

AGENDA

Regular Council Meeting

Monday, June 12, 2017

1:30 p.m.

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

Seymour Salon Room

Prestige Harbourfront Resort

251 Harbourfront Drive 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 - 4	1.	Brad Shirley, Fire Chief – Fire Underwriters Survey
5 - 8	2.	Paul Demenok, CSRD Area C Director – Shuswap Watershed Council Update
	6.	CONFIRMATION OF MINUTES
9 - 20	1.	Regular Council Meeting Minutes of May 23, 2017
	7.	COMMITTEE REPORTS
21 - 26	1.	Development and Planning Services Committee Meeting Minutes of June 5, 2017
27 - 36	2.	Greenways Liaison Committee Meeting Minutes of May 11, 2017
27 - 40	3.	Agricultural Advisory Committee Meeting Minutes of May 10, 2017
41 - 44	4.	Downtown Parking Commission Meeting Minutes of April 11, 2017
	8.	INTRODUCTION OF BYLAWS
45 - 56	1.	Zoning Amendment Bylaw No. 4212 [ZON-1094; 0762123 BC Ltd./ Micku, K.; 1750 20 Avenue NE; R-1 to R-8] – first and second readings
57 - 68	2.	Zoning Amendment Bylaw No. 4213 [ZON-1095; 1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 – 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 – 14 Avenue SE; and 1400 – 20 Street SE R-1 to R-8] – first and second readings
69 - 78	3.	Zoning Amendment Bylaw No. 4214 [ZON-1096; Jamieson, K. & P./ Spencer, H.; 441 34 Street SE; R-1 to R-8] – first and second readings

9. **RECONSIDERATION OF BYLAWS**
- 79 - 90 1. Zoning Amendment Bylaw No. 4206 [ZON-1088; Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8] - final reading
- 91 - 94 2. Fee for Service Amendment Bylaw No. 4211 [Priority File Search] - final reading
10. **CORRESPONDENCE**
- 95 - 96 1. Informational Correspondence
- 97 - 110 2. Okanagan Regional Library Connecting Curious Minds - 2016 Annual Report
11. **STAFF REPORTS**
- 111 - 122 1. Director of Development Services - Farm Home Plate Regulations
- 123 - 126 2. Chief Financial Officer - 2018/2019 RCMP Funding (2018 Budget)
- 127 - 128 3. Chief Financial Officer - Revitalization Tax Exemption Bylaw No. 3741
- 129 - 130 4. Director of Engineering and Public Works - Storm Event - May 23, 2017
- 131 - 132 5. Director of Engineering and Public Works - WPCC Monitoring Equipment - Hach Phosphate Analyzer Purchase
- 133 - 134 6. Director of Engineering and Public Works - WPCC FGR Irrigation Pump - New Pump Purchase
- 135 - 138 7. Director of Engineering and Public Works - WPCC - Pieralisi Centrifuge Rebuild
- 139 - 142 8. Director of Engineering and Public Works - Public Works Building Improvements - Design
- 143 - 146 9. Director of Engineering and Public Works - RFP - Demolition/Relocation - Mino's Building (aka Orchard House)
12. **NEW BUSINESS**
13. **COUNCIL STATEMENTS**
14. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
- 147 - 154 1. Board In Brief - May 2017
15. **NOTICE OF MOTION**
16. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
17. **OTHER BUSINESS**
18. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #	Description
	19.	DISCLOSURE OF INTEREST
	20.	HEARINGS
155 - 176	1.	Development Permit Application No. DP-410 [0931996 BC Ltd./McDiarmid, I.; 530 - 1 Avenue SE; 3 storey, 7 unit multi-family]
177 - 192	2.	Development Variance Permit Application No. VP-455 [Choi, J./Neudorf, W.; 2901 20 Avenue NE; Setback & Servicing]
193 - 200	3.	Development Variance Permit Application No. VP-460 [Ingenhorst, R. & P./ Bernd Hermanski Architect; 5501 11 Street NE; Height Variance]
	21.	STATUTORY PUBLIC HEARINGS
201 - 216	1.	Zoning Amendment Application No. ZON-1089 [1100760 BC Ltd./Browne Johnson Land Surveyors; 250 14 Avenue SE and 1460 Shuswap Street SE; R-1 & A-2 to R-8]
217 - 224	2.	Zoning Amendment Application No. ZON-1090 [Reimer, R. & R.; 791 5 Street SE; R-1 to R-4]
225 - 240	3.	Zoning Amendment Application No. ZON-1092 [McClure, C. & M.; 1880 9 Avenue SE; R-7 to R-8]
	22.	RECONSIDERATION OF BYLAWS
241 - 244	1.	Zoning Amendment Bylaw No. 4207 [ZON-1089; 1100760 BC Ltd./Browne Johnson Land Surveyors; 250 14 Avenue SE and 1460 Shuswap Street SE; R-1 & A-2 to R-8] - third and final readings
245 - 248	2.	Zoning Amendment Bylaw No. 4209 [ZON-1090; Reimer, R. & R.; 791 5 Street SE; R-1 to R-4] - third reading
249 - 252	3.	Zoning Amendment Bylaw No. 4210 [ZON-1092; McClure, C. & M.; 1880 9 Avenue SE; R-7 to R-8] - third reading
	23.	QUESTION AND ANSWER PERIOD
253 - 254	24.	ADJOURNMENT

)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 2.

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 5.1

CITY OF SALMON ARM

Date: June 12, 2017

PRESENTATION

NAME: Brad Shirley, Fire Chief

TOPIC: Fire Underwriters Survey

Vote Record

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

Opposed:

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

2. EXECUTIVE SUMMARY

This report outlines the significant findings of the Fire Underwriters Survey carried out for the City of Salmon Arm. The City of Salmon Arm requested Fire Underwriters Survey to conduct a survey to evaluate the current public fire protection programs and fire protection resources within the municipality for the purpose of updating the fire insurance grades. In addition, the report provides recommendations for improvement of the overall level of public fire protection as well as fire insurance grading classifications.

In order to determine the fire protection needs in the City of Salmon Arm, a fire hazard and life safety assessment was carried out. The purpose of this review was to identify and quantify fire risk, fire hazard and life safety issues related to fire protection. The Basic Fire Flow of City of Salmon Arm was set at 3,400 lpm in 2016.

The Public Fire Protection Classification of the City of Salmon Arm has been improved to 4. The Dwelling Protection Grades have also been maintained. The City of Salmon Arm is to be congratulated at improving its Public Fire Protection Classification.

The four areas of protective/preventive facilities that are measured each have an assigned relative classification on a scale of 1 to 10, with 1 representing the highest standard of protection and 10 representing no protection. A number of conclusions and recommendations have been made as a result of our assessment to aid City of Salmon Arm in improving its fire insurance grades further if so desired.

Area of Grading	Weight within Grading	Credit Received 2016	Relative Classifications 2016
Fire Department	40	24.68	4
Water Supply	30	22.94	3
Fire Safety Control	20	14.98	3
Fire Service Communications	10	9.30	1
Overall PFPC - 4			



Item 5.2

CITY OF SALMON ARM

Date: June 12, 2017

PRESENTATION

NAME: Paul Demenok, CSRD Area C Director

TOPIC: Shuswap Watershed Council Update

Vote Record

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

Opposed:

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



Annual Highlights 2016-17



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs



Water Monitoring Initiative:

The SWC worked on three kinds of projects related to water quality monitoring:

1. Coordinated people working together
2. Provided support for additional water quality monitoring
3. Investigated and improved public access to water quality data



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Monitoring Initiative:

1. Coordinated people working together
- Facilitated the Shuswap Water Quality Monitoring Group
There are up to 17 groups/organizations involved in water quality monitoring in the watershed. The monitoring group works in a spirit of collaboration – participation is voluntary.
Served as a central 'tracker' for all water quality monitoring activities in the watershed. No other organization serves this function. Up to 500 water samples are collected annually



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Monitoring Initiative:

2. Provided support for additional water quality monitoring

- Provided \$13,500 for extra monitoring on the Salmon River, an important tributary to Shuswap Lake
- Developed a new monitoring project for nonylphenols that begins this year
Nonylphenols are a substance of emerging concern and have not been monitored in the Shuswap. They are found in many commercial and industrial products. Treatment processes don't remove nonylphenols from waste water, which means they eventually end up in lakes and rivers. They can be toxic to aquatic life.



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Monitoring Initiative:

3. Investigated and improved public access to water quality data
- Created a user-guide to access the Environmental Monitoring System (EMS), the Province's online data warehouse that contains water quality data and more
As of early May, the user-guide is in production and will be posted online soon!



SHUSWAP
watershed council

Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Protection Initiative

The SWC worked on four kinds of projects related to water quality protection:

1. Coordinated people working together
2. Conducted water quality research
3. Supported water quality restoration
4. Education



SHUSWAP
watershed council


Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Protection Initiative:

1. Coordinated people working together
- Established a Water Protection Advisory Committee, with diverse representation, to support the work of the SWC

The committee makes recommendations related to water quality restoration, education, and partnership opportunities



SHUSWAP
watershed council

Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Protection Initiative:

2. Conducted water quality research
- Entered into a research agreement with UBC-Okanagan to determine the sources of nutrients in the Shuswap and Salmon Rivers

The three-year research project will wrap up in 2019. It will answer the following questions:

Are there excess nutrients in the rivers not from the natural environment?

If so, where are they coming from and how are they getting into the rivers?

2016 was the first year of study. 20 monitoring sites were established, and over 250 samples were collected and analyzed.



SHUSWAP
watershed council

Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Protection Initiative:

3. Supported water quality restoration
- Provided \$10,000 to Splatins Development Corporation on Alderson Creek, a tributary to Shuswap River.

A 2-km reach was cleaned and re-configured, and restored with riparian vegetation and livestock exclusion fencing. Several groups worked together to make this happen, including Splatins First Nation, BC Cattlemen's Association, and private land-owners.



SHUSWAP
watershed council

Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Water Protection Initiative:

4. Education
- Provided financial support to the North Okanagan Dairy Extension Advisory Committee for a guest presenter at their annual industry seminar



SHUSWAP
watershed council

Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Safe Recreation:

The SWC worked on two kinds of projects related to safe recreation on and near the water:

1. Education
2. Equipment



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Safe Recreation:

1. Education
 - Established partnership with Royal Canadian Marine Search and Rescue (RCM-SAR) to create safety campaigns
 - Delivered campaigns May – September Campaigns focused on lifejacket use, cold water safety, sober boating, and boating preparedness
 - Created and distributed rack card
2. Equipment
 - Provided \$1200 to RCM-SAR for a PFD Loaner Station at the Salmon Arm Wharf
 - Purchased and distributed water safety whistles to recreationists



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Communications & Advocacy

Communications and Advocacy:
Educational, informative and transparent communications are an important part of the SWC's work. Here's a summary of what was done in 2016-2017:

- Informative communiqués about the SWC and its work
- Highlights reports and detailed summaries from SWC meetings
- Up-to-date online presence: website, Facebook and Twitter
- Correspondence with the Province regarding aquatic invasive mussels
- Attendance and presentations at events



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

Administration & Governance

Administration and Governance:

- Finalized the Terms of Reference for the Shuswap Watershed Council
The TOR sets out the roles, responsibilities, expectations, and decision-making for council members
- Established criteria for including community representatives in council membership, and welcomed three representatives in May 2016
- Met four times per year, once per quarter



Annual Highlights Report 2016-2017

Annual Highlights Report
April 2016 – March 2017
the inaugural year for SWC programs

2016-17 budget and expenses

Contributor	Amount (\$)
Columbia Shuswap Regional District (Areas C, D, E, F and District of Sicamous)	108,900
Thompson-Nicola Regional District	53,600
City of Salmon Arm	40,000
2016 surplus (carried forward from March 31, 2016)	56,240
Total revenue for 2016-17	258,740

Annual Highlights Report 2016-2017

2016-17 budget and expenses, continued

Activity	Budgeted (\$)	Expenses (\$)	Variance (\$)
Water Quality Program, Water Monitoring Initiative	57,800	37,716	20,084
Water Quality Program, Water Protection Initiative	72,500	75,691	-3191
Water Quality Contingency Fund	20,000	0	20,000
Recreation Safety Education Program	9500	12,760	-3260
Communications and Advocacy	27,500	15,587	11,913
Administration and Governance	29,000	35,672	-6672
Operating Reserve	42,440	0	42,440
Summary of expenses for 2016-17	258,740	177,426	81,314

SHUSWAP watershed council

Connect with us:

www.shuswapwater.ca

Contact program managers c/o Fraser Basin Council
200A – 1383 McGill Road, Kamloops
250 314-9660
evieira@fraserbasin.bc.ca • msimpson@fraserbasin.bc.ca

Chair Paul Demenok, CSRD Area C
250- 517-0810 | pdemenok@csrd.bc.ca

[uswapWater](#) [/ShuswapWater](#)

Item 6.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of May 23, 2017, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Tuesday, May 23, 2017.

PRESENT:

Mayor N. Cooper
 Councillor C. Eliason
 Councillor K. Flynn
 Councillor A. Harrison (entered the meeting at 2:31 p.m.)
 Councillor K. Jamieson (entered the meeting at 2:37 p.m.)
 Councillor T. Lavery
 Councillor L. Wallace Richmond

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

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0215-2017 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
 Council returned to Regular Session at 1:55 p.m.
 Council recessed until 2:30 p.m.

Councillor Wallace Richmond left the meeting at 2:30 p.m.

3. REVIEW OF AGENDA

Addition under item 10.3 L. Wong, Manager, Downtown Salmon Arm – letter dated May 10, 2017
 – Request for Feedback – TCH Corridor Safety Study (2013)

Addition under item 10.4 J. Birkhiem – letter dated May 15, 2017 – Dilkusha/ Orchard House

Addition under item 10.5 F. Bugala – email dated May 20, 2017 – Dilkusha (Orchard House, Minos) Demolition Costs

3. **REVIEW OF AGENDA** – Continued

Addition under item 10.6 N. Erickson – email dated May 21, 2017 – What a Little Vision Can Do

Addition under item 11.3 Director of Engineering & Public Works – 2017 Freshet and Flooding Events

Addition under item 14.2 Regional Hospital Board Update

Councillor Harrison entered the meeting at 2:31 p.m.

4. **DISCLOSURE OF INTEREST**

No interest was declared.

5. **PRESENTATIONS / DELEGATIONS**

1. **Shilpa Panicker, Senior Transit Planner and Rob Williams, Senior Regional Transit Manager, BC Transit – Ridership and Service Recommendations in Salmon Arm**

Shilpa Panicker, Senior Transit Planner and Rob Williams, Senior Regional Transit Manager, BC Transit provided an overview of ridership in Salmon Arm and service recommendations. They were available to answer questions from Council.

Councillor Jamieson entered the meeting at 2:37 p.m.

A report outlining the costs associated with the service recommendations will be prepared and brought forward to Council at a future date.

0216-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council receive the Shuswap Transit System Service and Ridership Review Draft Report dated May 2017 for information.

Councillor Wallace Richmond returned to the meeting at 3:01 p.m.

Councillor Wallace Richmond left the meeting at 3:06 p.m. and returned at 3:09 p.m.

CARRIED UNANIMOUSLY

2. **Lana Fitt, Manager, Salmon Arm Economic Development Society - Community Brand Development Project**

Lana Fitt, Manager, Salmon Arm Economic Development Society provided an overview of the community branding development project and was available to answer questions from Council.

0217-2017

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the 2017 Budget contained in the 2017 – 2021 Financial Plan be amended to reflect a one-time grant to the Economic Development Society (EDS) for the development of a Salmon Arm Brand, Brand Action Plan and Sector Based Marketing Strategy (hereinafter referred to as the Branding Initiative) in the amount of \$14,500.00;

5. PRESENTATIONS / DELEGATIONS - Continued2. Lana Fitt, Manager, Salmon Arm Economic Development Society - Community Brand Development Project - Continued

AND THAT: funding for the Branding Initiative be as follows:

- Council Initiative - \$5,500.00;
- RCMP - Chair Replacement Reserve - \$7,000.00; and
- 20 Ave/20 Street NE Intersection Reserve - \$2,000.00.

AND THAT: the City of Salmon Arm's contribution to the Branding Initiative be withheld pending confirmation from SAEDS that all funding sources (totaling \$95,000.00) have been secured.

CARRIED UNANIMOUSLY

0218-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Mayor be appointed as the City representative to the Salmon Arm Community Brand Development Committee;

AND THAT: the Corporate Officer be appointed as a second representative following approval by the Community Brand Development Committee.

CARRIED UNANIMOUSLY

6. CONFIRMATION OF MINUTES1. Regular Council Meeting Minutes of May 8, 2017

0219-2017

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of May 8, 2017, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS1. Development and Planning Services Committee Meeting Minutes of May 15, 2017

0220-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee Meeting Minutes of May 15, 2017, be received as information.

CARRIED UNANIMOUSLY

2. Social Impact Advisory Committee Meeting Minutes of April 11, 2017

0221-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the Social Impact Advisory Committee Meeting Minutes of April 11, 2017, be received as information.

Councillor Eliason left the meeting at 4:00 p.m. and returned at 4:03 p.m.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - Continued3. Community Heritage Commission Meeting Minutes of April 18, 2017

0222-2017 Moved: Councillor Wallace Richmond
 Seconded: Councillor Lavery
 THAT: the Community Heritage Commission Meeting Minutes of April 18, 2017, be received as information.

CARRIED UNANIMOUSLY

0223-2017 Moved: Councillor Wallace Richmond
 Seconded: Councillor Harrison
 THAT: the Ball House (Heart's Haven) - 1651 2 Avenue NE be added to the Community Heritage Register.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS1. Zoning Amendment Bylaw No. 4209 [ZON-1090; Reimer, R. & R.; 791 5 Street SE; R-1 to R-4] - first and second readings

0224-2017 Moved: Councillor Wallace Richmond
 Seconded: Councillor Harrison
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4209, be read a first and second time;

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

CARRIED UNANIMOUSLY

2. Zoning Amendment Bylaw No. 4210 [ZON-1092; McClure, C. & M.; 1880 9 Avenue SE; R-7 to R-8] - first and second readings

0225-2017 Moved: Councillor Flynn
 Seconded: Councillor Wallace Richmond
 THAT: the bylaw entitled Zoning Amendment Bylaw No. 4210 be read a first and second time;

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

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS - Continued

3. Fee for Service Amendment Bylaw No. 4211 [Priority File Search] - first, second and third readings

0226-2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4211 be read a first, second and third time.

Councillor Harrison left the meeting at 4:19 p.m. and returned at 4:20 p.m.

CARRIED

Councillor Flynn Opposed

The Meeting recessed at 4:20 p.m.

The Meeting reconvened at 4:28 p.m.

9. RECONSIDERATION OF BYLAWS10. CORRESPONDENCE

1. Informational Correspondence

For information.

Councillor Wallace Richmond left the meeting at 4:42 p.m. and returned at 4:44 p.m.

2. Lana Fitt, Manager, Salmon Arm Economic Development Society - letter dated May 16, 2017 - Request for Letter of Support - Salmon Arm Innovation Centre

0227-2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council write a letter endorsing Salmon Arm Economic Development Societies funding application to the BC Rural Dividend Program to support costs associated with the establishment of a 2 year pilot project "The Salmon Arm Innovation Centre."

CARRIED UNANIMOUSLY

3. L. Wong, Manager, Downtown Salmon Arm - letter dated May 10, 2017 - Request for Feedback - TCH Corridor Safety Study (2013)

0228-2017

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council extend the deadline for feedback for the TransCanada Corridor Safety Study (2013) to July 2, 2017.

CARRIED UNANIMOUSLY

4. J. Birkhiem - letter dated May 15, 2017 - Dilkusha/ Orchard House

Received for information.

10. CORRESPONDENCE - Continued

5. F. Bugala - email dated May 20, 2017 - Dilkusha (Orchard House, Minos) Demolition Costs

Received for information.

6. N. Erickson - email dated May 21, 2017 - What a Little Vision Can Do

Received for information.

11. STAFF REPORTS

1. Manager of Permits and Licensing - Liquor License Application (Liquor Primary) Salmon Arm Elks Lodge #455 3690 - 30 Street NE

0229-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council of the City of Salmon Arm has no objection to the issuance of a liquor primary license to the Salmon Arm Elks and further chooses to opt out of the process of gathering the views of the neighbors for the following reasons:

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

CARRIED UNANIMOUSLY

2. National Disaster Mitigation Program (NDMP)

- a) Director of Development Services - National Disaster Mitigation Program (NDMP) - Grant Application

Received for information.

- b) Motion - Councillor Lavery

Councillor Lavery withdrew the motion.

3. Director of Engineering & Public Works - 2017 Freshet and Flooding Events

0230-2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the 2017 Budget contained in the 2017 - 2021 Financial Plan be amended to reflect the estimated costs associated with Response and Recovery Plans as noted below:

1. Hobson Creek (Foothills Road) Washout - \$105,000.00 plus applicable taxes;
2. Gleneden Flooding (42 Street NW) - \$102,000.00 plus applicable taxes;
3. Gail Creek Flooding (50 Street NW) - \$38,000.00 plus applicable taxes;
4. East Canoe Creek Flooding (6000 Block of Okanagan Ave) - \$80,000.00 plus applicable taxes;
5. Metford Dam (10th Ave SE) - \$40,000.00 plus applicable taxes;

11. STAFF REPORTS - Continued3. Director of Engineering & Public Works - 2017 Freshet and Flooding Events - Continued

AND THAT: the following funding sources are as follows:

- RCMP - 2016 to 2017 Adjustment Refund - \$200,000.00 (est);
- 4 St Connector - 10 St/Bayview - \$165,000.00.

CARRIED UNANIMOUSLY

12. NEW BUSINESS14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE1. Press Release - Frequently Asked Questions, The Rail Corridor Initiative

C. Hamilton, Chief Administrative Officer, Columbia Shuswap Regional District provided an overview of the The Rail Corridor Initiative Frequently Asked Questions document and was available to answer questions from Council.

Received for information.

15. NOTICE OF MOTION17. OTHER BUSINESS18. QUESTION AND ANSWER PERIOD

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

0231-2017

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: the two (2) hour parking time limit in the Legion Parking Lot be extended from 9:15 a.m. to 11:45 a.m. for the Ozone Festival from May 23 to 28, 2017.

CARRIED

Councillor Eliason and Wallace Richmond Opposed

The Meeting recessed at 5:56 p.m.

The Meeting reconvened at 7:02 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason (entered the meeting at 7:09 p.m.)
Councillor A. Harrison
Councillor K. Jamieson
Councillor T. Lavery

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

ABSENT:

Councillor L. Wallace Richmond

19. DISCLOSURE OF INTEREST

No interest was declared.

20. HEARINGS

1. Development Variance Permit No. VP-454 [Rally Management Services Ltd./ Rischmueller, W.; 4620 40 Avenue SE; Setback Variance]

0232-2017

Moved: Councillor Lavery
Seconded: Councillor Jamieson
THAT: Development Variance Permit No. VP-454 be authorized for issuance for Lot 1, Section 6, Township 20, Range 9, W6M, KDYD, Plan KAP54216, which would vary the provisions of Zoning Bylaw No. 2303 as follows:

Section 28.8.3 – M-1 General Industrial Zone - reduce the parcel line setback from 4.0 metres to 0 metres along a portion of the western parcel line to allow for an accessory building, as shown in Schedule A of the staff report dated May 5, 2017.

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

Submissions were called for at this time.

J. Rischmueller, the applicant's representative, provided an overview of the application and was available to answer questions from Council.

Councillor Eliason entered the meeting at 7:09 p.m.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:10 p.m. and the motion was:

CARRIED UNANIMOUSLY

20. HEARINGS - Continued2. Development Permit No. DP-411 [J. Bland; Eagle Home Sales (Salmon Arm) Ltd.; 1190 51 Street NE; Sales Office]

0233-2017

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Development Permit No. 411 be authorized for issuance for Lot 1, Section 20, Township 20, Range 9, W6M, KDYD, Plan KAP79341 in accordance with the elevations, site and landscaping plan attached in Appendix 3 of the staff report dated May 8, 2017;

AND THAT: The following variances to Subdivision and Development Servicing Bylaw No. 4163 be approved for Development Permit No. DP-411:

- 1) Section 4.0 Servicing Requirements – waive the requirement to extend sanitary sewer to the subject property;
- 2) Section 4.0 Servicing Requirements – waive the requirement to install sidewalk along the entire frontage of the subject property;

AND FURTHER THAT: Issuance of Development Permit No. DP-411 be withheld subject to the following:

- 1) Adoption of associated Official Community Plan and Zoning Bylaw Amendment; and
- 2) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

The Director of Development Services explained the proposed Development Permit.

Submissions were called for at this time.

F. Ambler, 1140 50 Street SW, spoke regarding the requirement to install sidewalks and the need to address stormwater.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:23 p.m. and the motion was:

CARRIED UNANIMOUSLY

21. PUBLIC HEARING1. Zoning Amendment Application No. ZON-1091 [Lentz, G.; 4581 71 Avenue NE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4208 was declared closed at 7:29 p.m.

22. RECONSIDERATION OF BYLAWS

1. Zoning Amendment Bylaw No. 4208 [ZON-1091; Lentz, G.; 4581 71 Avenue NE; R-1 to R-8] - third and final readings

0234-2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4208 be read a third and final time.

CARRIED UNANIMOUSLY**13. COUNCIL STATEMENTS**

1. Committees of Council/Agency Representatives

16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

1. Salmon Arm Secondary Digital Photography Student Photo Collage at City Hall

0235-2017

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council approve the Salmon Arm Secondary Digital Photography Student Photo Collage installation in the upper foyer hallway, as outlined in the staff report dated May 12, 2017;

AND THAT: the cost for framing and installation be funded from 2017 Council Initiatives, in an amount of up to \$1,000.00.

CARRIED UNANIMOUSLY

2. P. Weir, President, S. Lowry, Vice President, J. Erickson, Community Events Coordinator, Salmon Arm Citizens Patrol Society - letter dated April 28, 2017 - Salmon Arm Citizens Patrol Crowd Control Assistance

Received for information.

23. QUESTION AND ANSWER PERIOD

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

24. ADJOURNMENT

0236-2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Regular Council Meeting of May 23, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:49 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of 2017.

Item 7.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of June 5, 2017, be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Room 100 of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, June 5, 2017.**

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor A. Harrison

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

ABSENT:

Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor K. Jamieson

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

Councillor Harrison declared a conflict of interest with item 5.2 as the development is next to his place of employment and item 5.5 as his brother is the builder.

4. PRESENTATIONS

5. REPORTS

1. Zoning Amendment Application No. ZON-1094 [0762123 BC Ltd./ K. Micku; 1750 20 Avenue NE; R-1 to R-8]

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP54214 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

K. Micku, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS - Continued

Councillor Harrison declared a conflict and left the meeting at 8:03 a.m.

The meeting recessed at 8:03 a.m. due to lack of quorum.

2. Zoning Amendment Application No. ZON-1095 [1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 - 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 - 14 Avenue SE; and 1400 - 20 Street SE R-1 to R-8]VP455

This item was not considered due to the lack of a quorum.

Councillor Harrison returned to the meeting at 8:06 a.m.

The meeting reconvened at 8:06 a.m.

3. Zoning Amendment Application No. ZON-1096 [K. & P. Jamieson / H. Spencer ; 441 34 Street SE; R-1 to R-8]

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 Lot 3, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP30551 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

H. Spencer, the agent, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. Development Variance Permit Application No. VP-455 [J. Choi / W. Neudorf; 2901 20 Avenue NE; Setback & Servicing]

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.2:

- i) Reduce the requirement to provide a cash contribution equivalent to 100% of the estimated cost of upgrading the north half of the 20 Avenue NE frontage to the Local Urban Road standard (RD-2) to a 50% cash contribution

AND THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

5. REPORTS - Continued**4. Development Variance Permit Application No. VP-455 [J. Choi / W. Neudorf; 2901 20 Avenue NE; Setback & Servicing] - continued**

Section 6.10.3:

- i) Reduce the minimum Interior Side setback requirement along the west side of the existing residence from 1.5 metres to 0 metres.

W. Neudorf, the agent, outlined 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 4.2:

- i) Reduce the requirement to provide a cash contribution equivalent to 100% of the estimated cost of upgrading the north half of the 20 Avenue NE frontage to the Local Urban Road standard (RD-2) to a 50% cash contribution

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

1. Section 6.10.3:

- i) subject to confirmation from a British Columbia Land Surveyor that there is no above or below ground trespasses into the panhandle.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

Councillor Harrison declared a conflict and left the meeting at 8:24 a.m.

The meeting recessed at 8:24 a.m. due to lack of quorum.

5. Development Variance Permit Application No. VP-460 [R. & P. Ingenhorst / Bernd Hermanski Architect; 5501 11 Street NE; Height Variance]

This item was not considered due to the lack of a quorum.

Councillor Harrison returned to the meeting at 8:30 a.m.

The meeting reconvened at 8:30 a.m.

5. REPORTS – Continued**6. Development Permit Application No. DP-410 [0931996 BC Ltd./ I. McDiarmid; 530 – 1 Avenue SE; 3 storey, 7 unit multi-family]**

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 410 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP25162 (530 – 1 Avenue SE) in accordance with the drawings received March 9, 2017;

AND THAT: Development Permit No. 410 include the following variances to Zoning Bylaw No. 2303:

1. Schedule A, Section 1 – Residential Offstreet Parking Requirement - reduce the number of required parking spaces from 13 to 12; and
2. Schedule A, Section 4 – Small Car Parking Spaces – increase the amount of permitted small car parking spaces from 20% (2) to 42% (5).

AND FURTHER THAT: Issuance of Development Permit No. 410 be withheld subject to:

1. Registration of a Section 219 Land Title Act covenant on title that restricts development to a total of 10 rental units and prohibits stratification of the development on the subject parcel; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

M. Lamerton, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION**1. Farm Home Plate Regulations**

Received for information. To be included on the June 12, 2017 Regular Council Agenda.

7. IN CAMERA

No items.

8. LATE ITEMS

No items.

9. ADJOURNMENT

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee meeting of June 5, 2017, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:57 a.m.

Mayor Nancy Cooper
Chair

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

Item 7.2

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Greenways Liaison Committee Meeting Minutes of May 11, 2017, 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 GREENWAYS LIAISON COMMITTEE

MEETING MINUTES

Thursday, May 11, 2017
3:00 p.m.
Room 100, City Hall

Committee Members: Ken Jamieson, Committee Chair
Joe Johnson, Citizen at Large
Brian Browning, Shuswap Trail Alliance
Rob Bickford, Citizen at Large
Phil McIntyre-Paul, Shuswap Trail Alliance (Non-Voting)

City Staff: Chris Larson, Planning & Development Officer (Non-Voting)

Regrets: Steve Fabro, Shuswap Trail Alliance
Ian Clay, Salmon Arm Greenways
Ed Hinman, Salmon Arm Greenways
Rob Hein, Manager of Roads & Parks (Non-Voting)

The meeting was called to order at 3:05 p.m.

Item 1: Update on Greenway Planning Initiatives and Projects

Shuswap Trail Alliance (STA) Updates

The STA provided a summary list of 2017 City of Salmon Arm greenway projects (Attachment 1). It was noted that the Canoe Ball Diamonds Trail is a priority project. Upcoming and ongoing projects discussed include Park Hill and Hillcrest area trail improvements, a number of urban connector projects, bicycle route planning, and planning work to establish a connection between Coyote park and Canoe.

The STA provided an update on recent trail volunteer days, including work days at South Canoe and the Rifle Range /Cemetery Trails. The South Canoe Advisory Group has provided a summary of their recent well attended South Canoe Volunteer Blitz (Attachment 2). A Pileated Woods maintenance day is expected in the near future.

It was noted that the wet conditions are expected to lead to maintenance concerns in the near future.

City Initiatives

GLC members noted recent work on the Foreshore Trail has been well done and should offer long-term improvement. Members felt this project was well-managed by staff and has produced a positive end product.

The GLC discussed a potential 9 Avenue SE urban connector trail associated with a proposed development. Staff will co-ordinate with the STA to explore this connection and report on options.

The GLC looked at the Greenway Strategy's proposed trails in the vicinity of "Area B", around the Auto Road Connector, with a consideration for future development. It was reiterated the need to balance development potential with feasible land for trail connections and parks in areas of steep slopes.

Item 2: Other**Disbanding of the Salmon Arm Greenways Group**

The GLC discussed the recent disbanding of the Salmon Arm Greenways Committee group (Attachment 3). Their contributions were well noted and appreciated by GLC members.

The disbanding of the Salmon Arm Greenways group creates a need for new GLC members, as well as revising the GLC terms of reference, currently referring to this group which no longer exists. A number of other groups were discussed as potential sources of GLC representatives. It was noted by staff that the TOR allows non-member participants and open meetings. Revising the TOR is expected to be the primary topic of discussion at the next GLC meeting.

Upcoming Events

Information was provided to the GLC regarding the Salty Street Fest, Bike to Work Week, and Bike to School Week. The STA has been working with the City on bicycle route enhancements which may be implemented this season.

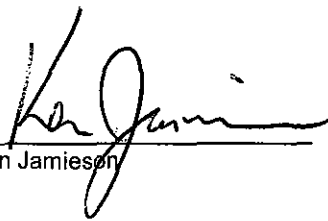
Out of the Bike to School Week preparations, students have brought up the idea of a "Speak with Mayor and Council" open house to provide a forum for discussion on active transportation. The STA may bring this forward as a component of Bike to Work/School Week.

Item 3: Late Items**Foreshore Trail Working Group – future monitoring**

GLC members sought an update on the Foreshore Trail Working Group's recommendations to Council. It is not clear to the GLC if this initiative is proceeding in the future. Staff will follow up and respond. Any related trail reports may be submitted to the STA.

Item 4: Next Meeting - Thursday, June 22, 2017.

Item 5: Adjournment - The meeting adjourned at 4:30 p.m.



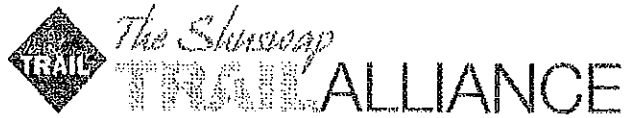
Ken Jamieson

:CL

ATTACHMENT 1: STA – 2017 Projects

ATTACHMENT 2: South Canoe Advisory – Volunteer Blitz

ATTACHMENT 3: Salmon Arm Greenways Committee group disbands - letter



City of Salmon Arm Projects - 2017

Updated: May 11, 2017

Salmon Arm Greenway Connectors

1. Laitinen
2. Lakeshore to 30th Ave NE
3. SASS Bypass
4. **Bastion Bypass**
 - *Ready to go*
5. HillCrest Development (20th St SE to 10th Ave SE & 30th St SE)
6. Dood's Trail (Lakeshore to 15th Ave NE)
7. 17th St NE to 18th St NE (Hoadley Park)
 - Initial line and re-route would be a quick win
8. **18th St NE to 20th St NE**
 - *Complete*
 - *Posts installed*
 - *Waiting on signs*
9. **Rotary Trail (Podollan Section)**
 - *Planning in progress*
 - *multiple site visits*
 - *Site visit with landowners*
10. Cress Creek
 - Recommend action due to eroding woodwork & Stairs
11. Okanagan Ave to 4th Ave SE
12. **Little Mountain to 33rd st**
 - *Complete*
 - *New Fence installed*
 - *Post install*
 - *Waiting on signs*
13. **Rifle Range Cemetery trail**
 - *Hard brushed*
 - *Multiple volunteer days scheduled so far this season*



14. Canoe Ball Diamond Connector

15. R.A.P.P Base trail

- Needs another site visit

16. Little mountain to 10th Ave SE Connector

17. Gayle Creek/Syphon Falls

- Ready to submit Section 57 application for approval to Front Counter

18. Upper Raven trails

- Working with landowners

19. Parkhill

- *Parkhill sign installs 95% complete*
- *Trail requires realignment in south-east corner to complete*
- *Stewards review - Maintenance action list from local stewards*
- *Needs site visit - Confirm right of way*

20. Pileated woods

- *Sign plan developed*
- *Need funding to complete signage designs, printing and installation*

21. Bike routes Plan

22. Sign Plan

23. 20th St SE to 22nd St SE

- needs plan

Bold = Action Taken or on Action list

City Parks Maintenance

Parks

- Parkhill - East & West
- Little Mountain
- Coyote Park
- Pileated woods
- Badge Park

Trails

- Canoe beach
- Foreshore
- Rotary Trail
- Cress Creek
- Hillcrest subdivision
- Okanagan to 4th



- Gayle Creek/Syphon Falls
- 30th St Ne - 16 ave NE
- Ready Trail
- Lakeshore to 30th
- Laitenin

Volunteer support Funding

- Proposal submitted & approved

South Canoe Re-alignments

- Lots of spring water damage this year due to high snow yeld and lots of rain
- Proposal submitted & approved
- Fixes built on South Canoe Spring Volunteer day - 30/04/2017

South Canoe Spring Voly Blitz De-Brief

30/04/2017

Targets

Prudential:

- Beginning (near X-cut trail head) - 16m + 4m - Completed
 - Water Damage - a) Raised Tread/French drain install, b) Culvert Install
(Note: section closed for 2 weeks to allow to dry and setup)
- Pruning - Completed
- Minor drainage corrections - Completed

Troll Trail:

- Water damage - Tread re-route - 60m - Completed

Paranoia Right:

- Near 2016 bermed bridge - 25m - Completed
 - Water damage - New stream, Culvert & Raised tread install and drainage corrections
- KC/Paranoia right intersection - 38m - Completed
 - Water damage - Tread re-route

Lower Schizo

- Near trailhead - 30m - Completed
 - Water Damage - Minor re-route
- Lumpy Intersection - 130m - Completed
 - Major water damage - Tread re-route

Bonus Job

KC

- 2016 Bridge - 20m - 80%
 - Construction continuation - entry tread & on/off ramps

Super successful day, all was completed and most of the bonus job
Approx 75 people showed up.

