Plan 13709, Section 13, Township 20, Range 10, W6M, KDYD (1460 – Trans Canada Hwy SE).**

OWNER(S): David Podollan

LAND TITLE REGISTRY No.: KR121831

PREVIOUS BYLAW INFRACTION: Building Bylaw No. 1649, Section 1.1.1 (No Building Permit).

Recommendation:

THAT: the notice filed against the property title of **Lot A, Plan 13709, Section 13, Township 20, Range 10, W6M, KDYD (1460 – Trans Canada Hwy SE)** pursuant to Section 57 of the Community Charter be cancelled.

BACKGROUND:

A hot tub deck and a change room/mechanical room building were constructed without a permit. A building permit has now been issued (15675B) and works have been approved by registered professionals. The applicant has paid all required fees therefore the file can be closed and the notice removed from the title.

Report prepared by Maurice Roy, Manager of Permits & Licensing

MR:
attach.

*** REPRINT OF ***
RECEIPT RECORD

CITY OF SALMON ARM
500 2 AVENUE NE BOX 40
SALMON ARM, BC V1E 4N2
Phone No. : (250)803-4000
Fax No. : (250)803-4041

--- Item ID #0001 ---
FILEBLDG : File Search, Buil

1@ 250.00 250.00 G ←

--- Item ID #0002 ---
BLDG-PER : Building Permit

1@ 160.50 160.50

Payment Subtotal 410.50
PST 0.00
GST R119335925 12.50

Payment Total 423.00

=====
Cheque 423.00

PAYEE: CORPORATE VENTURES INC
DESC.: BP15675B, REMOVE NOTICE ←
DESC.: ON TITLE, 1460 TCH NE
Change 0.00

17-Apr-18 09:48:27
D:0000006953 B:2018041801
CASHIER R:0000371772

THANK YOU FOR YOUR PAYMENT

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Item 11.4

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: Agricultural Land Commission Application No. ALC-375 be authorized for submission to the Agricultural Land Commission.

[ALC-375; Hack, A./Dorward, C./Cheap Garbage Ltd.; 1121 Highway 97B SE - Exclusion]

Vote Record

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

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



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: April 30, 2018

Subject: Agricultural Land Commission Application No. ALC-375 (Exclusion)

Legal: Lot 3, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538 Except
Plan 14615, H251 and KAP56753

Civic: 1121 Highway 97B

Owner: Allan Hack

Agent: Carson Dorward, Cheap Garbage Ltd.

MOTION FOR CONSIDERATION

THAT: Agricultural Land Commission Application No. ALC-375 be authorized for submission to the Agricultural Land Commission.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1121 Highway 97B as shown in APPENDICES 1 & 2. The property is approximately 1.7 ha in size and contains an existing dwelling and two large accessory structures. The property is entirely within the Agricultural Land Reserve (ALR) with the applicant proposing to exclude the entire property to accommodate future industrial zoning and the Cheap Garbage business. Site photos are attached as APPENDIX 3.

BACKGROUND

In January 2018 the applicant purchased the Cheap Garbage business and began operating from the subject property without a City Business Licence and against the Regulations of the City's Zoning Bylaw and the ALC Act and Regulations. Staff became aware of the non conforming use shortly after and informed the applicant of the contraventions. The applicant was cooperative and after meeting with staff agreed to start the process to bring the intended use into compliance.

The subject property is designated Light Industrial in the Official Community Plan (OCP), is zoned Rural Holding (A-2) and is completely within the ALR (APPENDICES 4, 5 and 6 respectively). The parcel has frontage on 10 Avenue SE and Hwy 97B and does not have any agricultural use at this time. Adjacent zoning and land uses include the following:

North: 10 Avenue SE / Rural Holding (A-2) / ALR
 South: Rural Holding (A-2) / ALR / Designated for Light Industrial
 East: Hwy 97B / Rural Holding (A-2) / ALR
 West: Rural Holding (A-2) / ALR / Designated for Light Industrial

The property is at the eastern most extent of the proposed Light Industrial Special Development Area designated in the OCP (APPENDIX 8).

Improved Soil Classification

The subject property has two soil ratings identified. The approximate three quarters of has the Improved Soil Capability Rating of 70% Class 5 and 30 % Class 4. The south east corner has the improved Soil Capability Rating of 60% Class 4, and 40% Class 5. Soil Classification Mapping is shown in APPENDIX 7. (Soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.)

COMMENTS

Engineering Department

Comments are attached as APPENDIX 11.

Building Department

No concerns.

Fire Department

No concerns.

Ministry of Transportation and Infrastructure

Comments are attached as APPENDIX 10.

Agricultural Advisory Committee

This proposal was reviewed by the Agricultural Advisory Committee (AAC) at its meeting of April 18, 2018. The Committee adopted the following resolution:

THAT: the Agricultural Advisory Committee advises Council that it does not support the application for exclusion or submission to the Agricultural Land Commission.

Carried

The Committee discussed items including the availability of industrial land, soil capability, appropriateness of the industrial designation, frontage on Hwy 97B, and the viability of small agricultural parcels. Some members of the Committee disagreed with the land use designation and potential ALR exclusion of the subject property and the surrounding area. Significance of the existing designation and preliminary approval from the ALC to existing owners was debated.

Planning Department

Proposed ALR Exclusion and the Light Industrial Special Development Area

Policy 10.3.14 and 10.3.15 of the OCP speak directly to the Light Industrial Special Development Area and read as follows:

- 10.3.14 Support the exclusion of the lands in the Special Development Area from the ALR. The ALC has given preliminary approval for exclusion of these lands (Resolution #109/88) but site specific exclusion applications and final approval from the ALC are required.
- 10.3.15 Prepare light industrial zoning, servicing standards, vehicle traffic and access requirements, and an expanded form and character Development Permit Area to address higher standard of light industrial development in the Special Development Area, taking into consideration the adjacent

residential, park and airport uses. A preliminary road and servicing plan has been prepared by the City for this area.

The preliminary road and servicing plan is attached as APPENDIX 9.

Development Approvals

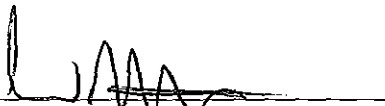
If Council chooses to approve submission of this application to the ALC, and it is subsequently approved by the ALC, the following bylaw amendments and approvals would be required in order to proceed with the proposed industrial business use:

1. Zoning Bylaw amendment to rezone the subject property to Light Industrial (M-2) zone (Ministry of Transportation and Infrastructure approval will be required prior to granting final reading).
2. If any buildings or structures are proposed approval by Council of an Industrial Development Permit as per Section 10.5 of the OCP would be required.
3. Issuance of a Business Licence for the operation of the Cheap Garbage business.

As the parcel fronts a major transportation corridor and is located on a prominent corner of 10 Avenue SE and Hwy 97B, screening and landscaping is considered an important element of any proposed development. Outside storage is required to be screened as per the Zoning Bylaw and would be considered at the time of rezoning.

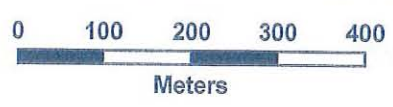
CONCLUSION

The proposal is to exclude the property from the ALR. The proposal fits the intent of the Light Industrial Special Development Area designated in the OCP and the preliminary approval from the ALC. Staff recommends the application be forwarded to the ALC for consideration 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

Location Map



 Subject Parcel

Orthophoto

4921

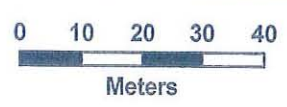
BLK. 3

PLAN 1538

1121

HIGHWAY 97 B

PLAN 110964



 Subject Parcel

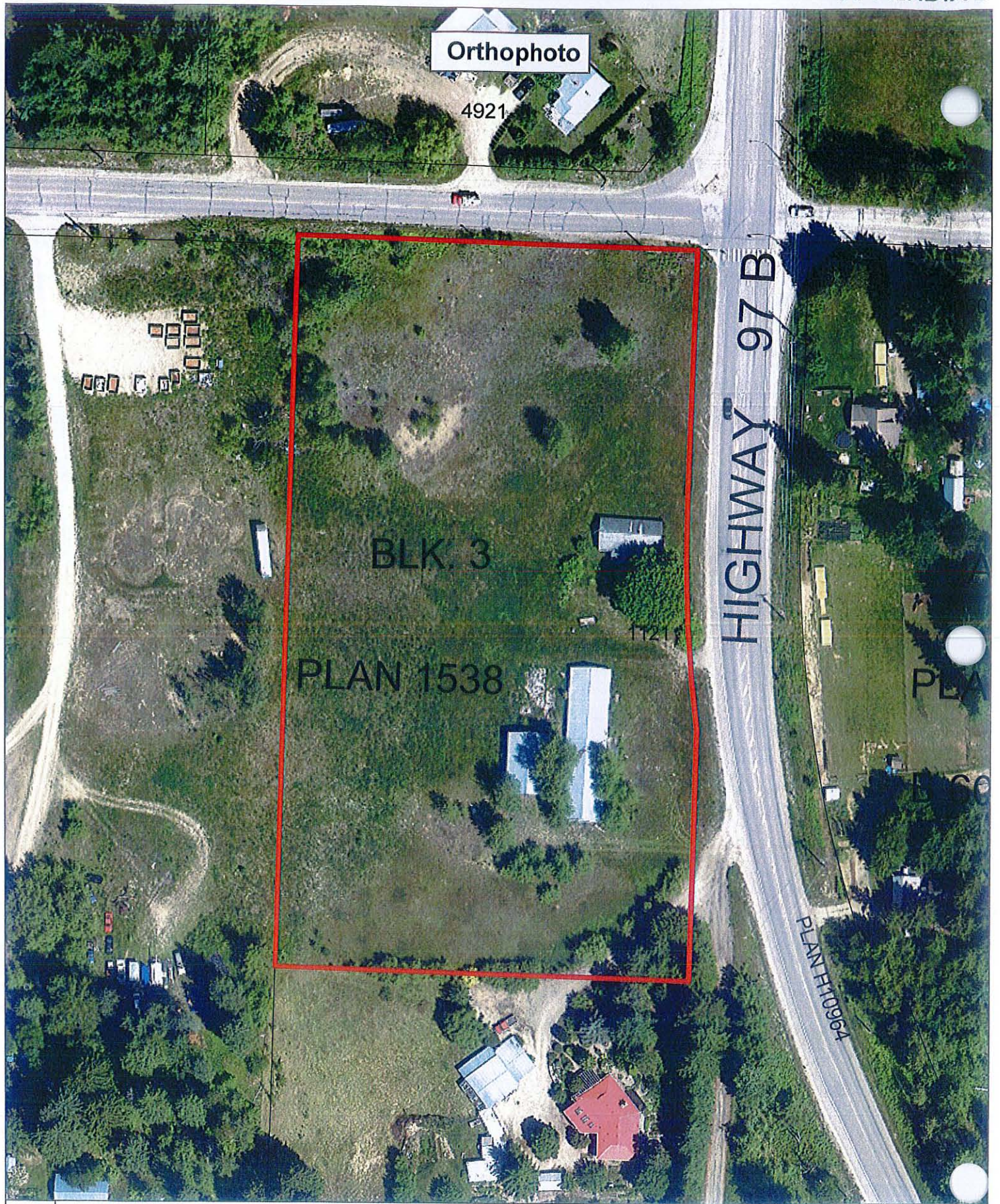




Photo 1: Photo looking north from 10 Avenue SE at the subject property and storage area.

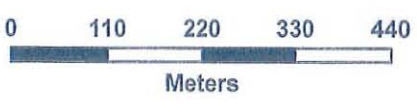
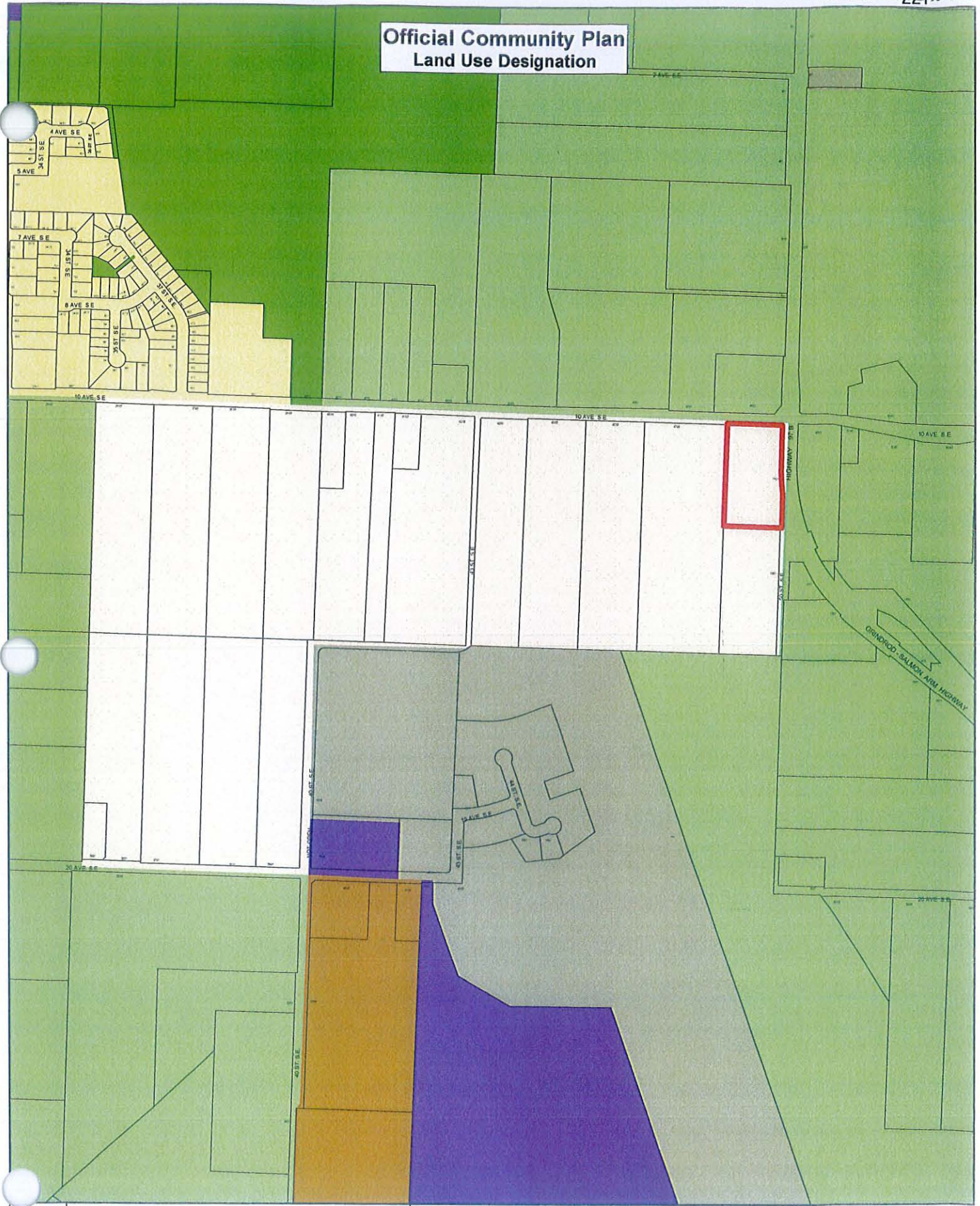








Photo 2: Photo looking west up 10 Avenue SE.



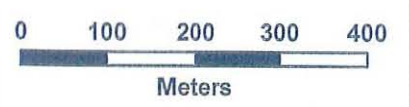
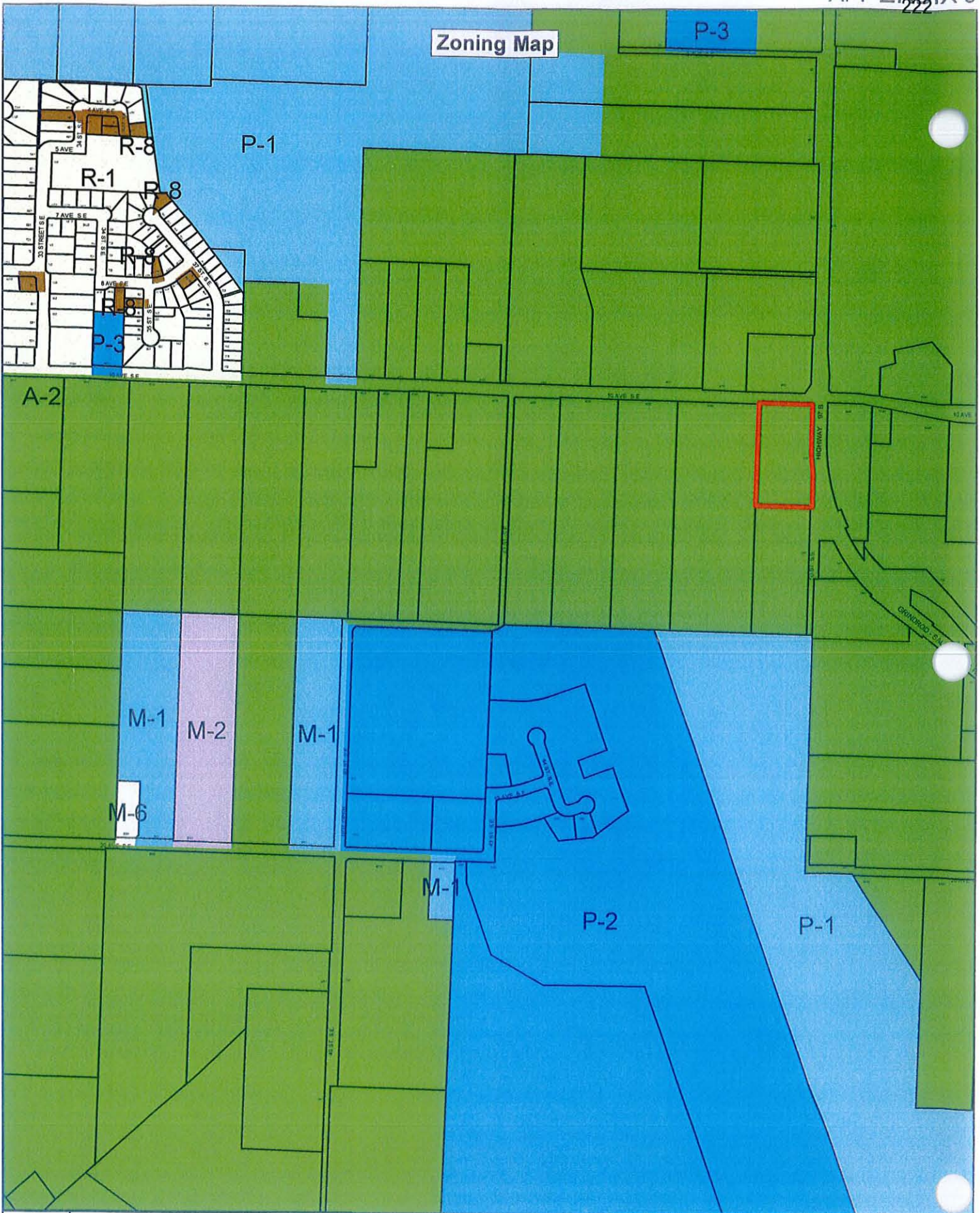
Photo 3: Photo looking north at Hwy 97B and the frontage of the subject property.

Official Community Plan Land Use Designation



-  Subject Parcel
-  Park
-  Institutional
-  Light Industrial
-  Airside Industrial
-  Acreage Reserve

Zoning Map

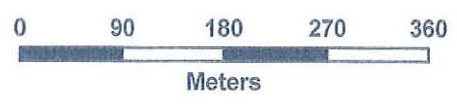


-  Subject Parcel
-  Park and Recreation
-  Airport
-  General Industrial
-  Light Industrial
-  Rural Holding

Improved Soil Classification

7 3
5T - 4T

6 4
4P - 5T
M P



- | | | |
|--|---|--|
|  Class 1 |  Class 4 |  Class 7 |
|  Class 2 |  Class 5 |  Subject Parcel |
|  Class 3 |  Class 6 | |

Light Industrial Special Development Area Policies

10.3.13 Light Industrial lands within the Special Development Area are shown on Figure 10.1.

Subject Property

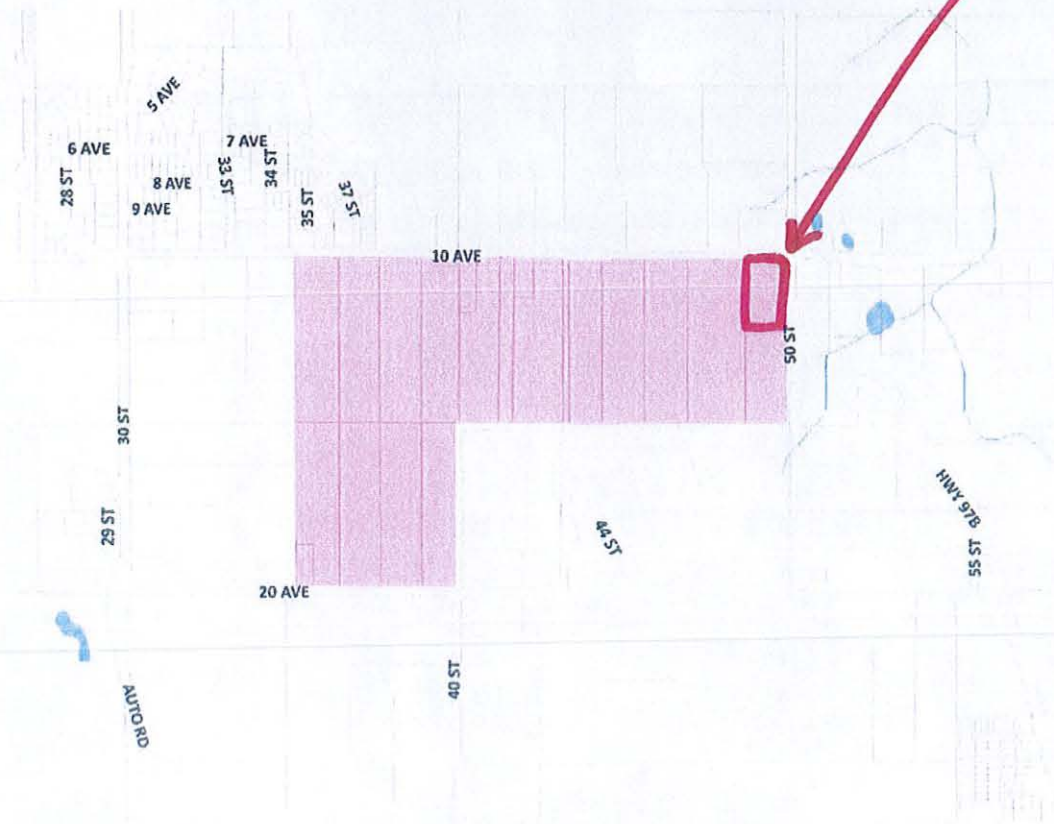


Figure 10.1: Light Industrial Special Development Area

10.3.14 Support the exclusion of the lands in the Special Development Area from the ALR. The ALC has given preliminary approval for exclusion of these lands (Resolution #109/88) but site specific exclusion applications and final approval from the ALC are required.

10.3.15 Prepare light industrial zoning, servicing standards, vehicle traffic and access requirements, and an expanded form and character Development Permit Area to address a higher standard of light industrial development in the Special Development Area, taking into consideration the adjacent residential, park and airport uses. A preliminary road and servicing plan has been prepared by the City for this area.



Your File #: ALC-375
eDAS File #: 2018-01862
Date: Apr/25/2018

City of Salmon Arm, Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm, Development Services

**Re: Proposed General Referral Approval Application for:
Lot 3, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1583, Except
Plans 14615, H251 & KAP56753**

Thank you for the above noted referral.

As this property fronts a municipal road, specifically 10th Avenue SE, direct access to the Grindrod-Salmon Arm Highway no. 97B is not permitted. As the property is in close proximity to the intersection of the highway and 10th Avenue SE, the Ministry recommends the City only allows one access off 10th Avenue SE located at the west boundary of the property.

If you have any questions please feel free to call Tara Knight at 250-833-3374.

Yours truly,

Tara Knight
District Development Technician

Local District Address
Salmon Arm Area Office
Bag 100
850C 16th Street NE
Salmon Arm, BC V1E 4S4
Canada
Phone: (250) 503-3664 Fax: (250) 833-3380



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

To: Kevin Pearson, Director of Development Services
Date: 25 April 2018
Prepared by: Chris Moore, Engineering Assistant
OWNER: Hack, Allan, Box 811, Salmon Arm, BC V1E 4N9
AGENT: Dorward, Carson, Box 549, Armstrong, BC V0E 1B0
SUBJECT: AGRICULTURAL LAND COMMISSION APPLICATION NO. ALC-375
LEGAL: Lot 3, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1538, Except Plans 14615, H251 and KAP56753
CIVIC: 1121 Highway 97B SE

Further to your referral dated 11 April 2018, the Engineering Department has no objection to the proposed application to exclude this property from the ALR.

It is noted that the owner utilized a temporary access on to 10 Ave SE earlier this year, resulting in mud being tracked onto the City road. This is in contravention of the Traffic Bylaw 1971, the owner was asked to stop using this access and complied.

Should the owner wish to construct a permanent access on to 10 Ave SE, the Engineering Department would approve this, subject to the installation of a culvert and construction of a suitable driveway to prevent further mud on the City roads. Owner is responsible for all associated costs.

Should the owner intend to develop this property in the future, upgrades on the 10 Avenue and 50 Street frontages may be required in accordance with the requirements of the Subdivision and Development Services Bylaw 4163.

Chris Moore
Engineering Assistant

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



City of Salmon Arm
Memorandum from the Director of Development Services

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: May 8, 2018

SUBJECT: Informational Report – M2 Light Industrial Zoning and Development Permit Guidelines

FOR INFORMATION

PURPOSE

The purpose of this report is to provide additional information on the uses permitted in the M2 - Light Industrial Zone and the Industrial Development Permit Guidelines of the City's Official Community Plan (OCP). The information is related to the Agricultural Land Commission application No. ALC-375 located at 1121 Hwy 97B which was reviewed by Council at the May 7, 2018 Development and Planning Services Committee meeting.

PLANNING

The M2 – Light Industrial Zone (APPENDIX 1) provides for a range of uses intended for light manufacturing including, but not exclusive to, moving and storage establishment, recycling depot and distribution of refurbished/recycled goods. Other uses, such as a scrap yard or land fill, are not permitted in the M2 Zone. If a salvage yard was proposed, it would require the M5 – Auto Wrecking / Salvage Yard Zone which is specifically for salvage, scrap metal, auto wrecking type purposes.

Section 10.5 - Industrial Development Permit Area (APPENDIX 2) of the OCP states that all lands designated Light Industrial are subject to the Industrial Development Permit Area. The parcel under application is designated as Light Industrial and is subject to the associated guidelines. However, a Development Permit would only be required if any buildings or structures were proposed to be constructed. If no buildings or structures are proposed, any outside storage of trucks, bins or equipment would fall under the Screening and Landscaping Requirements of the Zoning Bylaw No. 2303 (APPENDIX 3).



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

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE

Purpose

- 29.1 The M-2 Zone provides for the location of light manufacturing and related uses to be located in areas where conflict with surrounding uses is unlikely to occur.

Regulations

- 29.2 On a *parcel zoned M-2*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the M-2 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 29.3 The following uses and no others are permitted in the M-2 Zone:

- | | | |
|-------|-----|--|
| | .1 | auction yards; |
| #3375 | .2 | automotive and truck repair shop, including body repair and painting, excluding <i>fuel service station</i> ; |
| #2736 | .3 | auto sales and rental lots, showroom (new and used); |
| #2736 | .4 | boat and boat trailer sales and rental showroom, including minor repairs; |
| #2736 | .5 | <i>cafe</i> ; |
| #2736 | .6 | distillery and brewery; |
| #3001 | .7 | distribution of refurbished/recycled goods; |
| #2736 | .8 | farm equipment sales and rentals; |
| #2736 | .9 | frozen food lockers, including retail sales; |
| #2958 | .10 | funeral services, including crematorium, embalming and related viewing rooms; |
| #2736 | .11 | greenhouses, and nurseries, including retail sales; |
| #2782 | .12 | <i>home occupation</i> ; |
| | .13 | <i>key lock fuel installation</i> ; |
| #2736 | .14 | laboratory, scientific and research; |
| | .15 | <i>light industry</i> ; |
| | .16 | machinery sales, rental; |
| | .17 | <i>mini warehousing</i> ; |
| #2736 | .18 | <i>mobile home</i> sales; |
| #2736 | .19 | moving and storage establishment; |
| #2736 | .20 | <i>office</i> , in association with a permitted industrial use, where the <i>office</i> does not exceed 50% of the lot area; |
| #2837 | .21 | <i>outside vending</i> ; |
| #2736 | .22 | print shop; |
| #2736 | .23 | <i>private utility</i> ; |
| | .24 | <i>public use</i> ; |
| | .25 | <i>public utility</i> ; |
| #2736 | .26 | recreation vehicle sales and rental lots, and showroom (new and used); |
| | .27 | <i>recycling depot</i> ; |

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE - CONTINUED

- #2736 .28 rental and repair of tools, small equipment;
 #2736 .29 *transportation use*;
 #2736 .30 truck sales and rental lots, and showroom (new and used);
 #2736 .31 upholstery shop;
 #2736 .32 *ancillary retail sales*;
 #2761 .33 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*.

Maximum Height of Principal and Accessory Buildings

- 29.4 The maximum *height* of *principal* and *accessory buildings* shall be 15.0 metres (49.2 feet).

Maximum Parcel or Site Coverage

- 29.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 70% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

- 29.6 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005.4 square feet).

Minimum Parcel or Site Width

- 29.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal and Accessory Buildings

- 29.8 The minimum *setback* of the *principal* or *accessory buildings* from the:
- | | | |
|----|--|--|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i>
- adjacent to a <i>parcel</i> not zoned
Industrial shall be
- all other cases shall be | 6.0 metres (19.7 feet)
3.0 metres (9.8 feet) |
| .3 | <i>Interior side parcel line</i>
- adjacent to a <i>parcel</i> not zoned
Industrial shall be
- where the <i>parcel</i> has access to
a lane shall be
- where the <i>parcel</i> does not have
access to a lane shall be | 6.0 metres (19.7 feet)
1.5 metres (4.9 feet)
4.0 metres (13.1 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE - CONTINUED

Accessory Retail Use

- 29.9 Accessory retail uses, including showrooms and display areas, shall not exceed 25% of the maximum *floor area* of the *principal building* as defined under *Light Industry*.

Outside Storage

- 29.10 Outside storage shall be screened from public view and any adjacent *parcel* not zoned Industrial as per Appendix III.

Parking and Loading

- 29.11 Parking and loading shall be required as per Appendix I.

Submission Requirements

10.4.7 Submission requirements for Temporary Industrial Use Permits include:

- a. the proposed length of time of the industrial use;
- b. access and the availability of parking and loading;
- c. the proposed hours of the industrial use;
- d. the proposed size and scale of the industrial use;
- e. description of noise, odours, dust, pollution, lighting, aesthetics, parking and industrial traffic; and
- f. the potential impact of the proposed industrial use on the natural environment.

Expiration of Permit

10.4.8 Upon expiration of a Temporary Industrial Use Permit, the use of the property shall revert to those outlined in the current Zoning Bylaw. The applicant may, prior to the expiration of the Temporary Industrial Use Permit, apply for a one time permit renewal of up to three years, approval of which will be at the discretion of City Council.

10.5 Industrial Development Permit Area**Designation**

Pursuant to Section 919.1(1)(f) of the *Local Government Act*, all lands designated for Light Industrial, General Industrial, or Airport Industrial/Commercial use as shown on Map A-1 Land Use, and fronting the Trans Canada Highway, Highway 97B, 10 Avenue SE, or the north side of 20 Avenue SE are designated "Industrial Development Permit Area".

Objectives

- 10.5.1 To promote quality building, site and landscape design.
- 10.5.2 To ensure that industrial developments provide a positive impression of Salmon Arm along provincial highways and city streets.
- 10.5.3 To promote environmentally sensitive building and landscape approaches.

Submission Requirements

10.5.4 Drawings submitted for a Development Permit application must meet the following minimum requirements:

- a. The site plan must include lot dimensions and setback dimensions taken from the building to all



property lines; non-vehicular and vehicular access and parking layout, with dimensions for parking stalls and traffic aisles; refuse and recycling container areas, mechanical equipment at grade, and all surface materials such as paving and landscape areas;

- b. A grading and drainage plan must indicate existing and proposed grades, proposed building floor elevations, location, layout, and elevations at top and bottom of all steps and retaining walls; and on-site infiltration areas and storm drainage;
- c. Drawings illustrating the building appearance shall indicate the materials, finish and colour of the buildings;
- d. A landscape plan must indicate existing vegetation to be retained and protected; hard surfaces; steps and retaining walls; mowed and rough grass areas; planting areas; and a planting plan with a plant list showing the number, species and sizes of proposed plants; extent and type of irrigation, and landscape amenity features.

10.5.5 Development permit application drawings should be prepared by a registered architect or a draftsman with experience in urban design.

10.5.6 Landscape plans should be prepared by a registered landscape architect or a landscape designer.

10.5.7 Prior to formal site planning, applicants are encouraged to consult with the City's Development Services Department to determine which natural features should remain on the development site.

Siting and Building Guidelines

10.5.8 Design the site layout and building locations to:

- a. retain and protect important natural vegetation, rocks, and unique site features, including unique tree species, mature trees that are not a hazard, other significant vegetation, nesting areas, and other wildlife habitat;
- b. work with the existing topography, minimizing the need for cut and fill or tall retaining walls; and
- c. provide a buffer for surrounding residential developments.

10.5.9 Orient main entrances to the dominant street frontage, with well defined entries.

10.5.10 Design entrances and portions of buildings visible from a provincial highway or city street with some architectural interest.

10.5.11 Consider the safety and security of businesses and customers in the design and layout of the development with a particular focus on Crime Prevention Through Environmental Design (CPTED) principles.

- 10.5.12 Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Screening of on-grade large mechanical equipment with noise and vibration abatement material is encouraged.
- 10.5.13 Consider the use of alternative technologies for on-site energy production, e.g., geothermal, photo-voltaic and fuel cells, heat pumps.

Landscape and Screening Guidelines

- 10.5.14 Maximize the amount of landscaped areas on site to increase the natural infiltration of rain water, with landscaping along adjacent streets and adjoining residential sites.
- 10.5.15 Select trees and other plants that will be readily established and provide significant visual impact upon planting.
- 10.5.16 In the landscape plan, consider finished site grades, location and heights of retaining walls, utilities, views, shade and sun angles, needs for privacy or screening, user safety, maintenance and irrigation requirements, and all other typical site planning criteria.
- 10.5.17 Consider energy efficiency and conservation in landscape design, e.g., moderate wind, provide shade in summer, allow sunlight and daylight into buildings.
- 10.5.18 Developments are encouraged to incorporate native, low maintenance and xeriscape (drought resistant, low water requirement) concepts in landscape plans.
- 10.5.19 Plant a uniform alignment of street trees planted along public streets at the spacing recommended by the City. Appropriate spacings are 15 metres along arterials, 10 metres along local and collector roads, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals.
- 10.5.20 For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" as a reference.
- 10.5.21 Visual screening in the form of solid landscaping and/or fencing may be required along some segments of a site's perimeter, particularly adjacent to residential development.
- 10.5.22 Where landscaping for visual screening is required, plants selected shall be of sufficient height at maturity to provide a continuous screen not less than 2 metres in height and planted at a sufficient density to provide a hedge effect. Alternate screening measures such as solid fencing not less than 2 metres in height may be considered instead of or in combination with planting.



- 10.5.23 Locate refuse and recycling container areas where they are accessible to businesses and to container pick-up trucks, screen them with an appropriate durable enclosure, and provide landscaping around the perimeter of the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.

Access, Circulation and Parking Area Guidelines

- 10.5.24 Design the internal road and parking system for efficient circulation of all types of vehicles, with a layout that discourages speeding and provides safe pedestrian routes from parking lots to building entrances.
- 10.5.25 Encourage permeable materials for parking areas where possible, including gravel for areas that are used less frequently.
- 10.5.26 Encourage bioswales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.
- 10.5.27 Provide curb let-downs to accommodate universal accessibility from disabled parking spaces to buildings.
- 10.5.28 Encourage shared parking lot accesses to adjacent developments.
- 10.5.29 Design on-site lighting to minimize glare and overspill into adjacent residential properties, and into the sky. Submission of a detailed lighting plan may be required.

Exemptions

- 10.5.30 Development permits are not required in the Industrial Development Permit Areas for:
- a. interior renovations;
 - b. an exterior renovation which does not require a building permit;
 - c. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Development Services Department;
 - d. an accessory building with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Development Services Department; or
 - e. subdivision.

1. **Screening**

All storage yards shall be completely screened from public view and adjacent properties. Screening fence heights shall be not less than 2.0 metres (6.5 feet) nor greater than 2.4 metres (8.0 feet).

Forms of acceptable screening are as follows:

- .1 A uniformly painted solid wall fence of uniform height;
- .2 Walls of concrete block, masonry custom units, or buildings located adjacent to a property line.
- .3 Chain link fencing with mature evergreen tree hedge planted on-site adjacent to fencing to block view of the top of the chain link fence.

2. **Landscaping**

In conjunction with the provision of screening, continuous landscaping shall be provided, except that chain link fencing with solid evergreen hedge, shall satisfy the landscaping requirement.

- .1 Where solid wall fencing is used fronting a highway, such fencing is to be set back a minimum of 1.5 metres (4.9 feet) to accommodate landscaping.
- .2 Landscaping shall comprise any of the following combinations: trees, trees and ground cover; raised earth berms with trees and ground cover.
- .3 Minimum calliper of trees shall be 6.5 cm (2.5 inches).
- .4 To assist with control of the codling moth, the planting of codling moth host trees, including all apples and crabapples (*Malus* spp.), all pears (*Pyrus* spp.), quince (*Cyclondia oblonga*) and flowering quince or japonica (*Chaenomeles japonica*) is discouraged on all developments, excluding commercial orchards.

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Item 11.5

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Mayor and Corporate Officer be authorized to execute the 2018/2019 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit.

[2018/2019 Annual Transit Operating Agreement & Transit Service Agreement]

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 File: 2240.20.11
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 DATE: May 7, 2018
 SUBJECT: **2018/2019 ANNUAL TRANSIT OPERATING AGREEMENT &
 TRANSIT SERVICE AGREEMENT**

RECOMMENDATION:

THAT: The Mayor and Corporate Officer be authorized to execute the 2018/2019 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit.

BACKGROUND:

BC Transit has forwarded the 2018/2019 Annual Operating Agreement (AOA) for the Shuswap Regional Transit system for approval.

Last year BC Transit modified the AOA from a three-party agreement to a two-party agreement between the local government and BC Transit in an effort to reduce the administrative burden and potential for confusion associated with three-party agreements. The agreement is based on the Transit Service Agreement (2014-2023) which is the new principal overarching service agreement. Each year, the AOA confirms the budgeted service levels, revenue projections and cost structure for the transit system.

BC Transit has indicated that there will be some basic inflationary increases in Operations and Fleet Maintenance affecting the Net Municipal Share of Costs by approximately \$11,641.00, which is a 2.3% increase.

Staff have reviewed the agreements and the projected revenues and expenses associated with the 2018/2019 AOA are within the budget allocations contained within the City's 2018 Budget.

Respectfully submitted,

Robert Niewenhuizen,
 Director of Engineering and Public Works

c.c. Monica Dalziel, CFO

Item 11.6

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Jamieson

Seconded: Councillor Eliason

THAT: Council award Contract No. ENG2018-56 for Hudson Avenue NE Revitalization Project and 10 Avenue SE Storm Sewer Extension to D Webb Contracting Ltd. in accordance with the tendered unit prices for an estimated cost of \$1,634,611.00 plus applicable taxes.

[Tender Award for Construction Contract ENG2018-56 - Hudson Avenue NE Revitalization Project and 10 Avenue SE Storm Sewer Extension]

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: ENG2018-56

TO: Her Worship Mayor Nancy Cooper and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: May 1, 2018

SUBJECT: Tender Award for Construction Contract ENG2018-56 - Hudson Avenue NE Revitalization Project and 10 Avenue SE Storm Sewer Extension

RECOMMENDATION:

THAT: Council award Contract No. ENG2018-56 for Hudson Avenue NE Revitalization Project and 10 Avenue SE Storm Sewer Extension to D Webb Contracting Ltd. in accordance with the tendered unit prices for an estimated cost of \$ 1,634,611.00 plus applicable tax.

BACKGROUND:

The Hudson Avenue NE Revitalization Project is a downtown beautification project being completed in conjunction with the BC Hydro beautification grant program. The project consists of putting hydro, cable and telephone underground and upgrading the right-of-way to the downtown standard (decorative brick, streetlights etc.) along the east side of Ross Street from the TCH to Hudson Avenue, Hudson Avenue from Ross Street to east of 4 Street NE and 4 Street NE (east and west side) from the TCH to Hudson Avenue.

The 10 Avenue SE Storm Main Extension Project includes extension of the existing storm system from 20 Street towards 22 Street SE and upsizing a section of pipe on 20 Street SE to ensure the storm system is sized adequately to handle additional flows from the upstream developments. In addition, concrete curb & gutter and sidewalk will be placed along the north side of 10 Avenue SE (20 St - 22 St SE) complete with road drainage.

The projects were tendered together in 2018 in an attempt to secure more competitive pricing; The Hudson Avenue NE Revitalization project had been tender two (2) times previously, receiving only one (1) tender each time and both times over budget.

The tender call was issued in March 2016 and the Tender closed on Tuesday, April 17, 2018 at which time the City received two (2) tenders.

Shuswap Memorial Cemetery – Tender Award
Page 2

The following table provides a summary of tender results with Part 'A' being the Hudson Avenue NE Revitalization Project and Part 'B' being the 10 Avenue SE Storm Extension project:

Tender Results:

#	Contractor	Bid Price				
		Part A	Part B	A&B	GST (5%)	Total
1	D Webb Contracting Ltd.	\$ 1,306,509.00	\$328,102.00	\$1,634,611.00	\$81,730.55	\$1,716,341.55
2	General Assembly Excavating Ltd.	\$ 1,812,644.72	\$386,915.30	\$2,196,356.02	\$109,817.80	\$2,306,173.82

Note: All documentation and bonding requirements are in order.

The proposals were reviewed and evaluated by the City's project manager Lawson Engineering and Development Services Ltd. and in consultation with City Staff.

The approved budget allocation for the Hudson Avenue NE Revitalization project (Part 'A' of the Tender) is \$2,220,290.00 (combined transportation and water budgets); included in this amount is funding for hydro contributions (approx. \$470,000), civil and geotechnical engineering and contingency. The approved budget allocation for the 10 Avenue SE Storm Extension project (Part 'B' of the Tender) is \$400,000.00; included in this amount is funding for civil and geotechnical engineering and contingency.

D Webb Contracting Ltd. has advised that their construction schedule will be from May 15, 2018 with completion of the project by June, 2019.

D Webb Contracting Ltd. of Salmon Arm has successfully completed many projects for the City over the years. Based on the tender results staff are recommending that D Webb Contracting Ltd. be awarded the contract in accordance with the unit prices tendered of \$ 1,634,611.00 plus applicable taxes.

Respectfully submitted,



Robert Niewenhuizen
Director of Engineering and Public Works

cc Monica Dalziel, Chief Financial Officer

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Item 14.1

CITY OF SALMON ARM

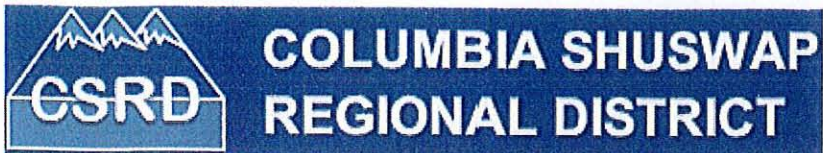
Date: May 14, 2018

Columbia Shuswap Regional District Board in Brief – April 2018

Vote Record

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

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



BOARD IN BRIEF

April 2018

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HIGHLIGHTS

School District No. 83

The Board invited Official Trustee Mike MacKay and Superintendent/CEO Peter Jory to appear as a Delegation to hear about the School District No. 83's Strategic Plan and to discuss a letter from Minister of Education Rob Fleming approving the new Board of Trustees composition of five School Trustees. [View letter.](#) [View Strategic Plan.](#)



Cannabis Legalization Framework for the CSRD

In preparation for cannabis legalization this summer, the CSRD Board has directed staff to proceed with preparing a Cannabis Policy for consideration at a future Board meeting and to obtain public feedback in regard to a policy. The policy will establish: a procedure

for dealing with cannabis related land use applications; the process for public consultation; and locational guidelines for both cannabis production and retail facilities. [View report.](#)

Ministry of Transportation & Infrastructure

The Board received a letter from the Honourable Claire Trevena, Minister of Transportation and Infrastructure, in response to the CSRD's letter asking for active transportation and the placement of "Share the Road" signage. Staff will now request that a review be completed on the placement of these signs. [View letter.](#)

SILGA 2018 Late Resolution - Minister of Transportation and Infrastructure

The Board endorsed a late Resolution regarding the need for a significant service increase in winter maintenance and snow removal in rural areas. The resolution is being sent to the Southern Interior Local Government Association (SILGA) Convention in April for endorsement. [View resolution.](#)

Appointment of Chief Election Officer and Deputy Chief Election Officer

CSRD staff, Lynda Shykora and Jennifer Graham, have been appointed Chief Election Officer and Deputy Chief Election Officer for conducting the 2018 general local election and assent voting. [View report.](#)

Shuswap Draft Communications Protocol

The CSRD Board endorsed the Communications Protocol and the Board will provide funding support for a protocol signing ceremony event scheduled for summer, 2018. The Shuswap Local and Secwepemc Governments Draft Communications Protocol Agreement will establish and maintain a long-term, cooperative government-to-government relationship and open communication across the Shuswap watershed portion of Secwepemculecw, complement existing local protocols, and support the development of local protocols where none exists.