April 13, 2017

Attention: Greenways Liaison Committee and Council

Before the Shuswap Trail Alliance was formed, initially the Shuswap Greenways Committee and then later (after a rename) the Salmon Arm Greenways Committee were active in laying out, constructing and maintaining trails in Coyote Park and Park Hill trails network and several other areas of the city. We have been proud of our accomplishments and contributions to the community and feel good that the public have more options for enjoyable walks in some of the nicest and quietest parts of our city. Other than having a member (Gary Kalloch) on the Environmental Advisory Committee and two members (Ian Clay and Ed Hinman) on the Greenways Liaison Committee, and occasionally doing a little impromptu trail maintenance, we don't do much anymore. After consulting Salmon Arm Greenways Committee members, we have decided to disband our committee.

Now that the Shuswap Trail Alliance has taken on a lot of the similar work that the Salmon Arm Greenways Committee used to do, we suggest that the Greenways Liaison Committee look for members from other parts of the community to fill the positions held by Salmon Arm Greenways members.

Previous members of the Salmon Arm Greenways Committee Jim Beckner and Gary Kalloch and current members Ian Clay and Ed Hinman have enjoyed being part of the Greenways Liaison Committee and seeing the development of the ever improving network of trails and greenways in the city. We appreciated the positive, cooperative efforts of all those involved.

Ian Clay, on behalf of the Salmon Arm Greenways Committee

Chris Larson

From: Ed and Naomi Hinman [REDACTED]
Sent: May-07-17 9:26 AM
To: Chris Larson
Subject: Re: GLC Meeting

Hi Chris and all

As you know the Greenways committee has been dissolved. Ian is moving to Victoria. There doesn't appear to be the need for me to be part of the liason group since there is no body to represent. I have found the meetings it interesting and informative over the years and it is gratifying to see how the trail system has expanded. Special thanks to Phil for his incredible work and passion to see this through. Also thanks to Ken for being our advocate on the council, I am off to Victoria to visit my family. Best to all of you. Ed Hinman

From: Chris Larson <clarson@salmonarm.ca>
Sent: May 4, 2017 12:42 PM
To: Anita Ely; Brian Browning; 'Ed and Naomi Hinman'; Ian Clay; Joe Johnson; Ken Jamieson; Phil McIntyre-Paul [REDACTED] Rob Hein; Robert Bickford; [REDACTED]
Subject: GLC Meeting
When: May 11, 2017 3:00 PM-4:30 PM.
Where: City Hall - Room 100

When: May-11-17 3:00 PM-4:30 PM (UTC-08:00) Pacific Time (US & Canada).
Where: City Hall - Room 100
Note: The GMT offset above does not reflect daylight saving time adjustments.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.3

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Jamieson

Seconded: Councillor Lavery

THAT: the Agricultural Advisory Committee Meeting Minutes of May 10, 2017, be received as information.

Vote Record

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

Opposed:

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

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee of the City of Salmon Arm held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, May 10, 2017.**

PRESENT:

Councillor Ken Jamieson, Chair
 Matt Henrie
 James Hanna
 Don Syme
 John McLeod
 Joy De Vos – 4H BC Leader (non-voting guest)
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Ernest Moniz, John Schut, James Olafson, Ron Ganert

1. Call to Order

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

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. Farm Home Plate Regulations – Informational Report to Council

Moved: James Hanna
 Seconded: Don Syme

THAT: the Agricultural Advisory Committee believes it is important that we create a stable environment for the farming community to encourage long-term commitment and investment. The Committee recommends to Council that it adopt the Ministry of Agriculture's guidelines for farm residential use siting, footprint, and size with exemptions allowing for the use of poor agricultural land were appropriate.

Carried

Opposed: John McLeod

Staff outlined the purpose of the report which was requested by Council for information. Staff explained the details of the report including the Ministry of Agriculture's guidelines and provided information on other local governments who have implemented similar regulations. The potential implications to farmers and landowners from Farm Home Plate regulations were also outlined. The Committee discussed items such as: development pressures in Salmon Arm versus the Lower Mainland, potential for lack of regulation to leave the door open for further development, past applications for additional farm worker residences, appropriate size and footprint of farm residences, flexibility in siting of residential buildings to use land with poorer soil conditions, potential implications for existing and non-conforming structures, and potential for even greater regulation through a more extensive farm bylaw.

2. Crannog Ales Support Letter – FOR INFORMATION

Staff distributed a letter from the Agricultural Land Commission to the owners of Crannog Ales in regards to their farm business. The Committee discussed its general support for Crannog Ales and noted that, as per its letter, the ALC would permit the business to operate under its current ownership and size however it could not be expanded without further permission.

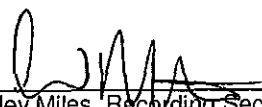
6. Late Items

1. Committee Membership

Staff noted that the terms for all Committee Members are up at the end of May and distributed application forms. The applications will be made available to the public and advertisements would be made in the Salmon Arm Observer. Deadline for applications is June 16, 2017.

7. Adjournment

The meeting adjourned at 4:15 p.m.


Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.4

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Downtown Parking Commission Meeting Minutes of April 11, 2017, be received as information.

Vote Record

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

Opposed:

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



DOWNTOWN PARKING COMMISSION

Tuesday, April 11, 2017

TIME: 8:00 A.M.

MEETING ROOM 100 - CITY HALL

Minutes of the Downtown Parking Commission Meeting held in Meeting Room 100, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC on Tuesday, April 11, 2017 at 8:00 a.m.

Present:

City of Salmon Arm
Representatives:

Vic Hamilton
Regan Ready
Cathy Ingebrigtsen

Downtown Improvement Association
Representatives:

Gerald Foreman
Heather Finn
Jacquie Gaudreau

Resource Personnel:

Marcel Bedard, Bylaw Officer
Robert Niewenhuizen, Director of Engineering & Public Works
Chad Eliason, Councillor

Absent:

Bill Laird
Matt Koivisto
Jenn Wilson, Engineer

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

1. Minutes of Meeting: March 21, 2017

Motion: H. Finn/C. Ingebrigtsen
To: Receive minutes as information

Carried Unanimously

2. Downtown Parking Strategic Plan

- Discussion

3. Correspondence

Received As Information

4. Any Other Business

- None

Minutes – Downtown Parking Commission
Page 2

5. Adjournment

Motion: V. Hamilton / R. Ready
To: Adjourn Meeting

Carried Unanimously

Meeting Adjourned at 8:55 am

Certified Correct



Marcel A. Bedard
Bylaw Enforcement Officer

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

cc: Downtown Salmon Arm
Kevin Pearson, Director of Development Services
Council Correspondence

THIS PAGE INTENTIONALLY LEFT BLANK

Item 8.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4212, be read a first and second time.

[ZON-1094; 0762123 BC Ltd./ Micku, K.; 1750 20 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: Her Worship Mayor Cooper and Members of Council

Date: May 25, 2017

Subject: Zoning Bylaw Amendment Application No. 1094

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP54214

Civic: 1750 – 20 Avenue NE

Owner / Applicant: 0762123 BC Ltd / Micku, K.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP54214 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The approximately 580 square metre subject parcel is located at 1750 20 Avenue NE (Appendix 1 and 2) and presently contains an under-construction, new single family dwelling (the single family dwelling visible in the aerial images has been demolished). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a secondary suite within a new single family dwelling.

BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3). The subject parcel is located in an area largely comprised of R-1 zoned parcels containing single family dwellings. There are two R-8 zoned parcels within the proximity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone (but not a *detached suite*). Site photos are attached as Appendix 4. The intent of the applicant is to develop a conforming *secondary suite* within the new single family dwelling, as shown in a site plan attached as Appendix 5.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to meet the conditions for the development of a *secondary suite* (but not a *detached suite*), including sufficient space for an additional off-street parking stall.

COMMENTSEngineering Department

No objections to the proposed rezoning.

Building Department

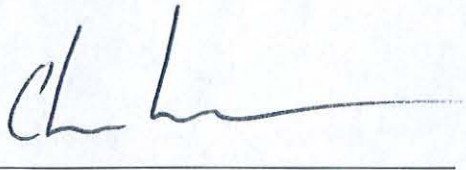
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

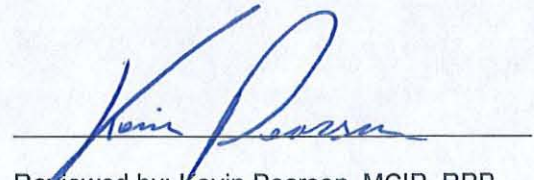
No concerns.

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



0 25 50 100 150 200 Meters



Subject Parcel

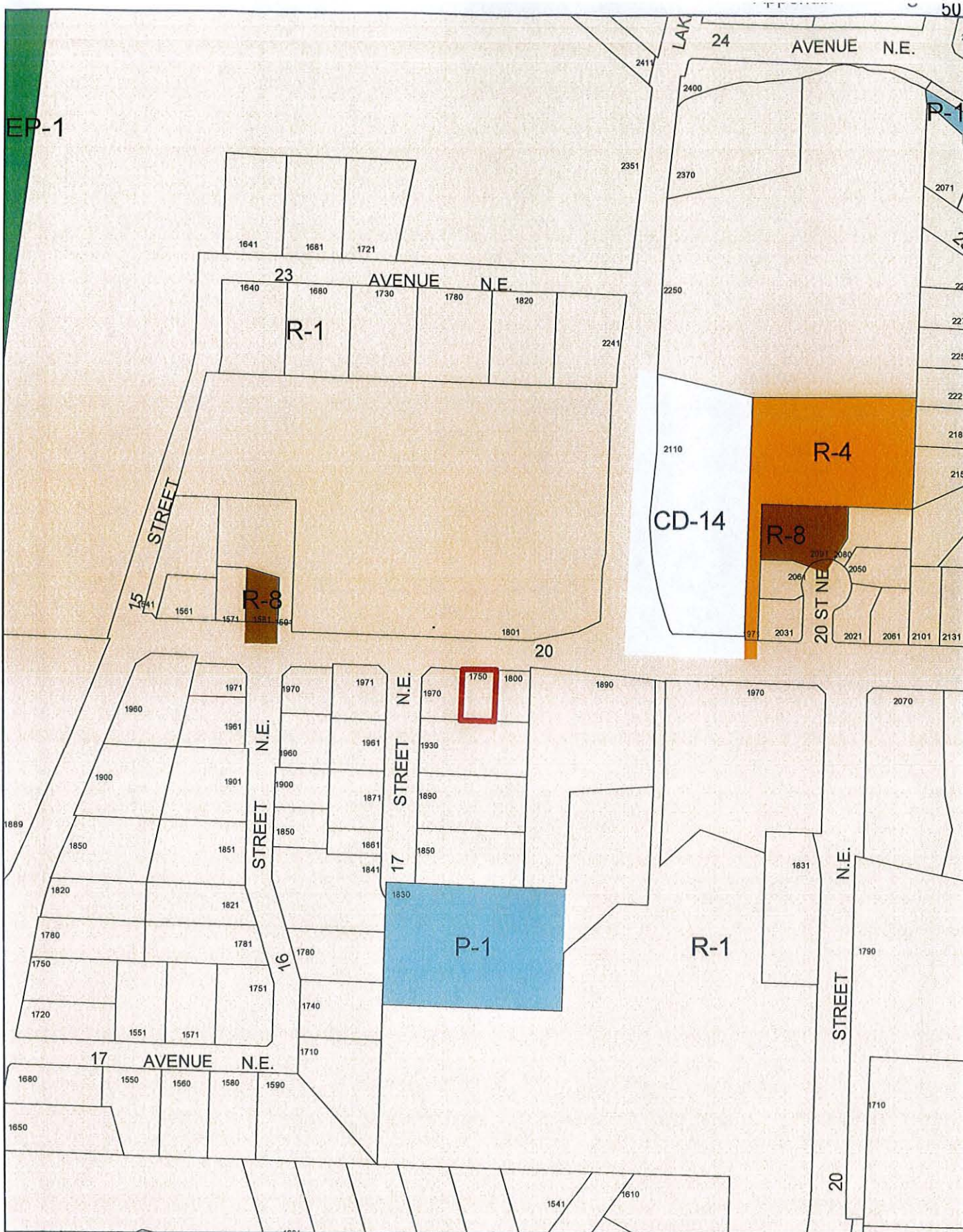


0 4.5 9 18 27 36 Meters



Subject Parcel

EP-1



0 25 50 100 150 200 Meters



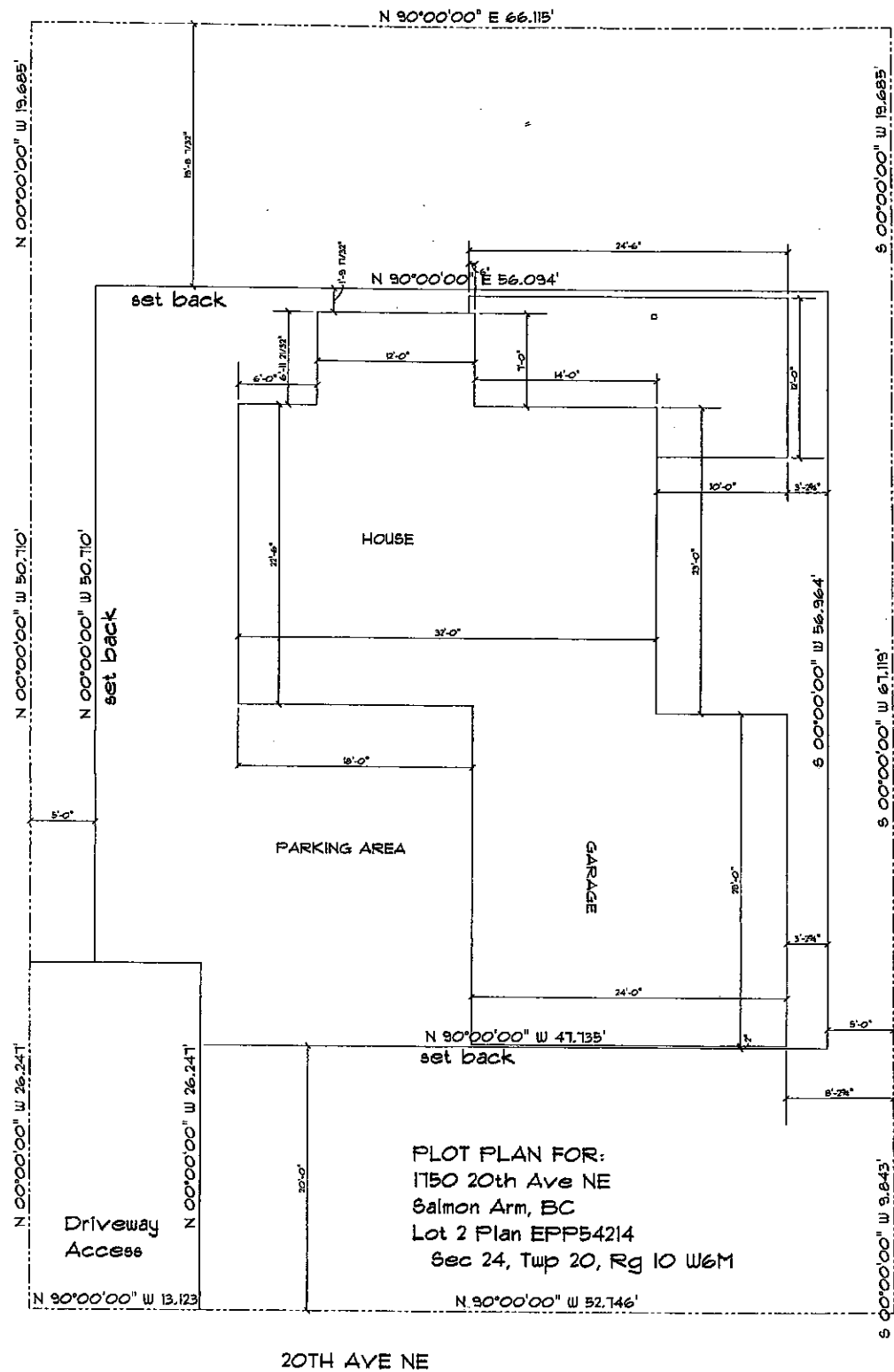
Subject Parcel



View of subject parcel looking south-west from 20 Avenue NE showing adjacent parcels.



View of subject parcel looking south-east from 20 Avenue NE showing adjacent parcels.



CITY OF SALMON ARM

BYLAW NO. 4212

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

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

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

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

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

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP54214 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. 4212**".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

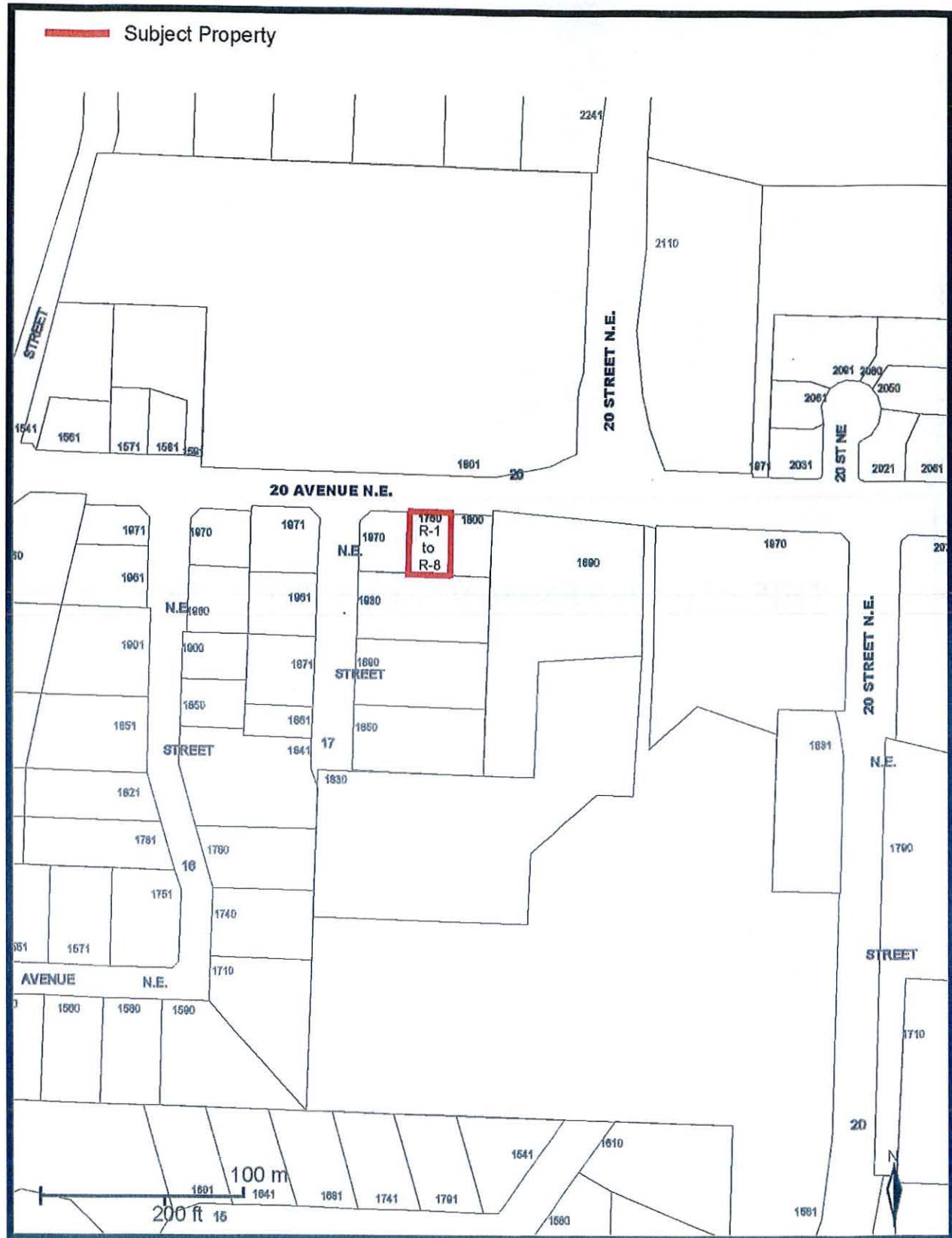
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 8.2

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4213, be read a first and second time.

[ZON-1095; 1074917 BC Ltd./ Browne Johnson Land Surveyors; 2021, 2020, 2031, 2040, 2080 – 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 – 14 Avenue SE; and 1400 – 20 Street SE R-1 to R-8]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: May 30, 2017

Subject: Zoning Bylaw Amendment Application No. 1095

Legal: Lots 1 - 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515; Lots 9 - 21, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP71301; Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 24221, Except Plans EPP32727, EPP67515 & EPP71301

Civic: 2021, 2020, 2031, 2040, 2080 – 14 Avenue SE (Lots 1-5); 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 – 14 Avenue SE (Lots 9 – 21); and 1400 – 20 Street SE (Remainder Lot B)

Owner/Applicant: 1074917 BC Ltd. / Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 1 - 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515; Lots 9 - 21, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP71301; Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 24221, Except Plans EPP32727, EPP67515 & EPP71301 (2021, 2020, 2031, 2040, 2080 14 Avenue SE; 2051, 2060, 2071, 2081, 2111, 2151, 2171, 2181, 2211, 2170, 2231, 2251, 2271 – 14 Avenue SE; and 1400 – 20 Street SE) from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcels are located at 1400 20 Street SE in the new Hillcrest Heights subdivision (Appendix 1 and 2), and combine to roughly 6 acres in area. The parent parcel is currently proceeding under a subdivision application (SUB-15.08) which would ultimately result in the creation of 32 parcels. The proposal is to rezone 18 recently created parcels and the remaining portion of the parent parcel (11 future lots) from R-1 (Single Family Residential) to R-8 (Residential Suite) to allow options for residential suite use and development.

BACKGROUND

The subject parcels are designated Low Density Residential in the City's Official Community Plan (OCP), zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3), and are currently vacant. The proposed layout concept (attached as Appendix 4) demonstrates how the subject parcels would be divided into 32 lots. 29 of these proposed lots are being considered for R-8 zoning under this application. The proposed minimum parcel sizes and minimum widths meet or exceed the minimum parcel specifications of the proposed R-8 zone for secondary suites.

The subject parcels are located on 20 Street SE, just south of Hillcrest School. Site photos are attached as Appendix 5. This area is largely comprised of R-1 and R-7 zoned parcels containing single family dwellings. There are currently twenty-one R-8 zoned parcels within close proximity of the subject parcel, including thirteen in the recently rezoned subdivision to the east (Appendix 3).

As the subject parcels are currently vacant, this amendment is to provide flexibility and facilitate future development and use. Any development of a secondary suite or detached 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 size requirements, 5 of the subject properties have potential for the development of either a secondary suite or a detached suite, while the rest would be limited to a secondary suite within a single family dwelling.

Note that in 2014, City Staff reviewed Policy 8.3.25 with respect to the processing of rezoning applications in recognition that a zoning amendment is not a development application, and may proceed without a building plan in anticipation of potential use or development in the future. As previously noted, any actual development on the vacant subject properties would require a building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

COMMENTS

Engineering Department

No concerns with rezoning. Note that driveway access shall be limited to one with a maximum width of 6.0 metres (Appendix 6).

Building Department

No concerns with rezoning. Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

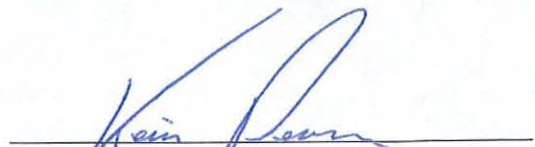
No concerns.

Planning Department

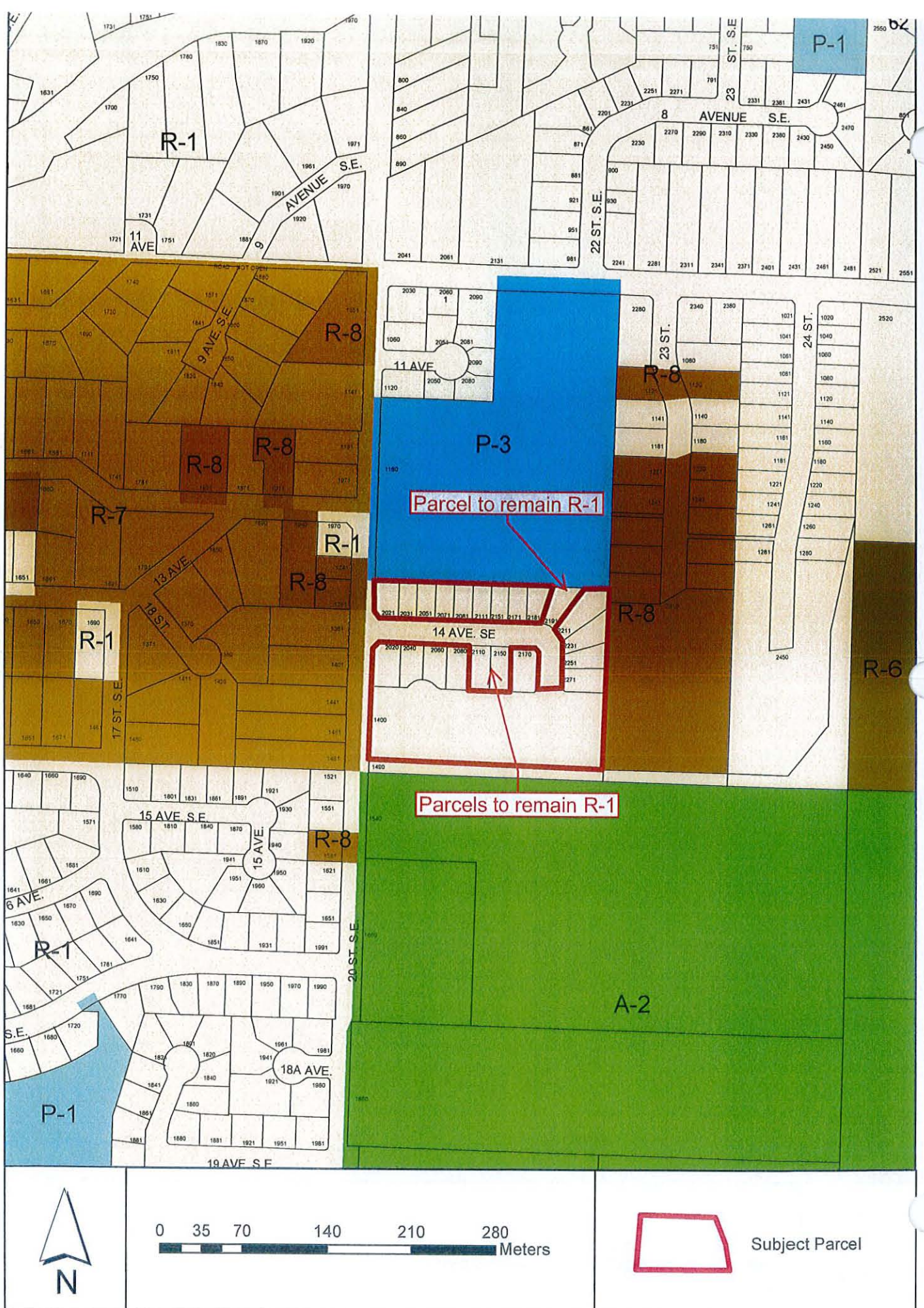
The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff. In staff's opinion, the intended subdivision and minimum parcel sizes would be well-suited for residential suite development. Any development would require a building permit and will be subject to meeting Zoning Bylaw, on-site servicing and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer

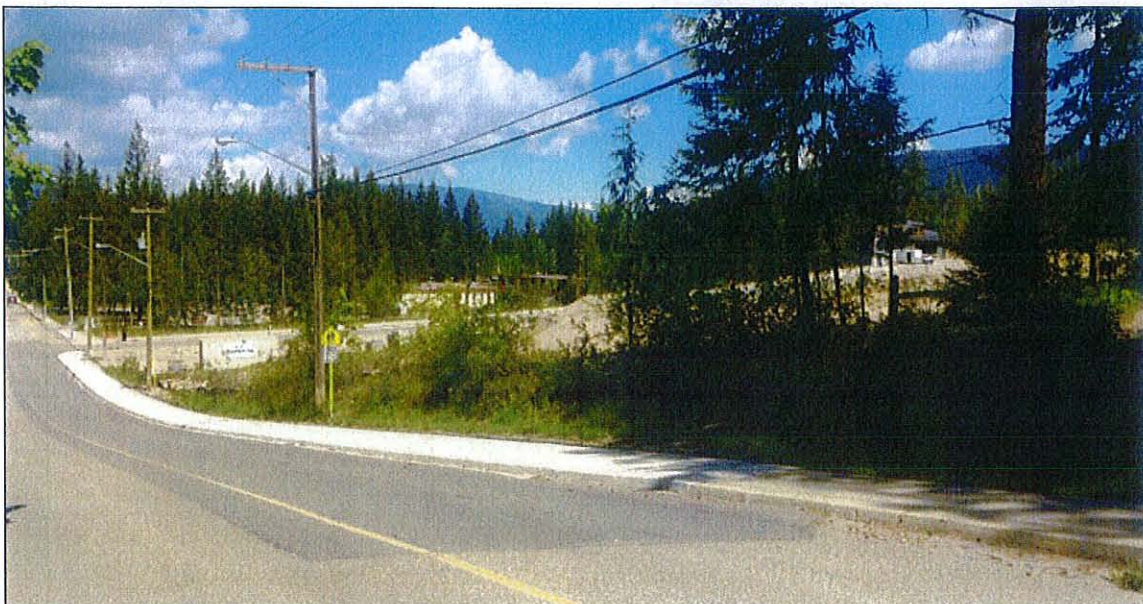


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services





View south-east over the subject parcels.



View north-east over subject parcels.

CITY OF SALMON ARM

BYLAW NO. 4213

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

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

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

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

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

Rezone Lots 1 - 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515; Lots 9 - 21, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP71301; Lot B, Section 12, Township 20, Range 10, W6M, KDYD, Plan 24221, Except Plans EPP32727, EPP67515 and EPP71301 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. 4213"**.

READ A FIRST TIME THIS DAY OF 2017

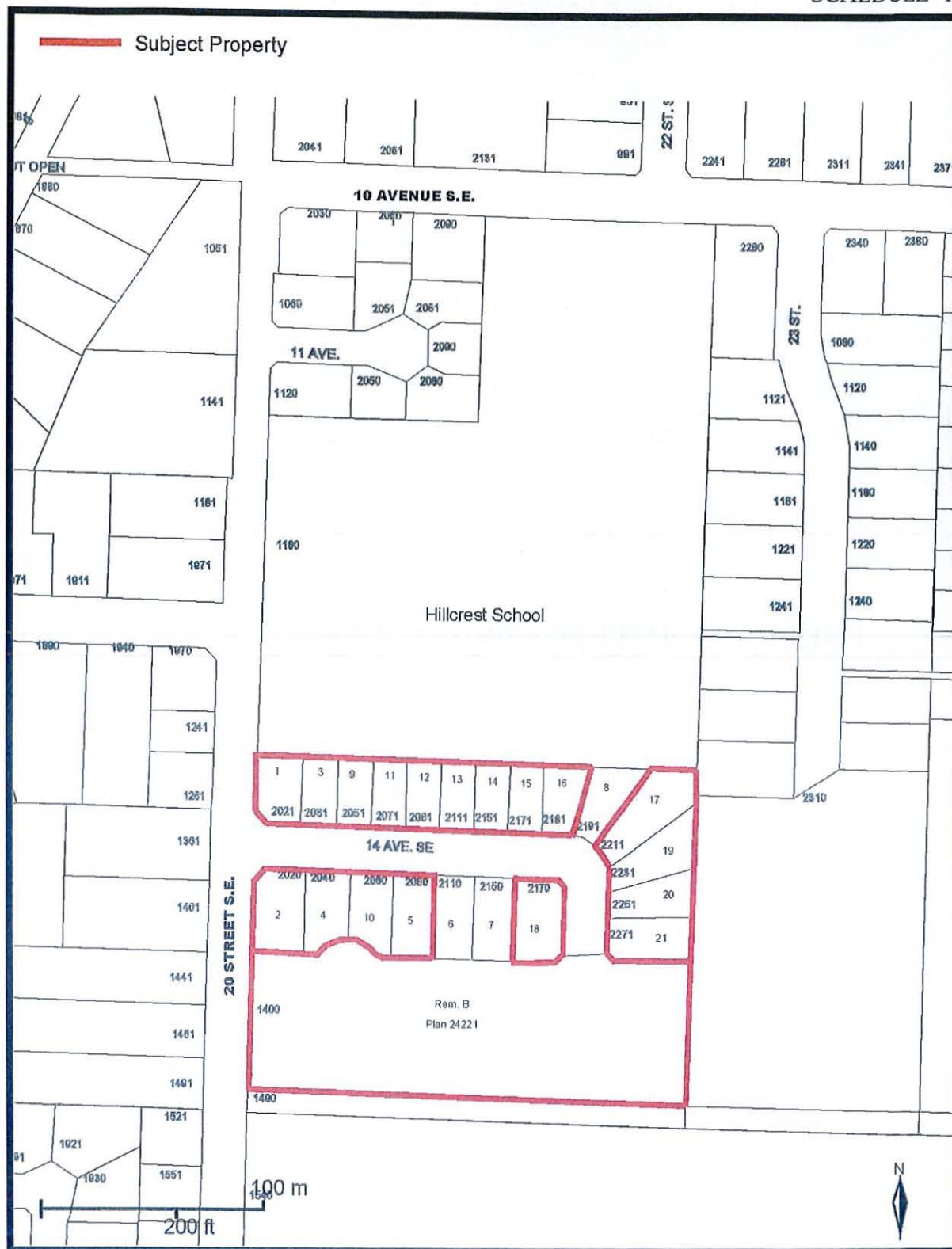
READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER



THIS PAGE INTENTIONALLY LEFT BLANK

Item 8.3

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4214, be read a first and second time.

[ZON-1096; Jamieson, K. & P./ Spencer, H.; 441 34 Street SE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: Her Worship Mayor Cooper and Members of Council

Date: May 26, 2017

Subject: Zoning Bylaw Amendment Application No. 1096

Legal: Lot 3, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP30551

Civic: 441 34 Street SE

Owner/Applicant: Jamieson, K. & P.

Agent: Spencer, H.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP30551 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 441 34 Street SE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit development and subsequent use of a secondary suite within an existing single-family home.

BACKGROUND

The subject parcel is located in a new subdivision just west of Little Mountain Park. The parcel is approximately 993 square metres, currently contains a single family home (constructed in 2015 with an unfinished basement), and designated Low Density Residential in the Official Community Plan (OCP).

The subject parcel is currently zoned R-1 (Single Family Residential) in the Zoning Bylaw (see Appendix 3). The surrounding area is largely comprised of R-1 and R-8 zoned parcels, with the P-1 zoned park parcels to the north and west. Twelve parcels within the surrounding area are zoned R-8.

Site photos are attached as Appendix 4. The subject parcel contains a home similar to other dwellings developed in the area. While the parcel is large enough to permit a detached suite, a secondary suite is proposed within the basement of the existing single-family home, limiting any impact on the streetscape.

Secondary Suites

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

COMMENTSEngineering Department

No objections to the proposed rezoning, subject to provision of sufficient onsite parking.

Building Department

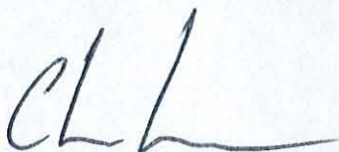
No concerns with rezoning. BC Building Code to apply.

Fire Department

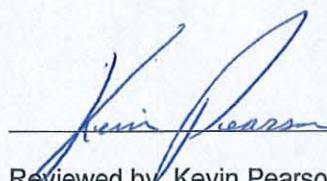
No concerns.

Planning Department

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



Prepared by: Chris Larson, MCP
Planning and Development Officer



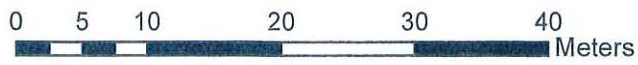
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



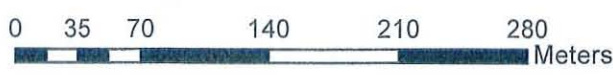
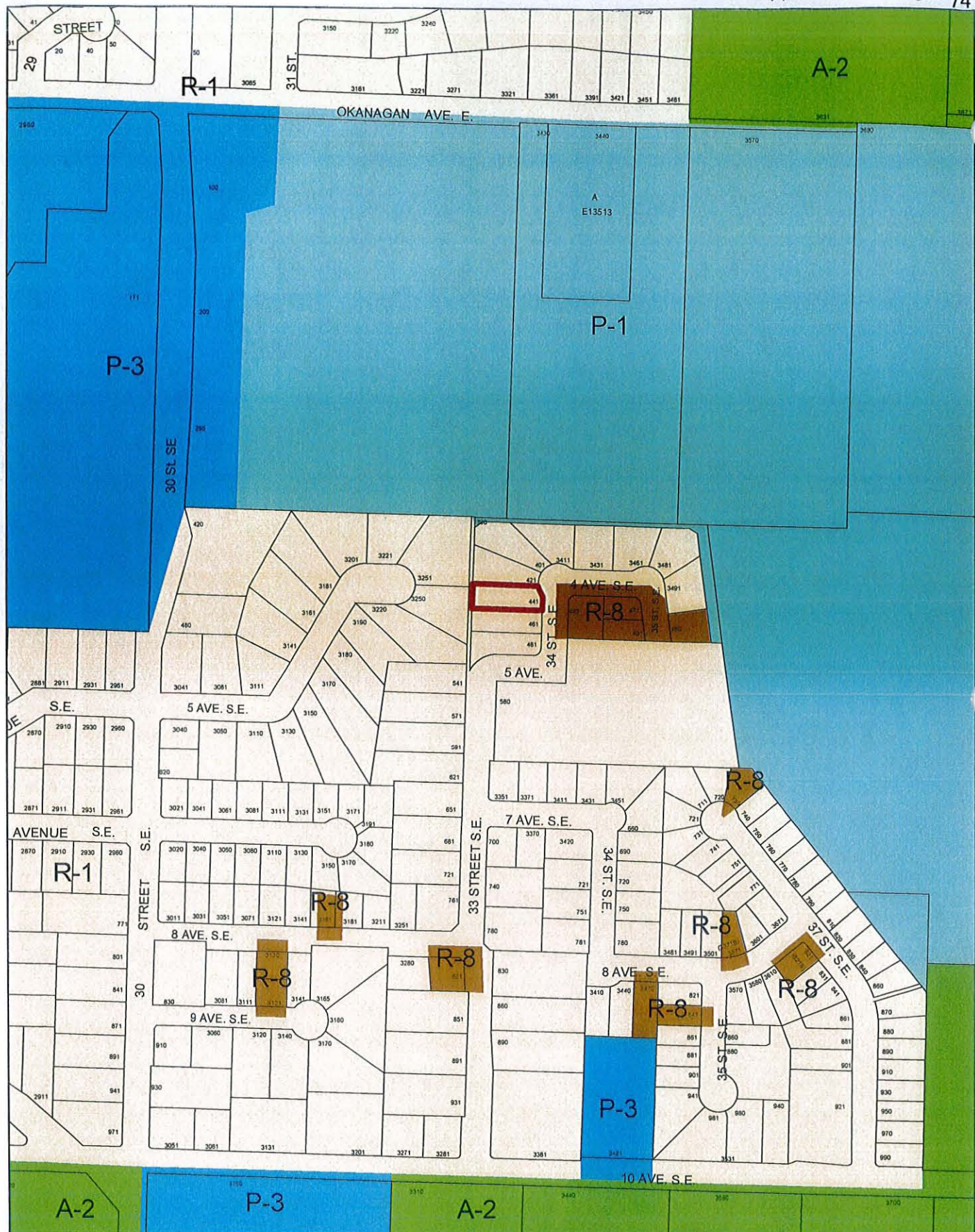
0 35 70 140 210 280 Meters



Subject Parcel



Subject Parcel



Subject Parcel



View of subject parcel looking south-west from 34 Street SE showing adjacent parcel.