[View report.](#) [View draft protocol.](#)

Proposed Changes to the Municipal & Regional District Tax

The Board received letters from organizations expressing concerns over the proposed changes to the allocation of Municipal & Regional District Tax (MRDT) funds and supported the request for a letter to be sent to the Minister of Finance asking for clarification on these changes, the cost model and plans for consultation with hotel owners. [View letter one.](#) [View letter two.](#)

CSRD – Security Issuing Bylaw No. 9106

The Board adopted this bylaw as a result of the Lakeview Place Subdivision Water Upgrade Loan Authorization Bylaw No. 5738, which was adopted in January 2017, authorizing up to \$335,000 in long term borrowing for the purpose of providing upgrades to the Lakeview Place Subdivision Water distribution system and to carry out a water main extension to allow for connection to the Cedar Heights Waterworks. The CSRD was fortunate to apply for and obtain a grant for much of the upgrading work which means

that the residents of Lakeview Place subdivision do not need to pay the full amount of the upgrades. Security Issuing Bylaw No. 9106 is the mechanism that is used to arrange long term borrowing from the Municipal Finance Authority of British Columbia for the remaining \$82,828.288 needed to finance the project works. [View report.](#) [View bylaw.](#)

Falkland Waterworks Service Bylaw No. 5773

This bylaw was adopted by the Board to add one property to the Falkland Water System Service Area. [View bylaw.](#)

Financial Decisions

Grant in Aids Requests

THAT: the Board approve the following allocations from the 2018 electoral grant-in-aids, [view report.](#)

Area A

\$1,500 Golden & District Historical Society (2018 Fall Faire)

\$2,500 Golden Community Resources Society (Legal & co-op developer expenses)

Area C

\$4,000 Eagle Bay Hall Society (kitchen appliance upgrades)

Area F

\$1,950 Anglebay Entertainers (full size piano keyboard)

\$10,000 Lee Creek Arts & Sports Society (Friday Nights Live)

\$5,000 Seymour Arm Community Association (wharf insurance and repairs).

Electoral Area D Community Works Fund - Falkland Fire Hall Mechanical Upgrades

The Board approved use of Area D Community Works Funding for up to \$18,500 plus applicable taxes for energy efficient upgrades at the Falkland Fire Hall building. [View report.](#)

Revelstoke/Area B EOF Application – Revelstoke Fabrication Laboratory

With the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approved funding from the Revelstoke and Area B Economic Opportunity Fund to the City of Revelstoke in the amount of \$120,000 toward the development of the Revelstoke Fabrication Laboratory Project. [View report.](#)

Grant in Aid – Exception from Policy F-30

The Board agreed to waive the policy F-30 requirement with respect to the post-application documentation for the 2017 North Shuswap Chamber of Commerce grant in aid to allow the Chamber to make a 2018 application for grant in aids while the post-application documentation for the 2017 grant remains outstanding.

With that, the Board then approved an allocation from the 2018 Area F grant in aid funds to the North Shuswap Chamber of Commerce for a community revitalization project in

the amount of \$29,500. [View report.](#)

Area F Community Works Fund – Tourism Kiosks

The Board approved use of Area F Community Works Funding for up to \$42,900 plus applicable taxes for three tourism kiosks. [View report.](#)



LAND USE MATTERS

Development Permits (DP) and Development Variance Permits (DVP)

Electoral Area C: Development Permit No. 725-137 (Shepherd) - 4162 Galligan Road, Eagle Bay

The subject property is located at Eagle Bay in Electoral Area C, split by Galligan Road and adjacent to Shuswap Lake. The applicant is proposing to install a floating dock on the foreshore adjacent to the subject property. A Foreshore and Water Development Permit (DP) is required for all dock and buoy installations in Electoral Area C. The proposed dock exceeds the size requirements in Lakes Zoning Bylaw No. 900 by more than 10% and therefore cannot be considered for approval by the Manager of Development Services. As such a DP and the requested variance of the maximum permitted surface area from 24 m² to 27.87 m² must be approved by the Regional District Board. In addition to the proposed new floating dock, two existing private mooring buoys are to remain on the foreshore and proposed to be included in the Foreshore and Water DP. The Board approved issuance of the Development Permit. [View report.](#)

Electoral Area C: Development Permit No. DP725-139 and Development Variance

Permit No. DVP701-79 (1133071 BC Ltd) - 3107 Trans-Canada Highway, Blind Bay.

The applicant is proposing to remove an existing gas bar canopy which was encroaching into the Ministry of Transportation and Infrastructure (MoT) Right of Way (RoW) for the Trans-Canada Highway and construct a replacement within the boundaries of the subject property. The proposed new canopy, while it will be sited on the subject property, does not comply with either of the front parcel line or exterior side parcel line setbacks and so the owner has applied to vary these setbacks. Additionally, as a Commercially designated property in the Electoral Area C Official Community Plan Bylaw No. 725, there is a requirement for a Commercial form and character Development Permit. The Development Permit area contains guidelines for form and character of buildings. Both the Development Permit and the Development Variance Permit were approved for issuance by the Board. [View report.](#)

**Electoral Area E: Development Variance Permit No. 2000-73 (Landers) - #19 1249
Bernie Road, Annis Bay.**

The applicant demolished an existing structure and re-constructed a new single family dwelling in its place on the subject property. The reconstructed single family was situated on the property too close to the Natural Boundary of Shuswap Lake and therefore does not comply with the interior side parcel boundary setback of 2.0 m, so the owner has applied to vary this setback from the Present Natural Boundary of Shuswap Lake and the Canadian Pacific Railway (CPR) Right-of-Way (RoW). The Development Variance Permit was approved for issuance. [View report.](#)

**Electoral Area F: Development Permit No. 830-228 (Home Hardware Stores Limited)
- 3906 Squilax-Anglemont Road, Scotch Creek**

The subject property is the location of the Home Hardware Building Centre located in Scotch Creek. The owners are proposing to construct a new accessory building (shed) on the property so a Village Centre Development Permit (DP) is required. The Board approved the issuance of the permit, including the need for the installation of privacy slats on Squilax-Anglemont Road and Jordan Way frontages only. [View report.](#)

Zoning, Lakes Zoning and Official Community Plan (OCP) Amendments

**Electoral Area B: Electoral Area B Zoning Amendment (Eagle Pass HeliSkiing) Bylaw
No. 851-12 - 3451 Trans-Canada Highway, West Revelstoke**

This application originally proposed the service of beer and wine to day use patrons of a heli-skiing business as an après-ski service at their base which is located on the subject property. The applicant has advised that they are no longer interested in pursuing a liquor license therefore they do not require zoning for this use. However, they would like to move forward with the bylaw amendment in order to clarify the existing uses on the property through a site specific zoning amendment. The Board gave first reading to BL851-12 at their meeting on December 1, 2017. Since that time, staff have amended the

bylaw to remove the liquor service use, and clarify permitted uses on the property such as guest lounge, heli-tourism day lodge and staff accommodation, and add new definitions related to these uses. The Board gave the zoning amendment second reading as amended and now the public hearing process will be initiated. [View report.](#)

Electoral Area C: South Shuswap Zoning Amendment (PK Chahal Holdings Ltd.)

Bylaw No. 701-91 - 1299 Trans-Canada Highway, Sorrento

The applicant has applied for a rezoning amendment to rezone the subject properties from C1 – Town Centre Commercial Zone to C5 – Tourist Commercial Zone. The proposed rezoning would allow a proposed boundary adjustment subdivision and result in 2 parcels consisting of 1.03 ha each. The southern property would be to support the existing motel, restaurant/pub, and ice cream stand, while the northern property would be re-developed into a campground consisting of 38 campsites. The Board gave the amendment first reading and will now be referred out to various agencies, including the South Shuswap Chamber of commerce and the Sorrento Memorial Associations, and First Nations for comment. [View report.](#)

Electoral Area C: Electoral Area C Official Community Plan Amendment (Ron Lindblad) Bylaw No. 725-10 and South Shuswap Zoning Amendment (Ron Lindblad) Bylaw No. 701-89

The owners of Strata Plan EPS162 have applied for a rezoning amendment to address several illegal non-conforming issues, as a result of bylaw enforcement action. The property is currently regulated by a special regulation within the CH2 - Cluster Housing 2 Zone, which does not reflect on the current site development.

In addition to the rezoning amendment, staff noted that proposed Bylaw No. 701-89, given first reading at the November 16, 2017 regular meeting would approve densities which are not consistent with those indicated in the RR Rural Residential designation in Electoral Area C Official Community Plan Bylaw No. 725. For this reason, an Official Community Plan amendment bylaw application was required to be submitted by the applicant. The Board considered public input received and gave the OCP Amendment Bylaw third reading and adoption. The South Shuswap Zoning Amendment (Ron Lindblad) Bylaw No. 701-89" was given Third Reading, it will now be sent to the Ministry of Transportation and Infrastructure for approval. [View report.](#)

Electoral Area C: Lakes Zoning Amendment (Gray-Ulry) Bylaw No. 900-22

3965, 3967, 3970 & 3972 Sunnybrae-Canoe Point Road, Sunnybrae The owners would like to amend the Lakes Zoning Bylaw No. 900 (Bylaw No. 900) to recognize 8 private mooring buoys and a shared dock adjacent to the common property of Strata Plan KAS2305 located in Sunnybrae in Electoral Area C. The proposal is to rezone the water adjacent to Strata Plan KAS2305 from FR1 Foreshore Residential 1 to FM2 Foreshore Multi-Family 2 zone, and to add a special regulation to recognize the existing dock and 8 private mooring buoys within the zone. The Board gave BL900-22 second reading and delegated a public hearing. [View report.](#)

Electoral Area D: Rancho / Deep Creek Bylaw No. 751 & Bylaw No. 750-02 Rancho

/ Deep Creek, Electoral Area D

Ranchero / Deep Creek Zoning Bylaw No. 751 (Bylaw No. 751) is a follow up to the Ranchero / Deep Creek Official Community Plan (OCP) Bylaw No 750. Bylaw No. 751 will provide land use regulations for the portion of Electoral Area D covered by the OCP and will repeal and replace Ranchero / Deep Creek Land Use Bylaw No. 2100.

Ranchero / Deep Creek Official Community Plan Amendment (CSRD) Bylaw No. 750-02 is required to create designations and policies that complement the new zones proposed in Bylaw No. 751 and ensure consistency between the two bylaws. Both the OCP and zoning bylaws were adopted by the Board and are now in effect. [View report.](#) [View bylaw 750-02.](#) [View bylaw 751.](#)

Electoral Area E: Lakes Zoning Amendment (Coleman) Bylaw No. 900-23

709 Swanbeach Road, Swansea Point The applicant would like to rezone the foreshore adjacent to the subject property to allow for placement of a fixed dock with an upward facing surface area of 37.9 m² (408 ft²) as a site specific permitted use in the FR1 Zone. The Board endorsed staff recommendation that the proposed bylaw amendment be given first reading and that Bylaw No. 900-23 be referred to applicable agencies and first nations for comment. [View report.](#)

NEXT BOARD MEETING

Thursday, May 17, 2018 at 9:30 AM

NOTE: May Board on the Road meeting. The meeting will take place at District of Sicamous Municipal Office, 446 Main Street, Sicamous, BC



Columbia Shuswap Regional District
555 Harbourfront Drive NE, PO Box 978
Salmon Arm, BC V1E 4P1
www.csrld.bc.ca | 250.832.8194

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[Unsubscribe](#)

Item 21.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Development Variance Permit No. VP-472 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 - 11 Avenue NE) to vary provisions of Subdivision and Development Servicing bylaw No. 4163 as follows:

1. Section 3.0 - waive the requirement for upgrading the eastern half of 20 Street NE to the Urban Collector (RD-3) road standard along the eastern property frontage.

[Development Variance Permit Application No. VP-472; Jobeck Enterprises Ltd.; 2081 - 11 Avenue NE; Servicing 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: April 18, 2018

Subject: Development Variance Permit Application No. 472

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

Civic: 2081 11 Avenue NE

Owner/Applicant: Jobeck Enterprises Ltd.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. 472 be authorized for issuance for Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP75980 (2081 11 Avenue NE) to vary provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. **Section 3.0 – waive the requirement for upgrading the eastern half of 20 Street NE to the Urban Collector (RD-3) road standard along the eastern property frontage.**

STAFF RECOMMENDATION

That the motion for consideration be defeated.

BACKGROUND

The subject parcel is located at 2081 – 11 Avenue NE (Appendix 1 and 2) and is presently vacant. This application is associated with a new 16-unit residential development as shown on the site plans and building elevations attached (Appendix 3).

The subject property is 0.26 hectares, designated High Density Residential (HR) in the City's Official Community Plan (OCP), and is currently zoned R-5 (Appendix 4 and 5). The mix of zones in the immediate area is predominantly Residential (R-1 and R-4), with Institutional zones to the east and south, and Commercial zones further to the east. Site photos are attached as Appendix 6. The parcel is within the Urban Development Area of the Subdivision and Development Servicing Bylaw. Furthermore, the subject property is within the OCP's Urban Containment Boundary, and as a corner lot, has one frontage affected by the servicing standards associated with an Urban Collector Road (20 Street NE).

The subject property has been under the consideration of Council recently, with OCP (HC - Highway Service / Tourist Commercial to HR - Residential High Density) and zoning (R-1 Single Family Residential Zone to R-5 High Density Residential Zone) applications approved in early 2017, followed by a Development Permit application (DP-414) approved in the latter half of 2017, including a setback variance.

Engineering comments associated with DP-414 noted frontage improvement as required. The Applicant subsequently had estimates prepared for these works and has requested a variance to the cash in lieu requirement. A letter of rationale and associated estimate has been provided (Appendix 7).

In reviewing this application, staff referred to relevant OCP polices, the requirements of the Subdivision and Development Servicing (SDS) Bylaw, the way previous variance applications were addressed, and the site circumstances of the subject property.

Relevant OCP Policies

Official Community Plan – Section 12 – Transportation

OCP Section 12.3.3 notes the policy that the City will continue to use the Subdivision and Servicing Bylaw to identify the works and services required at the time of subdivision or development approval. Furthermore, Section 12.3.4 refers to OCP Map 12.1 which identifies 20 Street NE as a Designated Urban Collector Road.

SDS Bylaw Requirements

Unless exempted under limited circumstances, appropriate installation of infrastructure is required for developments within the various urban areas of the City. The purpose behind these servicing requirements is to ensure that properties under development are appropriately serviced for all the reasons cited in relevant OCP policies, and equally, to ensure that infrastructure is extended to the boundary of an adjacent property, thus mitigating gaps and providing consistent servicing standards. Where there are major servicing gaps, there is greater expectation for the City to allow for a reduction in standards or to complete works to remove such gaps.

COMMENTS

Engineering Department

Engineering notes that the importance of 20 Street NE as an Urban Collector road. As such, Engineering recommends that the variance requested not be approved. Under the requirements of the Subdivision and Servicing Bylaw, full frontage improvement works can be required. These are estimated to exceed \$50,000. Engineering recognizes that the existing road is currently sufficient, and has thus requested partial cash in lieu contribution for future frontage upgrading (widening and parking bay construction) along the west boundaries (\$16,275).

Full Engineering Department comments and the RD-3 road cross-section are provided as Appendix 8.

Building Department

No concerns.

Fire Department

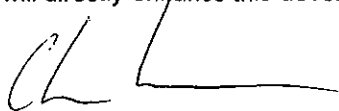
No concerns.

Planning Department

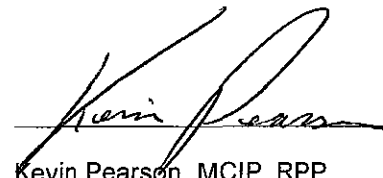
Remaining consistent with previous and similar variance applications, staff do not recommend approval of this application, with the main reasons being:

- The full proposal is contrary to policies of the OCP;
- Approval of the variances in full may lead to similar expectations by other land owners; and
- Full approval of such variances would place the burden of servicing on the municipal budget.

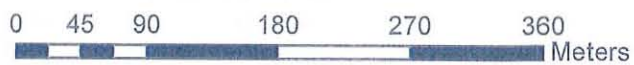
Aligned with Engineering comments, Planning staff recommend that the motion be defeated and that the applicant provide a partial cash in lieu contribution for frontage upgrading (widening and parking bay construction) along the west boundary (\$16,275). As previously noted, the full frontage improvement works are estimated to exceed \$50,000, while future frontage improvements such as street parking bays will directly enhance this development.



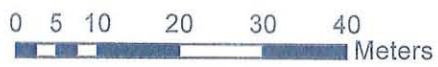
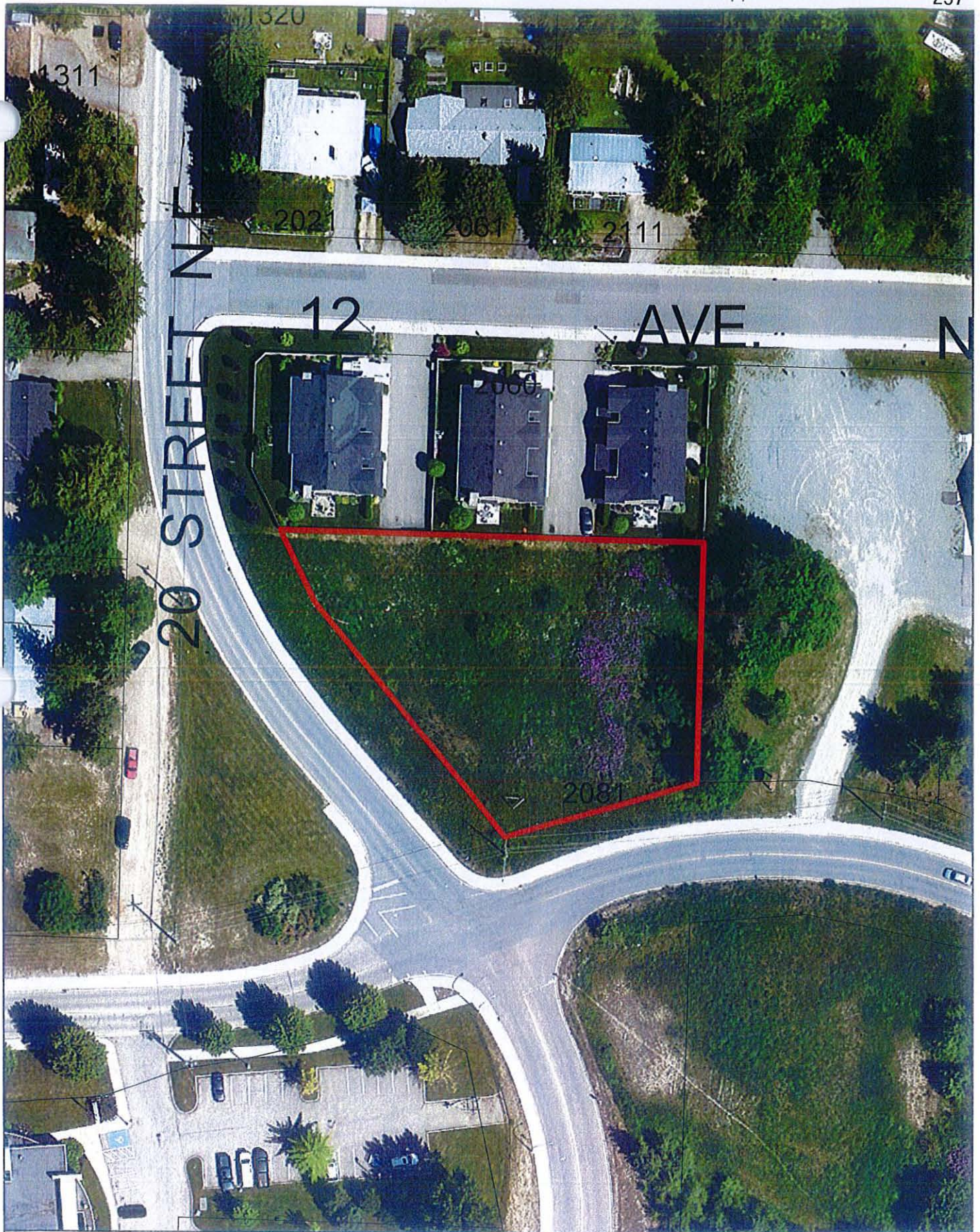
Chris Larson, MCP
Planning and Development Officer



Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



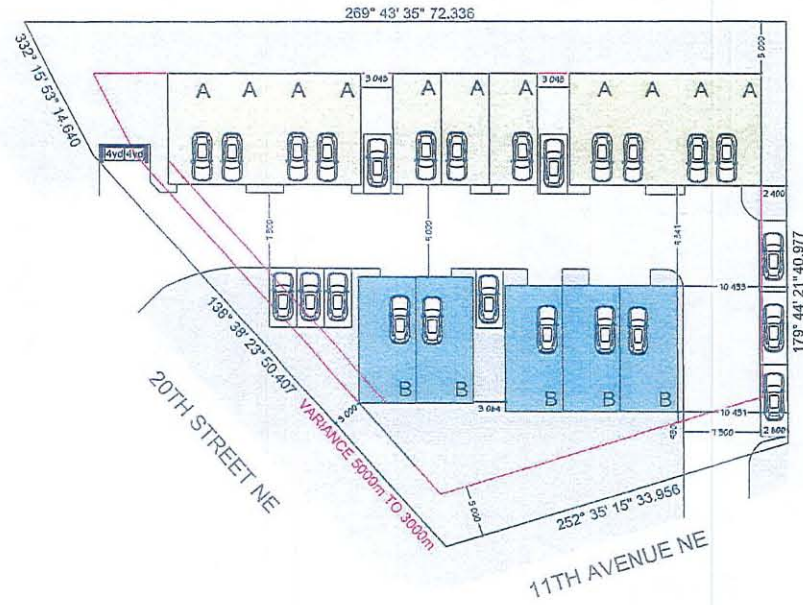
Subject Parcel

COPPER VIEW CORNER
 11TH AVENUE N.E. - SALMON ARM
 MULTI-FAMILY DEVELOPMENT



NO.	DESCRIPTION	BY	DATE
1	PREP. APP.	CON	2017-05-13
2	REV. APP.	CON	2017-07-09

SHEET TITLE:
**PROPOSED
 SITE PLAN &
 RECONCILIATION**



UNIT A 3-STOREY: 15'W x 36'L PER UNIT (11)
 UNIT B 2-STOREY: 18'W x 40'L PER UNIT (6)

CIVIC ADDRESS:
 2081 11TH AVENUE, SALMON ARM, BC
 LEGAL DESCRIPTION:
 LOT 2 PL KAP75900 S24 T20 R10 W6M

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

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

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

REQUIRED SETBACKS:
 FRONT: 5.0m
 INTERIOR SIDE: 2.4m
 EXTERIOR SIDE: 5.0m
 REAR: 5.0m

PROPOSED VARIANCE:
 3.0m SIDE SET-BACK (20TH STREET)

BUILDING HEIGHT:
 ALLOWED: 12m
 PROPOSED: A) 3-STOREY = 10.5m
 B) 2-STOREY = 7.2m

PARKING ANALYSIS:
 REQUIRED PARKING = 16 UNITS x 1.25 = 20
 PROVIDED GARAGE PARKING = 16 SPACES
 PROVIDED SURFACE PARKING = 9 SPACES
 TOTAL PROVIDED PARKING = 25 SPACES

SITE PLAN 1:200

ISSUED FOR DEVELOPMENT PERMIT

PROJECT DESCRIPTION:
**11TH AVENUE N.E.
 DEVELOPMENT PERMIT
 APPLICATION**

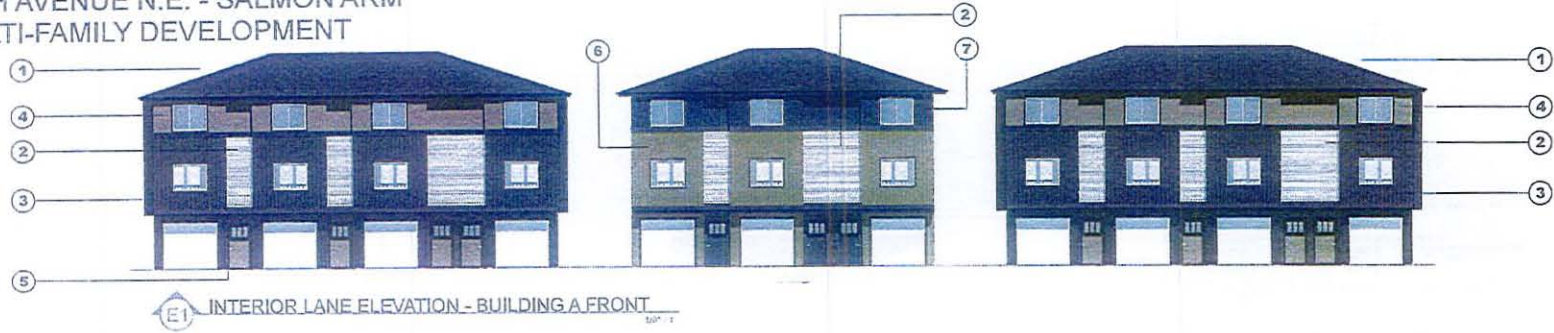
DRAWINGS PROVIDED BY:
 MOTIV8
 1111 11TH AVENUE N.E.
 SALMON ARM, BC V8C 2G8
 TEL: 250.885.8888

DATE:
 05/07/2017

SCALE:
 AS SPECIFIED

SHEET:
A-1

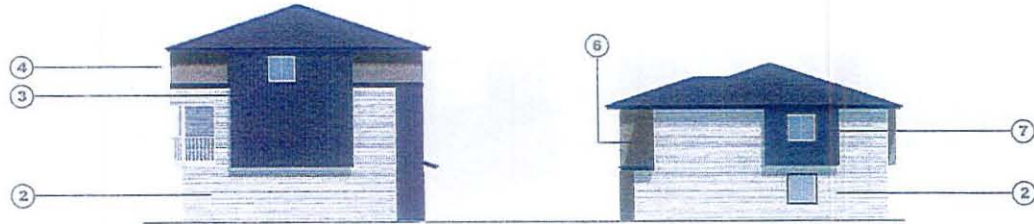
COPPER VIEW CORNER
 11TH AVENUE N.E. - SALMON ARM
 MULTI-FAMILY DEVELOPMENT



E1 INTERIOR LANE ELEVATION - BUILDING A FRONT 1/8" = 1'



E2 BUILDING A - REAR ELEVATION 1/8" = 1'



E3 20TH STREET ELEVATION 1/8" = 1'

EXTERIOR FINISH OPTION A
 N.T.S.