View of subject parcel looking north-west from 34 Street SE showing adjacent parcels.

CITY OF SALMON ARM

BYLAW NO. 4214

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

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

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

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

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

Rezone Lot 3, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP30551 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. 4214".

READ A FIRST TIME THIS DAY OF 2017

READ A SECOND TIME THIS DAY OF 2017

READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4206, be read a final time.

[ZON-1088; Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: April 19, 2017

Subject: Zoning Bylaw Amendment Application No. 1088

Legal: Lot 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359

Civic: 921 & 941 Harbourfront Drive NE

Owner/Applicant: Raspberry, B. & W.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359 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:

- 1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring compliance with Provincial Riparian Areas Regulation, saving the city harmless from any liability or damages that may arise in the future; and**
- 2. Approval by the Ministry of Transportation and Infrastructure.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcels are located at 921 and 941 Harbourfront Drive NE (Appendix 1 and 2). The proposal is to rezone both parcels from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the development and subsequent use of a single-family home and secondary suite on each lot.

BACKGROUND

The subject parcels are located on the waterfront off of Harbourfront Drive to the east of Marine Park. They are both approximately 0.6 acres in size each, and currently undeveloped. The parcels are designated Low Density Residential in the City's Official Community Plan (OCP).

The subject parcels are zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw. The surrounding area is largely comprised of R-7 and R-8 zoned parcels, with parcels zoned for commercial use further to the west. There are seven parcels within close proximity zoned R-8 (see Appendix 3).

A site plan of the parcels is attached as Appendix 4, while site photos are attached as Appendix 5. While the building massing has yet to be determined, it is expected to be similar to development on neighbouring properties along Harbourfront Drive. The applicant has reported to staff that a QEP has been contracted to address the siting with respect to the Provincial Riparian Areas Regulation.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of either a secondary or detached suite in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on Zoning Bylaw requirements, both of the subject parcels have potential for the development of a secondary suite or a detached suite, including sufficient space for the required additional off-street parking stall to serve the suite.

Riparian Areas Regulation

As the properties are adjacent to Shuswap Lake, it is important to note that development within 30 m of the high water mark is subject to the Provincial Riparian Areas Regulation (RAR) and a Qualified Environmental Professional (QEP) must complete an assessment for the property on behalf of the applicant to guide the proposed development. The homes along Harbourfront Drive have largely been constructed within 30 m of the high water mark, and have all largely involved a QEP and RAR assessment report. As per the policies under section 5.4 of the OCP, a Section 219 Land Title Act covenant will be required to ensure either the protection of the RAR area or that any development within 30 metres of the high water mark complies with a QEP's RAR Assessment.

City staff have received notification from the Province that a RAR assessment (#4537) has been created as of April 18, 2017, specifying a 15 m setback from high water mark and associated RAR plantings.

COMMENTS**Ministry of Transportation and Infrastructure**

Pursuant to Section 52 of the *Transportation Act*, approval of the zoning amendment bylaw by the Ministry is required, as the parcel is within 800 m of a Controlled Access Highway (Trans Canada Highway). The Ministry has granted Preliminary Approval for this rezoning.

Engineering Department

No objections to the proposed rezoning.

Building Department

No concerns with rezoning. BC Building Code to apply.

Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

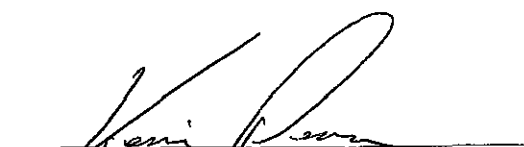
No concerns.

Planning Department

The proposed R-8 zoning of the subject parcels is consistent with the OCP and is therefore supported by staff. Any development of a secondary suite (either within a home or detached) would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements. The owner/applicant has been advised of the City's policies with respect to the Provincial Riparian Areas Regulations.



Prepared by: Chris Larson, MCP
Planning and Development Officer



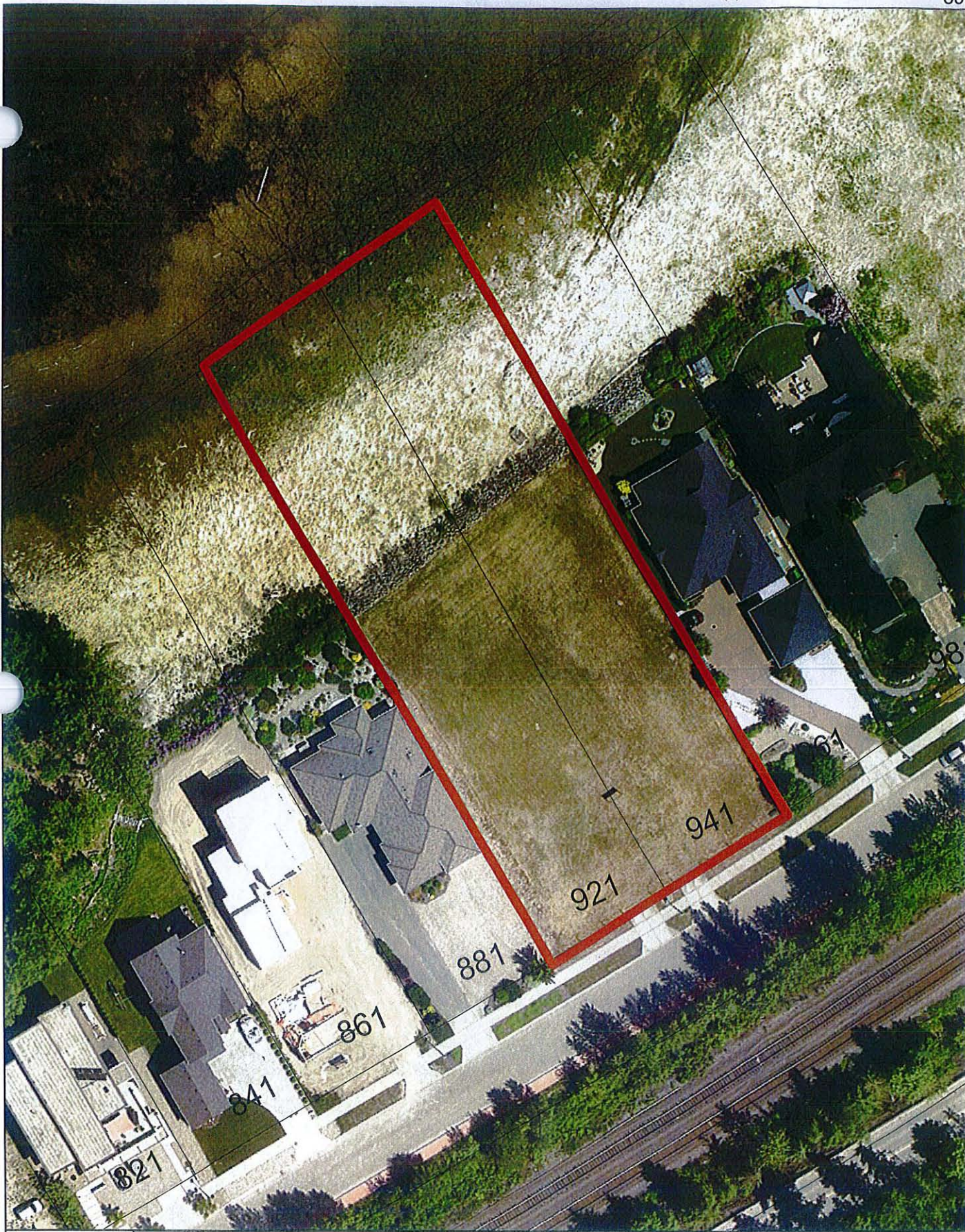
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 45 90 180 270 360 Meters



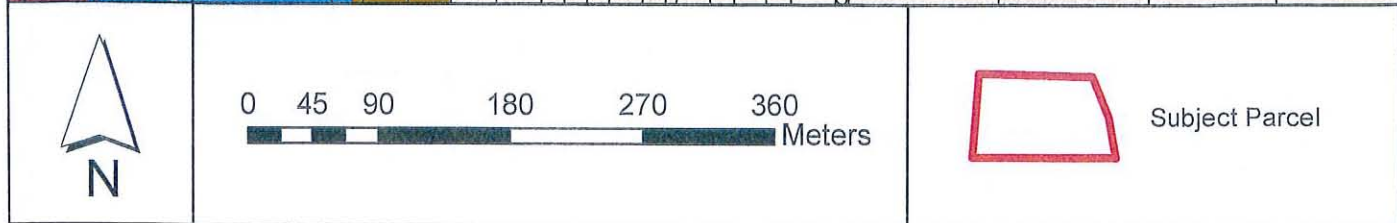
Subject Parcel



0 5 10 20 30 40
Meters



Subject Parcel



Site Plan of Lots 3 & 4, Sec 14 & 23, Tp 20, R 10, W6M, KDYD, Plan KAP73359

Appendix 4: Site Plan

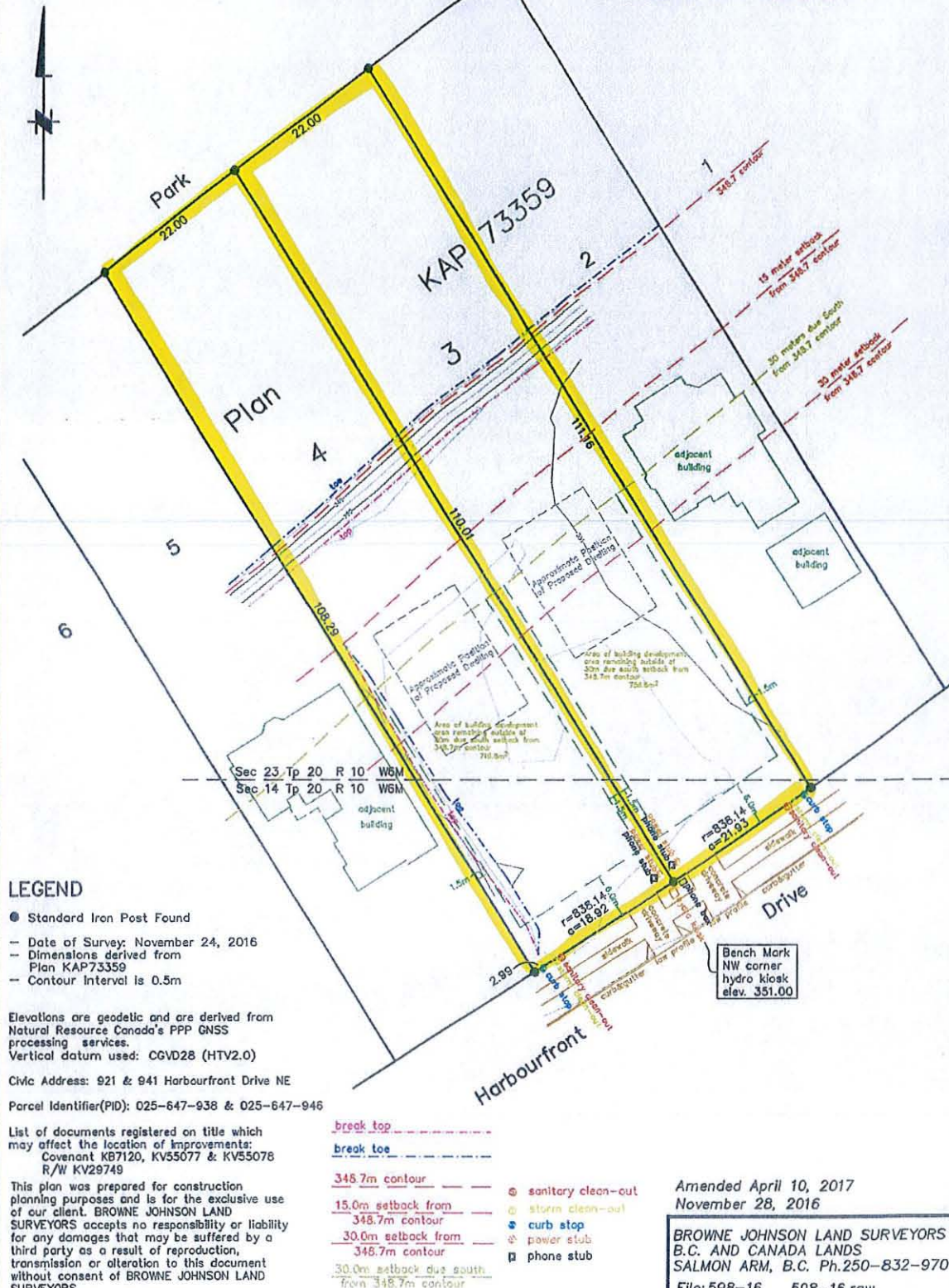
Scale 1:500

BCGS 82L.074

All distances are in metres.

The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:500

NOTE: ———
Setbacks per R8 Zoning





View north over subject parcels showing adjacent properties.



View west over subject parcels showing adjacent properties.

20. **PUBLIC HEARING**

1. **Zoning Amendment Application No. ZON-1088 [Raspberry, B. & W. & 0815605 B.C. Ltd.; 921 & 941 Harbourfront Drive NE; R-7 to R-8]**

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

Submissions were called for at this time.

Council received the written submissions for consideration.

M. Mason, Brown Johnson Land Surveyors, the agent, spoke regarding the application and was available to answer question from Council.

N. Vandergugten, 881 Harbourfront Drive NE, spoke regarding concerns outlined the letter dated May 2017.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4206 was declared closed at 7:12 p.m.

CITY OF SALMON ARM

BYLAW NO. 4206

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 meeting Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on May 8, 2017 at the hour of 7:00 p.m. was published in the April 26 and May 3, 2017 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 3 & 4, Sections 14 & 23, Township 20, Range 10, W6M, KDYD, Plan KAP73359 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4206

Page 2

5. CITATION

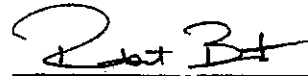
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4206".

READ A FIRST TIME THIS 24th DAY OF April 2017

READ A SECOND TIME THIS 24th DAY OF April 2017

READ A THIRD TIME THIS 8th DAY OF May 2017

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 10th DAY OF MAY 2017

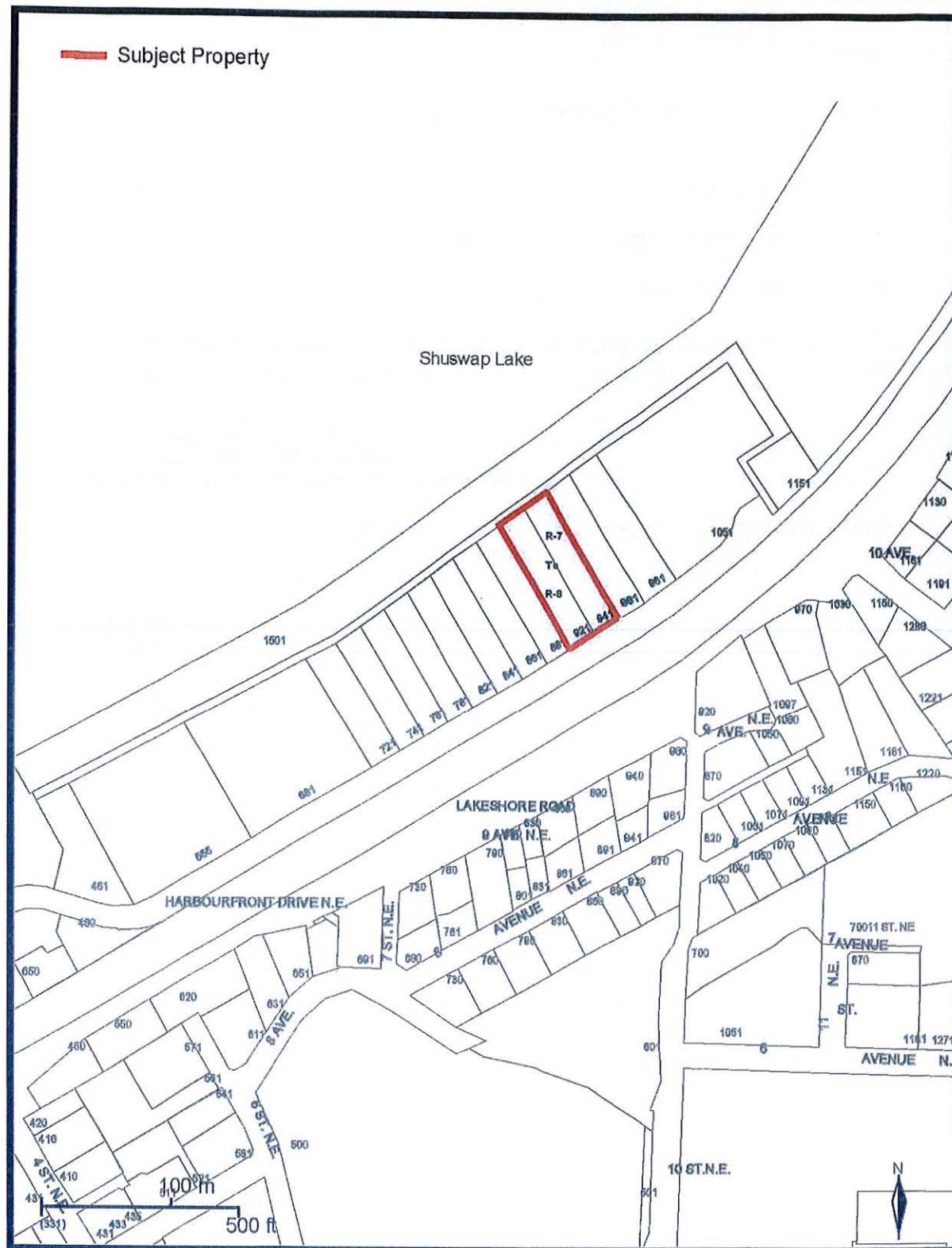


For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER



Item 9.2

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4211, be read a final time.

[Priority File Search]

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: May 14, 2017

SUBJECT: Fee for Service Amendment Bylaw No. 4211
Priority File Search

MOTION FOR CONSIDERATION:

THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4211 be read a first, second and third time.

Background:

In 2014, the City undertook changes to the way in which information was released from property files. Since that time, file search requests have been processed in the order in which they were received. As the real estate market has picked up, agents are, at times, requiring urgent service.

The City of Salmon Arm Fee for Service Amendment Bylaw No. 4211 will amend the City of Salmon Arm Fee for Service Bylaw No. 2498 to include a fee for Priority File Search, which will enable the requestor to pay for "rush" processing. This change will provide requestors who urgently require information from City files to be placed in a priority queue for the fee of \$100.00, in addition to the customary charges for time and photocopying that are associated with all file searches.

Respectfully Submitted,



Erin Jackson
Corporate Officer

CITY OF SALMON ARM

BYLAW NO. 4211

A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"

WHEREAS it is deemed desirable and expedient to alter the fees imposed by "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Appendix 3 Schedule "B" - Miscellaneous Fee Schedule "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby amended by the addition of:

9.	Priority File Search - misc (include property taxes)	\$100.00 plus GST
----	--	-------------------

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 Fee for Service Amendment Bylaw No. 4211".

READ A FIRST TIME THIS	23rd	DAY OF	May	2017
READ A SECOND TIME THIS	23rd	DAY OF	May	2017
READ A THIRD TIME THIS	23rd	DAY OF	May	2017
ADOPTED BY COUNCIL THIS		DAY OF		2017

MAYOR

CORPORATE OFFICER

THIS PAGE INTENTIONALLY LEFT BLANK

INFORMATIONAL CORRESPONDENCE - JUNE 12, 2017

1. Building Department - Building Statistics - May 2017
2. Building Department - Building Permits - Yearly Statistics
3. K. Cannon, J. Sorban, A. Berggren, K. Fauteux, J. Sintich, B. Melmac, N. Bird, L. Blanchette, J. Dubetz, R. Drew, and P. Cannon - letter dated May 5, 2017 - Traffic on 5 Street SW (Between Blackburn Park and Fairgrounds)
4. P. Cavanagh - letter dated May 18, 2017 - Catch Basin Request
5. M. Sinhuber - letter dated May 24, 2017 - Four Way Stop and Community Garden Water Line Request
6. S. Grimes - email dated May 25, 2017 - Beatty Avenue NW
7. School District No. 83 - Inashiki Exchange Draft Student Itinerary, August 16 - 24, 2017
8. P. Ryley and P. Thurston, SFRRC Executive Director - letter - Pride Proposal July 29, 2017
9. J. B. Healey, Head Swimming Coach, Columbia Shuswap Selkirks - letter dated April 30, 2017 - Swim BC Open Water Provincial Swimming Championships
10. J. Henderson, Director, Shuswap Theatre Board - letter dated May 11, 2017 - Request to Close Alleyway July 21 - July 23, 2017 for Theatre On The Edge
11. D. Quilty, President, Salmon Arm Lawn Bowling Club - letter dated May 15, 2017 - Appreciation for Co-operation and Support
12. L. Wong, Manager, Downtown Salmon Arm - letter dated May 31, 2017 - Askews Apple Fest
13. J. Henderson and B. Kirkwood-Hackett, Festival Co-Chairs, Shuswap Theatre - letter dated June 1, 2017 - Okanagan Zone Drama Festival Festival Sponsor Thank You
14. Brian Erickson, President, Shuswap Connexions - letter dated May 29, 2017 - Bus Petition Reminder
15. K. and M. Moores, Tim Horton Children's Foundation - letter received May 17, 2017 - May 31st Tim Hortons Camp Day
16. L. Wong, Manager, Downtown Salmon Arm - letter dated June 6, 2017 - Ross Street Breezeway Walking Map Mural
17. Interior Health Authority - Newsletter dated May 2017 - Population Health, Healthy Communities Update
18. K. Hardt, Communications Consultant, Interior Health Authority - Public Service Announcement dated May 16, 2017 - Caution for water users on Shuswap Lake near Cape Horn
19. K. Hardt, Communications Consultant, Interior Health Authority - Public Service Announcement dated May 16, 2017 - IH issues water advisory following tanker truck accident near Shuswap River
20. L. Coates, Communications Consultant, Interior Health Authority - Public Service Announcement dated May 19, 2017 - Bat encounters can put you at risk for rabies
21. J. Patrick, Airport Communication Coordinator, Kelowna International Airport - News Release dated May 19, 2017 - YLW's first redeye flight takes off!!
22. M. Spatharakis, Manager, Local Government Customers, BC Assessment - email dated May 30, 2017 - UBCM 2017 Convention - BC Assessment Meeting Invitation
23. J. Zerucelli, Director of Operations, Office of the Prime Minister - letter dated May 25, 2017 - Invitation Regrets
24. D. White, Founding Board Member, World Oceans Day - email dated May 15, 2017 - World Oceans Day June 8

THIS PAGE INTENTIONALLY LEFT BLANK

Item 10.2

CITY OF SALMON ARM

Date: June 12, 2017

Okanagan Regional Library Connecting Curious Minds

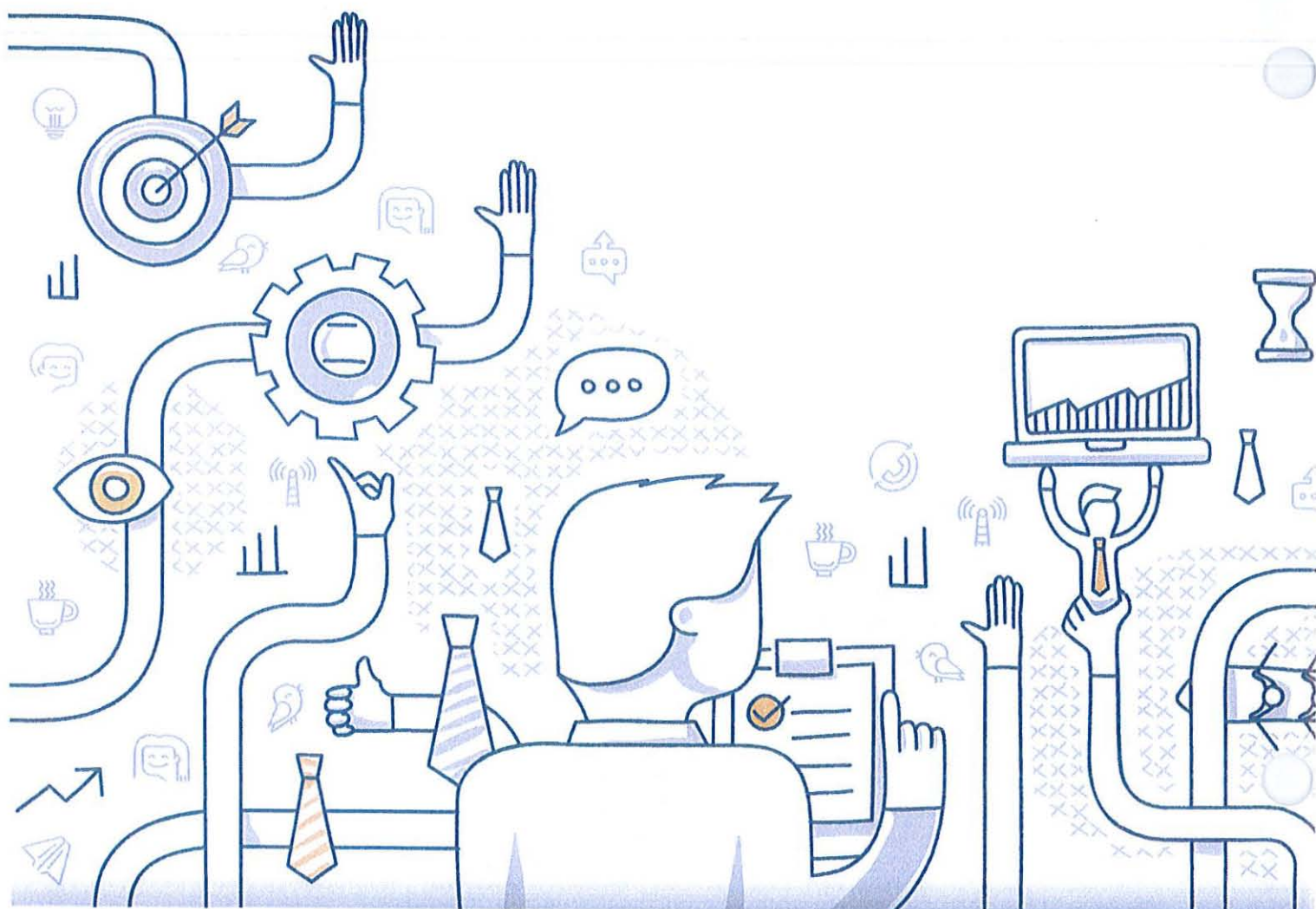
2016 Annual Report

Vote Record

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

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

2016 ANNUAL REPORT



Board Chair & CEO Message:

2016 was an exciting year for the ORL, with the first year of the new strategic plan ushering in increases in use in every major indicator – total visits (online and in person), total circulation, program attendance, wifi use, and active members.

The ORL has been growing and changing, embracing a broader learning mandate and working on bringing training and learning experiences that are relevant to everyday people into all of our member communities. Over the past five years, attendance at adult-oriented classes, lectures, and programs has grown by a staggering 500%. In 2016, the library also introduced a new service called Lynda.com, which is an online training and skills development service that helps people develop new skills for their jobs and personal interests. Feedback on this has been hugely positive.

Two new building projects were launched – the relocation of the Armstrong Branch, which was completed in 2017 and will be discussed in the 2017 Annual Report, and the first phase of the Kelowna Branch renovation, which saw links added to the Okanagan Centre for Innovation, a six-story tech hub, relocation of the 'Innovation Library' our partnership space for UBC Okanagan staff, and the creation of additional classroom and meeting spaces. Future phases of that renovation are intended to add a public recording studio, interactive play elements for children, a maker space, and a business centre. Our new Summerland Branch enjoyed a successful first year of opening, with rave reviews from patrons, an Award of Merit from the Southern Interior Construction Association, and a photo and mention in Library Journal.

Looking ahead to 2017, we see a focus on the second pillar of our plan – community. Library branches across the region will be asked to reflect on the broader priorities of their communities and begin finding ways to incorporate them into planning. We look forward to another year of growth and change, based on the amazing ingenuity and hard work of staff, the governance of a thoughtful and committed board, and, most important of all, the people of our communities, who both partake in and help shape the library and learning services the ORL provides.



Catherine Lord
Chair



Stephanie Hall
CEO

HIGHLIGHTS

14,680

new registrations



101,423

active members



up by
2.4%

3,500,000

overall transactions



10%

more Wi-Fi points added

8 access points added (totaling 62) this results in much more reliable and wider Wi-Fi coverage



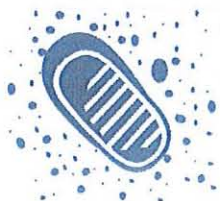
1,082,560

Wi-Fi sessions

up by **40%**

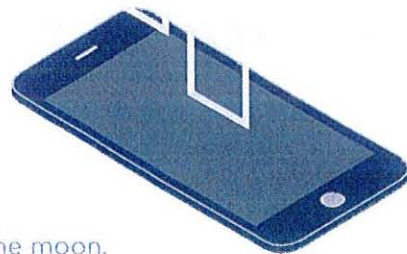
>40TB

of WiFi Data consumed



FUN FACT

Apollo 11 used 64Kbyte to put a person on the moon. That's roughly 5,000,000,000 less than 40tb



ABOUT ORL eRESOURCES:

In March, the ORL launched Lynda.com, a service providing online video tutorials for a variety of subjects from Computers and Technology to Business, and more, all taught by industry experts. Since its launch in March, ORL members have enjoyed over 1,800 hours of video tutorials in 2016.

In April, the ORL launched PressReader, a digital newspaper and magazine collection of over 4,000 publications, in many different languages. This collection of Canadian and international publications can be enjoyed in print-like layouts with same day access as newsstands. Within the first nine months, ORL members read over 390,000 articles on PressReader!

Many of the digital collections, TumbleBooks, ORL eBooks and OneClickdigital (which feature eBooks and eAudiobooks), as well as Zinio for Libraries (featuring eMagazines) continue to see positive growth in their use among patrons, with usage up 26 per cent for these collections.

In September, the ORL was pleased to launch a new online experience for patrons

- 1) The Website, www.orl.bc.ca, was redesigned with a fresh new look.
- 2) The new Events Calendar, orl.evanced.info/signup/Calendar, allows patrons to register online for library events and programs, and get calendar reminders so they can be sure not to miss a thing.
- 3) The BiblioCommons Catalogue, www.orl.bibliocommons.com, was re-introduced. The Catalogue makes it easier to find the books, music and movies that patrons want, lets patrons share recommendations and reviews with other library members, and allows patrons to borrow digital books directly from the Catalogue.

The Website, Catalogue and Events Calendar are also smart phone and tablet friendly, so you can easily get your ORL on the go.

CIRCULATION OF MATERIALS

ELECTRONIC CIRCULATION EXPERIENCED A STRONG SURGE

up 31% to 500,000 transactions



OVERALL

up 2.6% to 3,500,000 transactions

PHYSICAL

down 0.8% to 3,000,000 transactions

PROGRAM ATTENDANCE

OVERALL

up 18.7%
145,478
ATTENDANCES

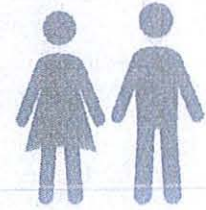


CHILDREN



up 13.9%
107,092
ATTENDANCES

ADULTS



up 34.5%
38,386
ATTENDANCES

VISITS

OVERALL

up 5.5%
3,900,000
TOTAL VISITS



IN PERSON



up .5%
1,600,000

WEB VISITS



up 9.4%
2,300,000

RE-FRESH OF THE KELOWNA BRANCH:

2016 was a year of renovations at the Kelowna Branch. The downtown library building is a beautiful structure, and we celebrated its 20th birthday with new flooring throughout, as provided by the City of Kelowna, a revitalized front entryway, new shelving, and some creative changes to the interior space to reflect the new and exciting ways libraries are now being used. This was Phase 1 of a multi-phase planned renovation with future phases projected that will connect the library on two floors to the new Okanagan Centre for Innovation, and the creation of a Makerspace, and Sound Recording and Video Editing studio.

Part of the Phase 1 renovation included creating a large flexible programming / classroom space on the second floor. This Great Room space has floor-to-ceiling glass walls that can be opened up to make one large event space, or closed to create different configurations of classroom and study / reading space. The Great Room is outfitted with a ceiling mounted projector, screen, and a sound system. This area can be used for library taught programs, community partnership events, and is a rentable meeting / teaching space for the citizens of Kelowna.

On the main floor we replaced the traditional library stacks with lower-height, movable library shelving. This allows more light into the space, and makes our library completely configurable, so that we can be creative about how we use our space when running big public events. On the second floor, we were able to lower the height of some of the shelves and reorganize some resources to create more usable public space for reading, studying, working, and socializing.

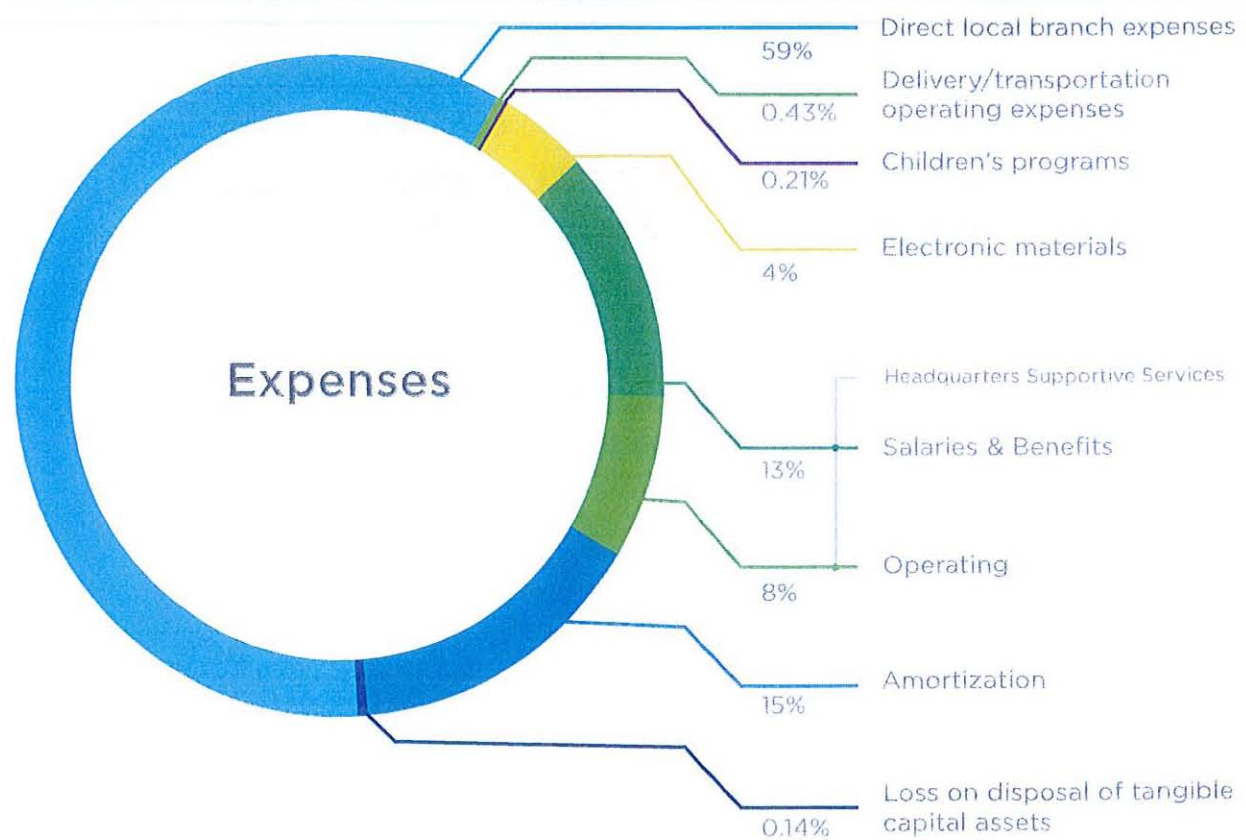
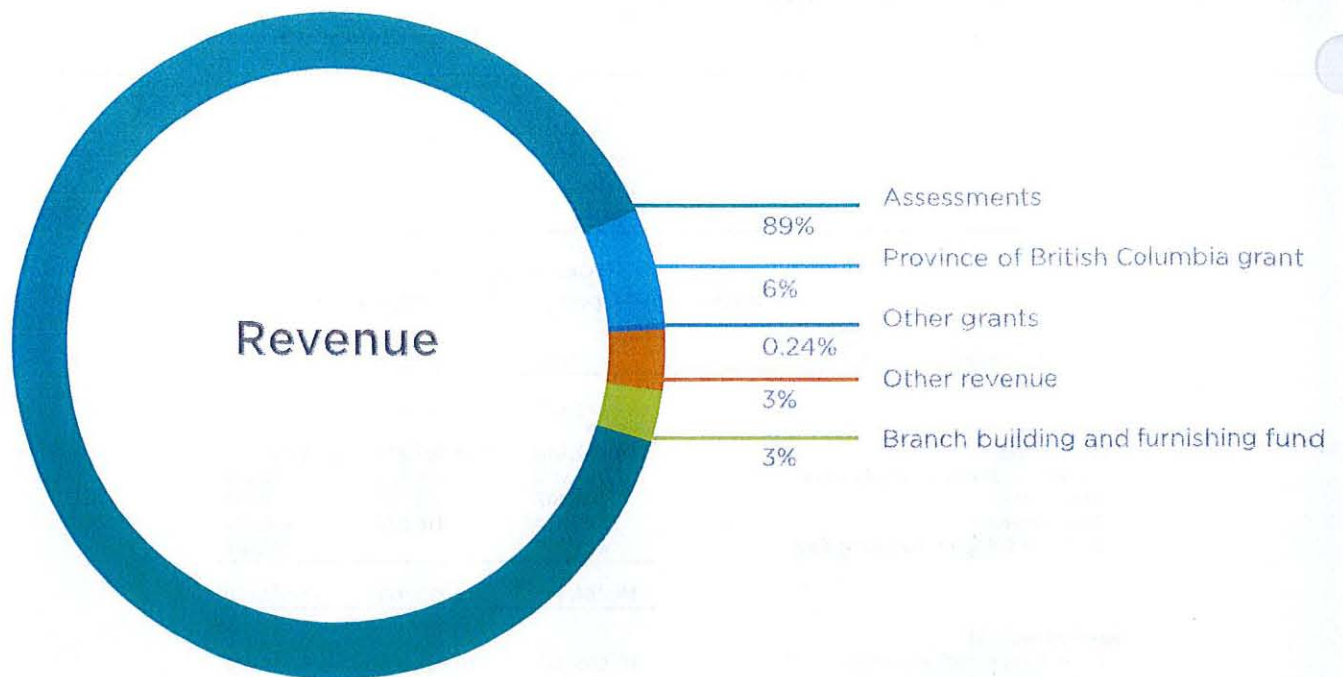
In late 2016 Kelowna Library also hired two new positions for the ORL, Technical Assistants. These new staff bring strong technical expertise along with a passion for teaching and learning to our organization. They will also be integral to a whole new array of library programming in the areas of electronics, coding, and making.



Statement of Operations

Okanagan Regional Library District Statement of Operations and Accumulated Surplus			
For the year ended December 31	2016	2016	2015
	Actual	Budget	Actual
Revenue			
Assessments	\$ 16,203,810	\$ 16,203,810	\$ 15,816,441
Province of British Columbia grant	1,009,058	1,008,808	1,008,871
Other grants	44,137	83,500	49,890
Other revenue	541,610	416,877	490,239
Branch building and furnishing fund	485,850	-	442,029
	<u>18,284,465</u>	<u>17,712,995</u>	<u>17,807,470</u>
Expenses (Note 6)			
Direct local branch expenses	10,608,363	10,021,828	9,999,045
Delivery/transportation			
Operating expenses	77,393	103,700	85,976
Children's programs	38,576	30,866	40,355
Electronic materials	790,033	790,000	633,026
Headquarters supportive services			
Salaries and benefits	2,263,311	2,464,589	2,352,416
Operating	1,420,374	1,594,162	1,320,611
Amortization	2,755,937	-	3,133,314
Loss on disposal of tangible capital assets	25,703	-	3,829
	<u>17,979,690</u>	<u>15,005,145</u>	<u>17,568,572</u>
Annual surplus (deficit)	<u>304,775</u>	<u>2,707,850</u>	<u>238,898</u>
Accumulated surplus, beginning of year	<u>18,659,218</u>	<u>18,659,218</u>	<u>18,420,320</u>
Accumulated surplus, end of year	<u>\$ 18,963,993</u>	<u>\$ 21,367,068</u>	<u>\$ 18,659,218</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.



Thank you!

The ORL is fortunate to have worked with many supporters during 2015 who have contributed volunteer time, expertise and energy, and financial resources. Their gifts elevate the library's ability to deliver outstanding programs, resources and spaces for all.

The ORL would especially like to thank all supporters who contributed to the furthering of knowledge and learning by donating to the ORL:

David Askew	CUPE Local 3523
Dr. Nichole Sorensen	Knights of Columbus Father Delestre
Pattison John	Council No. 6233
Turner Stanley G	Lake Country Winfield Lions Club
Ferguson Don	Lumby Lions Club
Unterberger Marjorie	Shoppers Drug Mart
Wiener Sharon	Army, Navy & Air Force Veterans Unit
Williams Laurie	376
Quaia Noemi	Revelstoke Elks #453
Finer Laurie	Ratcliff & Company LLP
Sansom John & Irene	Armstrong Elementary School
Williams Lily	Highland Park Elementary School
Anon Al	Kelowna Friends of the Library
Stayura Diane	Summerland Friends of the Library
Cooper Roy	Sorrento Friends of the Library
Buckley Imelda Clare	Vernon Friends of the Library
Anderson Leonard & Carol	Salmon Arm Friends of the Library
Crissey Michael & Linda	Osoyoos Friends of the Library
Wiess Betty	Enderby Friends of the Library
CUPE Local 338	

Serving 29 communities:

Armstrong	Hedley	Lumby	Oliver	Revelstoke	South Shuswap
Cherryville	Kaleden	Mission	Osoyoos	Rutland	Summerland
Enderby	Kelowna	Naramata	Oyama	Salmon Arm	Vernon
Falkland	Keremeos	North Shuswap	Peachland	Sicamous	Westbank
Golden	Lake Country	Okanagan Falls	Princeton	Silver Creek	



1430 KLO Road
Kelowna, BC V1W 3P6



250.762.2800
ori.bc.ca



facebook.com/ORLreads
#ORLreads

)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 11.1

CITY OF SALMON ARM

Date: June 12, 2017

Farm Home Plate Regulations

For Information

Vote Record

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

Opposed:

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



City of Salmon Arm
Memorandum from the Director of Development Services

TO: Her Worship Mayor Cooper and Council

FROM: Development Services Department

DATE: May 17, 2017

SUBJECT: Informational Report - Farm Home Plate Regulations

FOR INFORMATION

PURPOSE

At the regular Planning and Development Services Meeting of March 6, 2017 the Committee made a motion requesting staff to provide an information report on the siting and size of residential buildings on agricultural land. The purpose of this report is to provide Council with an overview of existing guidelines and potential regulations regarding residential and accessory residential buildings on agricultural lands commonly referred to as Farm Home Plate (FHP) regulations.

BACKGROUND

Currently, the City of Salmon Arm does not regulate the siting and size of residential buildings within the Agricultural Land Reserve (ALR) or agriculturally zoned lands beyond standard zoning setbacks. Further, the Agricultural Land Commission (ALC) and the BC Ministry of Agriculture also does not currently regulate the siting and size of residential buildings within the ALR. However, the Ministry has drafted documents which provide guideline standards (*Regulating the Siting and Size of Residential Uses in the ALR, September 2011* and *Guide for Bylaw Development in Farming Areas, 2015*). These documents provide the 'Ministers' Bylaw Standards' for local governments to implement and promote consistency for BC communities, without going as far as to implement them within provincial legislation.

COMMENTS

Agricultural Advisory Committee

The Report was reviewed by the Agricultural Advisory Committee (AAC) at its meeting of May 10, 2017. The Committee adopted the following resolution:

THAT: the Agricultural Advisory Committee believes it is important that we create a stable environment for the farming community to encourage long-term commitment and investment. The Committee recommends to Council that it adopt the Ministry of Agriculture's guidelines for farm residential use siting, footprint, and size with exemptions allowing for the use of poor agricultural land where appropriate.

Minutes from the May 10, 2017 AAC meeting are attached as APPENDIX 3.

Planning

The goal of implementing FHP regulations is to limit the impact of residential development on agricultural land. The Ministry of Agriculture recommends the following means to achieve this:

1. Regulating the siting of residential uses;
2. Restricting the size of the farm residential footprint; and
3. Restricting the size of the farm residence.

Farm residential uses include but are not exclusive to; farm residences, detached garages or carports, decorative landscaping, recreational facilities (i.e. swimming pools & tennis courts), and related infrastructure (i.e. sewage septic systems & residential water well systems).

Siting of Farm Residential Uses

The maximum setback of residential uses from a public road or highway is recommended to be restricted by Ministry standards. This would set maximum setbacks from the front parcel and exterior parcel line (when located on a parcel with multiple road frontages). The recommended setback for the FHP is 60 m, with the back of the dwelling restricted to 50 m to allow for a 10 m backyard. In the circumstance of a narrow lot width the maximum FHP is suggested to be extended to 100 m in depth from the road for accessory residential buildings however the maximum setback to the rear of the dwelling is maintained at 50 m.

Farm Residential Footprint

The Ministry's preferred approach to residential footprint is for the local government to establish farm residential footprint size be commensurate with urban or suburban lot areas. However, it is understood that the urban lot areas may be much smaller than what could be deemed appropriate for larger agricultural lots. City of Salmon Arm Zoning Bylaw No. 2303 requires a minimum lot size based on the residential zone as listed in the table below:

Zoning Bylaw No. 2303 Residential Zones	Minimum Lot Area M ²	Minimum Lot Area Ft ²
Medium Family (R-4)	300 m ²	3,229 ft ²
Single Family (R-1)	450 m ²	4,843 ft ²
Duplex Residential (R-2)	800 m ²	8,611 ft ²
Large Lot Single Family (R-7)	1,330 m ²	14,316 ft ²
Estate (R-9)	4,046 m ²	43,550 ft ²
<i>*Ministry of Agriculture Recommended Maximum Footprint</i>	<i>2,000m²</i>	<i>21,527 ft²</i>

The suggested maximum footprint area or FHP is 2,000 m² (21,527 ft²) plus 1,000 m² (10,763 ft²) for each additional dwelling unit permitted and another 35 m² (376 ft²) for farm worker accommodation. An example diagram of the Ministry of Agriculture's recommended residential footprint and maximum setbacks are shown in APPENDIX 1.

Size of Farm Residence

The Ministry's suggested maximum floor areas are 500 m² (5,382 ft²) for the principle farm residence, 300 m² (3,229 ft²) for each additional dwelling unit, and 15 m² (161.5 ft²) for additional farm worker accommodation. Residential footprint size statistics for Salmon Arm are not available; however staff estimates that the largest homes within the City have had footprints of approximately 278 m² or 3,000 ft², with some exceeding that size.

In review of other BC local governments there are approximately six or seven which have implemented similar FHP regulations and are concentrated mostly in the Lower Mainland. A list of known local governments who have adopted such regulations is shown below:

Local Government	Siting (Maximum Setback)	Footprint (Farm Home Plate)	Residence Size
Corporation of Delta	*60 m	3,600 m ²	330 m ² < 8 ha 465 m ² > 8 ha
District of Kent	*60 m	2,023 m ²	370 m ² < 8 ha 465 m ² > 8 ha
City of Surrey	*60 m	2,000 m ²	None
Port Coquitlam	*60 m	10 % of lot area or 2,000 m ² Max	500 m ²
City of Richmond	*60 m	None (Currently Under Review)	0.60 floor area ratio
Township of Spallumcheen	100 m (Properties < 5 ha)	None	None
City of Kelowna	**Farm Protection Development Permit	**Farm Protection Development Permit	**Farm Protection Development Permit
*Ministry of Agriculture Recommended Minimums	60 m	2,000 m ²	500 m ²

* Maximum Setback for the principle farm residence is 50 m with a 10 m backyard.

** The Farm Protection Development Permit involves application process, extensive guidelines (incorporated in the OCP) and staff review for all farm properties unless specifically excluded.

Local Government Act, Nonconforming Uses and Variances

As per the Local Government Act, any bylaw adopted by Council to further regulate the siting and size of residential farm buildings would come into effect immediately after adoption and apply to any new development. Any existing residential farm buildings which do not comply with the amended bylaws would be considered legal non-conforming. The structures would be permitted in their current state however bylaw changes could carry significant implications to future development and potentially external concerns such as home insurance, mortgage availability, reduced land value, etc.

In an overview analysis of existing agricultural properties in Salmon Arm, it is evident that a significant number of farm residences would be made legal non-conforming by adopting such regulations. Example mapping of existing rural areas including the Salmon Valley, Gleneden and North Broadview are shown in APPENDIX 2. In the scenario where existing or new development could not meet FHP regulations, an application for Development Variance Permit to reduce or waive those requirements could be made and would be subject to Council approval.

Detached Suites in the ALR

At the Regular Meeting of March 27, 2017 Council adopted OCP and Zoning Bylaw amendments to allow for detached suites in the ALR in accordance with Policy #8 and the ALCA and Regulations. Staff expect to enforce the size of any Detached Suite based on the 90 m² (968 ft²) permitted habitable space similarly to properties outside of the ALR. The location of the Detached Suites is not regulated outside of standard Zoning Bylaw setbacks. Generally, in staff's opinion, suites and accessory residential buildings are built in close proximity to the principle dwelling for driveway access and servicing reasons (sewer, water, power

etc.). However, this may not always be the case. Regulations to restrict accessory residential structures could be reviewed to mandate secondary dwellings to be located in close proximity to the principle dwelling.

OPTIONS

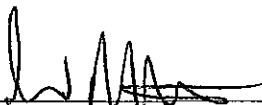
Based on the information provided staff present the following three options to Council:

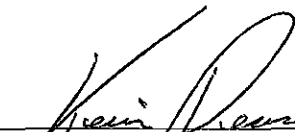
1. Direct staff to draft bylaw amendments for siting, size and footprint of farm residential uses in conjunction with Ministry of Agriculture's recommended standards and similar BC local governments for all lands zoned for agriculture (A-1, A-2, A-3 and CD-3 Zone) including lands within the ALR.
2. Direct staff to draft bylaw amendments for siting, size and footprint on a more limited scale, such as limiting distance from a principle dwelling to a secondary dwelling (i.e. Detached Suite, Second Dwelling for Farm Help).
3. Determine that Council does not wish to proceed with consideration of any bylaw amendments and maintain the current regulatory scheme.

STAFF RECOMMENDATION

Due to relatively low levels of residential farm development pressure in Salmon Arm compared to the lower mainland and the restrictiveness of FHP regulations; staff does not support implementing further regulatory schemes. Staff understands the objective of the FHP regulations to protect agricultural land and capable soils, however believe the requirements would be too restrictive for local farmers and land owners. An increase in Development Variance Permit applications for non-conforming structures and new development would be anticipated, in addition to an increase to staff time to manage related issues.

If Council chose to proceed with implementation, staff could draft bylaw amendments for review and adoption by Council. In review of other jurisdictions, staff have noted that a number of other local governments have proposed FHP regulations and in some cases have received strong public opposition, and in particular from rural land and farm owners. Further public input, specifically from the agricultural community and rural land owners would be recommended.


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


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

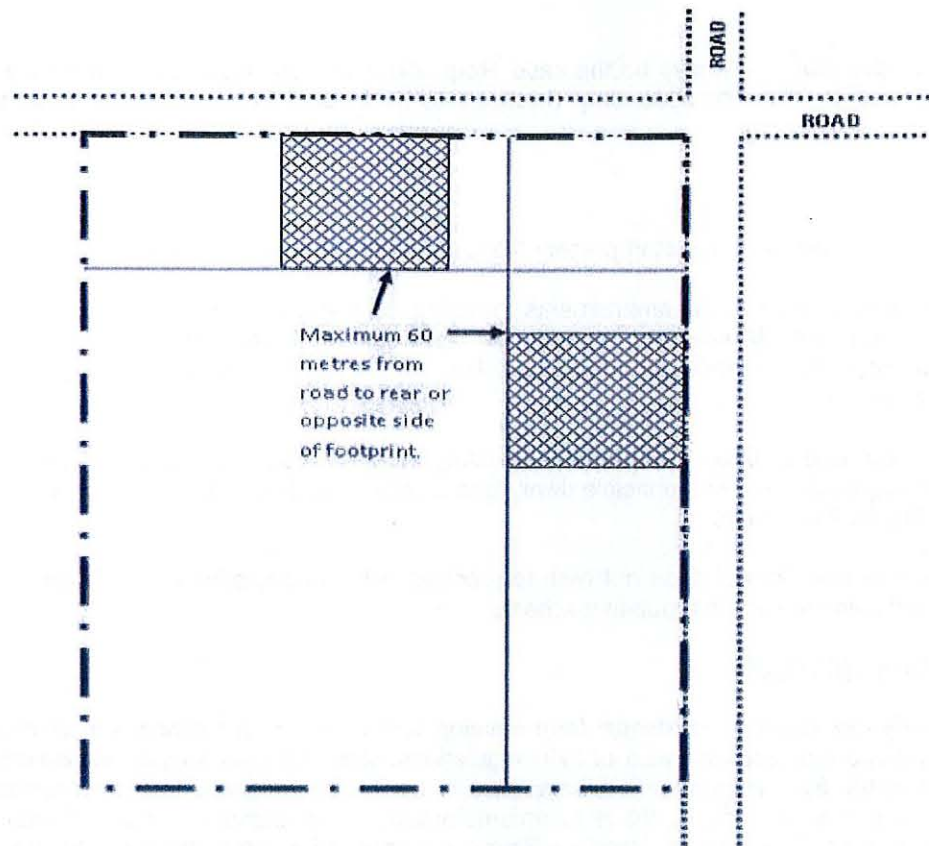


Figure 1: Example maximum setback - 60 metre for residential footprint.

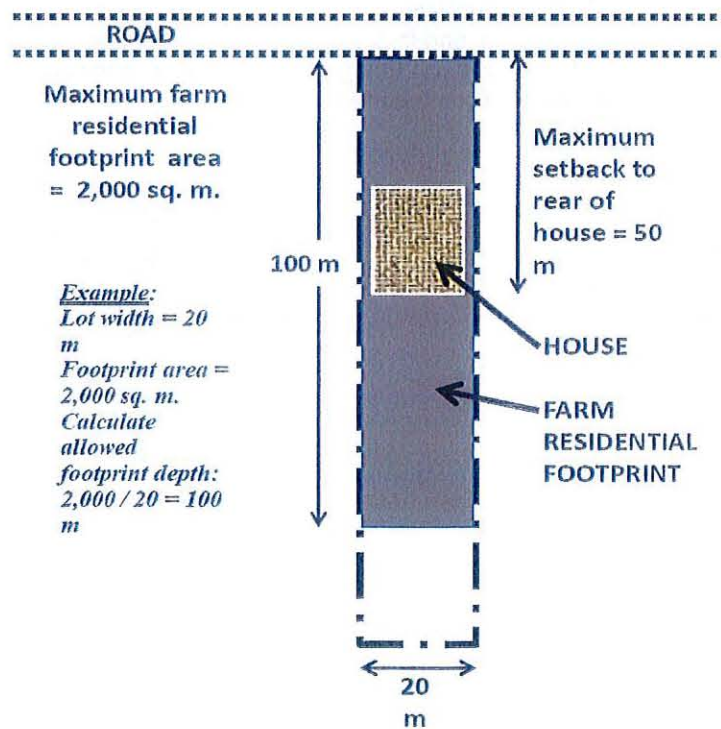


Figure 2: Example maximum setback for a narrow lot (< 33 metre width) – 50 metre dwelling setback.

50 Avenue SW

50 m

60 m

2,000 m²

Farm Residence Siting (50 m) - OK

Farm Residential Footprint - OK
(2,000 metres squared)*Landscaping and septic system would exceed
recommended footprintFarm Residence Size
(500 metres squared/ 5,382 feet squared) - OK*House footprint approximately
280 metres squared/ 3,013 feet squaredFarm Home Plate - Example Map
Salmon Valley

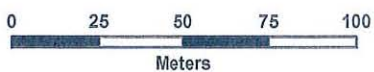
Recommended Farm Residential Footprint

0 10 20 30 40
Meters

*This map was created for explanatory purposes only and is not intended for any other use.



Farm Home Plate - Example Map Gleneden

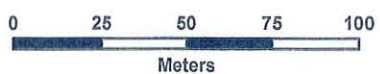


Recommended Farm Residential Footprint

*This map was created for explanatory purposes only and is not intended for any other use.



Farm Home Plate - Example Map
North Broadview



Status
Setback to Rear of Farm Residence
Length (m)

*This map was created for explanatory purposes only and is not intended for any other use.

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, May 10, 2017**.

PRESENT:

Councillor Ken Jamieson, Chair
 Matt Henrie
 James Hanna
 Don Syme
 John McLeod
 Joy De Vos – 4H BC Leader (non-voting guest)
 Wesley Miles, Planning & Development Officer - staff/recorder (non-voting)

ABSENT: Lana Fitt, Ernest Moniz, John Schut, James Olafson, Ron Ganert

1. Call to Order

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

2. Declaration of Interest

n/a

3. Presentations / Delegations

n/a

4. Previous Meeting Minutes

n/a

5. Items

1. Farm Home Plate Regulations – Informational Report to Council

Moved: James Hanna
 Seconded: Don Syme

THAT: the Agricultural Advisory Committee believes it is important that we create a stable environment for the farming community to encourage long-term commitment and investment. The Committee recommends to Council that it adopt the Ministry of Agriculture's guidelines for farm residential use siting, footprint, and size with exemptions allowing for the use of poor agricultural land where appropriate.

Carried

Opposed: John McLeod

Staff outlined the purpose of the report which was requested by Council for information. Staff explained the details of the report including the Ministry of Agriculture's guidelines and provided information on other local governments who have implemented similar regulations. The potential implications to farmers and landowners from Farm Home Plate regulations were also outlined. The Committee discussed items such as: development pressures in Salmon Arm versus the Lower Mainland, potential for lack of regulation to leave the door open for further development, past applications for additional farm worker residences, appropriate size and footprint of farm residences, flexibility in siting of residential buildings to use land with poorer soil conditions, potential implications for existing and non-conforming structures, and potential for even greater regulation through a more extensive farm bylaw.

2. Crannog Ales Support Letter – FOR INFORMATION

Staff distributed a letter from the Agricultural Land Commission to the owners of Crannog Ales in regards to their farm business. The Committee discussed its general support for Crannog Ales and noted that, as per its letter, the ALC would permit the business to operate under its current ownership and size however it could not be expanded without further permission.

6. Late Items

1. Committee Membership

Staff noted that the terms for all Committee Members are up at the end of May and distributed application forms. The applications will be made available to the public and advertisements would be made in the Salmon Arm Observer. Deadline for applications is June 16, 2017.

7. Adjournment

The meeting adjourned at 4:15 p.m.

Wesley Miles, Recording Secretary
(Endorsed By Meeting Chair)

)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 11.2

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the City of Salmon Arm approve in principle the 2018/2019 budget of \$3,666,467.00 under the Municipal Policing Contract of which the City is responsible for 90% thereof;

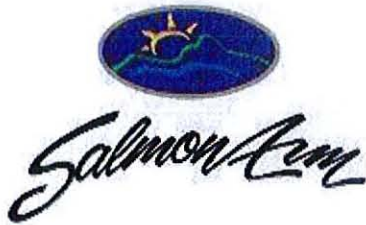
AND THAT: the City of Salmon Arm advise that it has not approved or authorized any increases to member strength.

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 Financial Officer

To: Mayor Cooper and Members of Council
 Date: May 20, 2017
 Subject: 2018/2019 RCMP Funding (2018 Budget)

Recommendation

That the City of Salmon Arm approve in principle the 2018/2019 budget of \$3,666,467.00 under the Municipal Policing Contract of which the City is responsible for 90% thereof;

And that the City of Salmon Arm advise that it has not approved or authorized any increases to member strength.

Background - Federal Treasury Board Funding Process

RCMP Headquarters (Provincial level) has advised that this 'letter of approval in principle' regarding the 2018/2019 budget is required by the Ministry of Public Safety and Solicitor General to conform with Federal Treasury Board requirements.

This 'letter of approval in principle' does not mean that Council endorses the budget set for the City of Salmon Arm (City), but rather, it is a budget allocation/planning tool used by the Federal Treasury Board. The Federal Treasury Board must have this letter by mid June of each year for the following fiscal year in order to set aside sufficient financial resources to fund their share of the Municipal RCMP Contract costs. If the 'letter of approval in principle' is not received, services could be reduced to our community due to a shortfall in funding from the Federal level to the Provincial level.

The variance from the five (5) year forecast (presented last year) to the revised five (5) year forecast (recently received) represents a decrease in costs for the first three (3) years and an increase in costs for the last two (2) years. While the 2018/2019 budget forecast outlines various increases, the overall budget forecast reflects a decreased requisition to the City estimated at \$44,762.00 which is largely attributed to decreased pension costs. It is recommended that this amount be redirected to a reserve for Policing - Retro Wage Adjustments as noted below. The forecast also reflects an increase in vehicle replacement costs of \$45,000.00 (total \$105,000.00). It is estimated that two (2) vehicles will need to be replaced in 2018 (estimated balance in reserve \$235,000.00). These replacements are in keeping with the vehicle replacement plan and are funded from the Police Vehicle Reserve. Staff Sgt. West advises that he will endeavour to postpone the purchases for as long as possible.

The E Division 2018/2019 forecast for the City's budget year 2018 equates to a .33 increase in taxes which is down from the forecast submitted and presented to Council in 2016 (.56%). All future years reflect approximately a one half percent tax increase in each year.

It should be noted that RCMP retroactive wage increases have not been included in the current (2017/2018) budget and is estimated by E Division at \$153,900.00 (\$8,100.00 per member). It is expected that the retroactive payments will be paid out by September 2017. Essentially, if there is not a credit adjustment in April of 2018 (i.e. E Division's Policing Budget is not under budget for 2017/2018), the City will need to set aside a contingency reserve to ensure it has funding in place to address this cost. It is recommended that during the 2018 Budget process that \$50,000.00 (note: increased from projected \$44,762.00) be set aside from the projected decreased costs outlined in 2018/2019 Budget advised by E Division and that this issue be revisited during the 2017 yearend process with a view of allocating an additional \$50,000.00. It is envisioned that the remaining \$50,000.00 will be funded by way of an anticipated credit adjustment in the actual costs for 2017/2018.

Respectfully Submitted,



Monica R. Dalziel, CPA, CMA

Policing Costs
Budget Projections - Next Five Years

<i>Summary</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>
Total Costs	\$ 3,560,639	\$ 3,666,467	\$ 3,714,844	\$ 3,807,753	\$ 3,904,497	\$ 4,003,248
Less: Vehicles	(60,000)	(105,000)	(70,000)	(70,000)	(70,000)	(70,000)
	<u>\$ 3,500,639</u>	<u>\$ 3,561,467</u>	<u>\$ 3,644,844</u>	<u>\$ 3,737,753</u>	<u>\$ 3,834,497</u>	<u>\$ 3,933,248</u>
CSA Cost @ 90%	\$ 3,150,575	\$ 3,205,320	\$ 3,280,360	\$ 3,363,978	\$ 3,451,047	\$ 3,539,923
No. of Members	19	19	19	19	19	19
Cost Per Member	<u>\$ 165,819.74</u>	<u>\$ 168,701.07</u>	<u>\$ 172,650.51</u>	<u>\$ 177,051.46</u>	<u>\$ 181,634.07</u>	<u>\$ 186,311.75</u>

Status Quo

Per Member Increase	\$ 2,881.33	\$ 3,949.44	\$ 4,400.95	\$ 4,582.61	\$ 4,677.68
No. of Members	19	19	19	19	19
Total Cost Increase	<u>\$ 54,745.20</u>	<u>\$ 75,039.30</u>	<u>\$ 83,618.10</u>	<u>\$ 87,069.60</u>	<u>\$ 88,875.90</u>

Equivalent Tax Increase	<u>0.33</u>	<u>0.45</u>	<u>0.50</u>	<u>0.52</u>	<u>0.53</u>
-------------------------	-------------	-------------	-------------	-------------	-------------

Increase to Members (if any)

Per Member Increase	\$ 2,881.33	\$ 3,949.44	\$ 4,400.95	\$ 4,582.61	\$ 4,677.68
No. of Members	19	19	19	19	19
Total Cost Increase	54,745.20	75,039.30	83,618.10	87,069.60	88,875.90
Cost of Additional Members	-	-	-	-	-
	<u>\$ 54,745.20</u>	<u>\$ 75,039.30</u>	<u>\$ 83,618.10</u>	<u>\$ 87,069.60</u>	<u>\$ 88,875.90</u>

Equivalent Tax Increase	<u>0.33</u>	<u>0.45</u>	<u>0.50</u>	<u>0.52</u>	<u>0.53</u>
-------------------------	-------------	-------------	-------------	-------------	-------------

Total Cost Per Member	\$ 168,701.07	\$ 172,650.51	\$ 177,051.46	\$ 181,634.07	\$ 186,311.75
No. of Members	19	19	19	19	19
Total Annual Cost	<u>\$ 3,205,320.30</u>	<u>\$ 3,280,359.60</u>	<u>\$ 3,363,977.70</u>	<u>\$ 3,451,047.30</u>	<u>\$ 3,539,923.20</u>

Item 11.3

CITY OF SALMON ARM

Date: June 12, 2017

Revitalization Tax Exemption Bylaw No. 3741

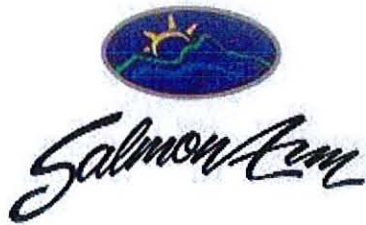
For Information

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 Financial Officer

Date: May 30, 2017
 To: Mayor Cooper and Members of Council
 Subject: Revitalization Tax Exemption Bylaw No. 3741

For Information

At the Regular Council Meeting of January 30, 2017, Council passed the following motion:

That Staff be directed to prepare a report to amend the City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 to include residential development.

Please be advised that an amendment to the above noted bylaw is not required as residential use (upper floor) is allowed in C-2 (Town Centre Commercial) zoning and consequently qualifies for a revitalization tax exemption if all other bylaw requirements are met (i.e. minimum \$75,000.00 in upgrades/new construction, C-2 zoning, no outstanding property taxes, etc.).


The following revitalization tax exemptions have been granted for 2017:

Downtown Revitalization Program

In 2017, there are twenty-one (21) properties that have been granted a revitalization tax exemption totaling \$29,851.20 in general municipal property tax of which twelve (12) are classed as business use and nine (9) are classed as residential use (upper floor).

Industrial Revitalization Program

In 2017, there is one (1) property that has been approved for a revitalization tax exemption and is in the process of completing its new construction. It is classed both business use and residential use.



 Monica Dalziel, CPA CMA

Item 11.4

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Jamieson

THAT: the 2017 Budget contained in the 2017 - 2021 Financial plan be amended to reflect the combined response and recovery costs associated with the storm that occurred on May 23, 2017 as follows:

- Parks - \$30,000.00, and
- Roads and Transportation - \$40,000.00;

AND THAT: same be funded from the Ortho Reserve.

Vote Record

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

Opposed:

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



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

TO: Her Worship Mayor Cooper and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering & Public Works
 DATE: May 29, 2017
 SUBJECT: Storm Event – May 23, 2017

Recommendation:

That: The 2017 Budget contained in the 2017 – 2021 Financial Plan be amended to reflect the combined response and recovery costs associated with the storm that occurred on May 23, 2017 as follows:

- Parks – \$30,000.00
- Roads and Transportation – \$40,000.00

And That: And that same be funded from the Ortho Reserve.

Background:

This report addresses the emergency response to the major storm event that occurred on May 23, 2017. The storm resulted in numerous power outages, downed communication lines, trees toppled, branches and debris scattered about. Emergency Services, Utility Companies, Contractors and the City mobilized to various locations throughout the City to address the aftermath of the storm event. The affected areas were assessed and prioritized based on the severity and public safety. The Roads and Parks Departments responded to well over thirty-five (35) call outs to road sites to provide traffic control, barricades, assistance with the removal of fallen trees and debris to open roads and to enable crews to work on downed power and communication lines. The cleanup involved tree removal and street sweeping; this work was primarily completed by the City and Contractors, there are still several sites that require additional work. The costs provided are based on the estimated time and effort required to clean up the identified sites.

The City has been in contact with the Shuswap Emergency Program (SEP) to inform them of the wind storm event and the remediation work which was required. The City will continue discussions with SEP to further advance any possible financial assistance from EMBC.

It is recommended that the expenditures be funded by way of the Ortho Project Reserve. This project was completed in 2016 and there are sufficient funds to redirect to this emergency/cleanup response.

Respectfully submitted

Robert Niewenhuizen
Director of Engineering & Public Works

c.c. Monica Dalziel, CFO

Item 11.5

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: Council approve the purchase of a new Phosphate Analyzer for process monitoring at the Wastewater Treatment Plant from Hach Canada, in the amount of \$31,769.94 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 Hach Canada.

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: ENG2017.30

TO: Her Worship the Mayor and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Hart Frese, Chief Operator WPCC
 DATE: June 1, 2017
 SUBJECT: WPCC Monitoring Equipment – Hach Phosphate Analyzer Purchase

RECOMMENDATION:

THAT: Council approve the purchase of a new Phosphate Analyzer for process monitoring at the Wastewater Treatment Plant from Hach Canada, in the amount of \$31,769.94 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 Hach Canada.

BACKGROUND:

The City of Salmon Arm's Wastewater Treatment Plant must remove phosphorus as it a contributing factor to eutrophication in Shuswap Lake. The phosphorous removal process relies on bacteria to accomplish this task. The phosphate analyzer allows staff to monitor the process on a 24 hour basis rather than taking grab samples for analysis. Advancements in the technology have allowed for these instruments to be installed in various locations and can greatly assist in process control and modification.

Hach Canada's instruments have been installed in numerous locations within the Wastewater Treatment Plant as well as Water Treatment Plant. This analyzer has been installed in one (1) location at the Wastewater Treatment Plant and Plant Operators are familiar with its operation and maintenance and are satisfied with its performance. Purchasing the Phosphate Analyzer from Hach Canada would minimize parts and ensure successful operation of the analyzer in the proposed location. Additionally, factory trained service technicians are available should these services be required. It is recommended that the Phosphate Analyzer be sole sourced as this product is of a proprietary nature. The associated funding of \$30,435.00 has been included in the 2017 Budget.

Respectfully submitted,


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

cc Monica Dalziel, Chief Financial Office

Item 11.6

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Jamieson

Seconded: Councillor Flynn

THAT: Council approve the purchase of a new 35 Hp Flygt Submersible Sewage Pump for Fixed Growth Reactor (FGR) irrigating from Electric Motor & Pump Services Ltd. (EMPS), for the quoted amount of \$34,875.00 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 Electric Motor & Pump Service Ltd.

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: ENG2017.30

TO: Her Worship the Mayor and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Gerry Rasmuson, Utilities Manager
 DATE: June 2, 2017
 SUBJECT: **WPCC FGR Irrigation Pump – New Pump Purchase**

RECOMMENDATION:

THAT: Council approve the purchase of a new 35 Hp Flygt Submersible Sewage Pump for Fixed Growth Reactor (FGR) irrigating from Electric Motor & Pump Service Ltd. (EMPS), for the quoted amount of \$34,875.00 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 Electric Motor & Pump Service Ltd.

BACKGROUND:

The City of Salmon Arm's Wastewater Treatment Plant utilizes four (4) 25 Hp irrigation pumps to recycle wastewater over media in the FGR - 24 hours per day. The existing pumps are reaching the end of their service life with one (1) pump being uneconomical to repair. Subsequently staff has budgeted for a new 35 Hp Flygt pump complete with the "N" style anti-clogging impeller to replace one (1) of the 25 hp pumps installed in 1997.

EMPS is located in Kelowna and is the only distributor for Flygt pumps in the Okanagan/Shuswap. They have been instrumental in providing pump maintenance as required by the City and have been directly involved in reviewing the specifications required for the replacement pump to meet the City's requirements. As such staff recommends that this purchase be sole sourced as it is a non-competitive product due to the proprietary nature of Flygt pumps. The associated funding of \$38,000.00 has been included in the 2017 Budget.

Respectfully submitted,

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

cc Monica Dalziel, Chief Financial Officer

Item 11.7

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council allocate \$55,000.00, funded from Sewer Surplus, to provide for repairs to the WPCC Pieralisi Centrifuge;

AND THAT: the repairs be awarded to Mearl's Machinery Works Ltd.;

AND THAT: Council approve the procurement of a Pieralisi Cover Plate from Corix Controls Solutions Ltd. in the amount of \$15,953.00, 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 Mearl's Machinery Works Ltd. and to Corix Controls Solutions Ltd.

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: ENG2017.30

TO: Mayor Cooper and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Gerry Rasmuson, Utilities Manager
DATE: June 1, May 30, 2017
SUBJECT: WPCC - Pieralisi Centrifuge Rebuild

RECOMMENDATION:

- THAT:** Council allocate \$55,000.00, funded from Sewer Surplus, to provide for repairs to the WPCC Pieralisi Centrifuge;
- AND THAT:** the repairs be awarded to Mearl's Machinery Works Ltd.;
- AND THAT:** Council approve the procurement of a Pieralisi Cover Plate from Corix Controls Solutions Ltd. in the amount of \$15,953.00 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 Mearl's Machinery Works Ltd. and to Corix Controls Solutions Ltd.

BACKGROUND:

The City of Salmon Arm's Wastewater Treatment Plant utilizes centrifuges to dewater highly treated biosolids produced during the treatment process of the wastewater. The dewatering is necessary to increase the handling ability of the valuable biosolids as well as reduce transportation costs of the product. The original Pieralisi Centrifuge was purchased and installed in 1997 with a rebuild in both 2003 and 2013. A second redundant Pieralisi Centrifuge was installed in 2004 and rebuilt in 2008. The separation principle utilizes centrifugal force generated by rotating a stainless steel bowl and scroll at 3,500 revolution per minute to separate the solids from the liquid.