- EXTERIOR MATERIAL SPECIFICATION,
 COLOUR SCHEME # 1:
- 1) ROOFING: CERTAINTEED - LAMINATED FIREGLASS SHINGLE - DRIFTWOOD
 - 2) VINYL LAP SIDING - GENTEX 'LIME'
 - 3) VINYL BOARD & BATTEN - GENTEX 'IRON ORE'
 - 4) SMART PANEL (SMOOTH) - PAINT, COLOUR MATCH 'GENTEX PEBBLE GRN'
 - 5) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT
 - 6) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)
 - 7) SCOFFIT: ALUMINUM - BLACK
 - 8) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK
 - 10) ENTRY DOOR: 2-STORY PAINTED 6-PANEL PAINT 'GENTEX PERLE GRN'
 - 11) 3-STORY PAINTED 1-LITE - PAINT: GENTEX PERLE GRN

EXTERIOR FINISH OPTION B
 N.T.S.

- EXTERIOR MATERIAL SPECIFICATION,
 COLOUR SCHEME # 2:
- 1) ROOFING: CERTAINTEED - LAMINATED FIREGLASS SHINGLE - DRIFTWOOD
 - 2) VINYL LAP SIDING - GENTEX 'LIME'
 - 3) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT
 - 4) VINYL BOARD & BATTEN - GENTEX 'IRON ORE'
 - 5) SMART PANEL (SMOOTH) - PAINT, COLOUR MATCH 'GENTEX PEBBLE GRN'
 - 6) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)
 - 7) SCOFFIT: ALUMINUM - BLACK
 - 10) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK
 - 11) ENTRY DOOR: 2-STORY PAINTED 6-PANEL PAINT 'GENTEX PERLE GRN'
 - 12) 3-STORY PAINTED 1-LITE - PAINT: WHITE OVER BLUE

NO.	REV.	DATE	BY	CHKD.
1				
2				

AS PER TITLE
 PROPOSED
 EXTERIOR ELEVATIONS
 9TH AVENUE - WEST ROW

PROJECT DESIGNATION:
 11TH AVENUE N.E.
 DEVELOPMENT PERMIT
 APPLICATION



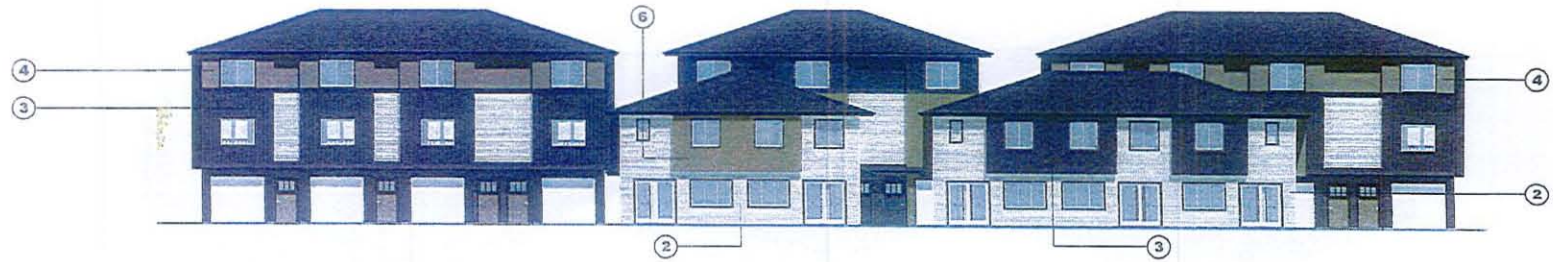
DATE:	30/05/2017
SCALE:	AS SPECIFIED
SHEET:	A-2

Appendix 3: Site Plans and Elevations

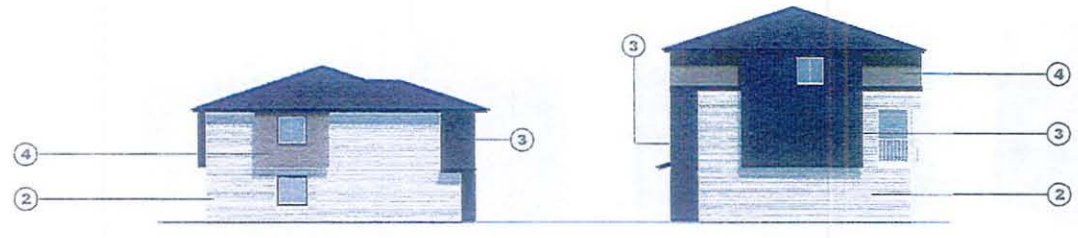
COPPER VIEW CORNER
 11TH AVENUE N.E. - SALMON ARM
 MULTI-FAMILY DEVELOPMENT



E4 INTERIOR LANE ELEVATION - 2-STOREY BUILDINGS FRONT
 1/2" = 1'



E5 11TH AVENUE ELEVATION
 1/3" = 1'



E6 SIDE ELEVATION
 1/8" = 1'

EXTERIOR FINISH OPTION A
 I.T.S.

- EXTERIOR MATERIAL SPECIFICATION
 COLOUR SCHEME # 1
- 1) ROOFING: CERTAINTEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD
 - 2) VINYL LAP SIDING - GENTEK LINEN
 - 3) VINYL BOARD & BATTEN - GENTEK IRON ORE
 - 4) SMART PANEL (SMOOTH) - PAINT: COLOUR MATCH GENTEK PEBBLE 62F
 - 5) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT
 - 6) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)
 - 9) SOFFIT: ALUMINUM - BLACK
 - 10) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK
 - 11) ENTRY DOOR: 2-STOREY: PAINTED 8-PANEL PAINT: GENTEK PEBBLE 62F
 - 12) 3-STOREY: PAINTED 1-LITE - PAINT: GENTEK PEBBLE 62F

EXTERIOR FINISH OPTION B
 I.T.S.

- EXTERIOR MATERIAL SPECIFICATION
 COLOUR SCHEME # 2
- 1) ROOFING: CERTAINTEED - LAMINATED FIBREGLASS SHINGLE - DRIFTWOOD
 - 2) VINYL LAP SIDING - GENTEK LINEN
 - 5) FAUX STONE - QUALITY STONE - STACKED STONE - DARK BROWN OR EQUIVALENT
 - 6) VINYL BOARD & BATTEN - GENTEK DARK DRIFT
 - 7) SMART PANEL (SMOOTH) - PAINT: COLOUR MATCH HARVEY EVENING BLUE
 - 8) WINDOWS: VINYL FRAME - WHITE (SEE ELEVATIONS FOR TYPE)
 - 9) SOFFIT: ALUMINUM - BLACK
 - 10) FASCIA/TRIM: SMART TRIM - CEDAR TEXTURE - BLACK
 - 12) ENTRY DOOR: 2-STOREY: PAINTED 8-PANEL PAINT: HARVEY EVENING BLUE
 - 13) 3-STOREY: PAINTED 1-LITE - PAINT: HARVEY EVENING BLUE

NO.	DESCRIPTION	BY	DATE
1			
2			

SHEET TITLE
 PROPOSED
 EXTERIOR ELEVATIONS
 LANE WAY - EAST ROW

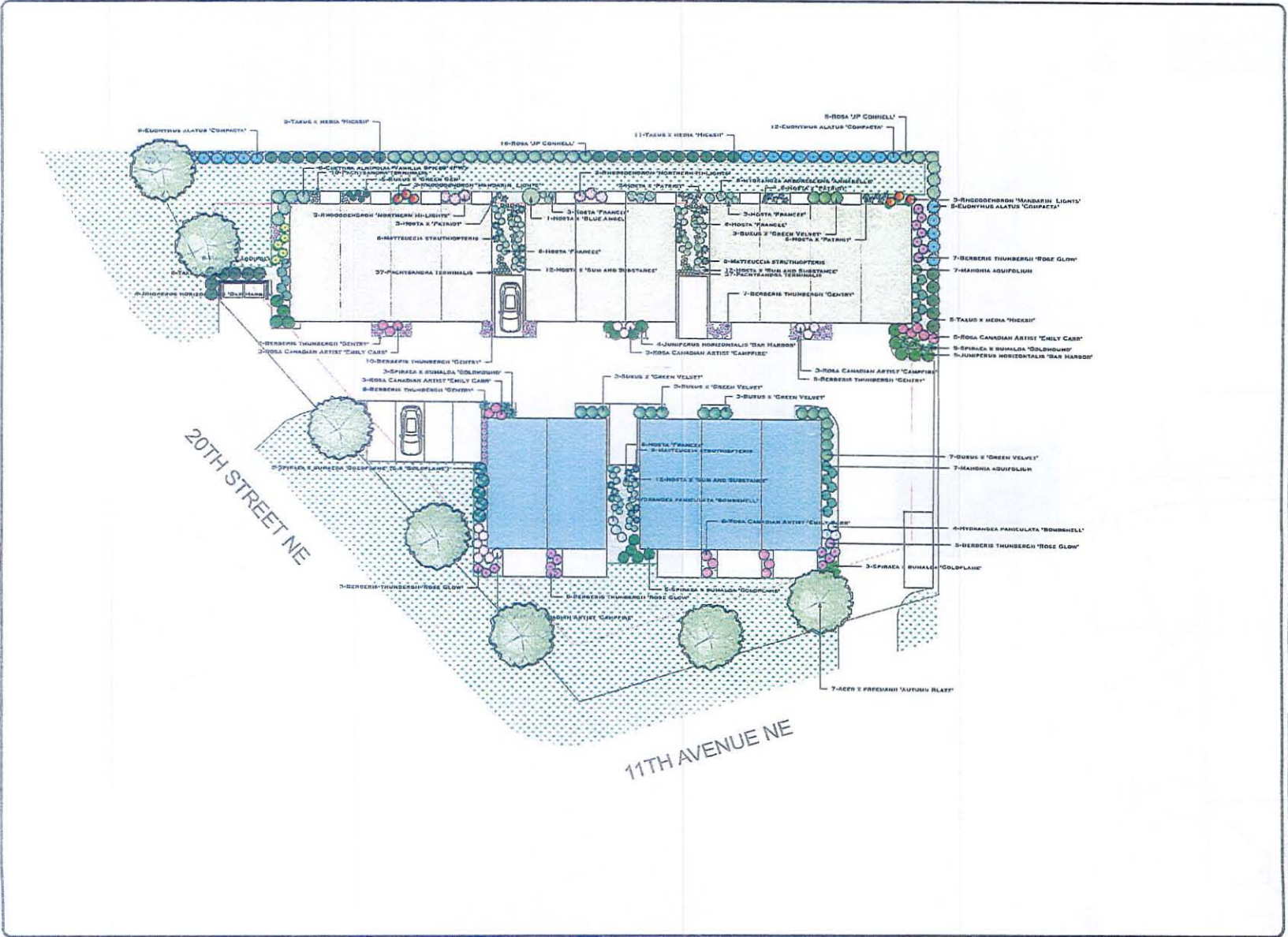
PROJECT DESCRIPTION
 11TH AVENUE N.E.
 DEVELOPMENT PERMIT
 APPLICATION



DATE:
 30/05/2017

SCALE:
 AS SPECIFIED

SHEET:
A-3



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DATE:	
SUBMISSION:	12 JUNE 2017
REVIEW:	31 MAY 2017

DRAWN:	EE
DATE:	25 JUN 2017
SCALE:	1"=10'

ERIC REYNARD
Landscape Architect

Eric Reynard BCSLA CMLA
1000 West 10th Avenue, Suite 100
Vancouver, BC V6H 2Y7
Phone: 604.683.1242

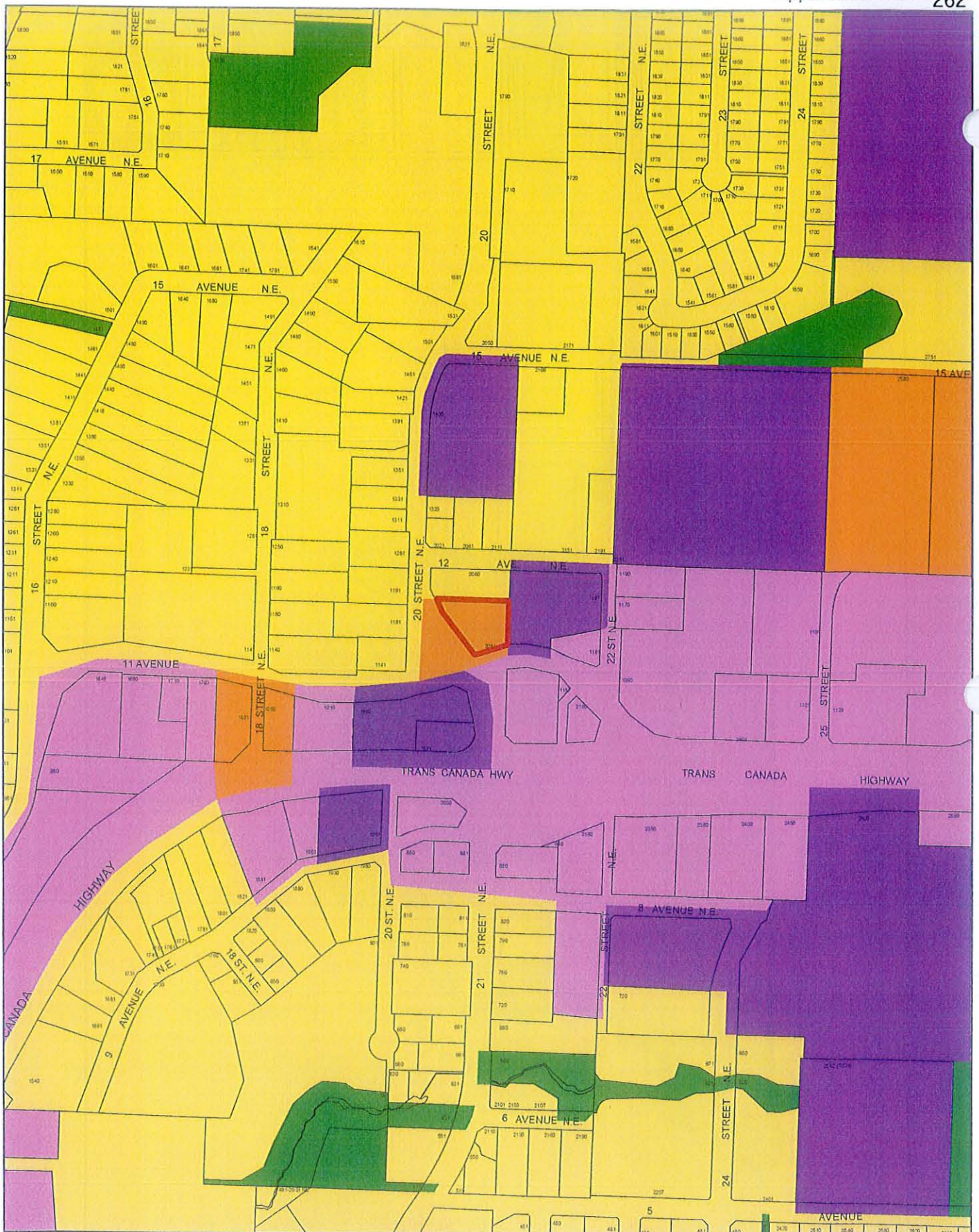
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PROJECT:	20th Street NE & 11th Avenue NE
	SALMON ARM B.C.

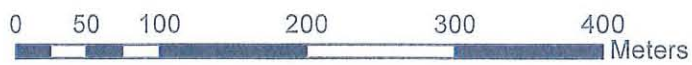
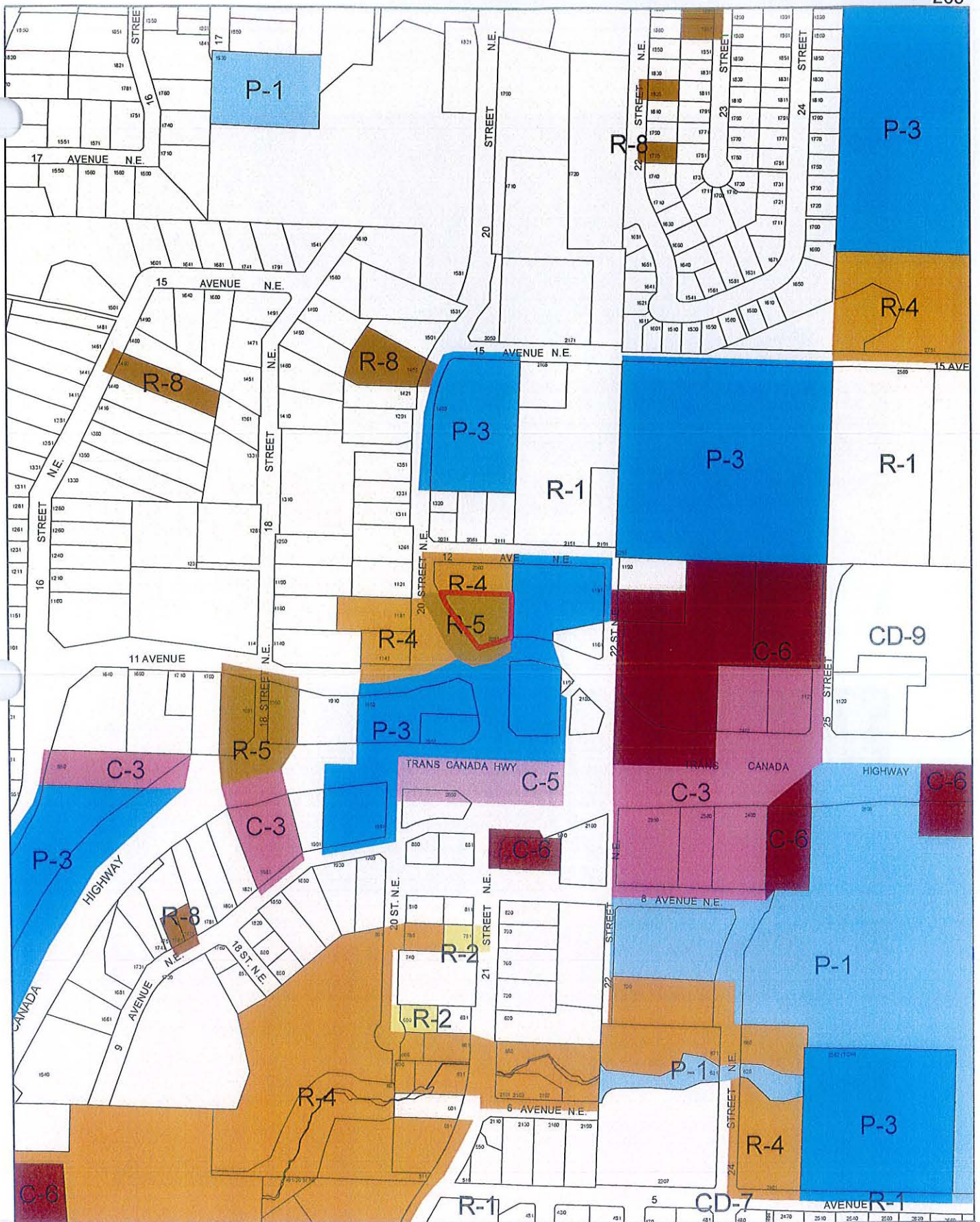
DRAWING TITLE:	PROPOSED LANDSCAPE PLAN
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DRAWING NO.
DPL1
OF
1

Appendix 3: Site Plans and Elevations



	<p>0 15 30 60 90 120  Meters</p>	<p> Subject Parcel</p>	<p> High Density Residential</p>
	<p> Park</p>	<p> Commercial - Highway/Service Tourist</p>	
	<p> Institutional</p>	<p> Medium Density Residential</p>	



Subject Parcel



View west of subject parcel from 11 Avenue NE.



View east of subject parcel from 20 Street NE.

Jobeck Enterprises Ltd.**2079 Hugh Allan Dr.
Kamloops, B.C. V1S 2B6**

February 1, 2018

City of Salmon Arm
Development Services Department
PO Box 40, 500 – 2nd Ave NE
Salmon Arm, BC V1E 4N2

Attn: Council

Re: DP414 - 2081 11 Ave NE, Salmon Arm, B.C.

The City of Salmon Arm engineering department has requested cash-in-lieu for the upgrading of 20th Street NE to the new specifications in the RD-3 20m R/W Urban Collector Cross Section from the Subdivision and Development Servicing Bylaw 4163.

We have attached an estimate of the expected costs for the road widening and parking bay construction on 20th Street NE. Our company would like to request a variance to not be responsible for putting up the \$18,875.00 cash in lieu payment for the street upgrading. The existing road and sidewalk are approximately 10 years old, and none of the street has received upgrading to the new standard. It seems unlikely that any of this street would be receiving the upgrade for many years to come.