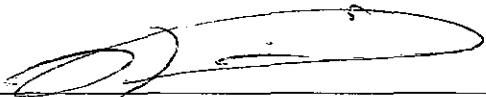
Staff at the Wastewater Treatment Plant perform routine daily maintenance on the centrifuges, however since the bowl and the scroll weigh 420 kg any major maintenance must be performed by a qualified and trained contractor. All replacement parts must be purchased from Pieralisi's sole Distribution Representative. As with similar equipment, there are known parts which require replacement during refurbishing, however many of the parts can only be subject to inspection for wear after disassembly to determine whether replacement is required.



With a redundant centrifuge staff has the ability to avoid stocking an unnecessary inventory of replacement materials on site. In the spring of 2017, the second centrifuge developed a significant vibration which required inspection from Mearl's Machinery Works Ltd. and led to replacement of the bearings and seals. Further disassembly and inspection determined that the machine now requires replacement housing and an end plate increasing the cost by approximately \$30,000. The final estimated cost to refurbish centrifuge number two (2) is estimated to be \$55,000.

It is recommended that the work be completed by Mearl's Machinery Works Ltd. as they are familiar with this highly specialized equipment and that the cover plate be purchased from Corix Controls Solutions Ltd. as they are the Peralisi distributor for BC and the Yukon. As this is an unforeseen repair a budget amendment will be required to increase the budgeted allocation for the Wastewater Treatment Plant from \$55,000 to \$95,000 to incorporate the rebuild of Centrifuge No. 2.

Respectfully submitted,



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

cc Monica Dalziel, Chief Financial Officer

THIS PAGE INTENTIONALLY LEFT BLANK

Item 11.8

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: Council approve the proposal from Bernd Hermanski Architect Inc. for Architectural Services for Renovations and Additions to the Public Works Building, for the quoted amount of \$70,000.00 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 Bernd Hermanski Architect Inc.

Vote Record

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

Opposed:

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



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

File: ENG2017.08

TO: Her Worship the Mayor and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 DATE: June 05, 2017
 SUBJECT: **Public Works Building Improvements – Design**

RECOMMENDATION:

THAT: Council approve the proposal from Bernd Hermanski Architect Inc. for Architectural Services for Renovations and Additions to the Public Works Building, for the quoted amount of \$70,000.00 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 Bernd Hermanski Architect Inc.

BACKGROUND:

The City of Salmon Arm Public Works Building commonly known as "Top Shop" is in need of improvements as a result of recent recommendations from the City's safety committee, changes in Worksafe BC requirements and building code requirements.

Bernd Hermanski Architect Inc. is a local firm and they are familiar with the facility as such they were contacted in 2016 to undertake the steps required to review the proposed building improvements and develop a conceptual design with preliminary drawings. The 2016 budget reflected \$20,000.00 for this work.

The conceptual design included the following improvements:

- First aid room,
- Hazardous material storage w/ventilation,
- Inventory and file storage area,
- Proper ventilation in the mechanics areas,
- Mechanic bay height to facilitate repairs on larger vehicles,
- Washrooms, (male, female & accessible)
- Janitorial storage areas,
- Adequate space for staff locker rooms,
- Building exterior improvements, siding, paint etc.

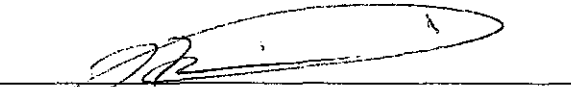
Moving forward we would like to complete the detailed design so that accurate cost estimates and phasing or construction options can be developed. The scope of works included in this proposal includes completion of the schematic design, preparation of bidding and construction

Public Works Building Improvements – Design
Page 2

documents and tender services. Prior to any work commencing on the building Staff would bring this forward as a 2018 or 2019 budget request for Council's review.

Staff are recommending that Bernd Hermanski Architect Inc. be retained to engage the other engineering disciplines (mechanical, structural, electrical, etc.) to complete the detailed design and costing for this project. The 2017 budget has \$70,000.00 approved for this work.

Respectfully submitted,



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

X:\Operations Dept\Engineering Services\2017 Capital Works and Studies\2017-08 Misc. Common Services\PW Building Improvements - Design\UWM Public Works Building Improvements.docx

cc Monica Dalziel, Chief Financial Officer

THIS PAGE INTENTIONALLY LEFT BLANK

Item 11.9

CITY OF SALMON ARM

Date: June 12, 2017

RFP – Demolition/Relocation Mino's Building (aka Orchard House)

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: 2017-66

TO: Her Worship Mayor Cooper and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Chris Moore, Engineering Assistant
DATE: June 1, 2017
SUBJECT: Award of Tender: ENG 2017-66
RFP – Demolition/Relocation - Mino's Building (aka Orchard House)

RECOMMENDATION:

THAT: Contract No. ENG 2017-66 be awarded to Blackburn Excavating Ltd. in accordance with the tendered unit prices for an estimated amount of \$72,185.85 plus applicable taxes;

AND THAT: the 2017 Budget contained in the 2017 to 2021 Financial Plan be amended to reflect an additional allocation of \$25,000.00 funded from the Reserve for Unexpended Funds (carry forward funds from prior years).

BACKGROUND:

Two (2) Requests for Proposals (RFP) were issued on April 10, 2017 for the demolition/relocation of the old Mino's building (aka Orchard House).

The demolition component of the RFP included:

- Demolition and removal of the existing building and disposal offsite;
- Removal and safe disposal of any contaminated material, including asbestos and lead paint;
- Removal of existing trees adjacent to the building; and
- Grading remaining site to an even grade.

The relocation component of the RFP included:

- Relocation of existing building;
- Removal and disposal of foundations;
- Removal of existing trees adjacent to the building; and
- Grading remaining site to an even grade.

The following proposals for RFP – Demolition/Relocation - Mino's Building (aka Orchard House) were received by the closing date of May 26, 2017 as follows:

Proponent	Amount	Taxes	Total
Blackburn Excavating Ltd	\$72,185.85	\$6,309.29	\$75,795.14
Westview Exteriors	\$131,650.64	\$6,582.53	\$138,233.17

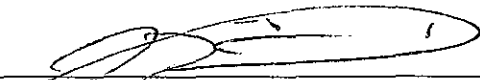
Her Worship Mayor Cooper and Members of Council
Memorandum: RFP - Demolition/Relocation - Mino's Building (aka Orchard House)
Page 2

Neither proposal includes a component for relocation – the proposals are for demolition and removal.

It is recommended that the contract for demolition and removal of Mino's Building (aka Orchard House) be awarded to Blackburn Excavating Ltd. in the amount of \$72,185.85 plus applicable taxes.

Blackburn Excavating Ltd. is a local company, based in Salmon Arm with extensive experience in demolition. Previous demolition projects undertaken for the City of Salmon Arm by Blackburn Excavating Ltd. include the old City Hall (2006) and 921 - 17 St SW (2013). It is proposed that the demolition and removal of Mino's Building (aka Orchard House) commence as soon as the contract is awarded. It is estimated to take approximately 1 week.

Respectfully submitted,



Robert Niewenhuizen,
Director of Engineering and Public Works

cc Monica Dalziel, Chief Financial Officer

THIS PAGE INTENTIONALLY LEFT BLANK

Item 14.1

CITY OF SALMON ARM

Date: June 12, 2017

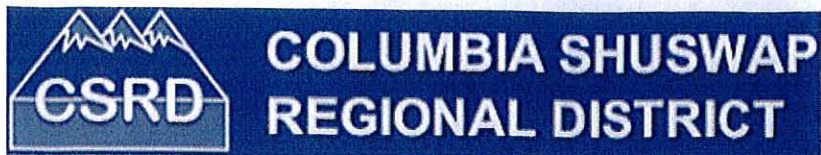
Columbia Shuswap Regional District Board In Brief – May 2017

Vote Record

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

Opposed:

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


www.csrld.bc.ca


BOARD IN BRIEF

May 2017



[View web version](#)

HIGHLIGHTS

Rail Corridor Trail

The Board approved the necessary documents required to go forward with the Alternative Approval Process and endorsed the Frequently Asked Questions document. [View FAQ.](#)

Tipping Fees and Regulations

The Board adopted the CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737 which will help ensure the long term financial stability of CSRD landfill waste. The new rates and regulations take effect on July 1, 2017. [View Board report.](#)



Electoral Area A Regional Trail Strategy

The Board empowered the authorized signatories to enter into an agreement with Larch Landscape Architecture and Authentic Mountain Design to complete a Regional Trail Strategy for Electoral Area A for a total cost of \$59,855 plus a 15% contingency, plus applicable taxes. [View Board report.](#)

Grant Application – Saratoga Waterworks

The Board empowered the authorized signatories to apply for a General Strategic Priorities Fund grant in the amount of \$2,091,000 to fund 100% of the eligible costs to upgrade the Saratoga Water System. [View Board report.](#)

Shuswap Economic Development Strategy

The Board empowered the authorized signatories to enter into an agreement with EDCD Consulting to develop the Shuswap Economic Development Strategy. [View Board report.](#)

Overtime – Reimbursement from Emergency Management BC

The Board endorsed amendments to overtime policies to allow the CSRD to be reimbursed by Emergency Management BC for overtime paid to managers for time incurred for an activated Emergency Operations Centre. [View Board report.](#)

"Right Log to the Right Mill"

The Interior Lumber Manufacturer's Association (ILMA) presented to the Board. The ILMA is working toward a goal to get the right log to the right mill to help diversify the lumber industry in BC. The Board will be requesting that the Minister of Forests, Lands and Natural Resource Operations add "Right Log to the Right Mill" as a specific objective in the new Minister's Mandate Letter. [View PowerPoint presentation](#) and [information sheet.](#)

Tourism Golden's Annual Report

Tourism Golden presented its 2015-2016 Annual Report. Overall, Tourism Golden had a strong year with increases in total revenues, MRDT Tax revenues, member co-op marketing and partner & grant funding. [View presentation for more information.](#)

Removal of Houseboat – Tipping Fees

In order to aid the Province in the removal of an abandoned and derelict houseboat vessel from Shuswap Lake located near the 3900 block of Eagle Bay Road, the Board authorized the expenditure of a maximum of \$1000 from the Electoral Area C Grant-in-Aid fund to cover the landfill user fees associated with the disposal of the vessel.

Grant-in Aid Requests

The Board approved the following allocations from the 2017 electoral grant-in-aid's:

Area A

\$400 – Gentlemen's Leisure Club of Golden (bike swap event)

\$10,800 – Golden Opportunities for Refugees (refugee program support)

\$1,000 – Kicking Horse Country Chamber of Commerce (Kicking Horse Country Dash)

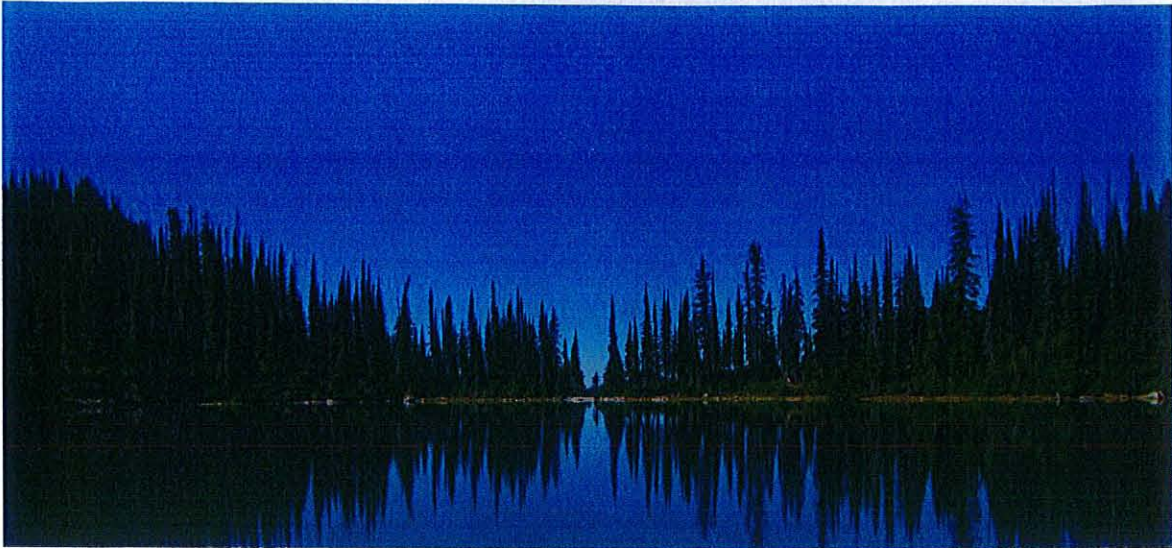
Area C

\$2,672 – White Lake Residents Association (replace safety buoys)

\$15,244 – Sorrento & Area Community Association (Sorrento beautification)

\$32,000 – South Shuswap Canada Day Society (Canada Day celebrations)

\$1,900 – Eagle Bay Fire Department Association (open house)



LAND USE MATTERS

Agricultural Land Reserve (ALR) Applications

Electoral Area A: Subdivision in the ALR (Tobler)

The owners have applied to subdivide the parent parcel (2311 and 2379 Campbell Road) into three lots of sizes 14.3 ha, 22.12 ha, and 16.0 ha, so the two owners will each have their own title in addition to sharing ownership of a third lot. The Board recommended approval of the application (LC2527A) which will be forwarded to the Agricultural Land Commission (ALC) for consideration. [View Board report.](#)

Electoral Area B: Non-Farm Use in the ALR (Kramer)

The owners have applied for a Non-Farm Use on the subject property (4496 Airport Way) to bring the existing vacation rental/second dwelling unit into compliance. The Board recommended approval of the application (LC2530B) which will be forwarded to the ALC for consideration. [View Board report.](#)

Electoral Area D: Non-Farm Use in the ALR (Siddall)

The owners have applied to "reactivate" the second single family dwelling on the property (4885 Highway 97) for farm help. The Board recommended refusal of the

application (LC2531D) which will be forwarded to the ALC for consideration. [View Board report.](#)

Development Permit (DP), Development Variance Permit (DVP) and Temporary User Permit (TUP) Applications

Electoral Area A: DVP641-27 (Palumbo)

The subject property is located in the Nicholson area on Palumbo Heights Drive. The owner has made application to subdivide the property into 3 lots. Proposed Lot 1 will be serviced by an independent on-site water system and on-site disposal system and is less than 1 ha in size. The owner has applied for a DVP to waive the Levels of Service requirements in Schedule 'A' of Bylaw No. 641 to allow the creation of a lot smaller than the 1 ha. The Board approved issuance of this DVP. [View Board report.](#)

Electoral Area A: DVP641-22 (Steward & Dever)

The owners have applied for a 5 lot subdivision (2345 Blaeberry Road) and would like to use an existing water license to service one of the proposed new lots. The water source is not listed on Schedule 'D' – List of Eligible Sources in Subdivision Servicing Bylaw No. 641 and is not located on the lot it is proposed to service. Therefore the owners have applied for a DVP requesting that the CSRD waive the requirement that the source of water for the proposed new lot be listed on Schedule 'D' – List of Eligible Sources, and also waive the requirement that all components of the water system be located on the same parcel as the residence they will be serving. The Board approved issuance of the DVP. [View Board report.](#)

Electoral Area F: TUP830-2 (Darroch/Isley)

The applicant has applied for a TUP to allow an approximately 7,500 m² portion of the subject property (6929 Squilax-Anglemont Road) to be used for boat and trailer parking for registered guests of the adjacent Magna Bay Resort only, for a period of 3 years. The Board approved issuance of the TUP. [View Board report.](#)

Zoning & Official Community Plan (OCP) Amendments

Electoral Area E: Oversized Dock (Remington) BL900-16

The applicants have applied to amend Lakes Zoning Bylaw No. 900 to recognize the existing fixed, oversized dock, associated with 643 Swanbeach Road. The amendment will allow the existing dock to be relocated in conformance with the required setbacks. The Board read the bylaw amendment a third time and adopted the bylaw amendment. [View Board report.](#)

Electoral Area F: Over-height Garage (Schneider) BL800-29

The owner of 6956 Casabello Road would like to construct an over-height garage within the interior side parcel boundary line setback area. The owner has applied for a

bylaw amendment to allow an increase in parcel coverage and to vary the interior side parcel boundary line setback and the maximum height of an accessory building. The Board read the bylaw amendment a third time and adopted the bylaw amendment. [View Board report.](#)

Electoral Area C: OCP BL725-8 & Zoning BL701-87 (Shuswap Lake Estates)

The Board read Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 (Bylaw No. 725) and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87 (Bylaw No. 701) a second time and delegated the holding of a public hearing to the Electoral Area Director.

The proposal is to amend Bylaw No. 725 to recognize current development densities permitted on the subject property. It is also to amend the CD 3 - Comprehensive Development 3 Zone of Bylaw No. 701 to reflect a proposed new layout for the site development.

The owner has proposed that amendments be made to the CD 3 zone to allow subdivision into bare land strata single family dwelling lots, multi family dwellings, or a seniors housing facility. [View Board report.](#)

UPCOMING MEETINGS/EVENTS

Directors Remuneration Review Committee Meeting

Tuesday, May 23, 2017 at 9:30 AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

Electoral Area A Local Advisory Committee

Tuesday, May 23, 2017 6:00 PM to 8:00 PM

Golden British Columbia Visitors Centre

111 Golden Donald Upper Road, Golden, BC

Building Inspection Service Open Houses

Area F: **Monday, June 5, 2017** 4:00 PM to 7:00 PM

Scotch Creek Fire Hall - 3852 Squilax-Anglemont Hwy

Area E: **Wednesday, June 7, 2017** 4:00 PM to 7:00 PM

Sicamous Community Centre - 1121 Eagle Pass Way

Area B: **Thursday, June 8, 2017** 4:00 PM to 7:00 PM

Revelstoke Community Centre - 600 Campbell Ave.

Revelstoke & Area Economic Development Committee Meeting

Wednesday, June 7, 2017 4:00 PM

301 Victoria Road, Revelstoke, BC

Area C Governance Study Community Engagement Open Houses

Thursday, June 8, 2017 5:00 PM to 7:30 PM

White Lake Community Hall - 3617 Parri Road, Sorrento

Friday, June 9, 2017 5:00 PM to 7:30 PM

Eagle Bay Community Hall - 4326 Eagle Bay Road, Eagle Bay

Tuesday, June 13, 2017 5:00 PM to 7:30 PM

Notch Hill Town Hall - 1639 Notch Hill Road, Sorrento

Wednesday, June 14, 2017 5:00 PM to 7:30 PM

Shuswap Lake Estates Community Centre (Lodge)

2905 Centennial Drive, Blind Bay

Area C Governance Study Committee Meeting

Thursday, June 15, 2017 6:00 PM

Blind Bay Community Hall - 2510 Blind Bay Road, Blind Bay

Next Board Meeting

Thursday, June 15, 2017 at 9:30 AM

555 Harbourfront Drive NE, Salmon Arm



Columbia Shuswap Regional District
555 Harbourfront Drive NE, PO Box 978
Salmon Arm, BC V1E 4P1
www.csrld.bc.ca | 250.832.8194

You are receiving this because you are currently involved in or were previously involved with one of the CSRD's programs; or have subscribed to the CSRD Newsletter.
[Unsubscribe](#)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 20.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Development Permit No. 410 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP25162 (530 – 1 Avenue SE) in accordance with the drawings received March 9, 2017;

AND THAT: Development Permit No. 410 include the following variances to Zoning Bylaw No. 2303:

1. Schedule A, Section 1 – Residential Offstreet Parking Requirement - reduce the number of required parking spaces from 13 to 12; and
2. Schedule A, Section 4 – Small Car Parking Spaces – increase the amount of permitted small car parking spaces from 20% (2) to 42% (5).

AND FURTHER THAT: Issuance of Development Permit No. 410 be withheld subject to:

1. Registration of a Section 219 Land Title Act covenant on title that restricts development to a total of 10 rental units and prohibits stratification of the development on the subject parcel; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

[0931996 BC Ltd./ McDiarmid, I.; 530 – 1 Avenue SE; 3 storey, 7 unit multi-family]

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: May 16, 2017

SUBJECT: Development Permit Application No. DP-410 (Residential)

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP25162

Civic: 530 – 1 Avenue SE

Owner/Applicant: 0931996 BC Ltd. / McDiarmid, I.

MOTION FOR CONSIDERATION

THAT: Development Permit No. 410 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP25162 (530 – 1 Avenue SE) in accordance with the drawings received March 9, 2017;

AND THAT: Development Permit No. 410 include the following variances to Zoning Bylaw No. 2303:

- 1. Schedule A, Section 1 – Residential Offstreet Parking Requirement - reduce the number of required parking spaces from 13 to 12; and**
- 2. Schedule A, Section 4 – Small Car Parking Spaces – increase the amount of permitted small car parking spaces from 20% (2) to 42% (5).**

AND FURTHER THAT: Issuance of Development Permit No. 410 be withheld subject to:

- 1. Registration of Section 219 Land Title Act covenant on title restricting development to a total of 10 rental units and prohibits stratification of the development on the subject parcel; and**
- 2. receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.**

STAFF RECOMMENDATION

That the motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 530 – 1 Avenue SE (Appendix 1 and 2) and presently contains a 3-unit multi-family dwelling. This application is to permit the development of a new 7-unit building as an addition to the existing building as shown on the site plan and building elevations attached as Appendix 3.

BACKGROUND

The subject property is 0.23 acres and contains an existing residential building, which appears to have been constructed around the mid-20th Century and was at one point used as a nurses' residence. The subject parcel is designated High Density Residential (HDR) in the City's Official Community Plan (OCP)

and is currently zoned R-5. The mix of zones in the immediate area is predominantly R-1 and R-5 with institutional and commercial zoned properties further north (Appendix 4). Site photos are attached as Appendix 5. The subject property has been under the consideration of Council recently, with zoning application ZON-1017 approved in 2014.

The proposed building addition is a contemporary style. At 11.5 metres tall, the building is below the 12 m maximum height permitted, and the proposed siting does not encroach into required setback areas.

There are variances requested associated with the parking required for the proposal. While 13 parking spaces are required (1.25 spaces per unit), 12 are proposed. Furthermore, while 20% (7) of the total parking stalls are permitted to be "small car" spaces, the proposal is for 42% (5) small car parking spaces.

COMMENTS

Building Department

Subject to Architects Act. No concerns with requested variances.

Fire Department

No concerns.

Engineering Department

No concerns with proposed development or total parking space reduction variance (13 to 12 spaces). Concerns noted with the location of small car spaces adjacent to lane. Comments attached (Appendix 6).

Design Review Panel

With the proposal for development of a medium density residential building, the application was referred to the Design Review Panel (DRP) for review. The Panel was supportive of the proposal and appreciative of the design of the building presented, subject to the shifting of the refuse area to the rear of the parcel. The April 26, 2017 DRP meeting minutes are attached as Appendix 7.

Staff agree with the DRP recommendation, noting this reduces the "small car" variance requested. The applicant has adopted the suggestion in response. The attached site plan reflects this change.

Planning Department

The proposed development is subject to the Zoning Bylaw and the guidelines of the "Residential Development Permit Area" as described in the OCP, suggesting characteristics under the topics of siting and building, access, circulation and parking area, as well as landscape and screening guidelines.

Siting and Building

The applicant is proposing a 7-unit addition to be developed in the form of a four-level (11.5 m tall), multi-family addition to an existing three-level building, bringing the total number of units to 10. The building will ultimately have a footprint of 277 square metres in area, and a maximum height of 11.5 metres above grade. The addition is situated along the south parcel boundary, aligned with setback requirements.

The building design is a contemporary style with varied facades and a linear roofline. The linear addition contrasts to some degree with the more traditional existing building (as described in the applicant's letter of rationale). OCP Residential Development Permit Area policies 8.4.14 and 8.4.17 encourage varied facades and rooflines, consistent with the primary building. While subjective, a more traditional peaked roofline and articulation on the southern facade could align more consistently with the existing building, neighbouring single family dwellings and recent multi-family development. However, the articulation of the facades and the small size of the addition relative to the existing building limit the overall contrast of the proposed rectangular form. As such, staff feel the design is within the range of acceptability with respect to OCP guidelines. Staff note that the DRP was supportive and appreciative of the design.

Access and Parking Area

The parcel is adjacent to a lane along the south parcel line. Dual vehicle access is proposed for the residential building via the lane to the south and from 1 Avenue SE to the north. The 12 parking spaces

as proposed is just shy of the 13 required (1.25 parking spaces per dwelling unit), while the 42% (5) small parking spaces proposed is greater than the 20% (2) permitted, as specified by the Zoning Bylaw. Variances have been requested to address these deficiencies. Given the proximity of the subject property to downtown, staff feels the request for a reduced total number of parking spaces (13 to 12) is reasonable, however it is of note that street parking and snow storage are very limited at this location. Planning staff are not concerned with the request for an increased number small car parking spaces, however, aligned with the Engineering Department's comments, note that the location adjacent to the lane is not ideal and would require diligent attention from the building manager with respect to allotting the spaces to small cars only, and in removing snow during the winter so the depth of the parking stalls is not seasonally reduced.

Landscape and Screening

The landscape plan has been completed and prescribes a range of trees and hedging for screening along the parcel lines, as well as decorative ground cover, aligned with OCP guidelines.

Height and Density

The proposal includes an amenity provision of 10 rental units. The maximum residential density permitted under R-5 zoning is 40.5 dwelling units per acre of land. The resulting maximum density permitted is 9 units based on the area of the subject parcel. With a density bonus under R-5 zoning for the provision of rental units, the maximum number of units can be increased to 46.9 units per acre, or 11 units on the subject parcel (minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex). 10 units are proposed.

The intent of the Covenant referred to as a condition for Development Permit issuance is to better ensure the amenity being offered (rental units) for a density bonus of 1 unit is secured in perpetuity. If, for example, the proposed new 7-unit addition was stratified post-construction and prior to occupancy, these units could be sold and the rental component would be lost.

In reference to Zoning Bylaw regulations (see Table 1 below) the proposed 11.5 m height proposed may be considered as favourable relative to surrounding dwellings and in comparison to a maximum permitted height of 12 m, which is increased to 15 m with the amenity of rental housing.

Table 1 – R-5 Zoning Analysis

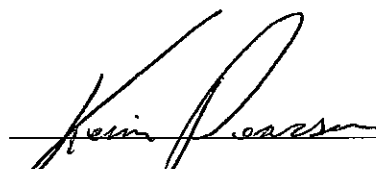
R-5 Zoning	Permitted	Max with Density Bonus	Proposed
Density	9 units	11 units	10 units
Height	12 m	15 m	11.5 m
Parcel Coverage	55%	n/a	29.6 %
Setback – north (road)	5 m	n/a	5 m
Setback – east	2.4 m	n/a	2.4 m
Setback – south (lane)	5 m	n/a	5 m
Setback - west	2.4 m	n/a	2.4 m
Parking	13	n/a	12
Small Car Spaces	20 % (2)	n/a	42 % (5)

CONCLUSION

Staff recommends approval of Development Permit No. 410.



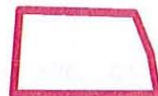
Prepared by: Chris Larson, MCP
Planning and Development Officer



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



0 20 40 80 120 160 Meters



Subject Parcel



0 4.5 9 18 27 36 Meters



Subject Parcel



ISSUE	DATE
Development Permit	March 25, 2017
Revised	April 20, 2017

DRAWN:	ML
DATED:	Apr. 20, 2017
SCALE:	as noted
<small>THIS SET OF DRAWINGS IS THE PROPERTY OF BERND HERMANSKI ARCHITECT INCORPORATED. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF BERND HERMANSKI ARCHITECT INCORPORATED.</small>	



**BERND HERMANSKI
ARCHITECT
INCORPORATED**

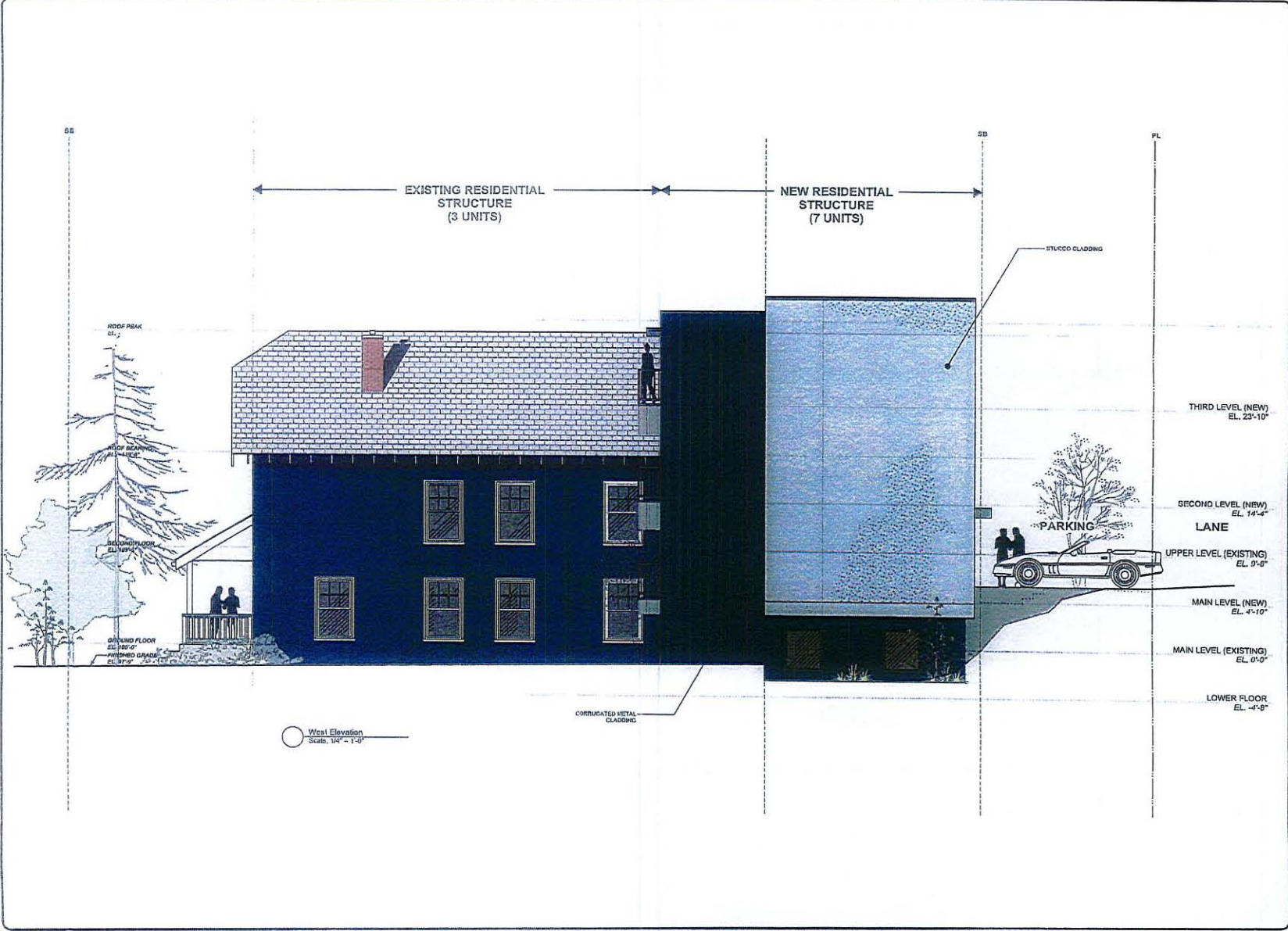
SUITE 103 - HUDSON AVE. NE
P.O. BOX 1428
SALMON ARM, A.C. VTE 496
TEL (209) 833 7400
FAX (209) 833 7400
EMAIL info@bhalax

PROJECT: 16-021
530 - 1st Ave. SE
SALMON ARM, B.C.

DRAWING TITLE:
ELEVATIONS

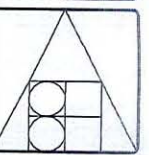
DRAWING NO.
A06
OF
18

Appendix 3 Site Plans & Elevations



ISSUE	DATE
Development Permit	March 29, 2017
(Revised)	April 20, 2017

DRAWN BY	ML
DATE	Apr. 20, 2017
SCALE	as noted
<small>THIS DOCUMENT IS THE PROPERTY OF BERND HERMANSKI ARCHITECT INCORPORATED. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF BERND HERMANSKI ARCHITECT INCORPORATED.</small>	



**BERND HERMANSKI
ARCHITECT
INCORPORATED**

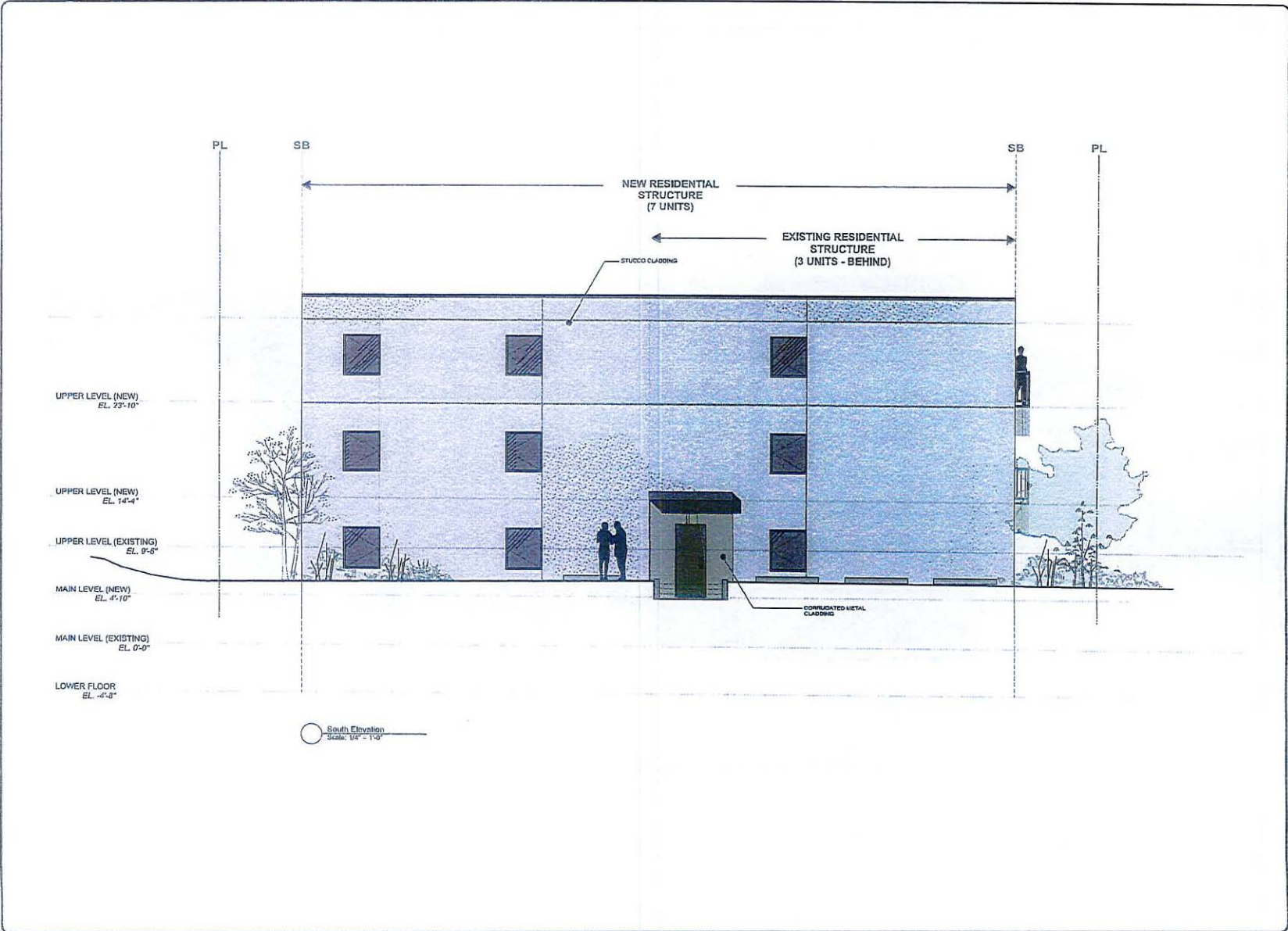
SUITE 102 - HUDSON AVE. NE
PO BOX 1439
SALMON ARM, B.C. V1E 4P6
TEL (250) 833 7460
FAX (250) 833 7465
EMAIL info@bhermansi.com

PROJECT: 16-021
530 - 1st Ave, SE
SALMON ARM, B.C.