We are already required to do considerable upgrading of fire hydrants and street lighting, and as this project is for rental units, we are attempting to be as economical as possible in order to keep rents at a reasonable rate for the area.

Should you require additional information, please feel free to contact us.

Sincerely,

Joan Kennedy
Jobeck Enterprises Ltd.
2079 Hugh Allan Drive
Kamloops, BC V1S 2B6
250-377-3456

CONSTRUCTION COST ESTIMATE - SUMMARY

Copperview Corner

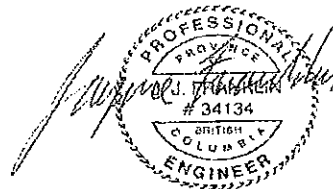
PREPARED BY:
FRANKLIN ENGINEERING LTD.
CALCULATED BY: Nate Johnson
REVIEWED BY: Sean Husband
Date: January 26, 2018



ITEM	DESCRIPTION	ROADING UPGRADE	OFFSITE
1.0	<u>Earthworks</u>	\$ -	\$ 6,300.00
2.0	<u>Sanitary Sewer</u>	\$ -	\$ 11,716.00
3.0	<u>Storm Sewers</u>	\$ -	\$ 11,760.00
4.0	<u>Water Works</u>	\$ -	\$ 36,884.00
5.0	<u>Roadworks</u>	\$ 16,275.00	\$ 8,499.00
6.0	<u>Curb and Sidewalk</u>	\$ -	\$ 10,932.00
7.0	<u>Lighting</u>	\$ -	\$ 24,084.00
8.0	<u>Miscellaneous</u>	\$ -	\$ 7,100.00
ESTIMATE SUB-TOTAL:		\$ 16,275.00	\$ 117,275.00
<u>Contingency (25%)</u>		\$ -	\$ 29,318.75
ESTIMATE TOTAL:		\$ 16,275.00	\$ 146,593.75

Notes

- 1) Cash in lieu payment required for road widening and parking bay construction (\$18,875);
- 2) Bond for offsite works = \$151,087.50 (125% of estimate)



OPINION OF PROBABLE COST - 20TH STREET UPGRADE

Copperview Corner

PREPARED BY:

FRANKLIN ENGINEERING LTD.

CALCULATED BY: Nate Johnson

REVIEWED BY: Sean Husband



Date: January 26, 2018

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
5.00	Road Works				
Notes:	Rates include all testing and provisions of quality assurance as required in the CoSA subdivision and servicing bylaw				
5.01	Place and compact granular SubBase (450mm thk), Off-Site	m ³	95	\$45.00	\$4,275.00
5.02	Granular Base (75mm thk)	m ³	20	\$75.00	\$1,500.00
5.03	Asphalt Paving (100mm thk), Off-Site	m ²	210	\$50.00	\$10,500.00
Road Works Total					\$16,275.00

CONSTRUCTION COST ESTIMATE - OFFSITE WORKS

Copperview Corner

PREPARED BY:

FRANKLIN ENGINEERING LTD.

CALCULATED BY: Nate Johnson

REVIEWED BY: Sean Husband



Date: January 26, 2018

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
1.00	Earthworks				
1.01	Topsoil strip and stockpile (Approx 100mm depth)	m ²	800	\$2.00	\$1,600.00
1.02	Place fill & reshape bank behind sidewalk	m ³	100	\$20.00	\$2,000.00
1.03	Respread topsoil to boulevard and sow with grass-seed	m ²	450	\$6.00	\$2,700.00
Earthworks Subtotal					\$6,300.00
2.00	Sanitary Sewer				
Notes:	Rates include all testing and provisions of quality assurance as required in the CoSA subdivision and servicing bylaw				
2.01	150mm SDR 35 Pipe	m	32	\$188.00	\$6,016.00
2.02	Manhole base, prebench, lid, frame, riser and cover (1050Φ)	ea	1	\$4,620.00	\$4,620.00
2.03	Inspection chamber including brooks box, MMCD SD S7	ea	1	\$1,080.00	\$1,080.00
Sanitary Sewer Subtotal					\$11,716.00
3.00	Storm Sewers				
Notes:	Rates include all testing and provisions of quality assurance as required in the CoSA subdivision and servicing bylaw				
3.01	250mm DR 35 Pipe	m	35	\$204.00	\$7,140.00
3.02	Manhole base, prebench, lid, frame, riser and cover (1050Φ)	ea	1	\$4,620.00	\$4,620.00
Storm Sewer Subtotal					\$11,760.00
4.00	Water Works				
Notes:	Rates include all testing and provisions of quality assurance as required in the CoSA subdivision and servicing bylaw				
4.01	100mm C900 PVC pipe	m	32	\$252.00	\$8,064.00
4.02	150mm C900 PVC pipe	m	8	\$290.00	\$2,320.00
4.03	Supply & install hydrant assembly inc. tee, valve, thrust restraint (CoSA W-3)	ea	2	\$6,500.00	\$13,000.00
4.04	Hot tap connection into existing 200/250mm main including valve & box	LS	3	\$4,500.00	\$13,500.00
Water Works Subtotal					\$36,884.00
5.00	Road Works				
Notes:	Rates include all testing and provisions of quality assurance as required in the CoSA subdivision and servicing bylaw				
5.01	Saw cut existing asphalt	m	41	\$9.00	\$369.00
5.02	Remove existing asphalt	m ²	65	\$12.00	\$780.00
5.03	Remove existing sidewalk (service crossing + 2x driveway)	m ²	40	\$15.00	\$600.00
5.04	Place and compact granular SubBase (450mm thk), Off-Site	m ³	29	\$50.00	\$1,450.00
5.05	Granular Base (75mm thk)	m ³	5	\$150.00	\$750.00
5.06	Asphalt Paving (100mm thk)	m ²	65	\$70.00	\$4,550.00
Road Works Total					\$8,499.00
6.00	Curb and Sidewalk				
6.01	Curb and gutter - Highback	m	38	\$102.00	\$3,876.00
6.02	1.85m sidewalk (150mm thick, 100mm base) behind highback	m	48	\$147.00	\$7,056.00
Curb and Sidewalk Subtotal					\$10,932.00

Appendix 7: Letter and Estimates

<u>7.00</u> <u>Lighting</u>					
7.01	75mm DB2 Hydro duct, c/w wireing & trenching	m	123	\$68.00	\$8,364.00
7.02	Davit street light & pedestal, supply & install	ea	2	\$4,650.00	\$9,300.00
7.03	Davit street light with power base & pedestal, supply & install	ea	1	\$6,420.00	\$6,420.00
Miscellaneous Subtotal					\$24,084.00
<u>8.00</u> <u>Miscellaneous</u>					
7.01	Shallow utility trenching	m	30	\$42.00	\$1,260.00
8.02	Install Hydro supplied pillaster	ea	1	\$980.00	\$980.00
8.03	Install Telus/Shaw supplied pillaster	ea	1	\$760.00	\$760.00
7.02	Install Hydro supplied LPT	ea	1	\$1,200.00	\$1,200.00
7.03	Install Hydro supplied service tub	ea	1	\$500.00	\$500.00
7.08	Install Telus supplied service box	ea	1	\$900.00	\$900.00
7.05	Install Shaw supplied vaults	ea	1	\$500.00	\$500.00
7.04	75mm DB2 Hydro duct	m	40	\$10.00	\$400.00
7.06	75mm DB2 Shaw Duct (primary)	m	40	\$5.00	\$200.00
7.09	100mm DB2 Telus duct (primary)	m	40	\$10.00	\$400.00
Lighting Subtotal					\$7,100.00
ESTIMATE SUB-TOTAL:					\$117,275.00



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

TO: Kevin Pearson, Director of Development Services
 DATE: 13 March 2018
 OWNER: Jobeck Enterprises Ltd., 2079 Hugh Allan Drive, Kamloops, BC V1E 2S3
 APPLICANT: Owner
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP- 472**
 LEGAL: Lot 2, Section 24, Township 20 Range 10, W6M, KDYD, Plan KAP75980
 CIVIC: **2081 – 11 Avenue NE**
 ASSOCIATED: DP-414
 PREVIOUS: OCP4000-29/ZON-1084

Further to the request for variance dated 27 February, 2018; 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 Section 4.0 of the Subdivision & Development Servicing Bylaw No. 4163. The applicant is requesting to:

Waive the cash in lieu payment for the 20th Street NE upgrade to the RD-3 road standard.

20 Street NE is an important Collector Road and is a primary route for traffic from the north of the city, heading either under or onto the highway. Upgrading to the RD-3 standard across the frontage of the property is a requirement of development under the bylaw. The RD-3 standard requires a 3.5m travel lane, a 1.5m bike lane and parking bays to be installed where possible. The existing road width is only 8m (4m on either side of centerline) and parking bays could be accommodated along most of the frontage, as indicated on the engineers plans.

Under the requirements of the bylaw, the City can require that the road widening and parking bays be constructed now, to facilitate this development. This would also require the construction of new curb, gutter and sidewalk along the new road alignment. The total estimated cost for the full frontage improvement is likely to be in excess of \$50,000. However, since the existing road is capable of accommodating the existing traffic flows, the sidewalk and curb and gutter are in relatively good condition and the City has no immediate plans to widen to the full Collector Road standard, a cash contribution was requested in lieu of future works. Furthermore, since the existing sidewalk, curb and gutter are in good condition, meet current bylaw standards and would have to be replaced in the future at the City's cost anyway, these costs were not requested from the developer. The City is currently only requesting a cash in lieu payment for the road widening and parking bay construction portions of the upgrade costs¹, \$16,275. (As per Franklin Engineering OPC – 26 January 2018.)

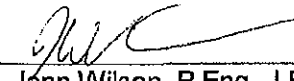
Development Variance Permit Application No. VP-472E
Jobeck Enterprises Ltd Page 2

Recommendation:

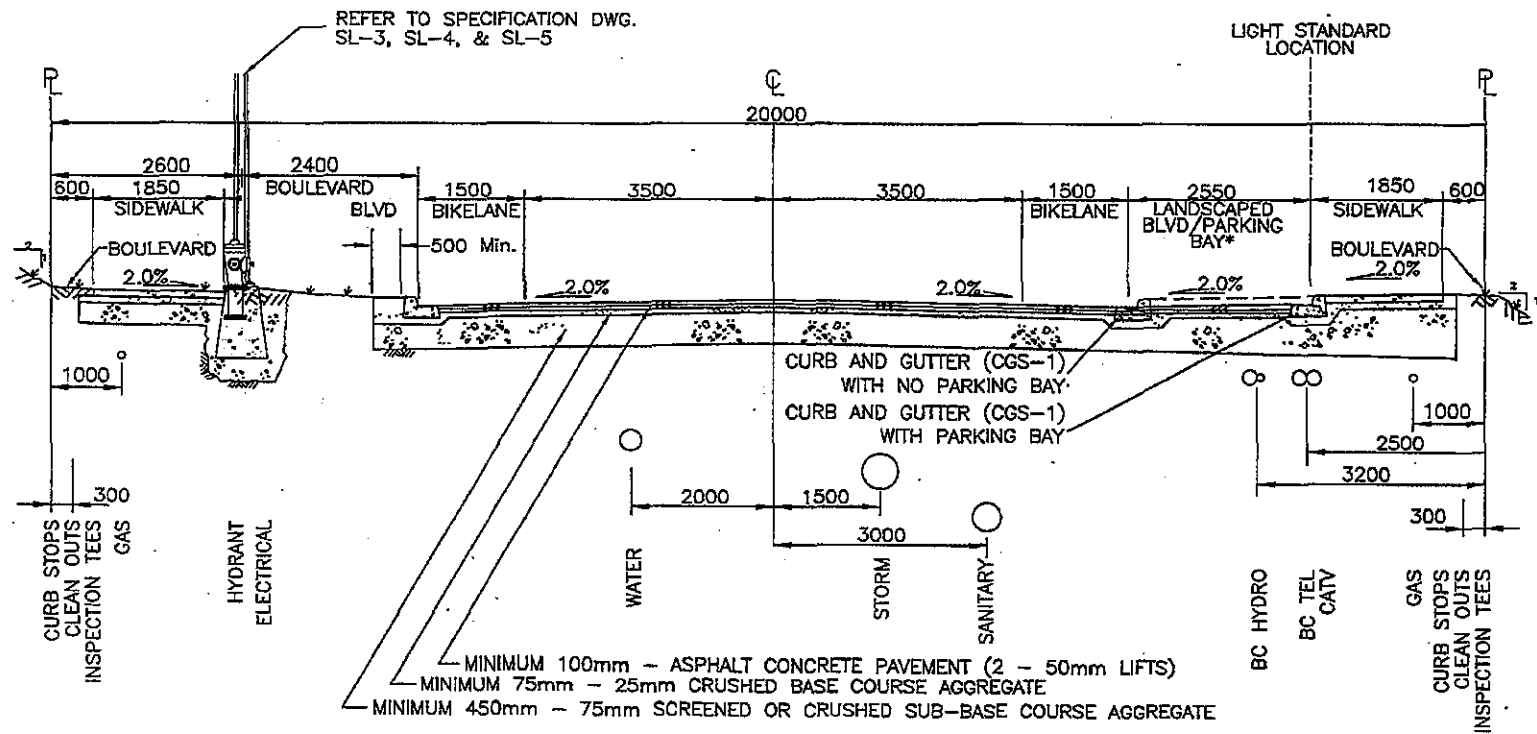
The Engineering Department recommends that the request to waive the cash in lieu payment for the 20th Street NE upgrade to the RD-3 road standard be denied. The City has already agreed to a more than 50% reduction in the cost, compared to the actual cost of carrying out the upgrades now (\$50,000+ for full upgrades vs. \$16,275 requested.)



Chris Moore
Engineering Assistant




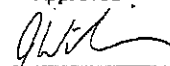
Jenn Wilson, P.Eng., LEED® AP
City Engineer



NOTES:

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

* Parking bay shall be located on either or both sides of the roadway per design criteria in Schedule B-1.0 section 4.8.14

 CITY OF SALMON ARM		20m R/W Urban Collector Cross-Section		
No.	Revision	Date	Date	Approved
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	 City Engineer
				SPECIFICATION DRAWING No. RD-3

Adopted by Council October 11 2016

Appendix 8: Engineering Comments

Item 21.2

CITY OF SALMON ARMDate: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: Development Variance Permit No. VP-473 be authorized for issuance for Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 11830 to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0

- i) Waive the requirement to upgrade the south half of the 9 Avenue NE frontage to the Urban Local Road standard (RD-4);
- ii) Waive the requirement to install street lighting on 20 Street NE; and
- iii) Waive the requirement to install underground Hydro and Telecommunications wiring.

[Development Variance Permit Application No. VP-473; Penner, L. & Rattray, H.; 1980 - 9 Avenue NE; Servicing 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: April 25, 2018

SUBJECT: Development Variance Permit Application No. VP-473
Lot A, Plan 11830, Sec. 13, Tp. 20, R.10, W6M, KDYD
1980 - 9 Avenue NE
Owner/Applicant: L. Penner & H. Rattray

Motion for Consideration

THAT: Development Variance Permit No. VP-473 be authorized for issuance for Lot A, Plan 11830, Sec. 13, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0
 - i) Waive the requirement to upgrade the south half of the 9 Avenue NE frontage to the Urban Local Road standard (RD-4);
 - ii) Waive the requirement to install street lighting on 20 Street NE; and
 - iii) Waive the requirement to install underground Hydro and Telecommunications wiring;

Staff Recommendation

THAT: The Motion for Consideration be defeated.

AND THAT: Development Variance Permit No. VP-473 be authorized for issuance for Lot A, Plan 11830, Sec. 13, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0
 - i) Waive the requirement to install street lighting on the 9 Avenue NE and 20 Street NE frontages; and
 - ii) Waive the requirement to install underground Hydro and Telecommunications wiring.

Proposal

The subject property is located at the intersection of 9 Avenue NE and 20 Street NE. The owners have

applied to subdivide the property into three parcels and are requesting three variances to Subdivision and Development Servicing Bylaw No. 4163. A location map, ortho photo and sketch plan of the proposed subdivision are attached as Appendices 1 through 3.

Background

The property is located in Residential Development Area 'A' and is designated Medium Density Residential in the Official Community Plan. The property is zoned R-1 (Single Family Residential) and is approximately 0.2 hectare in size. The northern portion of the property contains the owners residence and the southern portion is vacant.

As a condition of subdivision approval, the owners are required to upgrade the adjacent street frontages to the Urban Local Road standard in accordance with City of Salmon Arm Specification Drawing No. RD-2. A copy of Specification Drawing No. RD-2 is attached as Appendix 4.

At this location, 9 Avenue NE and 20 Street NE are constructed to an interim paved standard. Upgrading 9 Avenue NE to the RD-2 standard includes road widening and construction, curb and gutter, sidewalk, boulevard construction, street lighting and street drainage. Upgrading 20 Street NE to the RD-2 standard is limited to the installation of additional street lighting.

Also at the time of subdivision, owners are required to extend underground hydro and telecommunications wiring, if they are readily available. Both the 9 Avenue NE and 20 Street NE frontages have existing overhead hydro and telecommunications wiring. Underground wiring is installed on 20 Street NE but it terminates immediately south of the subject property.

The owners are requesting that the requirements for road upgrades and underground wiring be waived and have provided an outline of their request, together with engineering cost estimates, which is attached as Appendix 5.

Discussion

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

BC Hydro

BC Hydro will require a blanket statutory right of way. The newly proposed lots are serviceable from existing overhead works. There would be no requirements other than the blanket right of way. The new lots would still require standard charges for connections.

Telus

No objections

Building Department

No concerns with requested variances. Geotechnical report will be required due to known clay soils in the area.

Fire Department

No concerns.


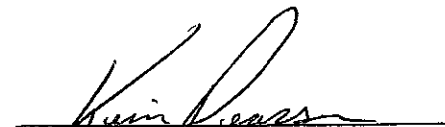
Engineering Department

See Appendix 6.

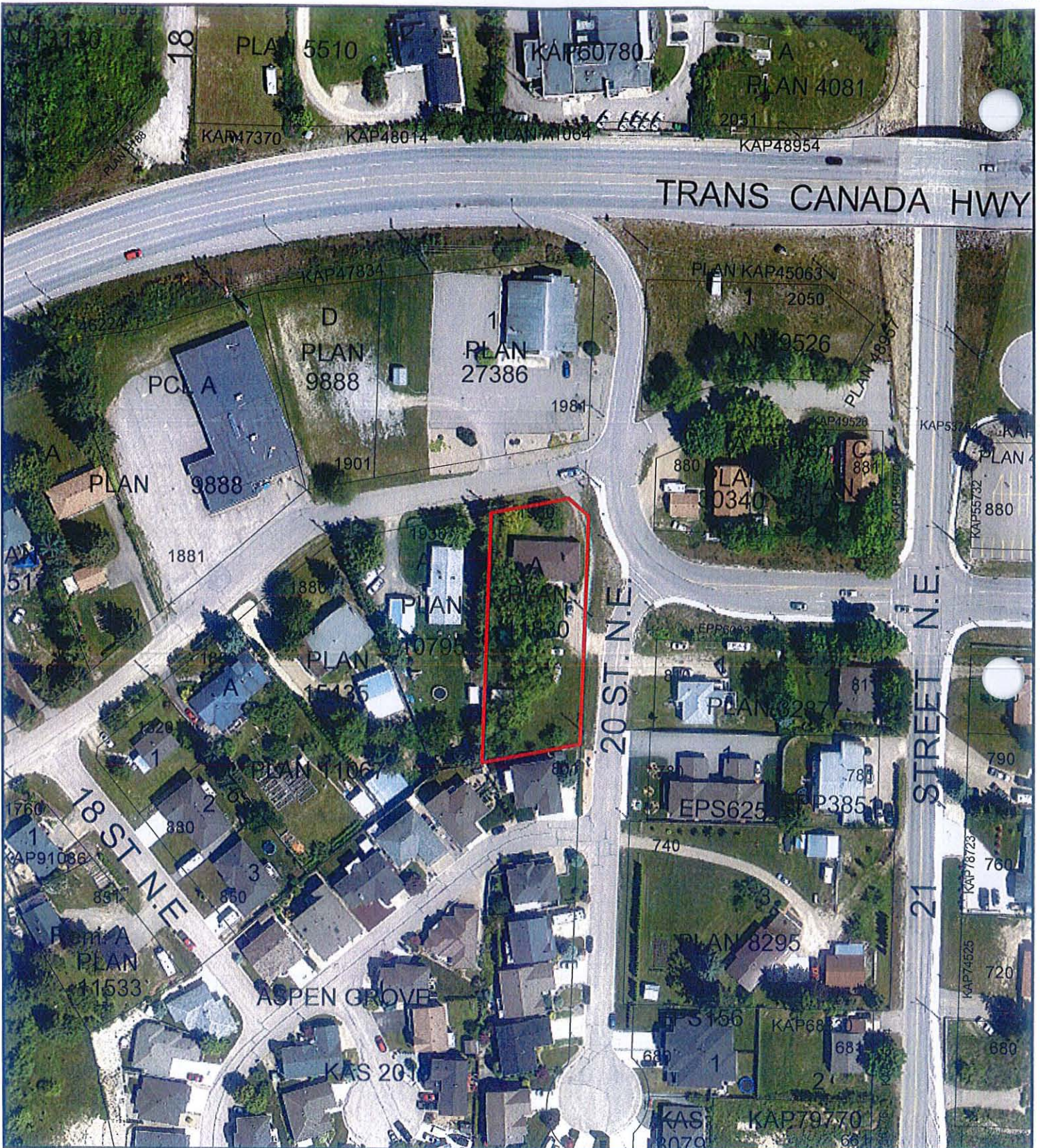
Planning Department

As outlined in the Engineering Department comments, there are existing drainage issues on 9 Avenue NE and it is important that these issues be addressed with the required road upgrades. Installation of curb and gutter complete with catch basins and rock pit or connection to the city storm sewer system is necessary to reduce future drainage issues. Installation of a sidewalk on this roadway is also needed to provide connectivity between an existing greenway trail that currently terminates at the west end of 9 Avenue NE and the existing sidewalk located at the northeast corner of the subject property. Street lighting is generally adequate in this area and the Engineering Department has noted that it should be sufficient for both vehicular and pedestrian traffic. Staff therefore do not support the request to waive the required road upgrades on 9 Avenue NE, except for the installation of street lights both on this roadway and 20 Street NE.

Although underground hydro and telecommunications wiring are installed on 20 Street NE immediately south of the subject property, BC Hydro has advised that extending these distribution lines northward would be fairly expensive due to the changes required to existing infrastructure. BC Hydro has advised it has no concerns with servicing the proposed subdivision with overhead services and staff support the request to waive the requirement for underground wiring.


Prepared by: Jon Turlock
Planning & Development Officer
Reviewed by: Kevin Pearson MCIP
Director of Development Services**Appendices**

1. Location map
2. Ortho photo
3. Sketch plan of proposed subdivision
4. Specification Drawing No. RD-2
5. Letter from applicant
6. Engineering Dept. comments



 Subject Property

BORNHAM LAND SURVEYS

British Columbia and Canada Land Surveys

10 - 401 Okanagan Avenue, N.E. Salmon Arm, B.C. V1E 1E7

Tel. (250) 804-0032

Fax. (250) 804-0034

APPENDIX 3

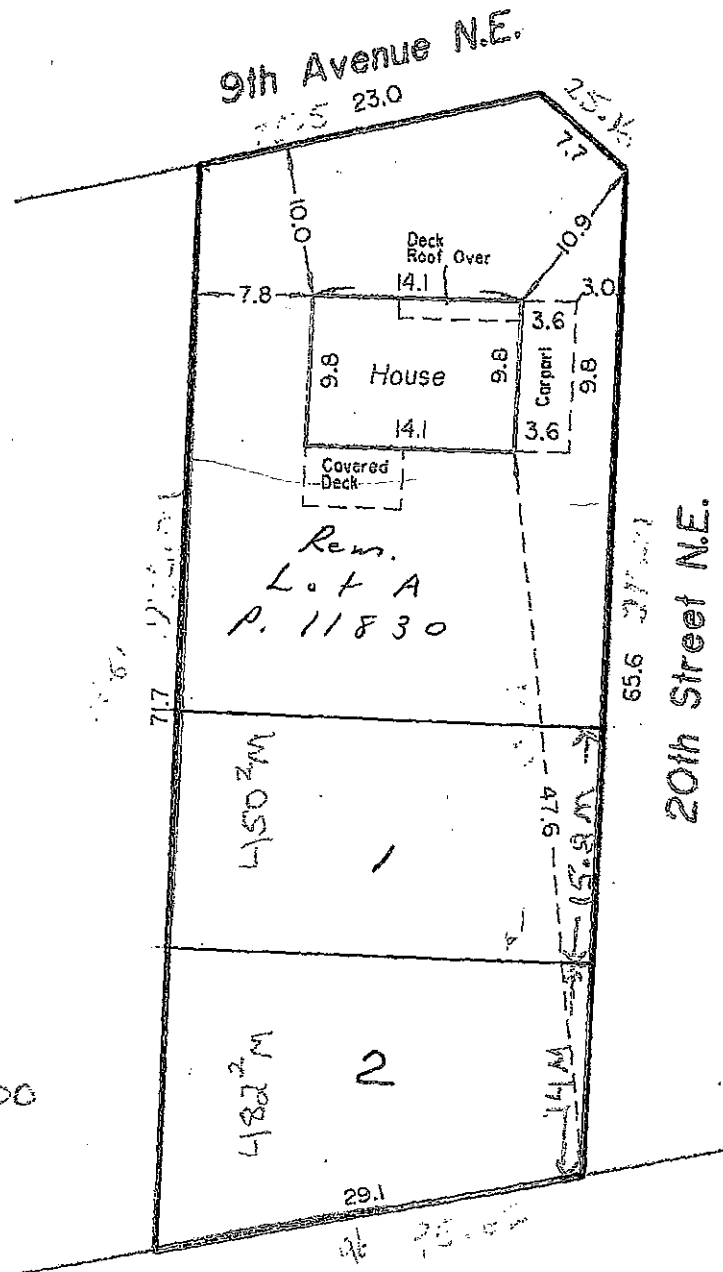
B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION

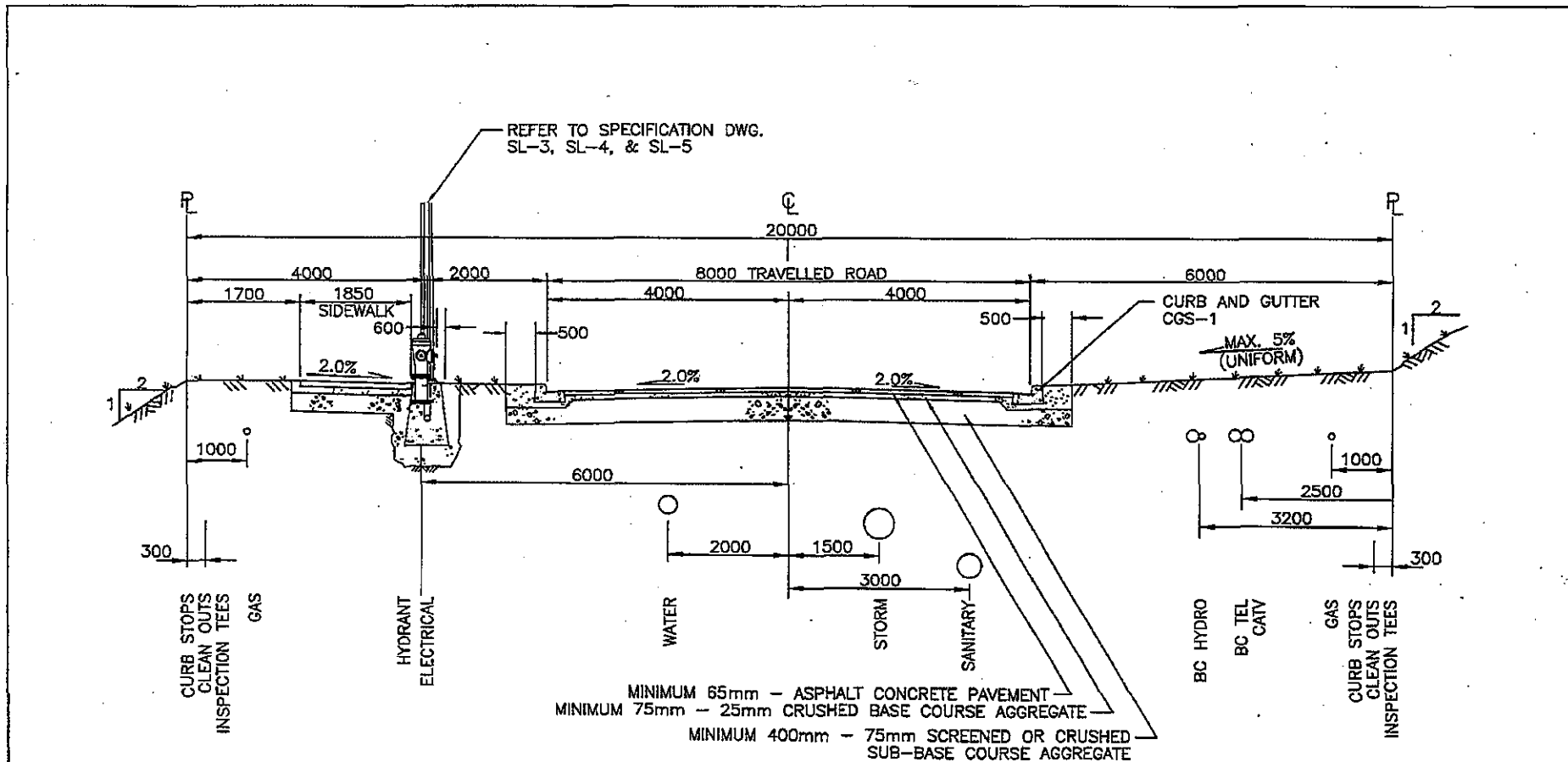
To: Pat & Douglas Dauncey
c/o Wayne Letourneau
P.O. Box 3009
Salmon Arm, BC
V1E 4R8

Re: Lot A Plan 11830,
Section 13, Township 20, Range 10, W6M, K.D.Y.D.

Civic address: 1980 - 9th Avenue N.E.,
Salmon Arm, BC


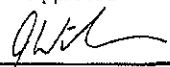
Your File:





NOTES:

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

 CITY OF SALMON ARM			20m R/W Urban Local Road Cross-Section		
No.	Revision	Date	Date	Approved	SPECIFICATION DRAWING No.
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	 City Engineer	RD-2

Adopted by Council October 1, 2016

City of Salmon Arm Counsel

My name is Lloyd Penner. My wife, Heather Rattray and I own a principle residence property on the corner of 9th Ave and 20th St Ne.

It is half acre in size, roughly rectangular, with our house on the north end facing 9th Ave.

The south half that fronts on 20th St. has enough room to host 2 Min. sized lots with full 20th street frontage for both lots..

As we want to create 2 lots, our project does not fall under the "infill" designation, so we are obligated to do the usual infrastructure improvements that larger subdivisions are required to do.

We have completed a preliminary subdivision approval process and hired Gentech Engineering to complete a cost estimate for the project which is included with this letter.

After adding the capitol cost, as presented by Gentech Engineering and the depreciation in value of the remaining house and lot, it seems the incentive to complete the project is minimal.

This is why we are exploring the possibility of exempting some items that are outlined in the project estimate, specifically:

Part A of the cost estimate.

We are requesting a variance on all the 9th avenue upgrades with the exception of the 50% contribution to the future water main upgrade and the water meter installation to the existing house.

As 9th ave NE fronts only the existing house, we wonder if it would be acceptable to leave this frontage as is.

Street lighting:

When the highway exit was created some years ago a series of lamps were installed along the newly created route as well as along 20th st across from the proposed new lots.

We therefore are requesting that we not be required to install any extra lighting on 20th st.

Hydro lines:

It has been brought up that Hydro could possibly be required to take down the overhead lines along the 9th ave and 20th st. frontages and put them underground.

Though I don't have an estimate from them on this, the undertaking seems fairly large comparatively.

We are requesting exemption from that requirement.

On the south end of our property where the new lots would be created there is underground service close by, so the new lots would be serviced from there.

This seems to us like a worthy project as the parcel location is ideal for creating 2 new lots, the land is sitting idle.

We understand that subdividing a small lot like this is no windfall of profit but we are hoping there is enough room to move that it makes sense for us to proceed.

Thank you for your consideration of this matter.

Lloyd Penner, Heather Rattray

250 486 3703 / 250 804 1672

LLOYD PENNER
JANUARY 2018
1980 - 9th AVE NE SUBDIVISION - PART 'A' (9th AVE NE - OFFSITE)
OPINION OF PROBABLE COST

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
1.0	ROADS AND EARTHWORKS SECTION 1				
1.1	Clearing & Grubbing	LS	1	\$ 1,000.00	\$ 1,000.00
1.2	Asphalt Removal	m ²	100 *	\$ 10.00	\$ 1,000.00
1.3	Common Excavation & Disposal	m ³	25 *	\$ 15.00	\$ 375.00
1.4	Common Excavation & Embankment Construction	m ³	50 *	20.00	\$ 1,000.00
1.5	Supply & Place Sub-Base	m ³	55 *	\$ 55.00	\$ 3,025.00
1.6	Supply & Place Base	m ³	15 *	\$ 85.00	\$ 1,275.00
1.7	Supply & Place 65mm Asphalt	m ²	100 *	\$ 30.00	\$ 3,000.00
	Sub-Total: Roads and Earthworks				\$ 10,675.00
2.0	WATER DISTRIBUTION WORKS SECTION 2				
2.1	Supply & Install 150ø PVC Water Main	m	25 *	\$ 185.00	\$ 4,625.00
2.2	Tie-in	ea	2 *	\$ 1,500.00	\$ 3,000.00
	Sub-Total: Water Distribution Works				\$ 7,625.00
3.0	STORM SEWER WORKS SECTION 4				
3.1	Supply & Install Catch Basin	ea	1 *	\$ 2,000.00	\$ 2,000.00
3.2	Supply & Install 200ø PVC Catch Basin Lead	m	10 *	\$ 125.00	\$ 1,250.00
3.3	Supply & Install Lawn Basin	ea	2 *	\$ 1,500.00	\$ 3,000.00
3.4	Supply & Install Drywell	LS	1	\$ 7,500.00	\$ 7,500.00
	Sub-Total: Storm Sewer Works				\$ 13,750.00

1980 - 9th AVE NE SUBDIVISION - PART 'A' (9th AVE NE - OFFSITE)
 OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT
				\$	\$
4.0	CONCRETE CURB, GUTTERS, SIDEWALKS, STAIRS SECTION 5				
4.1	Supply & Install Curb and Gutter (CGS-1)	m	25 *	\$ 75.00	\$ 1,875.00
4.2	Supply & Install 150mm Concrete Sidewalk	m ²	50 *	\$ 90.00	\$ 4,500.00
	Sub-Total: Concrete Curb, Gutters, Sidewalks, Stairs				\$ 6,375.00
5.0	STREET LIGHTING SECTION 6				
5.1	Supply & Install Ornamental Street Light	ea	1 *	\$ 3,500.00	\$ 3,500.00
5.2	Supply & Install 32ø Conduit c/w Conductor	m	25 *	\$ 45.00	\$ 1,125.00
	Sub-Total: Street Lighting				\$ 4,625.00
6.0	LANDSCAPING SECTION 8				
6.1	Boulevard Restoration	LS	1	\$ 1,500.00	\$ 1,500.00
	Sub-Total: Landscaping				\$ 1,500.00
	SUMMARY				
1.0	ROADS AND EARTHWORKS				\$ 10,675.00
2.0	WATER DISTRIBUTION WORKS (50%)				\$ 3,812.50
3.0	STORM SEWER WORKS				\$ 13,750.00
4.0	CONCRETE CURB, GUTTERS, SIDEWALKS, STAIRS				\$ 6,375.00
5.0	STREET LIGHTING				\$ 4,625.00
6.0	LANDSCAPING				\$ 1,500.00
	SUB-TOTAL				\$ 40,737.50

LLOYD PENNER
JANUARY 2018
1980 - 9th AVE NE SUBDIVISION - PART 'B' (20th ST NE - OFF-SITE)
OPINION OF PROBABLE COST

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
1.0	ROADS AND EARTHWORKS SECTION 1				
1.1	Asphalt Removal	m ²	40 *	\$ 10.00	\$ 400.00
1.2	Supply & Place Sub-Base	m ³	20 *	\$ 55.00	\$ 1,100.00
1.3	Supply & Place Base	m ³	5 *	\$ 85.00	\$ 425.00
1.4	Supply & Place 65mm Asphalt	m ²	40 *	\$ 30.00	\$ 1,200.00
	Sub-Total: Roads and Earthworks				\$ 3,125.00
2.0	WATER DISTRIBUTION WORKS SECTION 2				
2.1	Supply & Install 25ø Water Service	ea	2 *	\$ 1,500.00	\$ 3,000.00
	Sub-Total: Water Distribution Works				\$ 3,000.00
3.0	SANITARY SEWER WORKS SECTION 3				
3.1	Supply & Install 100ø PVC Sanitary Service	ea	2 *	\$ 1,000.00	\$ 2,000.00
	Sub-Total: Sanitary Sewer Works				\$ 2,000.00
4.0	STORM SEWER WORKS SECTION 4				
4.1	Supply & Install 150ø PVC Storm Service	ea	3 *	\$ 1,250.00	\$ 3,750.00
	Sub-Total: Storm Sewer Works				\$ 3,750.00
5.0	CONCRETE CURB, GUTTERS, SIDEWALKS, STAIRS SECTION 5				
5.1	Supply & Install Curb and Gutter (CGS-2)	m	5 *	\$ 65.00	\$ 325.00
	Sub-Total: Concrete Curb, Gutters, Sidewalks, Stairs				\$ 325.00

1980 - 9th AVE NE SUBDIVISION - PART 'B' (20th ST NE - OFF-SITE)
 OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
6.0	HYDRO, TELEPHONE, GAS, CATV SECTION 7				
6.1	Hydro Civil Works (Allowance)	LS	1	\$ 2,500.00	\$ 2,500.00
6.2	Telus Civil Works (Allowance)	LS	1	\$ 2,500.00	\$ 2,500.00
6.3	Cable Civil Works (Allowance)	LS	1	\$ 1,500.00	\$ 1,500.00
	Sub-Total: Hydro, Telephone, Gas, CATV				\$ 6,500.00
7.0	LANDSCAPING SECTION 8				
7.1	Boulevard Restoration	LS	1	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Landscaping				\$ 1,000.00
	SUMMARY				
1.0	ROADS AND EARTHWORKS				\$ 3,125.00
2.0	WATER DISTRIBUTION WORKS				\$ 3,000.00
3.0	SANITARY SEWER WORKS				\$ 2,000.00
4.0	STORM SEWER WORKS				\$ 3,750.00
5.0	CONCRETE CURB, GUTTERS, SIDEWALKS, STAIRS				\$ 325.00
6.0	HYDRO, TELEPHONE, GAS, CATV				\$ 6,500.00
7.0	LANDSCAPING				\$ 1,000.00
	SUB-TOTAL				\$ 19,700.00

LLOYD PENNER
JANUARY 2018
1980 - 9th AVE NE SUBDIVISION - PART 'C' (ON-SITE)
OPINION OF PROBABLE COST

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
1.0	STORM SEWER WORKS SECTION 4				
1.1	Swale	m	70 *	\$ 25.00	\$ 1,750.00
	Sub-Total: Storm Sewer Works				\$ 1,750.00
2.0	LANDSCAPING SECTION 8				
2.1	Site Grading	LS	1	\$ 1,500.00	\$ 1,500.00
	Sub-Total: Landscaping				\$ 1,500.00
	SUMMARY				
1.0	STORM SEWER WORKS				\$ 1,750.00
2.0	LANDSCAPING				\$ 1,500.00
	SUB-TOTAL				\$ 3,250.00

**LLOYD PENNER
JANUARY 2018
1980 - 9th AVE NE SUBDIVISION - SUMMARY
OPINION OF PROBABLE COST**

**SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
(*Denotes Nominal Quantity)**

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
SUMMARY					
1.0	PART 'A' - 9th AVE NE (OFF-SITE)				\$ 40,737.50
2.0	PART 'B' - 20th ST NE (OFF-SITE)				\$ 19,700.00
3.0	PART 'C' (ON-SITE)				\$ 3,250.00
	SUB-TOTAL				\$ 63,687.50
4.0	CONTINGENCY (15%)				\$ 9,553.13
5.0	ENGINEERING				
	Design (5%)			\$ 3,662.03	
	Inspection (7%)			\$ 5,126.84	
	Records (1%)			\$ 732.41	
	Geotechnical Testing (2%)			\$ 1,464.81	
	Geotechnical Report			\$ 5,000.00	
	Legal Survey (BCLS)			\$ 5,000.00	\$ 20,986.09
	SUB-TOTAL				\$ 94,226.72
	GST (5%)				\$ 4,711.34
	TOTAL				\$ 98,938.06

***Opinion of Probable Cost Notes**

- 1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.
- 2) Unit Prices are influenced by supply & demand for both contractors and materials at the time of construction, thereby affecting the final cost.
- 3) Prices do not include BC Hydro, Telus, Gas Contributions.
- 4) Prices do not include Environmental and Archaeological studies, reviews and approvals.
- 5) Unit Prices are estimated in 2017 Canadian Dollars for similar works and exclude taxes.



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

To: Kevin Pearson, Director of Development Services
 Date: April 17, 2018
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP- 473E**
 Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 11830
 Civic: 1980 – 9 Avenue NE
 Owner: Lloyd & Heather Rattray, 1980-9 Avenue NE, Salmon Arm, BC, V1E 2L2
 Applicant: Owner
 Associated: SUB 16-16

Further to the request for variance dated February 27, 2018; the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

1) Variance request to waive the requirement to upgrade the south half of 9 Avenue NE to an urban local standard (RD-2).

Subdivision and Development Servicing Bylaw No. 4163 requires that all adjacent street frontages be upgraded to the local road standard at time of subdivision or development. 9 Avenue NE is classified as an Urban Local Road and is currently constructed to an interim paved standard.

Upgrading 9 Avenue NE may include, but is not limited to, road widening and construction, curb and gutter, sidewalk, boulevard construction, street lighting, and street drainage.

At this location all road drainage is directed into a ditch along the south side of 9 Avenue NE which eventually drains into City storm system. City has encountered some storm water issues in this area, believed to be of been a resultant of road drainage. City staff feels as though controlling the road drainage by means of tying into the city storm system or into rock pits is important and may reduce drainage issues in the future.

9 Avenue NE west of the subject property has future development potential and is noted to have a proposed sidewalk installed. Additionally, a proposed greenway trail terminates at the end of 9 Avenue NE.

Street Lighting is generally adequate in this area.

Recommendation:

Engineering Department recommends that the variance requested be denied. The City of Salmon Arm has received concerns with the road drainage in this immediate area. To address these concerns, Engineering

Department believes that the curb & gutter complete with a catch basin and rock pit or connection to city storm is necessary. Additionally, as there is a greenway trail terminating at the west end of 9 Avenue NE, sidewalk is important along 9 Avenue to eventually complete the pedestrian network connection.

Should council wish to consider a variance, staff recommend waiving only the streetlight upgrades on 9 Avenue NE.

2) Variance request to waive the requirements for supply and installation of street lighting on 20 Street NE.

Subdivision and Development Servicing Bylaw No. 4163 requires that all adjacent street frontages be upgraded to the local road standard at time of subdivision or development. 20 Street NE is classified as an Urban Local Road and is currently constructed to an interim local road standard.

Upgrading 20 Street NE may include, but is not limited to, street lighting. At this location there is street lighting on the opposite side of 20 Street NE.

Recommendation:

Engineering Department recommends that the request to waive the requirements for supply and installation of street lighting on 20 Street NE be granted. Engineering Department feels that the existing lighting will be sufficient for vehicular traffic. Sidewalk installation will eventually be installed only on the East side of the road where the existing lights are installed.


3) Variance request to waive the requirements to underground Hydro and Telecommunication wiring.

Subdivision and Development Servicing Bylaw No. 4163 requires that all adjacent street frontage overhead wiring be relocated to underground where they are in an area of existing underground distribution. The subject property is located directly adjacent to underground servicing.

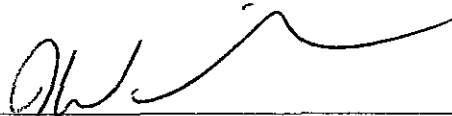
Undergrounding the existing overhead lines along the frontages of the subject property would be very onerous to the owner/developers as the extent of the works would be extended towards Highway No. 1 due to the locations of the existing poles.

Recommendation:

Engineering Department recommends that the request to waive the requirements to underground the hydro and telecommunication wiring be granted. As these works would go further than the frontage of the subject property, and being very onerous to a smaller subdivision, Engineering staff would rather see other upgrades be completed such as 9 Avenue NE frontage upgrades (Curb & Gutter, Sidewalk and street drainage control).



Darin Gerow, ASCT
Engineering Assistant



Jenn Wilson, P. Eng.
City Engineer

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Item 21.3

CITY OF SALMON ARMDate: May 14, 2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: Development Variance Permit No. VP-474 be authorized for issuance for Lot 4, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP14219 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 35.13.4 - Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses - decrease the minimum setback of eight (8) agricultural buildings from the exterior parcel line from 30.0 m to 22.0 m as shown on Lawson Engineering & Development Site Plan dated March 18, 2018 (File No. 21-1) and attached as Appendix 3 to the staff report dated April 23, 2018.

[Development Variance Permit Application No. VP-474; Mt. Ida Nursery Ltd./Barnard, B.; 1810 - 30 Street SE; Agricultural Building 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 Members of Council

DATE: April 23, 2018

SUBJECT: Variance Permit Application No. VP-474 (Agricultural Building Setbacks)
 Legal: Lot 4, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP14219
 Civic Address: 1810 – 30 Street SE (Cosmetic Address 3121 – 20 Avenue SE)
 Owner/Applicant: Mt. Ida Nursery Ltd. c/o Brett Barnard

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-474 be authorized for issuance for Lot 4, Section 7, Township 20, Range 9, W6M, KDYD, Plan KAP14219 which will vary Zoning Bylaw No. 2303 as follows:

- 1. Section 35.13.4 Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses – decrease the minimum setback of eight (8) agricultural buildings from the exterior parcel line from 30.0 m to 22.0 m as shown on Lawson Engineering and Development Site Plan dated March 18, 2018 (File No. 21-1) and attached as APPENDIX 3.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 3121 – 20 Avenue SE (APPENDICES 1 and 2). The property is approximately 7.2 ha in size and is operated by Mt Ida Nursery Ltd. for silviculture purposes. The applicant is requesting that the exterior parcel line setback for agricultural buildings be reduced from 30.0 m to 22.0 m to accommodate two new greenhouses and six future greenhouses. The site plan and proposed building layout are shown in APPENDIX 3.