DRAWING TITLE:
ELEVATIONS

DRAWING NO.
A07
OF
19

Appendix 3 Site Plans & Elevations



REVISION	DATE
Development Permit	March 29, 2017
(Revised)	April 20, 2017

DRAWN BY	JL
DATE	Apr. 20, 2017
SCALE	as noted

BERND HERMANSKI
ARCHITECT
 INCORPORATED

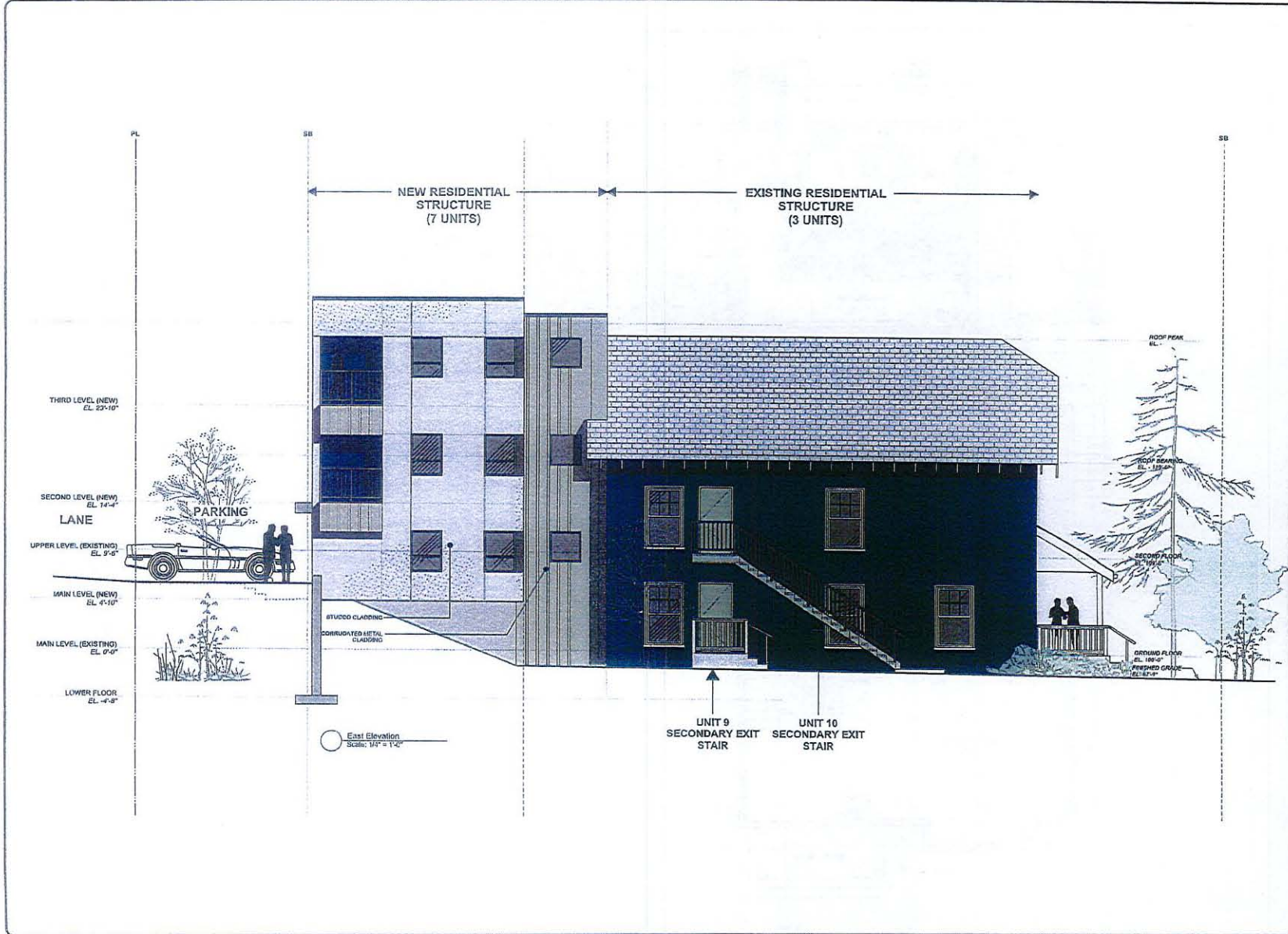
SUITE 102 - HUDSON AVE. NE
 P.O. BOX 1431
 SALMON ARM, B.C. V1E 4P6
 TEL (250) 832 7466
 FAX (250) 832 7468
 EMAIL info@bhal.ca

PROJECT: 16-021
 530 - 1st Ave. SE
 SALMON ARM, B.C.

DRAWING TITLE:
 ELEVATIONS

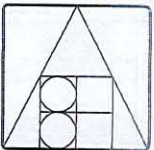
DRAWING NO.
A08
 OF
 10

Appendix 3: Site Plans & Elevations



ISSUE	DATE
Development Permit	March 09, 2017
Revised	April 20, 2017

DRAWN:	ML
DATED:	Apr. 20, 2017
SCALE:	as noted
<small>THIS DOCUMENT IS THE PROPERTY OF BERND HERMANSKI ARCHITECT INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF BERND HERMANSKI ARCHITECT INC.</small>	



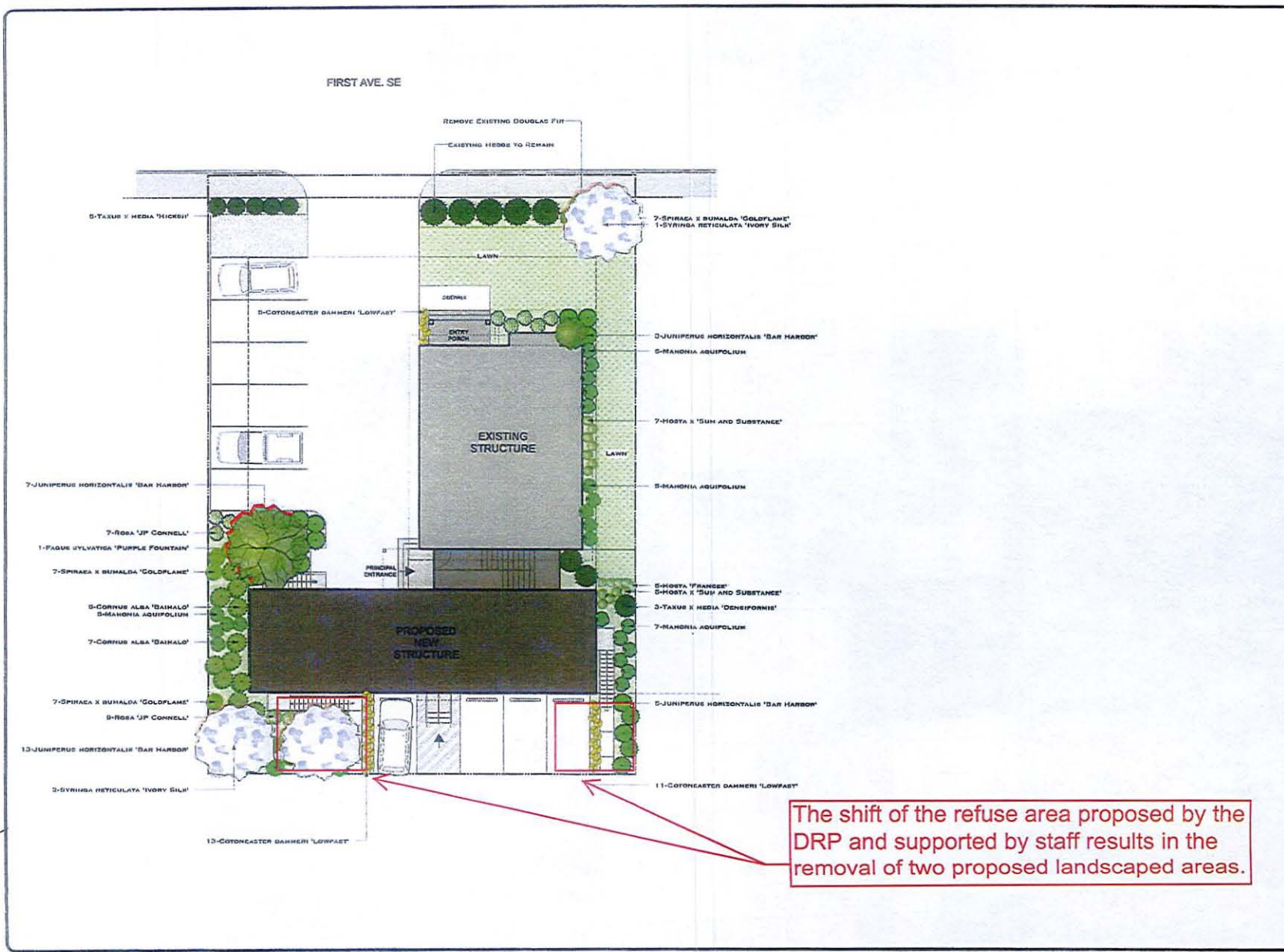
**BERND HERMANSKI
ARCHITECT
INCORPORATED**
SUITE 102 - HUDSON AVE. NE
P.O. BOX 102
SALMON ARM, B.C. V8E 4P6
TEL: (250) 832 5488
FAX: (250) 832 7446
EMAIL: info@bhsal.ca

PROJECT: 15-021
530 - 1st Ave. SE
SALMON ARM, B.C.

DRAWING TITLE:
ELEVATIONS

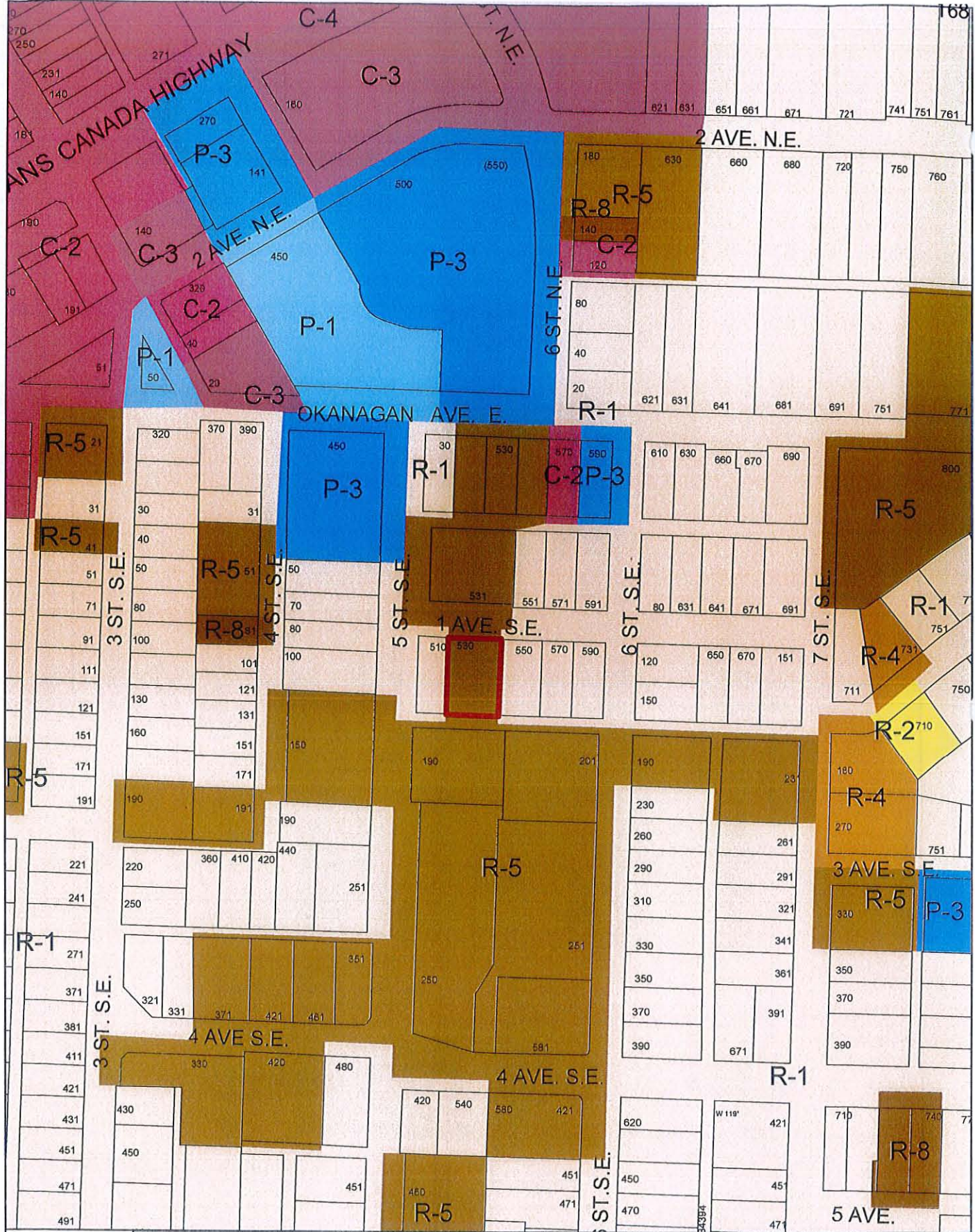
DRAWING NO.
A09
OF
10

Appendix 3 Site Plans & Elevations



DATE: _____		DATE: _____	
DP SUBMISSION 15 MARCH 2017			
DRAWN: _____		DATE: March 13, 2017	
SCALE: 1" = 10'			
<p>ERIC REYNARD Landscape Architect</p> <p>Eric Reynard BCMA, CNLA 1000 West 10th Avenue, Suite 100 Vancouver, BC V6H 1A5 Phone: 604-681-1111 Fax: 604-681-1112 Email: eric@erlandscape.com</p>			
<p>DERNO HERMANSKI ARCHITECT</p> <p>INCORPORATED 40 - ALEXANDER ST. N.E. PO. BOX 1438 SALMON ARM, B.C. V1E 4P6 TEL: (250) 832-7400 FAX: (250) 832-7400 E-MAIL: arch@perelman.net</p>			
PROJECT: 531 1st Avenue SE			
SALMON ARM, B.C.			
DRAWING TITLE: PROPOSED LANDSCAPE PLAN			
DRAWING NO. L1 OF 1			

Appendix 3: Site Plans & Elevations



0 20 40 80 120 160 Meters



Subject Parcel



View south-east of subject property from 1 Avenue SE.



View north-east of subject property from lane.



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

To: Kevin Pearson, Director of Development Services
Date: April 26, 2017
Prepared by: Darin Gerow, Engineering Assistant
Subject: **Development Permit Application DP-410E**
Civic: 530 – 1 Avenue SE
Legals: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan DPP52162
Owner: 0931996 BC Ltd., 726 Abbington Lane, Tappen, BC, V0E 2X3
Applicant: Owner

Further to your referral dated March 24, 2017, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Development 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 of Salmon 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. 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.

DEVELOPMENT PERMIT APPLICATION DP - 410E

April 26, 2017

Page 2

-
8. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant is requested to contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.

Roads/Access:

1. 1 Avenue SE on the subject properties north boundary is designated as an Urban Local Road and requires 20.0 meters dedication (10.0 meters from centerline). Available records indicate that further dedication is required from the subject property; however this is not required for Development.

1 Avenue SE is currently constructed to an interim Urban Local Road standard. Upgrading the property's frontage to the Urban Local Road standard (RD-2) is required. Upgrading may include, but not limited to, road widening, curb & gutter, sidewalk, boulevard construction, street lights and underground hydro and telecommunications.

2. There is a laneway exists on the subject properties south boundary laneway which requires 7.3 meters dedication. Available records indicate that no further dedication is required.

The existing laneway is currently constructed to an interim gravel laneway standard. Upgrading the property's frontage to the 7.3 meter R/W Lane standard (RD-12A) is required. Upgrading may include, but not limited to lane widening & construction and asphalt paving and road drainage.

3. The proposed parking from the laneway must ensure that parking is feasible without an overhang into public roadway; submission drawings currently show overhang. As per Zoning Bylaw No. 2303 parking stalls shall have a length of 5.8 meters
4. All boulevards shall slope towards roadway at minimum 2.0%

Water:

1. The subject property fronts on a 200mm diameter Zone 1 water main on the 1 Avenue SE. No upgrade requirements are anticipated at this time.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building and Fire Departments.
4. Subject property to be serviced by single metered water service connection, complete with approved backflow prevention device, adequately sized (minimum 25 mm diameter) to

DEVELOPMENT PERMIT APPLICATION DP - 410E

April 26, 2017

Page 3

satisfy the proposed use (Specification Drawing No. W-11). City records indicate that the subject property is currently serviced with a 12.5mm diameter water service from 1 Avenue SE. Meter(s) will be provided by the City at the builder's expense. All existing inadequate/unused services must be abandoned at the main. Where a new service is required the City will install the new service to property line at the owner/developers cost. Owner/developer is responsible for all associated costs.

Sanitary Sewer:

1. The subject property fronts a 200mm diameter sanitary sewer main on 1 Avenue SE, a 150mm diameter sanitary sewer main along the 2.43 meter wide Statutory Right of Way along the western property boundary and a 150mm diameter sanitary sewer main along the laneway to the south of the subject property. All mains sized 150mm diameter must be upgraded to a 200mm diameter.
2. It should be noted that the minimum width for a right of way with two utilities is 6.5 meters. The current right of way width is 2.43 meters with a sanitary sewer and storm sewer located within. Additionally Engineering department has concerns with the building location being proposed on the edge of the existing right of way and due to the location of the existing storm main within the easement. Please contact Engineering Department for further clarification.
3. City Engineering Department will be required to review the Landscaping plan to ensure no large, deep rooted, vegetation is planted in existing Right of Way.
4. Subject property to be serviced by a single sanitary service connection adequately sized (minimum 100 mm diameter) to satisfy the servicing requirements of the development. City records indicate that the existing is serviced from 1 Avenue SE. All existing inadequate/unused services must be abandoned at the main. Where a new service is required the City will install the new service to property line at the Owner/developers cost. Owner/developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 250mm diameter storm sewer main on 1 Avenue SE, a 200mm diameter storm sewer main along the 2.43 meter wide Statutory Right of Way along the western property boundary and a 200mm which transitions to a 250mm diameter storm sewer main along the laneway to the south of the subject property. No upgrades are anticipated.
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

DEVELOPMENT PERMIT APPLICATION DP - 410E

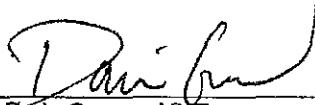
April 26, 2017

Page 4

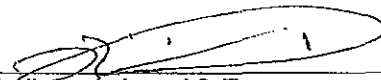
-
3. Subject to Item 2, the proposed lots may be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main; applicant is responsible for all associated costs.

Geotechnical:

1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference Category A (Building Foundation and Site Drainage), B (Pavement Structural Design)



Darin Gerow, ASCT
Engineering Assistant



Rob Nieuwenhuizen, ASCT
Director of Engineering and Public Works



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

To: Kevin Pearson, Director of Development Services
 Date: May 3, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 Subject: **Development Permit Application DP-410E - VARIANCE**
 Civic: 530 – 1 Avenue SE
 Legals: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan DPP52162
 Owner: 0931996 BC Ltd., 726 Abbington Lane, Tappen, BC, V0E 2X3
 Applicant: Owner

Further to your referral dated March 24, 2017, the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting to vary City of Salmon Arm Zoning Bylaw No. 2303 as follows:

- 1) **Reduce the overall required parking spaces from 13 to 12.**

Engineering Department has no objection to the proposed variance to reduce parking spaces from 13 to 12.

- 2) **Increase the number of small car parking spaces permitted from 20% to 50%.**

The small car parking spaces that are proposed are perpendicular and directly adjacent to the laneway on the southern property boundary. Engineering Department has concerns that these parking spaces will be utilized by vehicles other than small cars and will create a situation where parked vehicles are over-hanging into City of Salmon Arm road dedication, creating complaints and safety hazards.

The City of Salmon Arm Engineering Department recommends this variance request be denied due to the potential safety hazards.

Darin Gerow, ASCT
Engineering Assistant

Rob Nieuwenhuizen, ASCT
Director of Engineering and Public Works



CITY OF SALMON ARM

DESIGN REVIEW PANEL MINUTES

April 26, 2017
Room No. 100, City Hall

Present: Bill Laird (Panel Chair)
Lianne Longdo (Panel Member)
Bill Remphrey (Panel Member)
Marc Lamerton (Panel Member)

Kim Kinnee (Applicant DP-410)
Ross McDiamid (Applicant DP-410)

Wes Miles (Planning and Development Officer)
Chris Larson (Planning and Development Officer)

Absent: Warren Welter (Panel Member)
Paul Burrows (Panel Member)
John Coulson (Panel Member)

Applications: **Proposed Multiple Family Residential Development at 530 – 1 Avenue SE**
Development Permit Application No. DP-410

Proposed Commercial Development at 1190 – 51 Street NE
Development Permit Application No. DP-411

The meeting was called to order at 2:30 p.m.

Marc Lamerton (Panel Member) recused himself from the meeting for the review of DP-410.

Development Permit Application No. DP-410

The Applicants summarized the proposal, referring to the site plans and building elevations. They are attempting to maintain and preserve the existing structure.

Panel members discussed the proposal, noting the need for this form of housing. Panel members sought clarification on the proposed garbage/recycling collection area, the sloping topography, landscaping, and parking. It was noted that snow would likely have to be hauled away, while the prominent position of the garbage collection area was questioned. The panel was supportive of the form and character, noting the challenge of matching existing rooflines without seeming artificial, and were appreciative of the purposeful modern design of the addition.

Panel Recommendation

THAT the application drawings under review for application DP-410 be supported, encouraging the adaptive reuse of the existing building, subject to:

- shifting the refuse area to the lane, exchanging position with one of the parking spaces.

Design Review Panel – April 26, 2017 Meeting Minutes

Marc Lamerton (Panel Member) rejoined the meeting

Development Permit Application No. DP-411

Staff summarized the proposal by referring to the site plan and building elevations.

Panel members discussed the proposal, commenting positively on the context of the area as well as the form and character of the building, questioning the building materials and the plantings required within the ALR buffer, and noting the potential benefit of including boulevard trees.

Panel Recommendation

THAT the application drawings under review for application DP-411 be supported, subject to:

- the addition of boulevard trees; and
- encouraging the incorporation of high-end building finishes (stone and fibre cement siding).

The DRP noted the lack of detail in the elevation drawings provided with respect to building finishing materials and the ALR landscaping, and encourage inclusion of this information in future applications.

The meeting adjourned at 3:15 p.m.



Bill Laird, Panel Chair

Item 20.2

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.2:

- i) Reduce the requirement to provide a cash contribution equivalent to 100% of the estimated cost of upgrading the north half of the 20 Avenue NE frontage to the Local Urban Road standard (RD-2) to a 50% cash contribution

AND THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.3:

- i) Reduce the minimum Interior Side setback requirement along the west side of the existing residence from 1.5 metres to 0 metres.

[Choi, J./Weudorf, W.; 2901 20 Avenue NE; Setback & Servicing]

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: May 29, 2017

SUBJECT: Development Variance Permit Application No. VP-455
Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD
2901 - 20 Avenue NE
Owner: J. Choi
Agent: W. Neudorf

Motion for Consideration

THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 4.0:
 - i) Reduce the requirement to provide a cash contribution equivalent to 100% of the estimated cost of upgrading the north half of the 20 Avenue NE frontage to the Local Urban Road standard (RD-2) to a 50% cash contribution

AND THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.3:
 - i) Reduce the minimum Interior Side setback requirement along the west side of the existing residence from 1.5 metres to 0 metres.

Staff Recommendation

THAT: The Motion for Consideration be defeated.

AND THAT: Development Variance Permit No. VP-455 be authorized for issuance for Lot 3, Plan 17056, Sec. 24, Tp. 20, R.10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.3:
 - i) Reduce the minimum Interior Side setback requirement along the west side of the existing residence from 1.5 metres to 0 metres subject to confirmation from a British Columbia Land Surveyor that there are no above or below ground trespasses into the panhandle.

Proposal

The subject property is located at 2901 - 20 Avenue NE. The owner has received preliminary approval to subdivide the property into two parcels and is applying for a variance to Subdivision and Development Servicing Bylaw No. 4163 and a variance to Zoning Bylaw No. 2303. 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 Low Density Residential in the Official Community Plan. The property is zoned R-1 (Single Family Residential) and is approximately 0.19 hectare in size. A residence is located on the southern portion of the property and as shown on Appendix 3, the owner is proposing to create a panhandle parcel on the northern portion of the property with the panhandle located along the west property boundary. A sanitary sewer main is also located along the west boundary in a 3.0 metre wide statutory right of way.

At this location, 20 Avenue NE is constructed to a paved standard. As a condition of subdivision approval, the owner is required to upgrade the north half of the 20 Avenue NE frontage to the Urban Local Road standard in accordance with City of Salmon Specification Drawing No. RD-2, see Appendix 4. Due to the limited scale of the proposed subdivision, the road upgrade requirement can be fulfilled by a cash contribution equivalent to 100% of the estimated costs of the upgrades. The owner is requesting that this be reduced to a 50% cash contribution.

Under Section 3.8.3 of Subdivision and Development Servicing Bylaw No. 4163, the minimum width for a panhandle is 6.0 metres and under Section 6.10.3 of Zoning Bylaw No. 4303, the minimum interior side setback requirement for a residence is 1.5 metres. As shown on Appendix 4, the existing residence is approximately 6.0 metres from the western interior side property line. This distance will accommodate the proposed panhandle but does not leave room to meet the setback requirement. The owner is therefore requesting that the setback from the panhandle be reduced to 0 metre.

A letter from the owner's agent together with an opinion of probable costs are attached as Appendix 5.

Discussion

Staff have reviewed the proposal and provide the following:

Fire Department

No concerns provided panhandle has clear width of 6 metres.

Building Department

The garage wall at 0 metre setback must be upgraded to meet code requirements. A Building Permit will be required to complete the upgrades which will include fire rating the wall to achieve a 45 minute fire resistance rating and installing non-combustible cladding.

Engineering Department

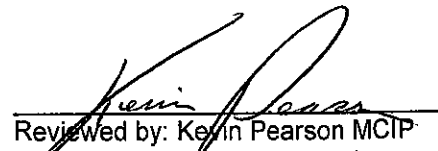
See Appendix 6.

Planning Department

Staff are not concerned with requested interior side yard setback variance provided the panhandle has a clear width of 6.0 metres and no portion of the existing residence encroaches into the panhandle. These provisions should ensure that vehicle access on the panhandle will not be impeded and, as noted in the

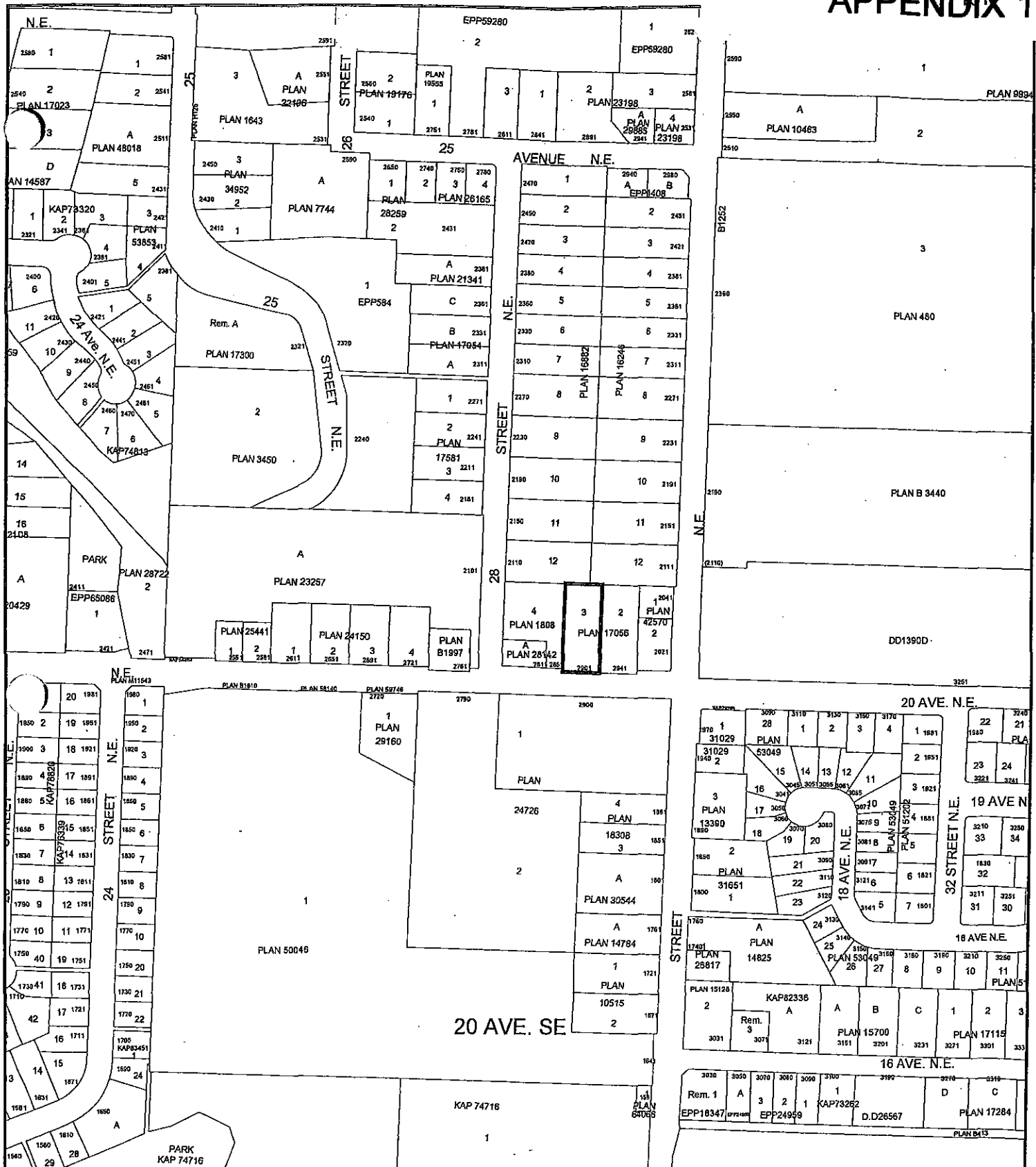
agent's letter (Appendix 5), the owner is prepared to cut back the footings and portions of the deck that currently encroach into the panhandle and fireproof the deck wall.

Staff do not support the servicing variance request. As highlighted in the Engineering Department's comments, the total approximate cost of works and services, less the service connections is \$31,084.50. The owner is requesting that this be reduced to a 50% cash contribution. Parcels to the east and west of the subject property also have subdivision potential and increasing the residential density in this area will increase the need for the upgrades. The estimated cost of the upgrades is not unreasonable when compared to other single lot subdivisions in the urban area and if these costs are not addressed at the time of subdivision they will create additional costs to the City when these services need to be installed.


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. Site plan
5. Agent's letter dated May 11/17
6. Engineering Dept. comments

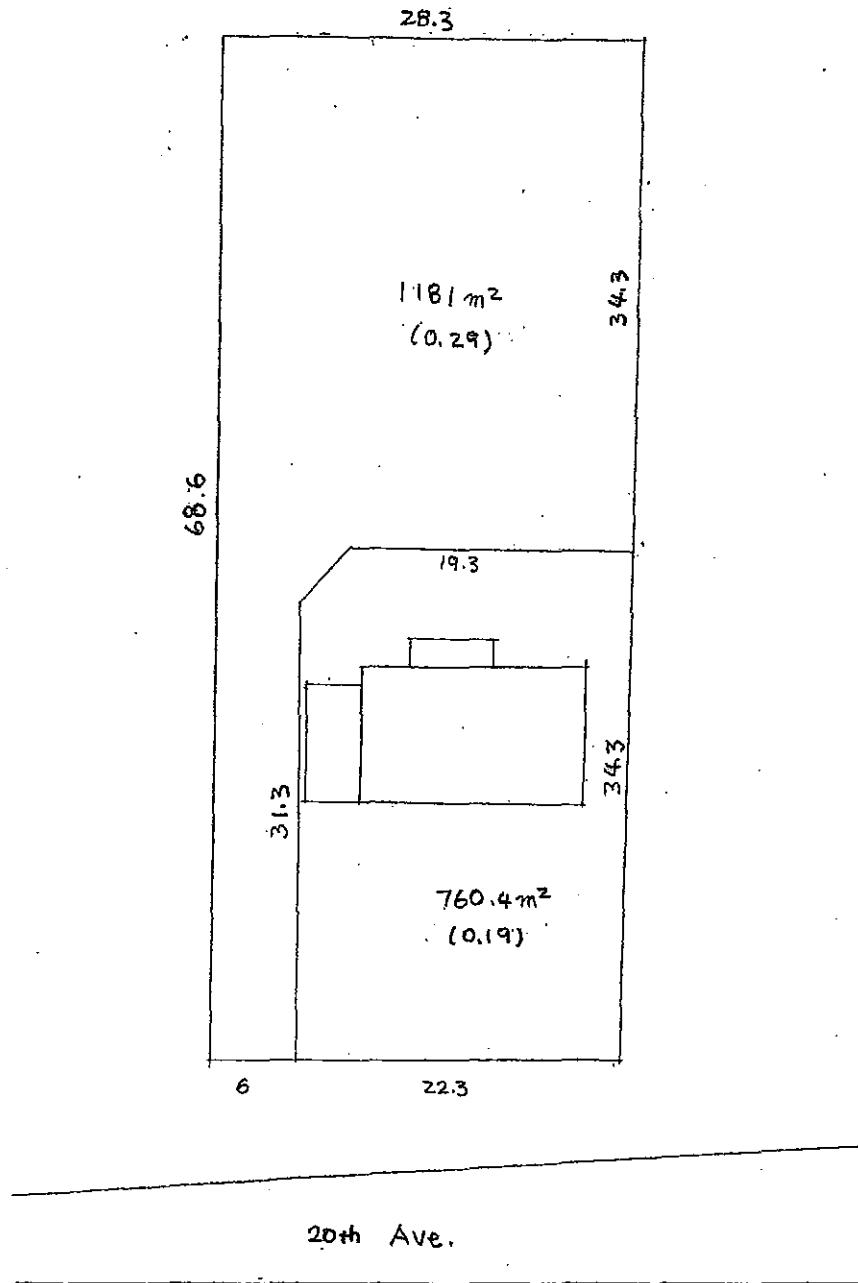


☐ Subject Property

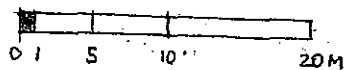


 Subject Property

PRELIMINARY PLAN OF SUBDIVISION
of
Lot 3 Plan KAP17056 Section 24 Township 20, Range 10



Scale 1:500



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: Wolfgang Neudorf,
2450 21 Street NE,
Salmon Arm, BC
V1E 3Y3

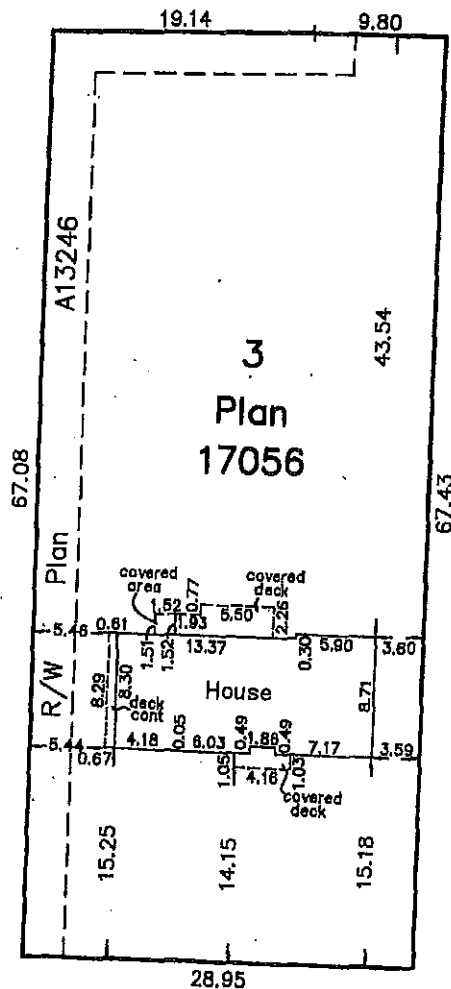
Your File:

Re: Lot 3, Section 24, Township 20,
Range 10, W6M, KDYD, Plan 17056

Parcel Identifier(PID): 008-465-371

Civic Address: 2901 20 Ave NE

List of documents registered on title which may affect
the location of improvements:
R/W M66229



20 Avenue NE

Scale 1:500

May 11 2017

To the Mayor and Councillors of Salmon Arm

I am a personal friend of the applicant and told him I would volunteer some of my time to help him in working through the process of development.

The proposed infill development at 2901 20 Avenue NE would allow the city of Salmon Arm to achieve part of the OCP's objectives of more efficient use of existing infrastructure. The goals of the development are to provide the applicant and his family a new home in a garden like setting and to allow the city to collect extra revenue.

There are however a few issues that have arisen and need your approval. I believe the requests are reasonable, and would ensure the feasibility of the proposal.

We are asking for a 0 setback for the west side of garage (Lot B) so that we can keep the existing small garage. Here is a list of the items we are prepared to do in order to ensure all potential issues can be avoided with this request:

- Ensure that there is no encroachment above or below grade (cut footings and cantilevered portion of deck)
- Ensure all water from Lot B stays on Lot B
- Fireproof all necessary garage walls on Lot B
- Ensure structural stability of panhandle driveway (lot A) (even if garage on lot B were removed)

Without this setback variance the existing house would take a large financial hit, and reducing the garage to accommodate the 1.5 meter set back would reduce the garage to caddie parking status.

Small infill developments are generally exempt from frontage improvements. So with this in mind we feel that it would be fair to ask that the applicant pay only 50% of the frontage improvements. The applicant will be giving the city the necessary road dedication. The estimated revenue generate from this development over 10 years will be to the tune of \$50,000. (DCC's and property taxes) Since the road improvements would not be done till other development happens in the area, means that there would be no financial burden to the city.

Finally this proposed development is very much in line with the OCP, and what the city wants to see for infill areas. We believe that with these proposed variances we can achieve a win, win situation for the applicant and the City of Salmon Arm.