The applicant has provided a rationale letter attached as APPENDIX 4 and site photos are attached as APPENDIX 5.

BACKGROUND

The property is designated Acreage Reserve in the City's Official Community Plan (OCP), zoned A-2 (Rural Holding) in the City's Zoning Bylaw and is completely within the Agricultural Land Reserve (ALR). All lands within the ALR are subject to the Agricultural Land Commission Act and Regulation. Silviculture use is a designated farm use (Part 2.(2)(f) timber production, harvesting, silviculture and forest protection) and may be regulated by a local government but cannot be prohibited.

The property was developed by Mt. Ida Nursery in 2016 with eight greenhouses and a 6,000 ft² processing facility and began production in 2017. For this property, the front parcel line is 30 Street SE and the exterior parcel line applicable to the setback variance is 20 Avenue SE.

Adjacent land uses include the following:

North: A-2 (Rural Holding) / ALR
 South: 20 Avenue NE / A-2 (Rural Holding) / ALR
 East: M1 (General Industrial) / M-6 (Industrial Holding)
 West: 30 Street NE (Auto Road) / A-2 (Rural Holding) / ALR

COMMENTS

Agricultural Advisory Committee

This proposal was reviewed by the Agricultural Advisory Committee (AAC) at its meeting of April 18, 2018. The Committee adopted the following resolution:

THAT: the Agricultural Advisory Committee advises Council that it supports the variance application.

Unanimous

The Committee briefly discussed items including the existing buildings, reason for the required 30 m setback and similar applications the Committee has reviewed. In general, the Committee supported the variance request.

Agricultural Land Commission

Ministry of Agriculture

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns.

Planning Department

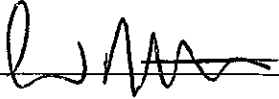
The requested variance is to reduce the exterior parcel line setback for agricultural buildings from 30.0 m to 22.0 m to accommodate up to eight greenhouses along 20 Avenue NE. As stated in the applicants letter of rationale, positioning of the existing greenhouses and operation requirements between the greenhouses limit the amount of space available to construct the new buildings in the same configuration as the existing ones.

The required agricultural building setback of 30.0 m includes other more traditional farm uses such as the housing of livestock like poultry or cattle. In this case, the greenhouses are used for the growing of seedlings and may not require such large setbacks from property lines given the nature of farm activity. In referencing the Minister's Bylaw Standards (APPENDIX 6) from the Ministry of Agriculture, the recommended setback for greenhouses from front and exterior side parcel lines is 7.5 m.

The adjacent property to the south is entirely in the ALR and buffered by 20 Avenue NE. It is currently used as hay/forage crop and there are no anticipated negative impacts to its agricultural operation. Further, the variance does not position the buildings closer to any surrounding residences.

CONCLUSION

The requested variance to reduce the exterior parcel line setback to accommodate the construction of eight agricultural greenhouse buildings is recommended for approval by staff for the above noted reasons.

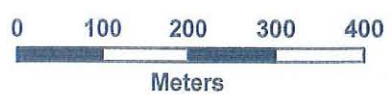
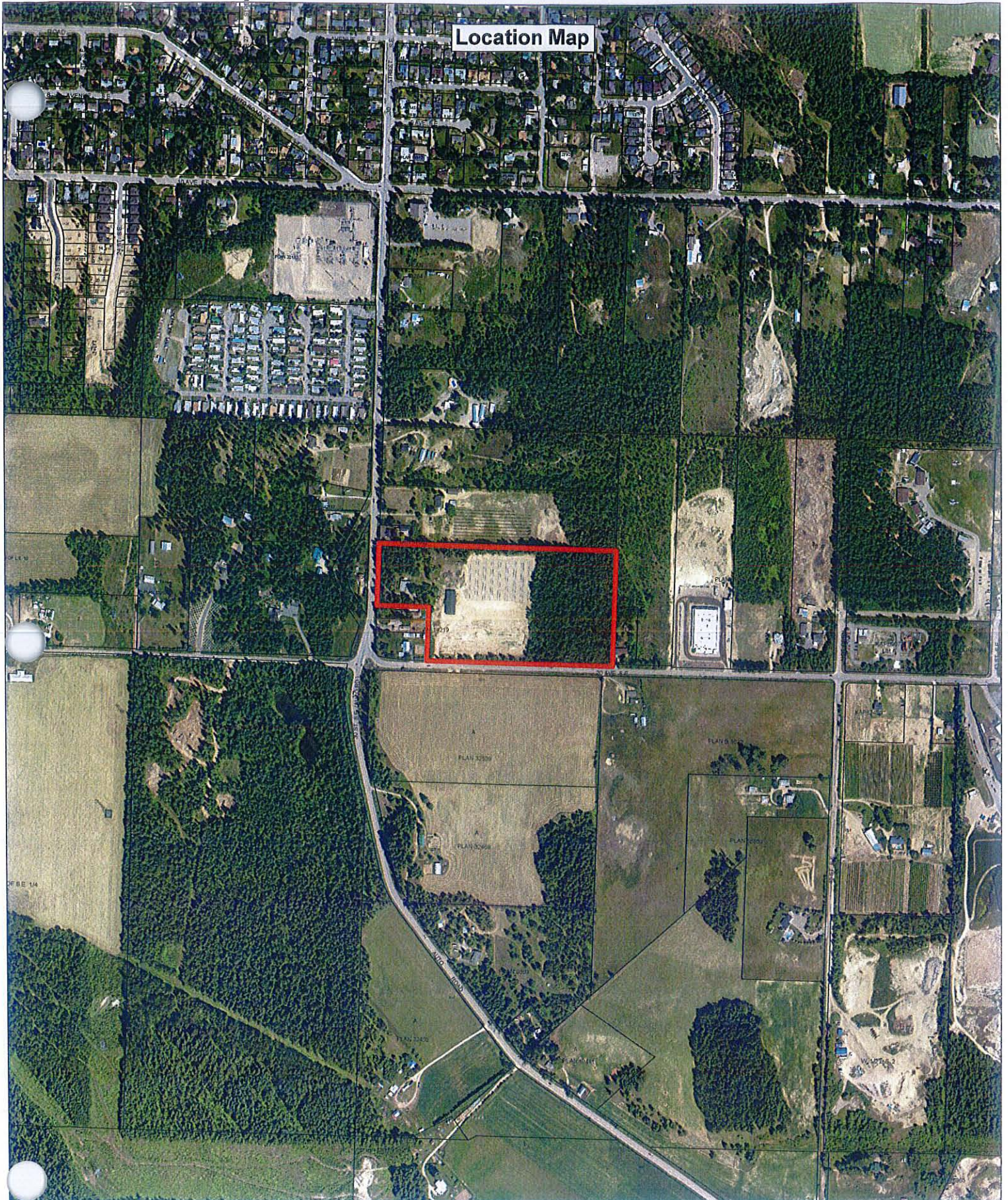


Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



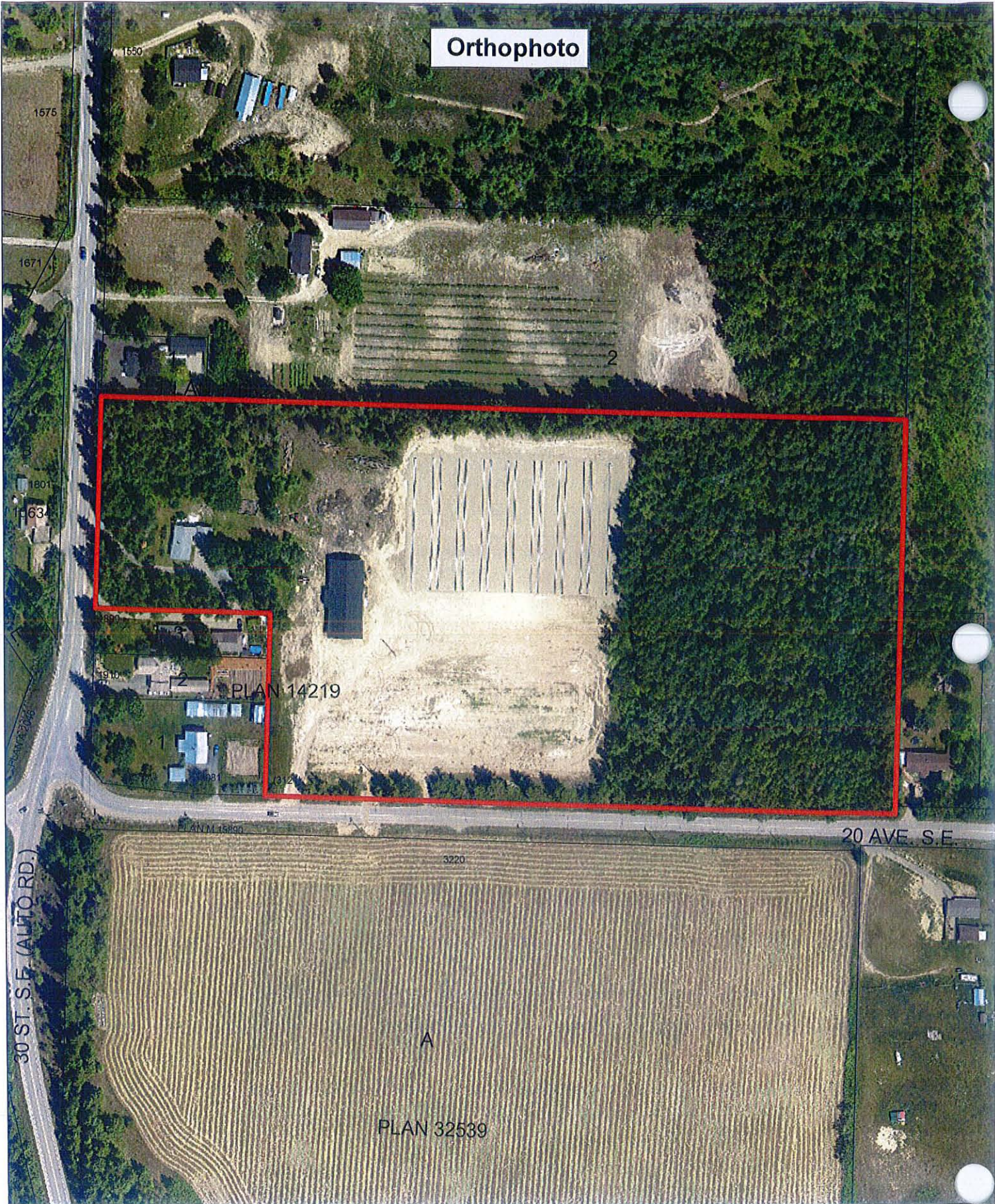
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Location Map



 Subject Parcel

Orthophoto



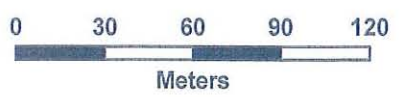
30 ST. S.E. (AUTO RD.)

20 AVE. S.E.

PLAN 14219

PLAN 32539

A



 Subject Parcel

Brett Barnard, RPF
Mt. Ida Nursery Ltd.
brett.barnard@mtida.ca
250-804-3759
1810 30th St. SE
Salmon Arm, BC
V1E 2E6

March 7, 2018

To Mayor and Council:

I am writing this letter in conjunction with Mt. Ida Nursery Ltd.'s Variance Permit Application. I am applying to have the set-back for my exterior side parcel property line reduced from 30m to 22m. The property line in question is along the south of the property and borders 20th Ave SE.

Mt. Ida Nursery Ltd. is a commercial tree seedling nursery that supplies coniferous tree seedlings to BC Timber Sales and private forest licences in BC. Mt. Ida Nursery Ltd. purchased the property located at 1810 30th St. SE in September of 2015. In 2016, a 6000 square foot processing facility along with 8 greenhouses were constructed. In 2017, the first crop of seedlings was produced. Mt. Ida Nursery Ltd. currently employs 2 full-time employees, 1 semi full-time employee (10 months/year) and 10 seasonal employees (Approximately 6 months/year).

The current marketplace for tree seedlings is very strong and due to both the success of the 2017 season and positive pressure from clients to expand, I have decided to construct two more greenhouses this fall to be in use for the 2019 growing season.

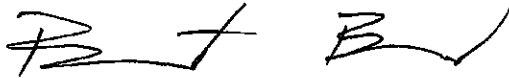
The rationale for the Variance Permit Application comes from several levels:

- 1) The construction of the first 8 greenhouses was done in such a way that a buffer of trees was left between the nursery property and the property on the north (see attached image). An 8m wide roadway was required at the north end of the greenhouses to facilitate operations and this is what dictated their present location.
- 2) A distance of 45' is required for operations between the existing greenhouses and the proposed greenhouses (see attached plan view map). This pushes the south end of the proposed greenhouses to 22.45m off the south property line (adjacent to 20th Ave SE).
- 3) In order to comply with municipal set-backs, I would have to reduce the length of the proposed greenhouses from 218' to 194'. From an economic stand point, this would result in a significant loss of revenue. The capital cost of constructing a greenhouse that is 218' vs one that is 194' is relatively negligible as it will only require 4 more steel trusses (6' truss spacing). At current market value, this reduction in greenhouse space will translate into an \$8,600 loss in revenue per house annually. If that is extrapolated over the proposed 8 greenhouses, it generates a loss in revenue of \$69,120 annually once all 8 are constructed and in production.

Currently, the south property line that borders 20th Ave SE has a buffer of trees. These trees will be left in place and more are planned to be planted there this spring.

I appreciate the time that you will take to review and consider my application. I would be happy to host a field review of the area in question and to answer any questions or concerns that may arise.

Respectfully yours,

A handwritten signature in black ink, appearing to read 'Brett Barnard', with a stylized flourish at the end.

Brett Barnard, RPF
Mt. Ida Nursery Ltd.
brett.barnard@mtida.ca
250-804-3759
1810 30th St. SE
Salmon Arm, BC
V1E 2E6



Photo 1: Photo looking east at the entrance to Mt. Ida Nursery and 20 Avenue NE.



Photo 2: Photo looking north east at the proposed greenhouse location.

PART 2 - MINISTER'S BYLAW STANDARDS

Table 1 Maximum* Setbacks for Farm Buildings, Structures, and Facilities**

Building or Facility	From Lot Lines		From Domestic Water Supply Intake
	Front and Exterior Side	Interior Side and Rear	
Principal Farm Buildings, Animal Containment, and Storages			
<i>Greenhouse (nursery, specialty wood & turf crops): including boiler room, header house, machine storage</i>	7.5 m	4.5 m	30 m
Tree, vine, field, and forage crop storage; granary	7.5 m	4.5 m	
Apiculture: Bee hive; <i>honey house</i>	7.5 m	7.5 m	
Mushroom: barn	15 – 30 m *	7.5 m	
<i>Livestock, poultry, game, or fur: barn, brooder house; fur farming shed; hatchery; livestock shelter; milking facility; stable, confined livestock area</i>	15 – 30 m *	15 – 30 m *	
Free range poultry at a density of less than one animal unit	0 m	0 m	
Medical Marihuana Production Facilities	15 - 30 m	15 - 30 m	
Accessory buildings, structures and facilities			
Incinerator; silo	30 m	30 m	30 m
Generator shed	15 m	15 m	
<i>Detention pond</i>	7.5 m	4.5 m	
Grain and hay storage; silage storage in plastic bags; straw storage (non-composting materials)	7.5 m	4.5 m	
<i>Machine storage and shelters, and accessory buildings, structures and facilities which are low risk for being potential sources of pollution</i>	4.5 m	4.5 m	
Feeding area location in <i>seasonal feeding area****</i>	n/a	n/a	
Boilers or walls with fans – all uses	15 m	15 m	
Horse riding rings and exercise yards where no feeding of animals occurs and where a vegetated buffer is provided in the form of a hedge between the ring or yard and neighbouring properties	0 m	0 m	n/a
Horse riding rings and exercise yards where no feeding of animals occurs and where no vegetated buffer is provided	4.5 m	4.5 m	n/a

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold Public Hearings in Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, May 14, at 7:00 p.m.**

- a) **Proposed Amendment to Official Community Plan Bylaw No. 4000:**
Redesignate Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 20121 from "Medium Density Residential" to "Institutional".
- b) Amend Map 14.1 - to identify property as "Future Recreational Facility"

Civic Address: 720 - 22 Street NE

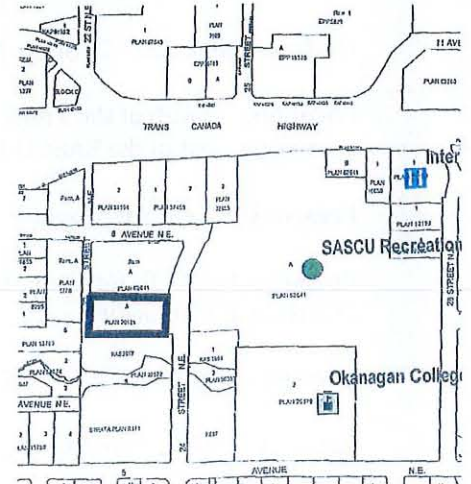
Location: South of the Trans Canada Highway, adjacently west of the SASCU Recreation Centre

Present Use: Vacant Property

Proposed Uses: To facilitate future Development of a recreation facility

Owners / Applicant: City of Salmon Arm

Reference: OCP4000-34/Bylaw No. 4260



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from May 1, 2018 to May 14, 2018, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Corporate Officer

Advertise Salmon Arm Observer: May 2 and May 9, 2018

**CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold Public Hearings in Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, May 14, at 7:00 p.m.**

2. **Proposed Amendment to Zoning Bylaw No 2303:**
Rezone Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 20121 from R-4 (Medium Density Residential) to P-1 (Park and Recreation Zone).

Civic Address: 720 - 22 Street NE

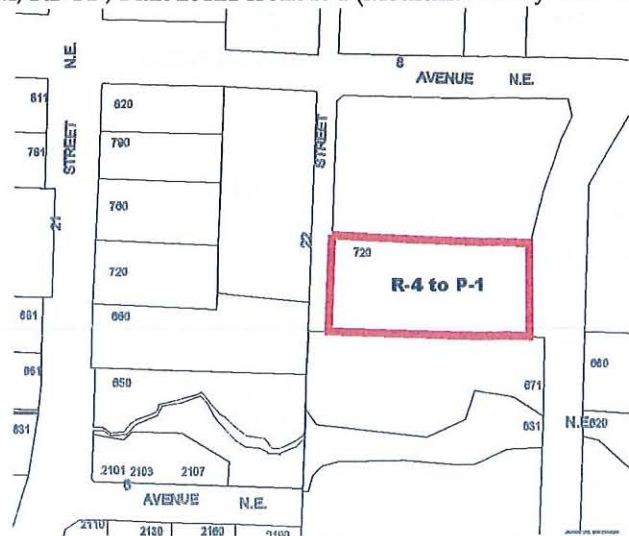
Location: South of the Trans Canada Highway, adjacently west of the SASCU Recreation Centre

Present Use: Vacant property

Proposed Uses: To facilitate future development of a recreational facility

Owners / Applicant: City of Salmon Arm

Reference: ZON-1116/ Bylaw No. 4261



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from May 1, 2018 to May 14, 2018, both inclusive, in the office of the Corporate Officer at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Corporate Officer

Advertise Salmon Arm Observer: May 2 and May 9, 2018



City of Salmon Arm
Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Council

FROM: Development Services

DATE: March 27, 2018

SUBJECT: Official Community Plan Amendment Application File No. OCP4000-34
 Zoning Amendment Application File No. ZON.1116
 Lot A, Plan 20121, Sec. 13, Tp. 20, R. 10, W6M, KDYD;
 720 - 22 Street NE
 Owner: City of Salmon Arm

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) Re-designate Lot A, Plan 20121, Sec. 13, Tp. 20, R. 10, W6M, KDYD, as shown on Appendix 1, from Medium Density Residential to Institutional; and
 - 2) Amend Official Community Plan Map No. 14.1 to identify Lot A, Plan 20121, Sec. 13, Tp. 20, R. 10, W6M, KDYD as "Future Recreational Facility".
- AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered the Official Community Plan amendments after appropriate consultation with affected organizations and authorities.
- AND THAT: Pursuant to Section 477(3)(a) of the *Local Government Act*, Second Reading of the Official Community Plan Amendment be withheld pending Council's consideration of the 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 as follows:
- 1) Rezone Lot A, Plan 20121, Sec. 13, Tp. 20, R. 20, W6M, KDYD from R-4 (Medium Density Residential) to P-1(Park and Recreation).
- AND THAT: Final Reading of the Zoning Bylaw be withheld pending:
- 1) Approval of the Ministry of Transportation & Infrastructure; and
 - 2) Final Reading of the Official Community Plan Amendment Bylaw.
-

Proposal

The subject property is located at 720 - 22 Street NE. The City acquired the property in the 2016 to provide additional land for development of a recreation/aquatics facility and is now applying for Official Community Plan and Zoning Bylaw amendments to accommodate future construction of the facility. A location map and ortho photo are attached as Appendices 1 and 2.

Background

The subject property is designated Medium Density Residential in the Official Community Plan and is zoned R-4 (Medium Density Residential). O.C.P. and Zoning maps are attached as Appendices 3 and 4.

In 1982, the property was re-designated from Low Density Residential to Highway/Tourist Commercial in the Official Community Plan and was rezoned from R-1 (Single Family Residential) to C-3 (Service Commercial). The purpose of these amendments was to permit conversion of a residence on the property to a restaurant (the 'Orchard House').

In 2004, the property was re-designated from Highway/Tourist Commercial to Medium Density Residential and was rezoned from C-3 (Service Commercial) to R-4 (Medium Density Residential) to permit a multi-family residential development. The owner did not proceed with the development and when the property became available, it was purchased by the City to provide additional land for its recreational facilities. In 2017, the City removed the existing residence in preparation for the property's future development.

Site Context

The 0.44 hectare site is located at the south end of 22 Street NE, which is a narrow dead-end roadway. The property also has frontage on 24 Street NE and adjoins another City-owned property to the north (Part of Lot A, Plan 62641), which is part of the recreational facilities on the east side of 24 Street NE (SASCU Recreation, Sunwave Center & Curling Club).

Surrounding land uses include the following:

North: City owned parcel zoned P-1 (Park & Recreation)
 South: Residential strata development zoned R-4 (Medium Density Residential)
 East: 24 Street NE; then City owned parcel zoned P-1 (Park & Recreation)
 West: 22 Street NE; then residential parcels zoned R-1 (Single Family Residential)

Local Government Act - Section 475

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 on December 4, 2017:

Adams Lake Indian Band	No response to date
Neskonlith Indian Band	No response to date
Economic Development Society	See Appendix 5
Columbia Shuswap Regional District	No response to date
Interior Health Authority	See Appendix 6
School District 83	No response to date

Local Government Act - Section 477

Pursuant to Section 477(3)(a) of the Local Government Act (adoption procedures for an OCP amendment), Council must consider OCP amendments in relation to the City's Financial and Liquid Waste Management Plans. In the opinion of staff, the proposed development is consistent with both the City's Financial and Liquid Waste Management Plans.