Wolfgang Neudorf

for Jason and Joanna Choi

J.G. CHOI
MAY 2017
2901 - 20th AVENUE NE SUBDIVISION
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	Cleaning & Grubbing	LS	1 *	\$ 1,500.00	\$ 1,500.00
1.2	Common Excavation & Disposal	m³	135 *	\$ 15.00	\$ 2,025.00
1.3	Supply & Place Sub-Base	m³	95 *	\$ 55.00	\$ 5,225.00
1.4	Supply & Place Base	m³	15 *	\$ 85.00	\$ 1,275.00
1.5	Supply & Place 100mm Asphalt	m²	150 *	\$ 30.00	\$ 4,500.00
1.6	Shouldering	m³	5 *	\$ 95.00	\$ 475.00
	Sub-Total: Roads and Earthworks				\$ 15,000.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
2.1	Supply & Install 25ø Water Service c/w Trace Wire	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	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Sanitary Sewer Works				\$ 1,000.00
4.0	STORM SEWER WORKS				
	SECTION 4				
4.1	Supply & Install 150ø PVC Storm Service	ea	1 *	\$ 2,000.00	\$ 2,000.00
	Sub-Total: Sanitary Sewer Works				\$ 2,000.00
5.0	CONCRETE, CURB, GUTTERS, SIDEWALKS, STAIRS				
	SECTION 5				
5.1	Supply & Install 100mm Curb & Gutter	m	30 *	\$ 75.00	\$ 2,250.00
5.2	Supply & Install 100mm Concrete Sidewalk	m²	42 *	\$ 85.00	\$ 3,570.00
5.3	Supply & Install 150mm Reinforced Concrete Sidewalk	m²	18 *	\$ 95.00	\$ 1,710.00
	Sub-Total: Concrete, Curb, Gutters, Sidewalks, Stairs				\$ 7,530.00
6.0	STREET LIGHTING				
	SECTION 6				
6.1	Supply & Install Ornamental Street Light	ea	1 *	\$ 3,500.00	\$ 3,500.00
	Sub-Total: Street Lighting				\$ 3,500.00

2901 - 20th AVENUE NE SUBDIVISION
OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
7.0	HYDRO, TELEPHONE, GAS, CATV SECTION 7				
7.1	Hydro Civil Works (Allowance)	LS	1 *	\$ 1,500.00	\$ 1,500.00
7.2	Telus Civil Works (Allowance)	LS	1 *	\$ 1,500.00	\$ 1,500.00
7.3	Cable Civil Works (Allowance)	LS	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Hydro, Telephone, Gas, CATV				\$ 4,000.00
8.0	LANDSCAPING SECTION 8				
8.1	Boulevard Restoration	LS	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Landscaping				\$ 1,000.00
	SUMMARY				
1.0	ROADS AND EARTHWORKS				\$ 15,000.00
2.0	WATER DISTRIBUTION WORKS				\$ 3,000.00
3.0	SANITARY SEWER WORKS				\$ 1,000.00
4.0	STORM SEWER WORKS				\$ 2,000.00
5.0	CONCRETE, CURB, GUTTERS, SIDEWALKS, STAIRS				\$ 7,530.00
6.0	STREET LIGHTING				\$ 3,500.00
7.0	HYDRO, TELEPHONE, GAS, CATV				\$ 4,000.00
8.0	LANDSCAPING				\$ 1,000.00
	SUB-TOTAL				\$ 37,030.00
9.0	ENGINEERING				
	Design (5%)			\$ 1,851.50	
	Inspection (7%)			\$ 2,592.10	
	Records (1%)			\$ 370.30	
	Geotechnical Testing (2%)			\$ 740.60	\$ 5,554.50
	SUB-TOTAL				\$ 42,584.50
	GST (5%)				\$ 2,129.23
	TOTAL				\$ 44,713.73

***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, Legal Survey (BCLS) and property/right-of-way acquisitions.
- 4) Prices do not include Geotechnical, 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: May 18, 2017
 Prepared by: Darin Gerow, Engineering Assistant
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP- 455E**
 LEGAL: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17056
 CIVIC: 2901 – 20 Avenue NE
 Owner: Choi, J., 2901 – 20 Avenue NE, Salmon Arm, BC, V1E 3G5
 Agent: Neudorf, W., 2450 – 21 Street NE, Salmon Arm, BC, V1E 3Y3

Further to your referral dated April 5, 2017, the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variances requested:

The applicant is requesting to vary City of Salmon Arm Zoning Bylaw No. 2303 as follows:

- 1) **Reduce the west interior parcel line from 1.5 meters to 0 meters.**

Engineering Department has no objection to the proposed variance to reduce setbacks.

The applicant is also requested to vary the City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163, section 4.0 as follows:

- 2) **Reduce the requirement for the 100% cash contribution for road upgrades on 20 Avenue NE to a 50% Cash Contribution.**

20 Avenue NE frontage is currently constructed to a Rural Local Road standard. Upgrading the subjects property frontage to an Urban Collector Road standard, in accordance with Specification Drawing No. RD-3 is required. Upgrading may include, but not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, bike lanes, street lighting, and street drainage.

Sidewalks shall be provided on both sides of all collector roads. Currently a sidewalk and curb and gutter is constructed on the south side of 20 Avenue NE only. Installation of sidewalk on along the property frontage is required, and will promote connection of existing sidewalks on 30 Street NE and potentially other future subdividing within the area. As this work is considered pre-mature, a cash contribution would be accepted for the supply and installation of concrete curb & gutter and sidewalk.

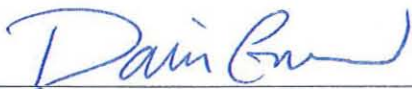
Proposed Variance Application VP-455E
May 18, 2017
Page 2

Existing street lights are BC Hydro lease lights on the hydro poles on the south side of 20 Avenue NE. It is required to install post top Ornamental Street lighting along the property frontage.


An Opinion of Probable Costs from Gentech Engineering Inc. has been provided for the works required at time of Subdivision, totaling \$42,584.50. Attached OPC with highlighted lines is the requested items to be varied, totaling \$31,084.50 (includes design, inspections, records and testing).

Recommendation:

The City of Salmon Arm Engineering Department recommends this variance request be denied and a cash contribution of 100% for the road upgrades be required. City Engineering Department does not believe this amount is unreasonable for a subdivision of a lot within the City of Salmon Arm.



Darin Gerow, ASCT
Engineering Assistant



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

J.G. CHOI

MAY 2017

2901 - 20th AVENUE NE SUBDIVISION

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	Cleaning & Grubbing	LS	1 *	\$ 1,500.00	\$ 1,500.00
1.2	Common Excavation & Disposal	m ³	135 *	\$ 15.00	\$ 2,025.00
1.3	Supply & Place Sub-Base	m ³	95 *	\$ 55.00	\$ 5,225.00
1.4	Supply & Place Base	m ³	15 *	\$ 85.00	\$ 1,275.00
1.5	Supply & Place 100mm Asphalt	m ²	150 *	\$ 30.00	\$ 4,500.00
1.6	Shouldering	m ³	5 *	\$ 95.00	\$ 475.00
	Sub-Total: Roads and Earthworks				\$ 15,000.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
2.1	Supply & Install 25ø Water Service c/w Trace Wire	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	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Sanitary Sewer Works				\$ 1,000.00
4.0	STORM SEWER WORKS				
	SECTION 4				
4.1	Supply & Install 150ø PVC Storm Service	ea	1 *	\$ 2,000.00	\$ 2,000.00
	Sub-Total: Sanitary Sewer Works				\$ 2,000.00
5.0	CONCRETE, CURB, GUTTERS, SIDEWALKS, STAIRS				
	SECTION 5				
5.1	Supply & Install 100mm Curb & Gutter	m	30 *	\$ 75.00	\$ 2,250.00
5.2	Supply & Install 100mm Concrete Sidewalk	m ²	42 *	\$ 85.00	\$ 3,570.00
5.3	Supply & Install 150mm Reinforced Concrete Sidewalk	m ²	18 *	\$ 95.00	\$ 1,710.00
	Sub-Total: Concrete, Curb, Gutters, Sidewalks, Stairs				\$ 7,530.00
6.0	STREET LIGHTING				
	SECTION 6				
6.1	Supply & Install Ornamental Street Light	ea	1 *	\$ 3,500.00	\$ 3,500.00
	Sub-Total: Street Lighting				\$ 3,500.00

2901 - 20th AVENUE NE SUBDIVISION
OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
7.0	HYDRO, TELEPHONE, GAS, CATV SECTION 7				
7.1	Hydro Civil Works (Allowance)	LS	1 *	\$ 1,500.00	\$ 1,500.00
7.2	Telus Civil Works (Allowance)	LS	1 *	\$ 1,500.00	\$ 1,500.00
7.3	Cable Civil Works (Allowance)	LS	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Hydro, Telephone, Gas, CATV				\$ 4,000.00
8.0	LANDSCAPING SECTION 8				
8.1	Boulevard Restoration	LS	1 *	\$ 1,000.00	\$ 1,000.00
	Sub-Total: Landscaping				\$ 1,000.00
	SUMMARY				
1.0	ROADS AND EARTHWORKS				\$ 15,000.00
2.0	WATER DISTRIBUTION WORKS				\$ 3,000.00
3.0	SANITARY SEWER WORKS				\$ 1,000.00
4.0	STORM SEWER WORKS				\$ 2,000.00
5.0	CONCRETE, CURB, GUTTERS, SIDEWALKS, STAIRS				\$ 7,530.00
6.0	STREET LIGHTING				\$ 3,500.00
7.0	HYDRO, TELEPHONE, GAS, CATV				\$ 4,000.00
8.0	LANDSCAPING				\$ 1,000.00
	SUB-TOTAL				\$ 37,030.00
9.0	ENGINEERING				
	Design (5%)			\$ 1,851.50	1,351.50
	Inspection (7%)			\$ 2,592.10	1,892.10
	Records (1%)			\$ 370.30	270.30
	Geotechnical Testing (2%)			\$ 740.60	540.60
	SUB-TOTAL				\$ 42,584.50
	GST (5%)				\$ 2,129.23
	TOTAL				\$ 44,713.73

27,030.00

1,351.50

1,892.10

270.30

540.60

ENG. TOT.

4,054.50

TOTAL

\$31,084.50

***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, Legal Survey (BCLS) and property/right-of-way acquisitions.
- 4) Prices do not include Geotechnical, Environmental and Archaeological studies, reviews and approvals.
- 5) Unit Prices are estimated in 2017 Canadian Dollars for similar works and exclude taxes.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 20.3

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Development Variance Permit No. VP-460 be authorized for issuance for Lot 2, Sections 35 & 36, Township 20, Range 10, W6M, KDYD, Plan KAP46199, Except Plan EPP38479 which will vary Zoning Bylaw No. 2303 as follows:

Section 36.6 - A-3 Small Holding Zone - increase the maximum height of a single family dwelling from 10.0 meters to 13.6 meters, for a variance of 3.6 meters, as shown on schedule A of the staff report dated May 25, 2017.

[Ingenhorst, R. & P. / Bernd Hermanski Architect; 5501 11 Street NE; Height Variance]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: May 25, 2017

SUBJECT: Development Variance Permit Application No. 460 (Building Height)
Civic: 5501 – 11 Street NE
Owner: R. & P. Ingenhorst
Applicant / Agent: Bernd Hermanski Architect Inc.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-460 be authorized for issuance for Lot 2, Sections 35 & 36, Township 20, Range 10, W6M, KDYD, Plan KAP46199, Except Plan EPP38479 which will vary Zoning Bylaw No. 2303 as follows:

Section 36.6 – A-3 Small Holding Zone – increase the maximum height of a single family dwelling from 10.0 metres to 13.6 metres, for a variance of 3.6 meters, as shown in Schedule A.

STAFF RECOMMENDATION

That the motion for consideration be adopted.

BACKGROUND

The 2.7 ha (6.6 acre) subject property is located north of the Raven subdivision and was established as a remainder lot of a subdivision back in 2014. The subject property is accessed from 11 Street NE via easement over the large lot to the southeast and it has legal frontage on to 54 Avenue NE. Location and aerial image mapping and a site plan are attached as Appendix 1.

The owners are proposing to build a two-storey, single family dwelling above a basement with a footprint of approximately 163 m² (1,750 ft²) plus a two vehicle garage on the main level. The height of the dwelling is proposed to be 13.6 m (44.6 ft) which would be 3.6 m (11.8 ft) higher than the maximum 10 m (32.8 ft) permitted in the A-3 zone.

Schedule A is attached as Appendix 2 and shows a yellow highlighted line on the building elevations depicting the portions of the roof that exceed the maximum height. As can be seen, the owners are hoping to incorporate a very high pitched roof design.

ANALYSIS

Height regulations are intended to ensure consistency generally within zones and more specifically between buildings sited on adjoining lots; consistency in terms of aesthetics, privacy and view preservations. Typically, staff discourages those seeking height variances, although in some site specific circumstances, a variance request can be considered favourably.


The subject property and adjacent lots are designated Low Density Residential in the Official Community Plan. The subject property and the neighbouring lot to the north is zoned A-3, while the adjacent lot to the south is zoned A-2. The options for building sites on the subject property are very limited due to numerous rights of ways, easements, and a large "no build" covenanted area over the western steep slope leading down to the CP Railway.

The proposed dwelling would be sited anywhere from 110 m (328 ft) to 136 m (446 ft) from the nearest residences/dwellings on the adjacent lots and well beyond the setback areas of the subject property. In terms of local topography the proposed building would not appear to obstruct any views, and would be more or less screened from other neighbouring residences/dwelling by existing stands of mature trees.

CONCLUSION

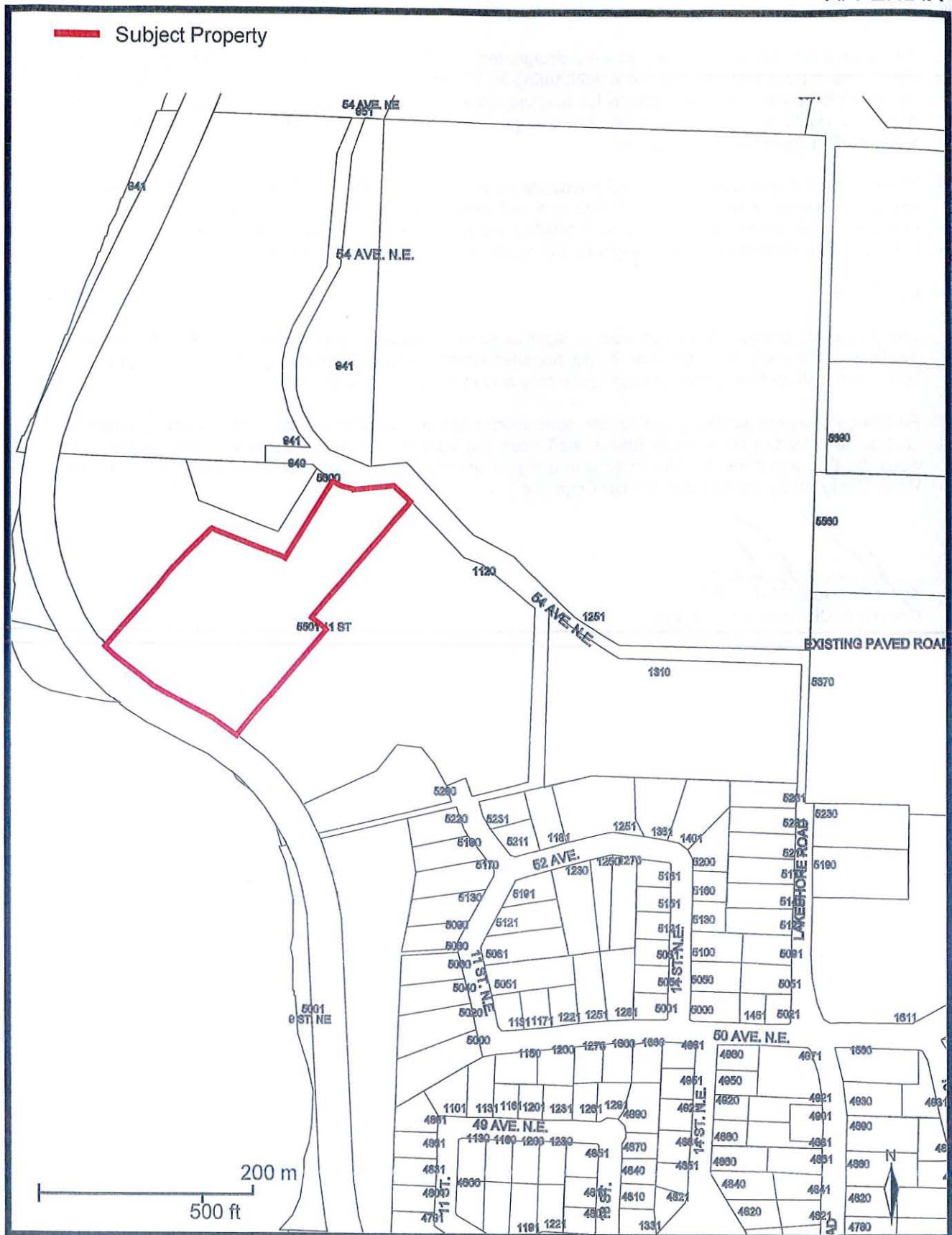
The magnitude of this variance request is significant; however, staff is of the opinion that the proposed dwelling height would have minimal, if any, negative impact on the neighbouring lots. The design of the house and high roof pitch is aesthetically pleasing and in scale with the lots size.

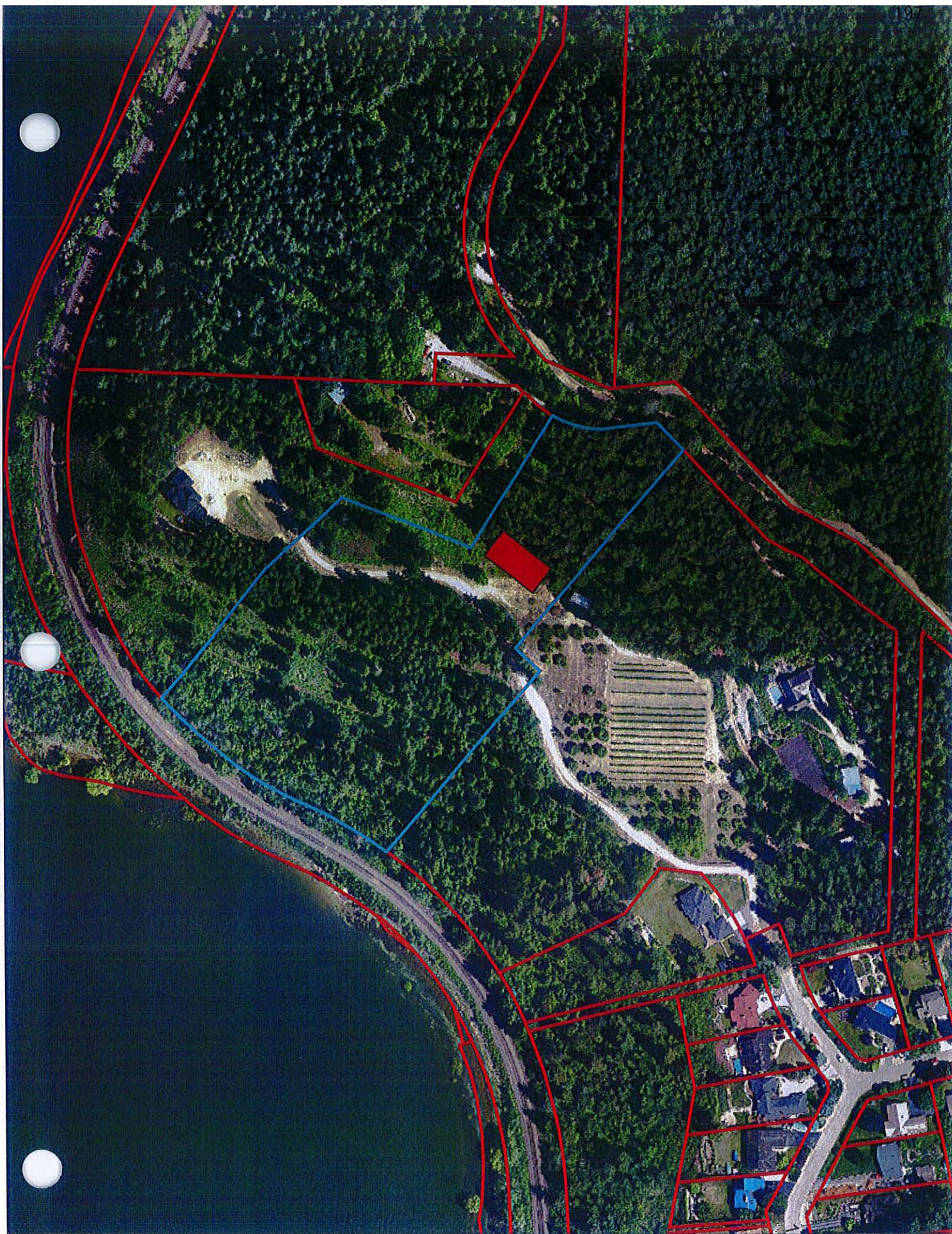
Furthermore, as the subject property and surrounding lots are likely to remain in their existing, large-lot configuration for the foreseeable future, staff does not have the same concerns with this proposal as would be the case if the lot were located in a higher density / smaller lot subdivision (e.g. Raven, Byers View, Maplewoods, Parks Edge, Willow Cove, etc.).



Kevin Pearson, MCIP, RPP
Director of Development Services

APPENDIX 1



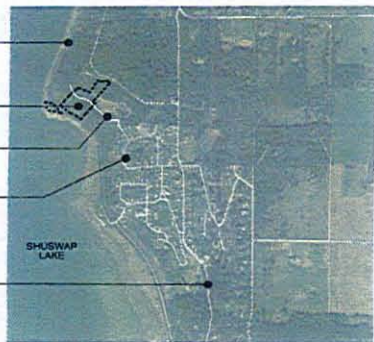


 Subject Property
 Approximate Site of Proposed Dwelling

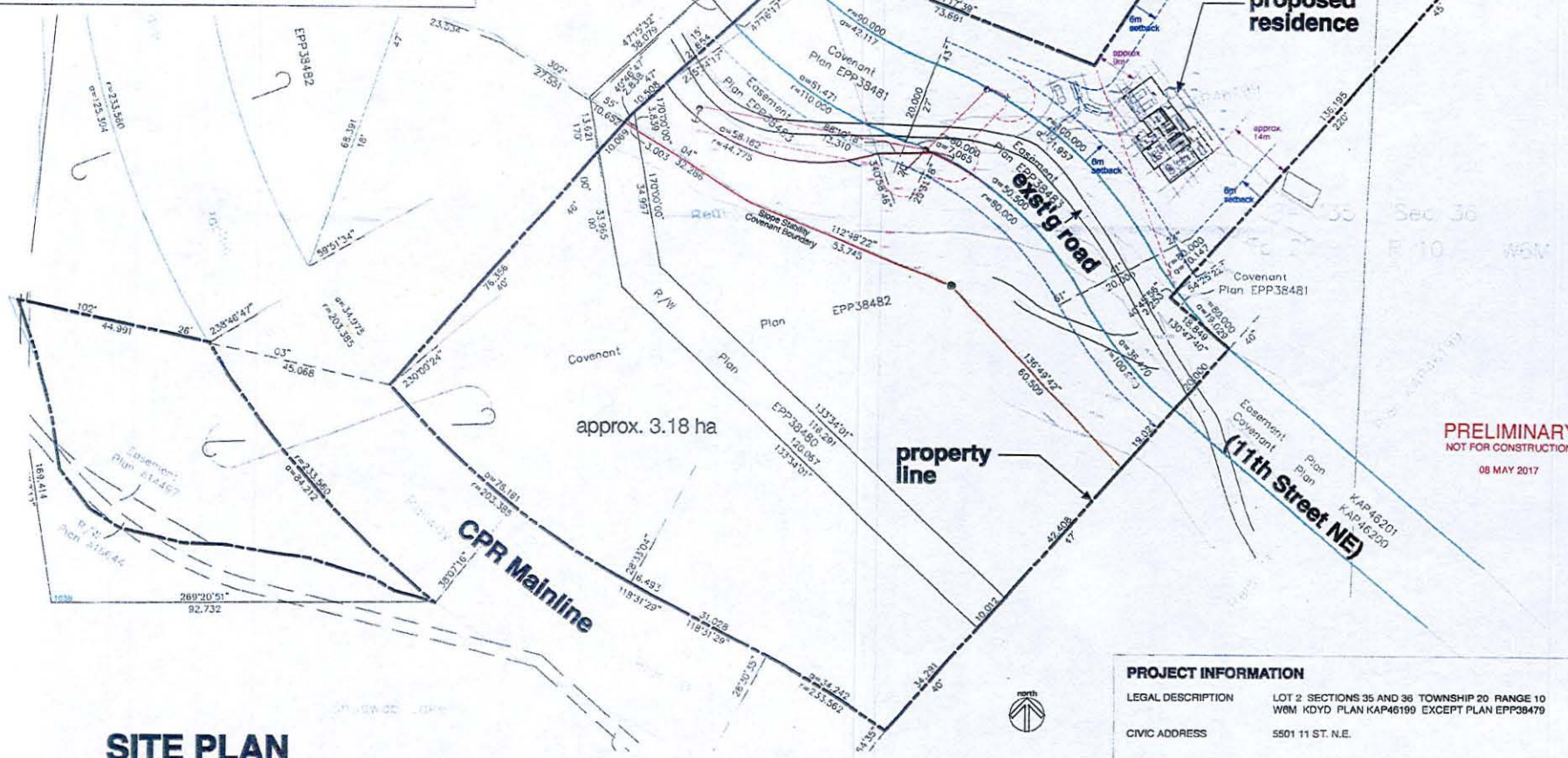
100 50 0 100 Meters



CPR LINE
SUBJECT PROPERTY
EXST'G ROAD
RAVEN SUBDIVISION & 11TH ST. N.E.
SHUSWAP LAKE
LAKESHORE RD.



OVERVIEW PLAN



SITE PLAN

1 : 500

PROJECT INFORMATION

LEGAL DESCRIPTION

LOT 2 SECTIONS 35 AND 36 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN KAP46199 EXCEPT PLAN EPP38479

CIVIC ADDRESS

5501 11 ST. N.E.

54th Avenue NE

proposed residence

property line

approx. 3.18 ha

CPR Mainline

(11th Street NE)

PRELIMINARY
NOT FOR CONSTRUCTION
08 MAY 2017

ISSUE: VARIANCE PERMIT 00

DRAWN: DR - 10

DATE: JAN 2017

SCALE: 1:500

BERND HERMAN
ARCHITECT
INCORPORATED

182 - 28 HUDSON AVE
P.O. BOX 1499
SALMON ARM, B.C. V7
TEL (250) 832 7400
FAX (250) 832 7400
E-MAIL archtype@telus

PROJECT:
PROPOSED
INGENHORST
RESIDENCE

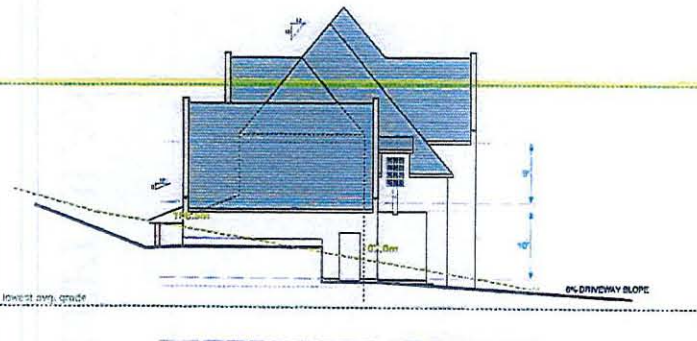
SALMON ARM, B.C.

DRAWING TITLE:
SITE PLAN

DRAWING NO.
A1 VA
OF
2
198



NORTHEAST

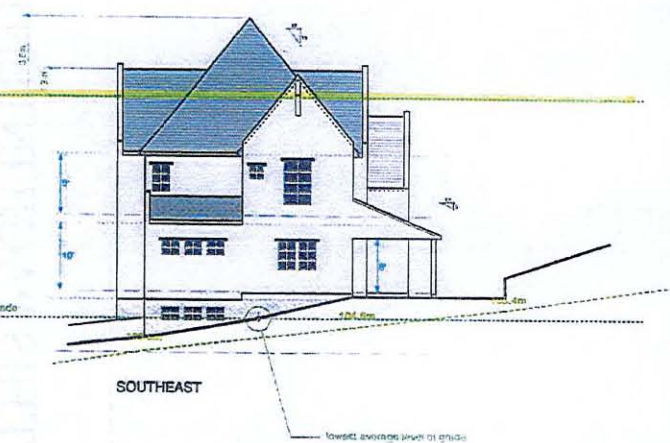


NORTHWEST

PRELIMINARY
NOT FOR CONSTRUCTION
08 MAY 2017



SOUTHWEST



SOUTHEAST

Schedule A: APPENDIX 2



ISSUED	DATE
VARIANCE PERMIT	08 MAY 2017

DRAWN BY	BA + KB
DATE	JAN 2017
SCALE	1/8" = 1'-0" (1/4" = 1'-0")



**BERND HERMANSKI
ARCHITECT
INCORPORATED**
180 - 28 HUDSON AVE., N.E.
P.O. BOX 343
SALMON ARM, B.C. V1E 4P6
TEL (250) 833 7468
FAX (250) 833 7468
E-MAIL: arch@berndski.com

PROJECT: 17 - 00

PROPOSED
INGEN-HORST
RESIDENCE

SALMON ARM, B.C.

DRAWING TITLE:
ELEVATIONS

DRAWING NO.
A2 VAR.
OF
2

THIS PAGE INTENTIONALLY LEFT BLANK

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing at the Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, BC, on Monday, June 12, 2017 at 7:00 p.m.

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lots 3 and 4, Section 11, Township 20, Range 10, W6M, KDYD, Plan 35353, from R-1 (Single Family Residential Zone) and A-2 (Rural Holding Zone) to R-8 (Residential Suite Zone).

Civic Address: 250 14 Avenue SE and 1460 Shuswap Street SE

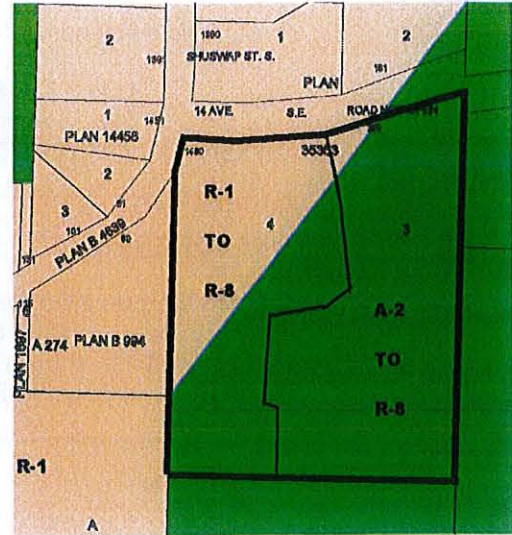
Location: South of 10 Avenue SE; at the east corner where Shuswap Street turns into Foothill Road

Present Use: 250 - 14 Avenue SE - single family residential; 1460 Shuswap Street SE - Vacant property

Proposed Use: To facilitate future subdivision and development

Owner / Applicant: 1100760 B.C. Ltd./ Browne Johnson Land Surveyors

Reference: ZON-1089/ Bylaw No. 4207



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 30 to June 12, 2017, 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

May 31 and June 7, 2017

21.1/22.1



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: April 25, 2017

Subject: Zoning Bylaw Amendment Application No. 1089

Legal: Lots 3 & 4, Section 11, Township 20, Range 10, W6M, KDYD, Plan 35353

Civic: 250 14 Avenue SE & 1460 Shuswap Street SE

Applicant: 1100760 BC Ltd. / Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 3 and 4, Section 11, Township 20, Range 10, W6M, KDYD, Plan 35353, from R-1 (Single Family Residential Zone) and A-2 (Rural Holding Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The two subject parcels are located at 250 14 Avenue SE and 1460 Shuswap Street SE, just north of Foothill Road (Appendix 1 and 2). The two parcels combine for a total area of approximately 12 acres, are designated Medium Density Residential in the City's Official Community Plan (OCP) as shown in Appendix 3, and are split-zoned R-1 (Single Family Residential) and A-2 (Rural Holding) as per the Zoning Bylaw (Appendix 4).

The proposal is to rezone the two large subject parcels to R-8 (Residential Suite Zone) to facilitate future subdivision and development (R-8 Zoning regulations are attached as Appendix 5). A conceptual layout plan has been provided for an associated Subdivision application (Appendix 6). Site photos are attached as Appendix 7.

The conceptual layout plan demonstrates one possible option how the subject parcel could be divided with potential for further future subdivision. While the proposed conceptual parcels appear to meet or exceed the minimum parcel specifications of the proposed R-8 zone, the proposal presents a number of challenges described below.

This area is generally comprised of R-1 and A-2 zoned parcels containing single family dwellings, with A-1 zoned agricultural and rural residential parcels. The Zoning Map attached shows the mix of zones in the immediate area. Land uses directly adjacent to the subject parcel include the following:

- North: Single-Family Residential (R-1) parcels
- South: Rural Holding (A-2) parcels,
- East: Rural Holding (A-2) parcels, and
- West: R-1 parcels and partial ALR boundary.

As the majority of the subject property is currently undeveloped, this amendment is to provide flexibility and facilitate future subdivision, development and use. Any development of a secondary suite or detached suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP, and is within Residential Development Area B. The proposed R-8 zone is in alignment with the Medium Density land use designation.

In terms of Area B, this means that the land and surrounding infrastructure are of second priority for City investment in capital works projects (with Area A being the first priority and Area C the third). That being said, the completion of the Auto Road connector between 12 Avenue SE and Shuswap Street is deemed by staff to be a high priority for the City. The implications of the Auto Road connector and its intersection with Shuswap Street as they relate to this application and the proposed subdivision are discussed in this report.

The proposed density aligns with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel size requirements, the conceptual subject properties have potential for the development of either a secondary suite or a detached suite.

COMMENTS

Engineering Department

Supportive of proposed R-8 zoning from a land use and density perspective. Future lot and access designs for secondary suites or detached suites should consider the requirements for high back curbing and a limitation to a single access / egress to each lot. Details on the works and servicing requirements for the associated subdivision application are under review and will be in line with the Subdivision and Development Servicing Bylaw.

As the future construction of Auto Road and its intersection with Shuswap Street (both designated Urban Arterial Streets) careful consideration on the future design of the intersection, the points of access / egress to / from the proposed subdivision. At this point in time, the Engineering Department is recommending a Traffic Circle be contemplated for an intersection design, pursuant to the S&DS Bylaw.

The prospects of securing excess land (i.e. beyond what is required for road dedication) needed from the subject property for a traffic circle is under discussion with the applicant. If Council agrees, this may involve a Road Reserve Covenant being registered over the Northwest corner of the subject property, in exchange (for the lost value in land) for an equivalent reduction in road upgrades along the Auto Road frontage. This idea would need to be dealt with via a Development Variance Permit application.

Both Auto Road and Shuswap Street are identified as DCC funded roads, meaning that portions of their construction and upgrades can and should be considered by the City as future capital projects.

Building Department

No concerns with rezoning. BC Building Code applies to development.

Fire Department

No Fire Department concerns.

Planning Department

Keeping in mind the Medium Density Residential OCP designation, the subject parcels are located in an area well-suited for this form of residential development, within reasonable walking distance to the city centre, as well as Picadilly Mall and Blackburn Park. The proposed R-8 zoning is aligned with neighbouring land uses, situated between smaller R-1 lots to the north and west, with larger A-2 lots to the south and east.

The R-8 zone regulations of the Zoning Bylaw are attached as Appendix 5. The minimum parcel area permitted under R-8 zoning is 450 square metres, or 700 square metres for a parcel containing a detached suite. At this time, it appears the intent of the applicant is to have most lots exceed the minimum area and width required for a detached suite, thereby allowing options for suites (9 of the proposed lots in the attached concept would be limited to traditional secondary suites within the single-family dwelling). This large block approach to rezoning was recommended to the applicant by staff.

While the subject parcels have been historically designated for residential land use, the ALR boundary runs along an approximately 150 metre portion of the western parcel line. Staff note that the parcel to the west dates back to 1913, is relatively small, not under agricultural use, is zoned R-1 and is similarly designated as Medium Density Residential in the OCP. As such, staff deems that the Rural and Agriculture Policies of the OCP, which seek to minimize conflicts between agriculture and other land uses are not applicable. Furthermore, with the proposed R-8 zoning, there will be a minimum 6.0 m building setback from the applicable parcel line as proposed.

While not necessarily directly relevant to the proposed rezoning, future plans for this area of the City call for future residential development, including a future road network, and the policies of the OCP prescribe a range of future amenities in the area between Shuswap/Foothills Road and the western Hillcrest area. While the terrain and gaps in servicing creates some challenges, the OCP envisions future roads, bike routes, greenways, and parks on the adjacent parcels (Appendix 8). These plans are significant to note in advance of development proposals for the remainder portion of the subject parcels and adjacent lands.

Additionally as noted in the Engineering comments, the adjacent intersection of Shuswap Street and 14 Avenue SE is envisioned to have significant, community-wide implications as it serves the southern portion of the City as a key component of the future road network connecting Shuswap/Foothills to the Hillcrest area. As such, the intersection must be capable of handling this future traffic, which should be recognized by current development proposals. An additional implication of this intersection is that the conceptual access shown may be subject to realignment due to the final design of the intersection.

If the subdivision application proceeds, Council may soon be reviewing a Development Variance Permit application involving reduced frontage upgrades along Auto Road in lieu of a Road Reserve Covenant to secure land for a future traffic circle.

Furthermore, in terms of access and servicing to lands beyond, there are no up-to-date detailed street plans for this area, however the OCP has designated a basic road network plan over the area. This road network plan is not detailed, however it does contemplate medium density residential subdivision and potential connections from the eastern portion of the subject property through adjacent parcels to the east and south. To what degree this plan would work due to the number of existing dwellings and accessory buildings, collaboration between property owners, as well as the challenges presented by the terrain, is to be determined. However, this concept is significant to note in advance of development proposals for the eastern remainder portion of the subject parcels, as well as adjacent lands to the south. The eastern portion of the subject property is certain to be affected by these considerations. The proposed conceptual layout does provide an option for access to adjacent lands to the east.

If this rezoning application is approved, and when a development / subdivision plan for the eastern portion is formally applied for, City staff will revisit future access and servicing needs of the adjacent lands in greater detail.

CONCLUSION

The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff. In staff's opinion, it is reasonable to rezone the two existing subject parcels prior to subdivision.