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

Ministry of Transportation & Infrastructure

See Appendix 7.

Telus

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Engineering Department

See Appendix 8.

Planning Department

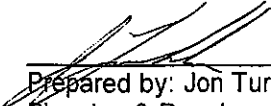
The proposed bylaw amendments are in keeping with the existing O.C.P. designations and zoning on the adjacent parcels to the north and east and the proposed land use is consistent with the existing recreational facilities on these lands.

Official Community Plan Map No. 14.1 identifies all Community Facilities and an extract from this map is attached as Appendix 9. The extract shows existing facilities in close proximity to the subject property. and the Motion for Consideration includes an amendment to this map which will add the subject property to the City's Community Facilities inventory.

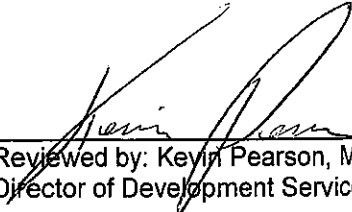
The P-1 Zone allows for a wide range of uses intended to serve the park, recreation and cultural needs of the City. A copy of the P-1 Zone is attached as Appendix 10.

The City has budgeted \$60,000.00 for a Recreation Facilities Plan which is scheduled to commence this year. The plan will consider various options and design concepts for the existing facilities, the subject property and the adjacent parcel to the north. It should also be noted however, that the proposed OCP amendments would not bind the City to commit to financing the construction of any new recreational facilities.

The application is supported by staff and as of this writing, no concerns have been expressed by outside agencies.



Prepared by: Jon Turlock
Planning & Development Officer



Reviewed by: Kevin Pearson, MCIP
Director of Development Services

Appendices

1. Location map
2. Ortho photo
3. OCP map
4. Zoning map
5. SAEDS comments
6. IHA comments
7. MoTI comments
8. Engineering Dept. comments
9. OCP Map No. 14.1 (extract)
10. P-1 Zone of Bylaw No. 2303



 Subject Property

Ortho



December 13, 2017

City of Salmon Arm
PO Box 40
Salmon Arm BC
V1E 4N2

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-34

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to redesignate the property located at 720-22 Street NE to accommodate future expansion of the SASCU Recreational Centre.

The SAEDS Board fully supports this application, with no noted concerns.

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

Sincerely,

A handwritten signature in black ink, which appears to read "William Laird". The signature is written in a cursive style and is enclosed within a large, hand-drawn oval.

William Laird, Chairperson
Salmon Arm Economic Development Society

PO Box 130
20 Hudson Avenue NE
Salmon Arm, BC V1E 4N2
Tel: 250 833.0608
Fax: 250 833.0609
www.saeds.ca

it's happening
here



Interior Health
Every person matters

December 28, 2017

Kevin Pearson
City of Salmon Arm
Development Services
Box 40, 500 – 2nd Avenue NE
Salmon Arm, BC V1E 4N2

kpearson@salmonarm.ca

Dear: Mr. Pearson

Re: Official Community Plan Amendment Application No. OCP4000-34

Interior Health welcomes the opportunity to comment on the proposal. The proposed change from the existing medium density housing to Institutional could allow for expansion of the Salmon Arm recreational facilities adjacent to the existing facilities.

Interior Health would not object to additional area being available for recreational facilities within the City of Salmon Arm.

We would recommend expansion of recreational facilities in areas where the most vulnerable community members, such as children, older adults, people living with physical mobility or chronic health challenges, as well as low income, housing insecure or other marginalized community members have easy access.

Recreational venues are important facilities for physical activity, therefore access by vulnerable populations should reduce the distance they need to travel or allow for active and public transportation options.

Interior Health endorses the concept of creating development where the easy choice is the healthy choice which helps to improve population health. The location for the recreational expansion would be in an area that is serviced with transit

We have a number of portfolios with specific content expertise and resources in the form of staff, health evidence and data, community health profiles and examples of case studies, to help support you in creating a healthier community.

Thank you for the opportunity to provide a health perspective to this proposal.

Yours Sincerely

Clare Audet
Environmental Health Officer – Healthy Built Environment



Your File #: ZON-1116
eDAS File #: 2017-07230
Date: Dec/07/2017

City of Salmon Arm Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: Kevin Pearson, Director of Development Services

Re: Proposed Bylaw for: Lot A Section 13 Township 20 Range 10 W6M KDYD
Plan 20121 - 720 - 22 Street NE

Thank you for the opportunity to provide comments on the above referenced file.

Preliminary Approval is granted for the rezoning for one year pursuant to Section 52(3)(a) of the Transportation Act, as the Ministry interests are unaffected.

If you have any questions please feel free to call Elizabeth KEAM at (250) 833-7404.
Yours truly,

Handwritten signature of Elizabeth Keam

Elizabeth KEAM
District Development Technician

Local District Address
Salmon Arm Area Office
Bag 100
850C 16th Street NE
Salmon Arm, BC V1E 4S4
Canada
Phone: (250) 503-3664 Fax: (250) 833-3380



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

TO: Kevin Pearson, Director of Development Services
DATE: December 20, 2017
PREPARED BY: Chris Moore, Engineering Assistant
OWNER: City of Salmon Arm, Box 40, Salmon Arm, BC, V1E 4N2
APPLICANT: Owner
SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-34
ZONING AMENDMENT APPLICATION FILE NO. ZON-1116**
LEGAL: Lot A, Section 13, Township 20, Range 10 W6M KDYD, Plan 20121
CIVIC: 720 – 22 Street NE

Further to your referral dated 4 December, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning or OCP amendment; 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. Properties to be serviced completely by underground electrical and telecommunications wiring.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Erosion and Sediment Control measures will be required as per the Subdivision and Development Services Bylaw 4163, Section 3.1.
6. 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.
7. 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.

OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-34 &
ZONING AMENDMENT APPLICATION FILE NO. ZON-1116

December 14, 2017

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Roads/Access:

1. 24 Street NE on the subject property's east boundary is designated as an Urban Local Road requiring a 20.0m dedication. Current records indicate that no additional dedication is required at this time.
2. 24 Street NE is constructed to the Urban Local Road standard, no upgrades are anticipated.
3. 22 Street NE on the subject property's west boundary is designated as an Urban Local Road requiring a 20.0m dedication. Current records indicate that 10.0m additional dedication is required together with dedication for a full turnaround. However, the future status and alignment of this road will be dependent on the proposed redevelopment plans for the Recreation Centre.
4. 22 Street NE is currently constructed to a laneway standard. Upgrading to the Urban Local Road standard (RD-2) will require road construction, curb and gutter, sidewalk, road drainage, boulevard, street lighting and underground hydro and telus.

Water:

1. The subject property fronts a 150mm diameter Zone 4 water main on 24 Street NE and a 150mm diameter Zone 2 water main on 23 Street. Both watermains require upgrading to 200mm, however, this work is premature at this time and further offsite upgrading may also be required.
2. The property is to be serviced with a single, metered water service connection, adequately sized to satisfy the proposed use, as per specification drawing W-11 (minimum 25mm diameter). The property is currently not serviced with water, the original service was disconnected at the main prior to demolition of Minos.
3. The subject property is in an area with sufficient fire flows, according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary Sewer:

1. The subject property fronts a 200mm diameter sanitary sewer on 24 Street NE, a 200mm diameter sanitary sewer on 22 Street NE. No upgrades are anticipated
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs. City records indicate that the property is currently serviced by a service of unknown size from the sewer on 22 Street NE. All existing

OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-34 &
ZONING AMENDMENT APPLICATION FILE NO. ZON-1116

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inadequate/unused services must be abandoned at the main. Owner/developer is responsible for all associated costs.

Drainage:

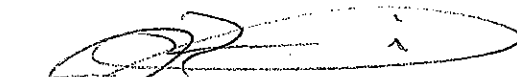
1. The subject property fronts a 375mm diameter storm sewer on 24 Ave NE. There is currently no storm sewer on 22 St NE. Storm sewer will require extending to the south end of 22 St NE, however, the future status and alignment of this road will be dependent on the proposed redevelopment plans for the Recreation Centre.
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. Subject to approval of the ISMP, the proposed lots may be serviced by 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. City records indicate that the existing property was not serviced with a City storm service.

Geotechnical:

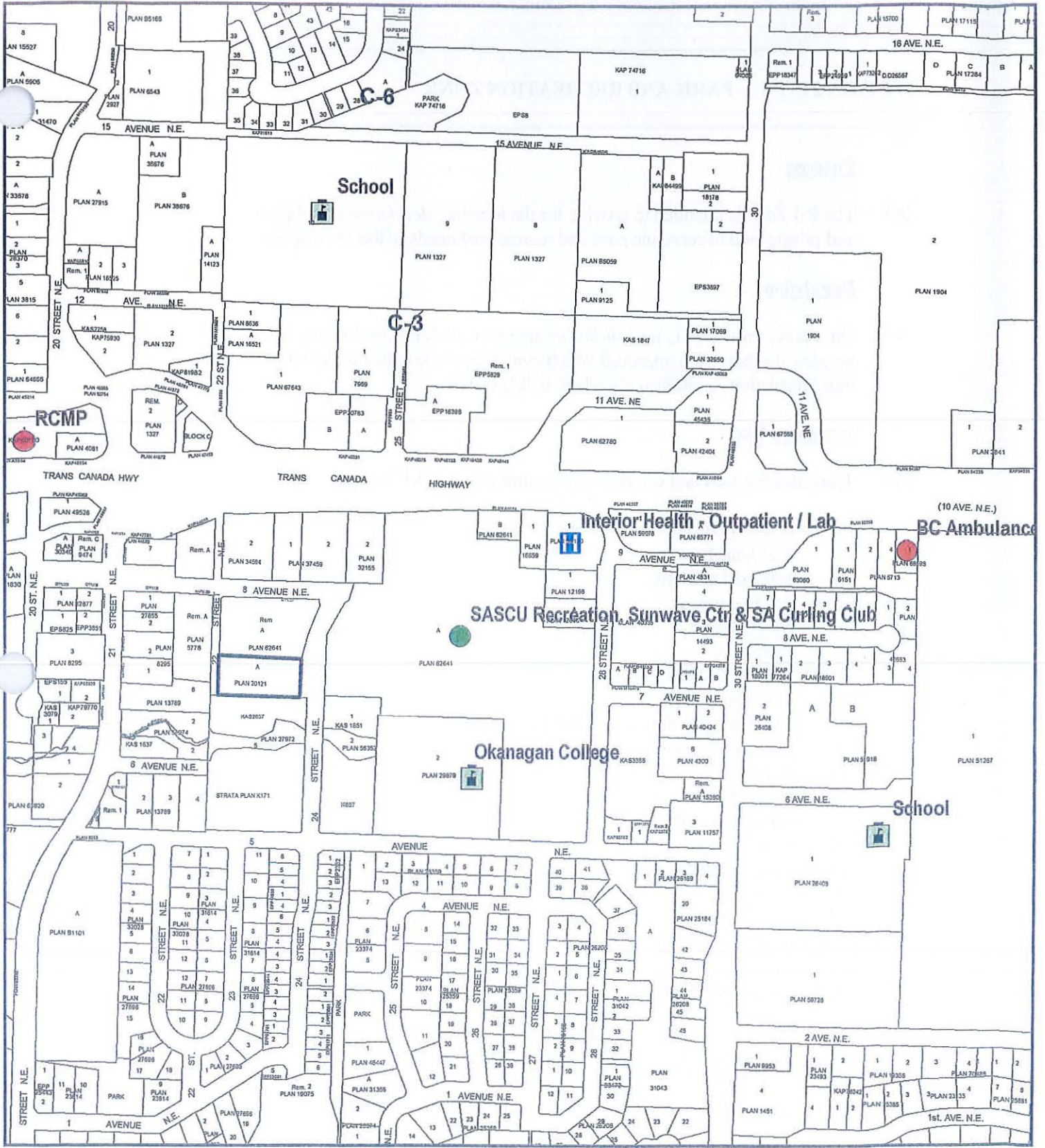
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation and Site Drainage) and Category B (Pavement Structural design) are required.



Chris Moore
Engineering Assistant



Rob Nieuwenhuizen
Director of Engineering



 Subject Property

SECTION 24 - P-1 - PARK AND RECREATION ZONE

Purpose

- 24.1 The P-1 *Zone* is intended to provide for the location, *development* and preservation of public and private land to serve the *park* and recreational needs of the *Municipality*.

Regulations

- 24.2 On a *parcel zoned P-1*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-1 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 24.3 The following uses and no others are permitted in the P-1 *Zone*:

- .1 *assembly hall*;
- .2 *boat launch*;
- .3 *botanical gardens*;
- .4 *bowling green*;
- .5 *campground*;
- .6 *cemetery*;
- .7 *cultural facilities*;
- #2804 .8 *entertainment facility*;
- .9 *exhibition grounds and buildings*;
- #3836 .10 *home occupation*;
- .11 *marina*;
- .12 *museum*;
- #2900 .13 *outside vending*;
- .14 *park*;
- .15 *picnic grounds*;
- .16 *public use*;
- .17 *public utility*;
- .18 *recreation facility - indoor*;
- .19 *recreation facility - outdoor*;
- .20 *wildlife sanctuary*;
- .21 *accessory use, including one single family dwelling or caretaker's suite*.

Maximum Height of Principal Buildings

- 24.4 The maximum *height of principal buildings* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

- 24.5 The maximum *height of accessory buildings* shall be 6.0 metres (19.7 feet).

SECTION 24 - P-1 - PARK AND RECREATION ZONE - CONTINUED

Minimum Parcel Size or Site Area

- 24.6 The minimum *parcel* size or *site* area shall be 0.2 hectare (0.49 acre).

Minimum Parcel or Site Width

- 24.7 The minimum *parcel* or *site* width shall be 20.0 metres (65.6 feet).

Minimum Setback of Principal and Accessory Buildings

- 24.8 The minimum *setback* of the *principal* and accessory *buildings* from the:

.1	<i>Front parcel line</i> shall be	6.0 metres (19.7 feet)
.2	<i>Rear parcel line</i>	
	- adjacent to a lane shall be	6.0 metres (19.7 feet)
	- all other cases shall be	1.0 metre (3.3 feet)
.3	<i>Interior side parcel line</i> shall be	3.0 metres (9.8 feet)
.4	<i>Exterior side parcel line</i> shall be	6.0 metres (19.7 feet)

Outside Storage

- 24.9 Outside storage shall be screened as per Appendix III.

Parking and Loading

- 24.10 Parking and loading shall be required as per Appendix I.

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Item 23.1

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4260 be read a final time.

[OCP4000-34; City of Salmon Arm; 720 - 22 Street NE; MD to Institutional]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4260

**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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on May 14, 2018, at the hour of 7:00 p.m. was published in the May 2, 2018 and May 9, 2018, 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:

1. Re-designate Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 2012, from Medium Density Residential to Institutional, on the Land Use Maps A-1 and A-1a as shown on Schedule "A" attached hereto and forming part of this bylaw; and
2. Amend Official Community Plan Map No. 14.1 to identify Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 20121 as "Future Recreational Facility", as shown on Schedule "B" attached hereto and forming part of this bylaw.

2. SEVERABILITY

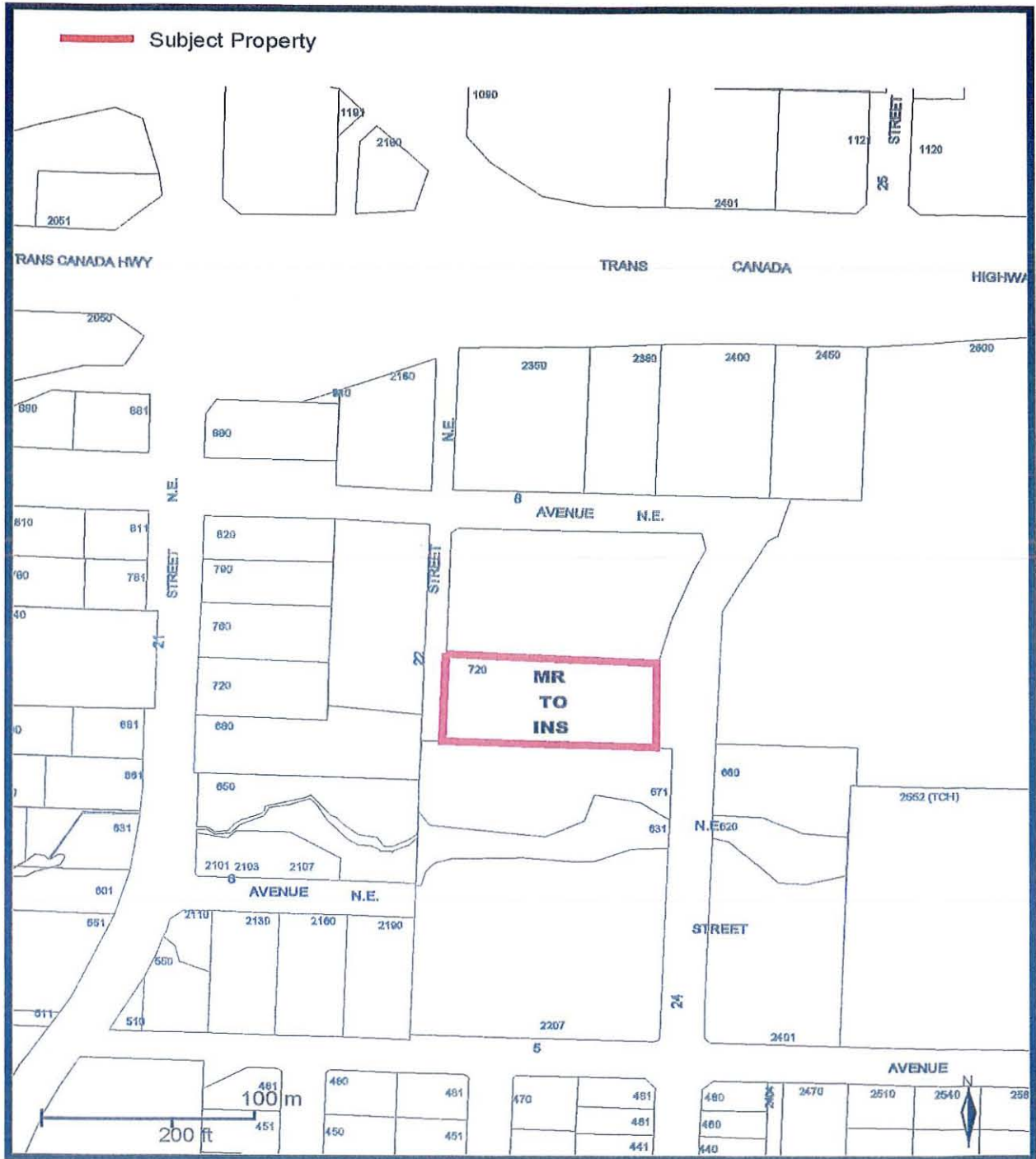
If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

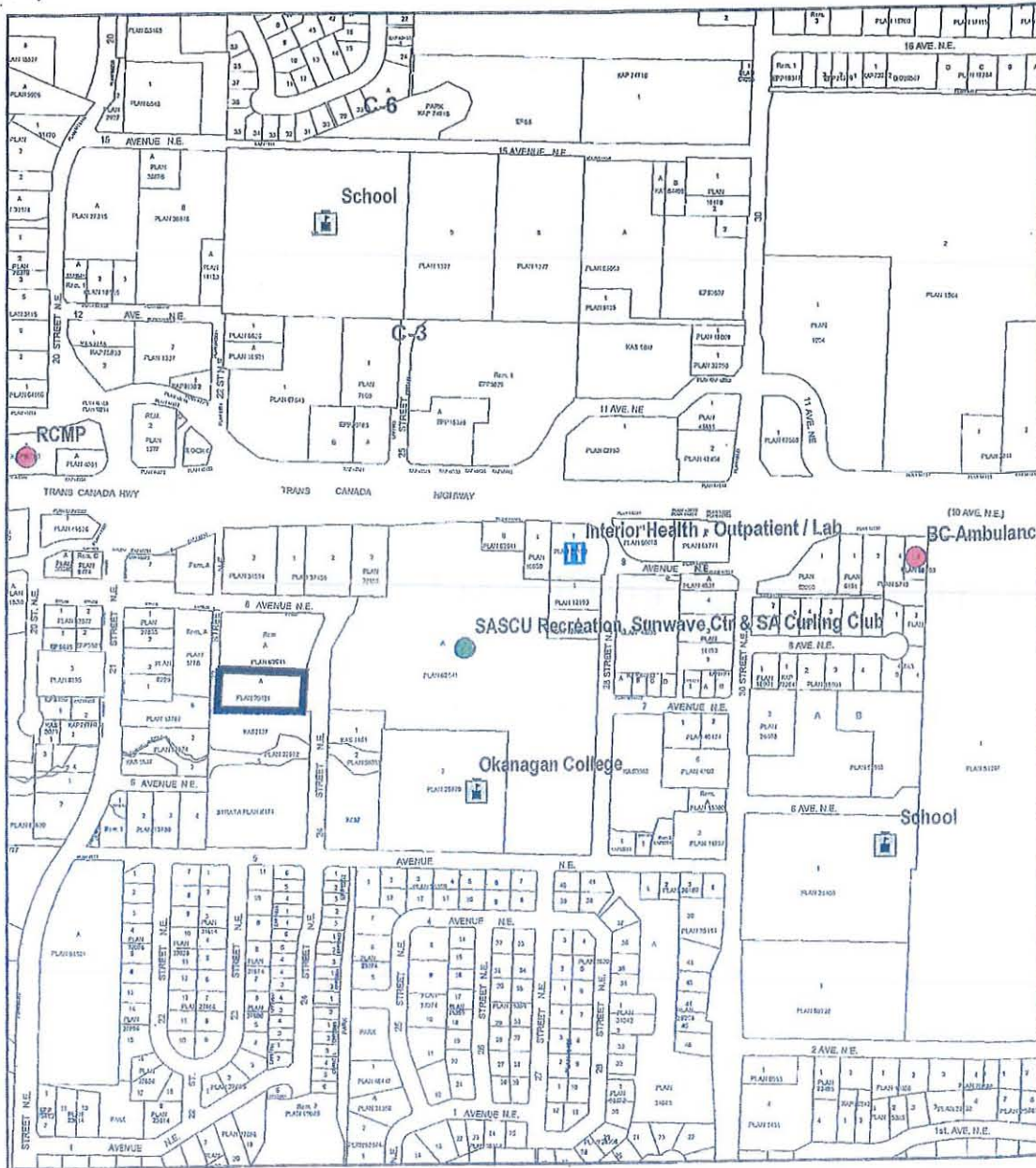
Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto as amended, revised, consolidated or replaced from time to time.

4. EFFECTIVE DATE

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



Schedule "B"



O.C.P. Map 14.1

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Item 23.2

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4261 be read a final time.

[ZON-1116; City of Salmon Arm; 720 – 22 Street NE; R-4 to P-1]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4261

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 Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on May 14, 2018 at the hour of 7:00 p.m. was published in the May 2, 2018 and May 9, 2018 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 A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 20121 from R-4 Medium Density Residential Zone to P-1 Park & Recreation 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.

SCHEDULE "A"



Item 26.

CITY OF SALMON ARM

Date: May 14, 2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of May 14, 2018, be adjourned.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

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