Prepared by: Chris Larson, MCP
Planning and Development Officer



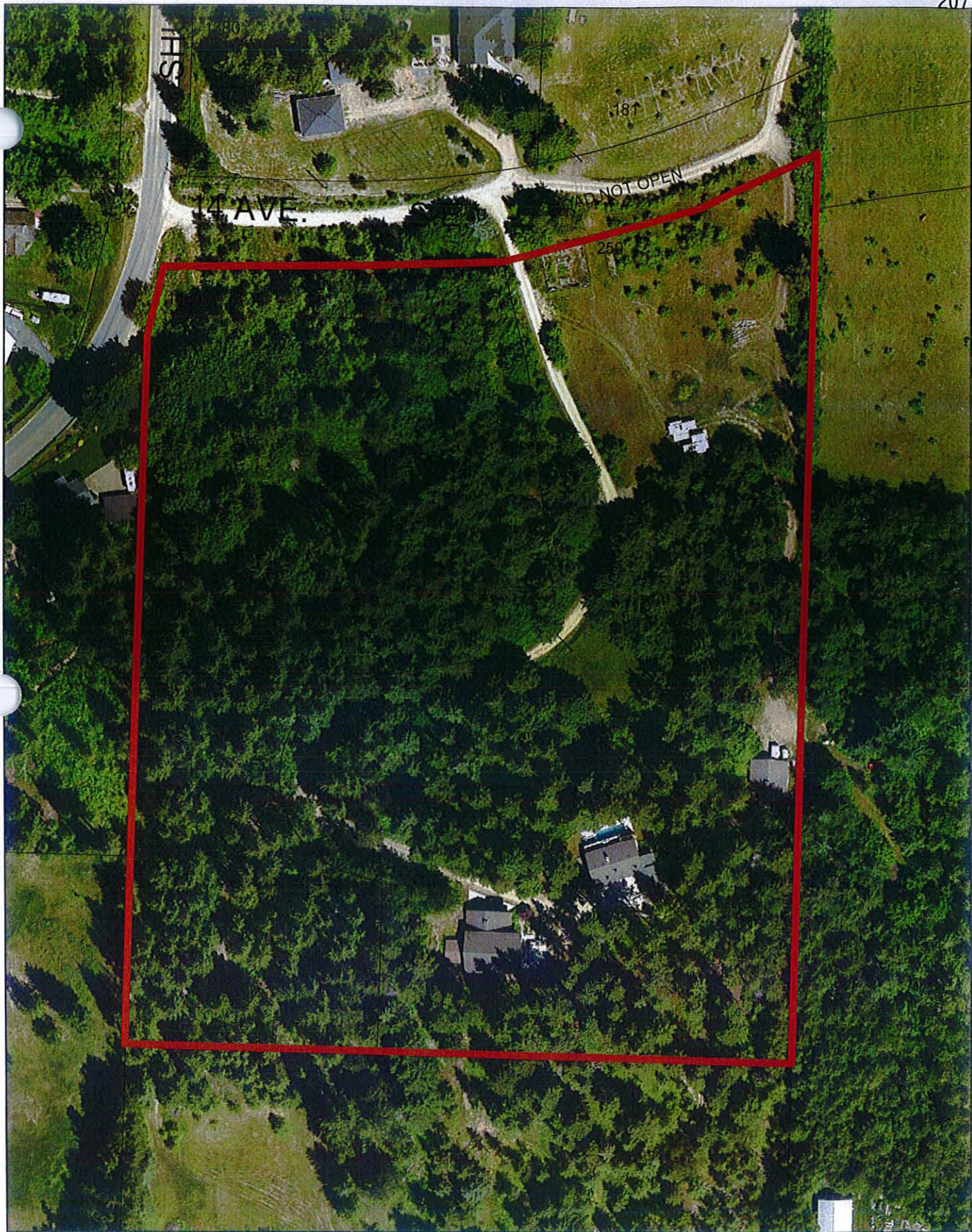
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 75 150 300 450 600
Meters



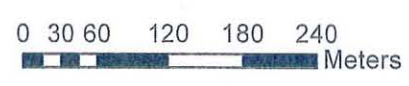
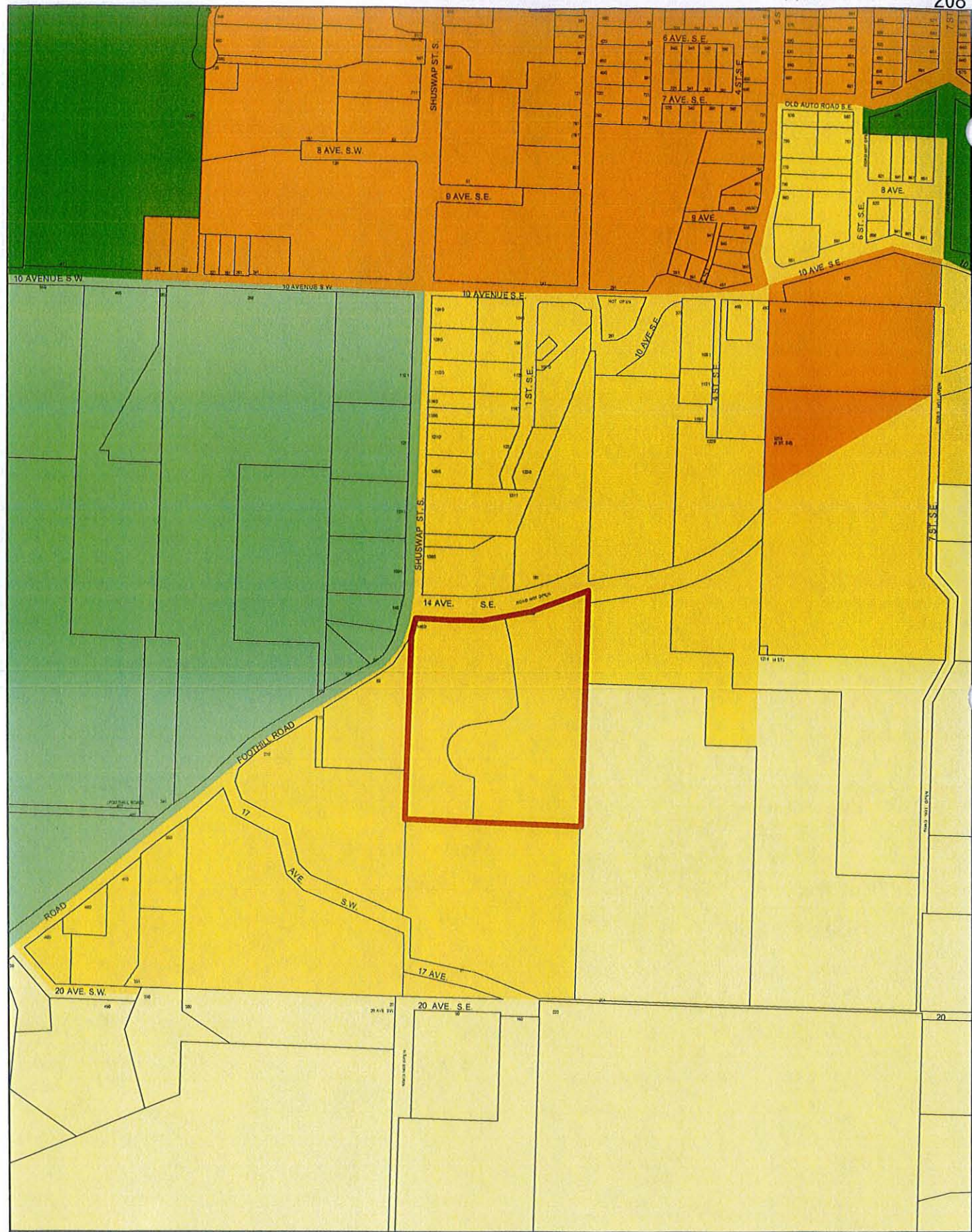
Subject Parcels



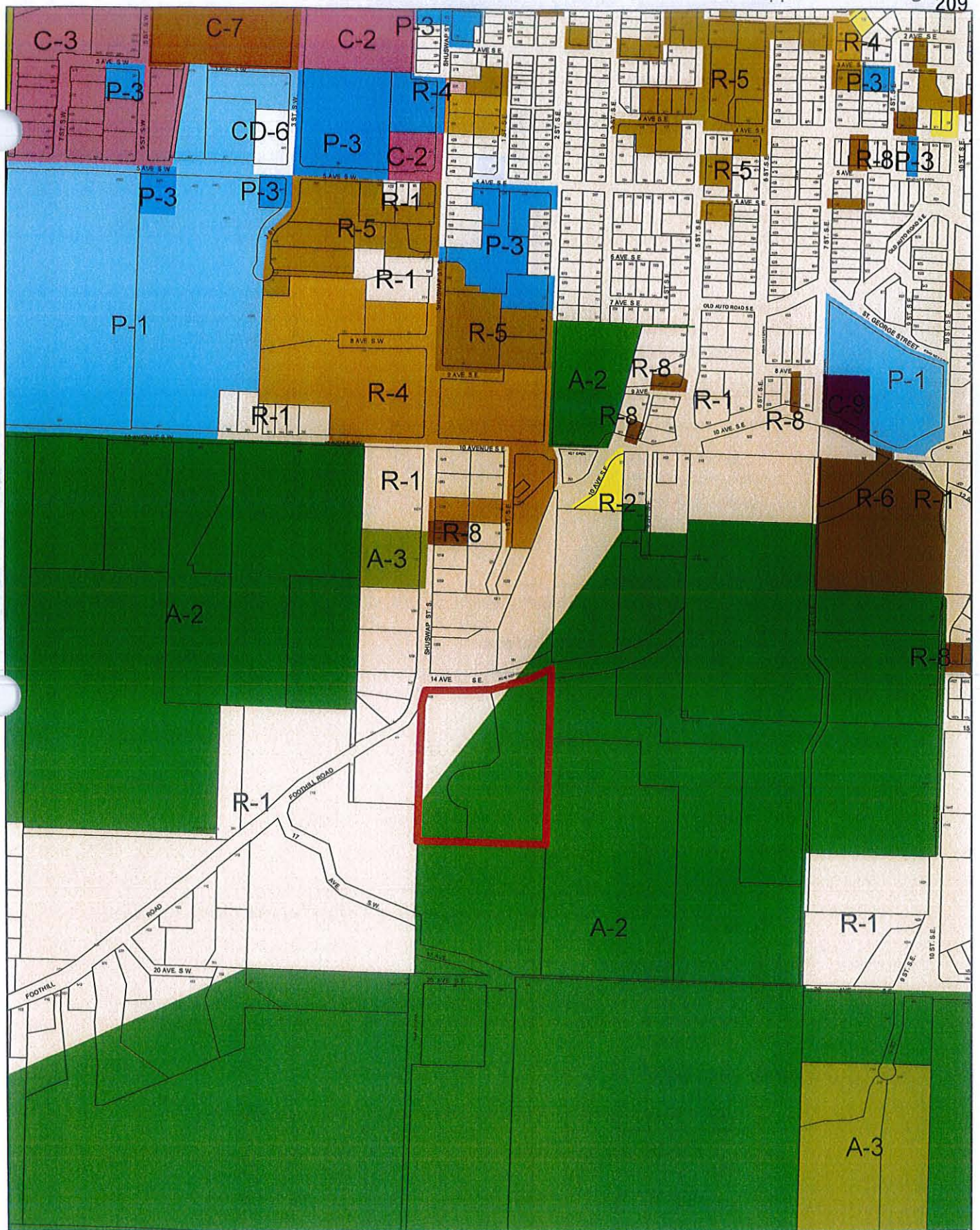
0 12.5 25 50 75 100 Meters



Subject Parcels



- | | | | |
|---|-----------------|---|----------------------------|
|  | Subject Parcel |  | High Density Residential |
|  | Park |  | Medium Density Residential |
|  | Acreage Reserve |  | Low Density Residential |



0 75 150 300 450 600 Meters



Subject Parcels

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE

13.1 The purpose of the R-8 Zone is to permit the use of a *secondary suite* contained within a *single family dwelling* or a *detached suite* contained within an *accessory building*.

13.2 On a *parcel* zoned R-8, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-8 *Zone* or those regulations contained elsewhere in this Bylaw.

13.3 The following uses and no others are permitted in the R-8 Zone:

- #3082 .1 *boarders, limited to two;*
#3082 .2 *family childcare facility;*
#3082 .3 *group childcare;*
.4 *home occupation;*
.5 *public use;*
.6 *public utility;*
.7 *single family dwelling;*
.8 *accessory use, including secondary suite or detached suite.*

13.4 One (1) *single family dwelling* shall be permitted per *parcel*.

13.5 One (1) *secondary suite* or one (1) *detached suite* is permitted per *parcel*.

13.6 The maximum *height* of the *principal building* shall be 10.0 metres (32.8 feet).

13.7 .1 The maximum *height* of an accessory *building* shall be 6.0 metres (19.7 feet).
 .2 The maximum *height* of an accessory *building* containing a *detached suite* shall be 7.5 metres (24.6 feet).

13.8 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 45% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for all *accessory buildings*, including those containing a *detached suite*.

13.9	.1	The minimum <i>parcel area</i> shall be 450.0 square metres (4,843.9 square feet).	
	.2	The minimum <i>parcel area</i> of a <i>parcel</i> containing a <i>detached suite</i> shall be:	
	.1	With lane or second <i>street</i> frontage	465.0 square metres (5,005.2 square feet)
	.2	Without lane or second <i>street</i> frontage	700.0 square metres (7534.7 square feet)

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE - CONTINUED

Minimum Parcel Width

- 13.10 .1 The minimum *parcel width* shall be 14.0 metres (45.9 feet).
 .2 The minimum *parcel width* of a *parcel* containing a *detached suite* shall be:
 .1 With lane or second *street* frontage 15.0 metres (49.2 feet)
 .2 Without lane or second *street* frontage 20.0 metres (65.6 feet)

Maximum Floor Area and Floor Area Ratio

- 13.11 .1 The maximum *floor area* of a *detached suite* shall be 90.0 square metres (968.8 square feet).
 .2 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Minimum Setback of Principal Building

- 13.12 The minimum *setback* of the *principal building* from the:
- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.5 metres (4.9 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
- #3426 .5 Notwithstanding Sections 13.12.2 and 13.12.3., a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
- #2811 .6 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Accessory Buildings

- 13.13 The minimum *setback* of accessory *buildings* from the:
- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
- #2811 .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.

Minimum Setback of a Detached Suite

- 13.14 The minimum *setback* of an accessory *building* containing a *detached suite* from the:
- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 3.0 metres (9.8 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 2.0 metres (6.5 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .5 | <i>Parcel line</i> adjacent to a lane | 1.2 metres (3.9 feet) |

Parking

- 13.15 .1 Parking shall be required as per Appendix I.
 .2 An offstreet parking space provided for a *secondary suite* or *detached suite* shall not be sited in tandem to a parking space provided for a *single family dwelling*.

Detached Suite

- 13.16 Refer to Section 4.2 for General Regulations.

Appendix 6: Conceptual Layout Plan

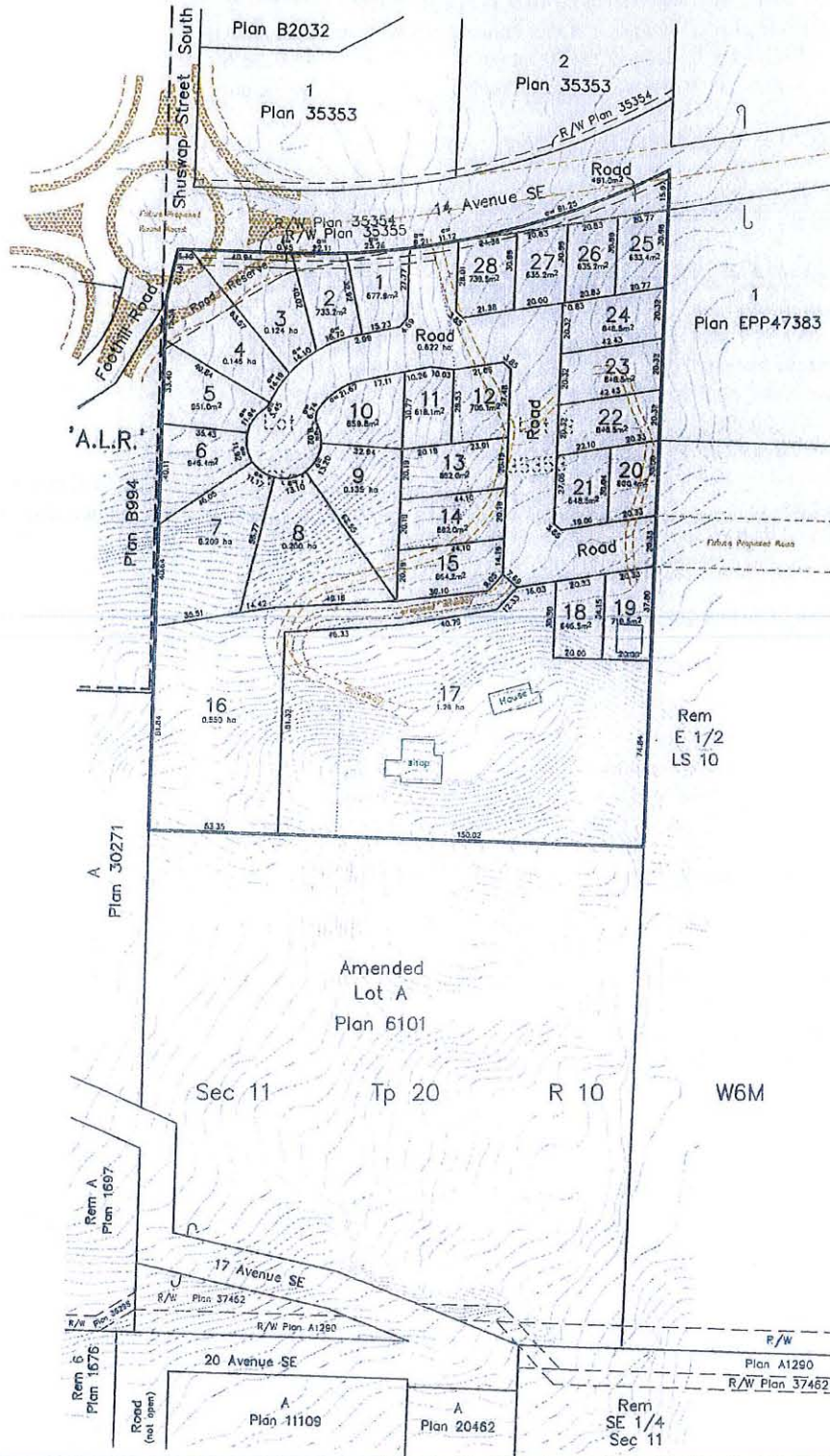
Sketch Plan of Proposed Subdivision
of Lots 3 and 4, Sec 11, Tp 20, R 10,
W6M, KDYD, Plan 35353

Scale 1:1250

BCGS 82L.064

All distances are in metres.

The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:1250



April 25, 2017

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph. 832-9701
File: 630-16 (405-07)



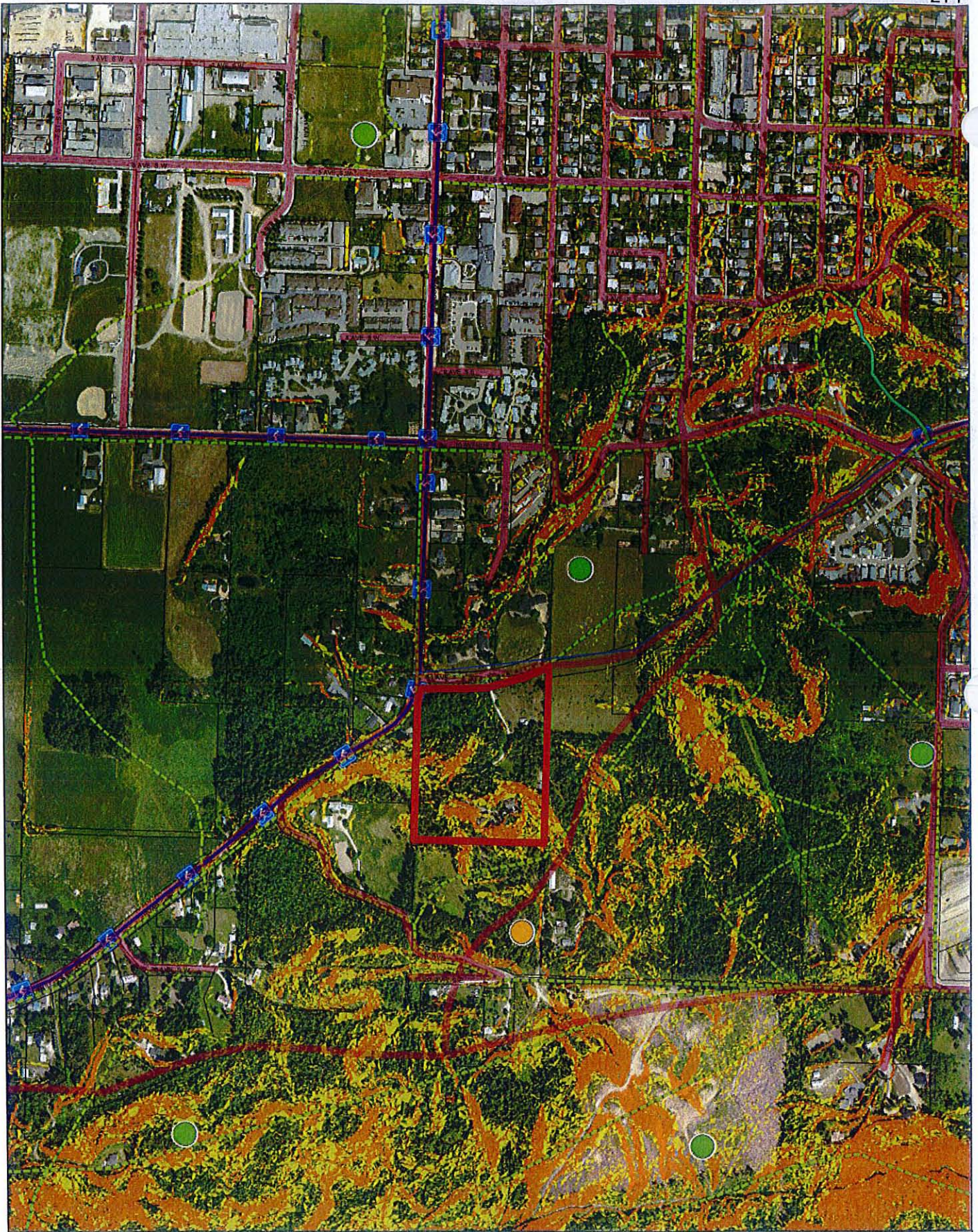
View south-east from north-west corner of subject property.



View south-west from north-east corner of subject property.



View south from north-east corner of subject property.



0 75 150 300 450 600
Meters



Subject Parcels

Box 1668
 Salmon Arm, B.C.
 V1E 4P7
 1391 Shuswap St.

Mayor and Council
 City of Salmon Arm
 Box 40
 Salmon Arm B.C. V1E 4N4

Dear Council Members

Re:

Proposed Amendment to Zoning Bylaw No.2303
 Rezone Lots 3 and 4 , Sec. 11 Twp.20 Rge10 W6M KDYD, Plan 35353,
 From R-1 and A-2
 To R-1 to R-8
 And subsequent subdivision into 28 lots.

I realize that these technically are two separate proposals, but the subdividing depends on the rezoning.

I have reviewed the subdivision plans for the properties and have decided to oppose this ByLaw Amendment rezoning application, for the following reasons.

Green Space

These two lots were originally an orchard.

The second growth has created habitat for birds and other wildlife, deer, bears, skunks, racoons, and more. We (the public) cannot expect individual property owners to bear the brunt of environmental preservation, even this is what previous owners have been doing, There is no provision whatever in the subdivision plan for green areas. Council, in approving these proposals, should plan for adequate protection of the wildlife habitat, even to the point of purchasing some of this land.

Density

Essentially this rezoning will result in two households per lot. The 28 lots could potentially have 56 households.

Expecting property owners not to rent their secondary suites is unreasonable, especially in these days of high prices for homes, particularly since this Council is expecting secondary suites to alleviate the shortage of rental units in this town.

This will require road upgrades, and adequate sewage disposal.

Sewage disposal

The properties in the area rely on septic fields for disposal..This will not be feasible for 28 lots, so the sewer line will be extended.

But some of the lots are in the low area and some kind of pumping will be necessary. I expect that in the future the cost of this will be transferred to the taxpayers as a whole, even if the initial costs are borne by the subdivider

Roads

14th Ave certainly, and Foothill Road eventually will require major upgrades. The intersection of 14 Ave and Foothill Rd will need a total rearrangement. (A traffic circle is proposed for sometime in the future). Although the developer will pay for the initial installation costs, ongoing maintenance will fall on the taxpayer.

For me personally, more traffic will make leaving my driveway even more dangerous than it is now.

My property is on the west side of Shuswap St. just over the crest of the little hill. It is difficult to see southbound traffic (on my left) because of that crest and it is also difficult to see northbound traffic (to my right) because of the curve in Foothill Rd. Winter, with snowbanks, is especially bad. (I always turn right and circle the block during winter driving conditions.)

The increase in traffic from this subdivision will make the situation worse.

Taxes

I expect that my assessment and taxes will increase. Assessors think that "paving paradise" is an asset to a neighbourhood. They look at what all those new houses are selling for and decide everyone else should have the same assessment. Council could adjust the mill rate but that does not happen.

Agriculture

Changing agricultural land to residential is not a good idea .B.C. should be producing more, not less, of our food.

Many people think we will always be able to get food from somewhere else (usually California) but the past several years' weather should have shown us the fallacy of depending on food from somewhere else.

This Lot was part of an orchard and underneath the second growth of trees and shrubs, the same land is there and could used to grow crops again.

Conclusion

Some of my objections do belong in subdivision application.

Other objections could be overcome with a different subdivision plan or covenants of various kind placed on individual lots.

Perhaps some language to accommodate this could be included in the by-law.

For now i am opposing this ByLaw amendment.

Thank-you for considering my concerns.

Yours truly

Constance Crowley
Constance Crowley

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing at the Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, BC, on **Monday, June 12, 2017** at 7:00 p.m.

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 5725 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

Civic Address: 791 5 Street SE

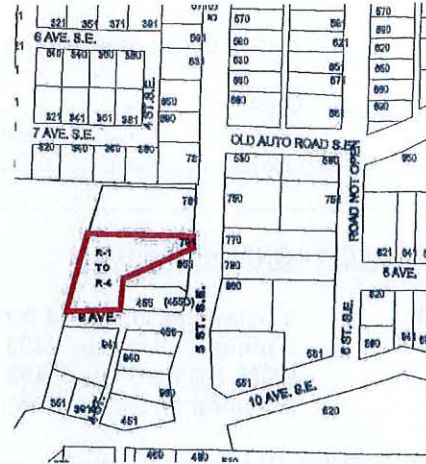
Location: Just north of the intersection of 10 Avenue SE and 5 Street SE; on the west side of 5 Street SE

Present Use: Single family dwelling

Proposed Use: To facilitate future multi-family residential development

Owner / Applicant: Reimer, R. & R.

Reference: ZON-1090/ Bylaw No. 4209



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 30 to June 12, 2017, 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

May 31 and June 7, 2017



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: May 4, 2017

Subject: Zoning Bylaw Amendment Application No. 1092

Legal: Lot 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16485
 Civic: 1880 – 9 Avenue SE
 Owner / Applicant: McClure, C. & 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 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16485 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 0.35 acre subject parcel is located at 1880 9 Avenue SE (Appendix 1 and 2) and presently contains an existing 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 use 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). The subject parcel is located on 1880 9 Avenue NE, in the Hillcrest neighbourhood. This area is largely comprised of R-1 and R-7 zoned parcels containing single family dwellings. There are more than ten R-8 zoned parcels within the proximity of the subject parcel (with a large concentration of new R-8 parcels further south-east).

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 4. The intent of the applicant is to develop a conforming *secondary suite* within the existing single family dwelling. A site review has been completed by the City's Building Department.

Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements. The applicant has been in contact with City Building Inspectors, who have confirmed it is possible for the suite to meet 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 and width, the subject property has potential to meet the conditions for the development of either a *secondary suite* or *detached suite*, including sufficient space for an additional off-street parking stall.

Staff are not concerned that the property currently utilizes an unopened road for access and parking, and note that in the unlikely event that this road is opened, the parcel would have options for developing parking and access including providing parking for the proposed secondary suite.

COMMENTS**Engineering Department**

No objections to the proposed rezoning, subject to sufficient onsite parking being provided. A water meter will be required at time of building permit.

Building Department

BC Building Code will apply. Site review completed, with itemized building code requirements to create a legal suite provided to applicants. No concerns with proposed zoning subject to the completion of building upgrades.

Fire Department

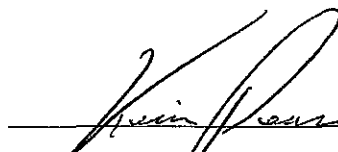
No concerns.

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



0 25 50 100 150 200
Meters



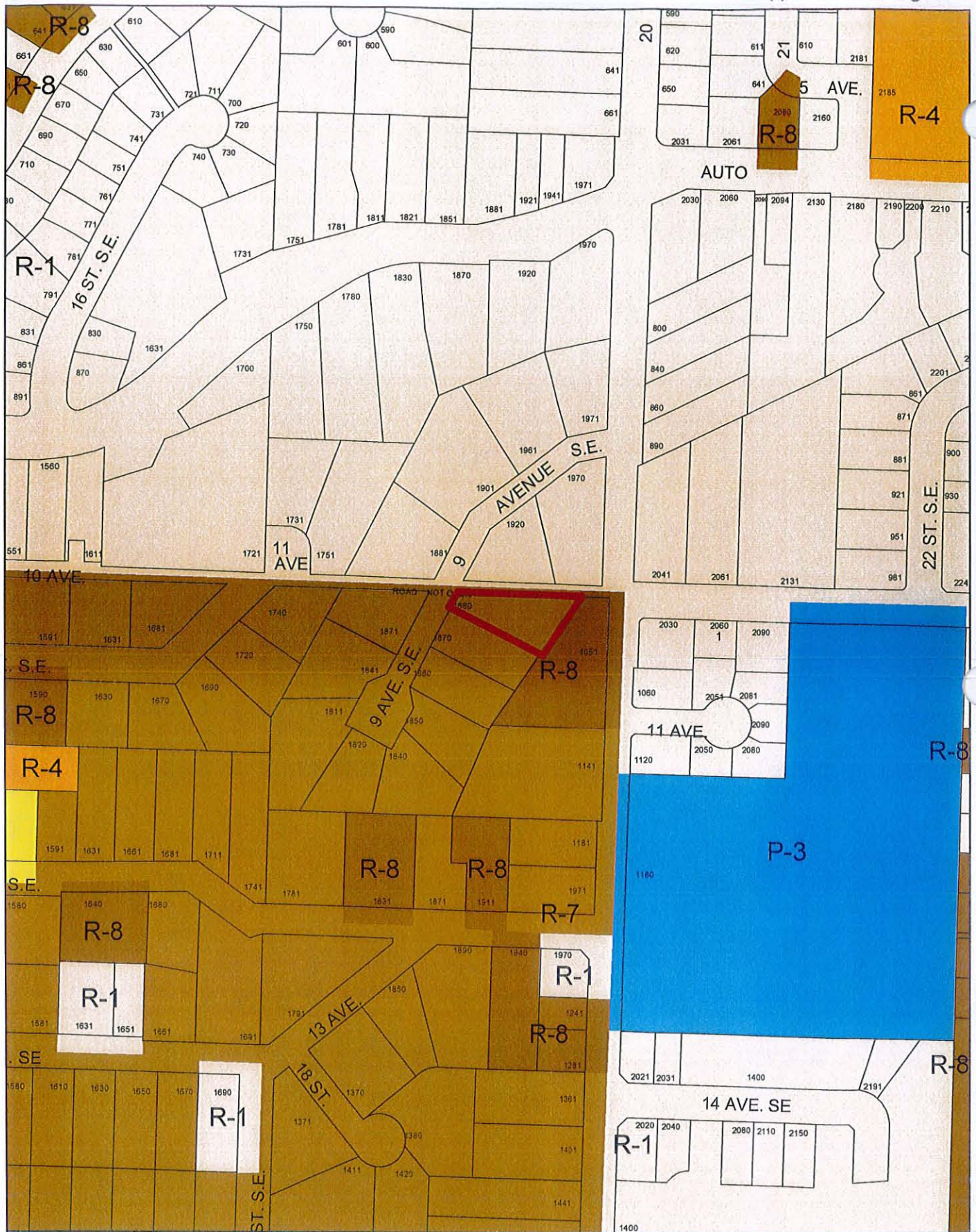
Subject Parcel



0 5 10 20 30 40 Meters



Subject Parcel



0 25 50 100 150 200 Meters



Subject Parcel

Appendix 4: Site Photos



View south-east of subject property, with neighbour's driveway in foreground.



View south-west of subject property.

THIS PAGE INTENTIONALLY LEFT BLANK

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing at the **Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, BC, on Monday, June 12, 2017 at 7:00 p.m.**

3) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16485 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1880 9 Avenue SE

Location: South of Auto Road SE and west of 20th Street SE

Present Use: Single family dwelling

Proposed Use: Single family dwelling with a suite

Owner / Applicant: McClure, C. & M.

Reference: ZON-1092/ Bylaw No. 4210





City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: May 7, 2017

Subject: Zoning Bylaw Amendment Application No. 1090

Legal: Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 5725

Civic: 791 – 5 Street SE

Owner/Applicant: Reimer, R. & R.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 5725 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The 0.28 hectare subject parcel is located at 791 – 5 Street SE, just north of 10 Ave SE/Auto Road (Appendix 1 and 2), and has frontage on both 5 Street and 9 Avenue SE. The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone) to facilitate a 9-unit multi-family development.

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) as shown in Appendix 3, and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4). This area is largely comprised of R-1 zoned parcels containing single family dwellings, with R-4 and R-5 multi-family development further west and north. The parcel currently contains a single-family home (to be demolished).

A conceptual site plan illustrating a total of 9 units in the form of 3 duplexes, and 1 triplex building has been provided (Appendix 5), which would be subject to a future Development Permit application. Site photos are attached as Appendix 6.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1, R-4, R-5, and R-8), with Institutional zones to the west and undeveloped A-2 land further to the south. Land uses adjacent to the subject parcel include the following:

- North: Single-Family Residential (R-1) parcel,
- South: Road (9 Ave SE), with Single-Family Residential (R-1) parcels beyond,
- East: Single-Family Residential (R-1) and Residential Suite (R-8) parcels, with R-1 beyond, and
- West: Rural Holding (A-2) parcel, with R-4 and R-5 parcels beyond.

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A, the highest priority area for development. While the proposed R-4 Medium Density zone is of slightly higher density (40 dwelling units per hectare) than current R-1 zoning, it is considerably less dense than envisioned by the High Density land use designation (100 dwelling units per hectare). In terms of managing growth, the long-term consequence of developing High Density designated lands at a Medium Density would be future pressure to expand the Urban Containment Boundary.

However, the proposed density aligns with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

As per OCP residential policy, the multi-family development proposed would be subject to a future Development Permit application

OCP Map 11.2 designates a proposed greenway crossing over the south-west corner of the subject property (Appendix 7). As per OCP policy 11.3.18, the requirement of land dedication for a trail may be made at the discretion of Council.

COMMENTS

Ministry of Transportation and Infrastructure

Pursuant to the *Transportation Act*, approval of the zoning amendment bylaw by the Ministry is required, as the parcel is within 800 m of a Controlled Access Highway (Trans Canada Highway). The Ministry has granted Preliminary Approval for this rezoning.

Engineering Department

While not conditions of rezoning, full municipal services are required, including service upgrades, improvements to 5 Street SE, and a reciprocal access agreement to protect the neighbour's access from 851 5 Street SE. The attached comments have been provided to the applicant (Appendix 8).

Building Department

No concerns with rezoning. Demolition permit required for existing building. Further review of limiting distance between units required at time of development.

Fire Department

No Fire Department concerns.

Planning Department

Keeping in mind the High Density Residential OCP designation, the subject parcels are located in an area well-suited for higher density residential development with either R-4 or R-5 zoning, within walking distance to the City Centre. The maximum residential density permitted under R-4 (Medium Density) zoning is 40 dwelling units per hectare of land. As the subject property is 0.28 hectares in area, the maximum permitted density under R-4 would be 11 dwelling units assuming: 1) some form of strata development; 2) the present gross areas of the subject parcel; and 3) no density bonus. The minimum parcel area for a single family dwelling is 300 square metres.

While from a growth management perspective, the best use and density would be some form of multi-family development, staff note that a single family dwelling is a permitted use in the proposed R-4 zone. It is the opinion of Staff that the proposal represents a reasonable balance between growth management principles while respecting existing land uses: the proposed density (9 units) appears sensitive to established neighbouring land uses, while representing an increase in density.

In terms of a future development scenario, the shape of the parcel presents some challenges. The site presents some challenges relative to snow clearance, emergency access and turn-around traffic. Opportunity for on-street parking at this site is very limited, thus it is important that the proposed development meet parking requirements (the preliminary site plan provided indicates that it can). Additionally, a screened refuse/recycling area would be required. Site plans, landscape details, and elevation drawings submitted at the development permit stage would be required to illustrate how the applicant's proposed development would address such requirements relative to the subject parcel.

OCP attributes (Appendix 7) include a greenway trail along the west and east perimeters. While small relative to the larger greenway network, a potential greenway connection through the south-west corner of the parcel could be a significant component enabling a feasible connection in an area of steep slopes, upon such time that lands to the west are redeveloped. OCP Map 11.2 designates the proposed greenway over the subject property (Appendix 7), and as such, OCP Policy 11.3.18 provides for the requirement of land dedication for a trail at the discretion of Council as a condition for rezoning. In effect, doing so would be a community Amenity Contribution, which ideally results from a negotiated agreement between a local government and owner/applicant.

OCP Policy 11.3.19 allows for the Approving Officer to require land dedication for a trail as a condition for subdivision (stratification). Given the need for field work associated with determining an appropriate trail alignment and in the absence of any development proposed for the parcel to the west, staff would suggest a right-of-way for a future trail be deferred at this rezoning stage, to be established appropriately as a condition at time of subdivision.

As previously noted, if rezoned to R-4, a form and character development permit application would be required prior to development to demonstrate how the proposed buildings, site and landscape designs will address the various requirements. A lot grading plan would be required at the development permit stage to confirm finished grades. Review of such an application would be proceed through City staff, the Design Review Panel, and Council for consideration of approval.

CONCLUSION

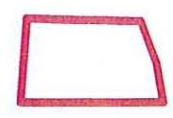
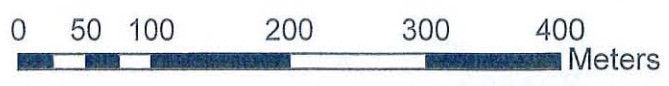
The proposed R-4 zoning of the subject property is supported by OCP policy and is therefore supported by staff.



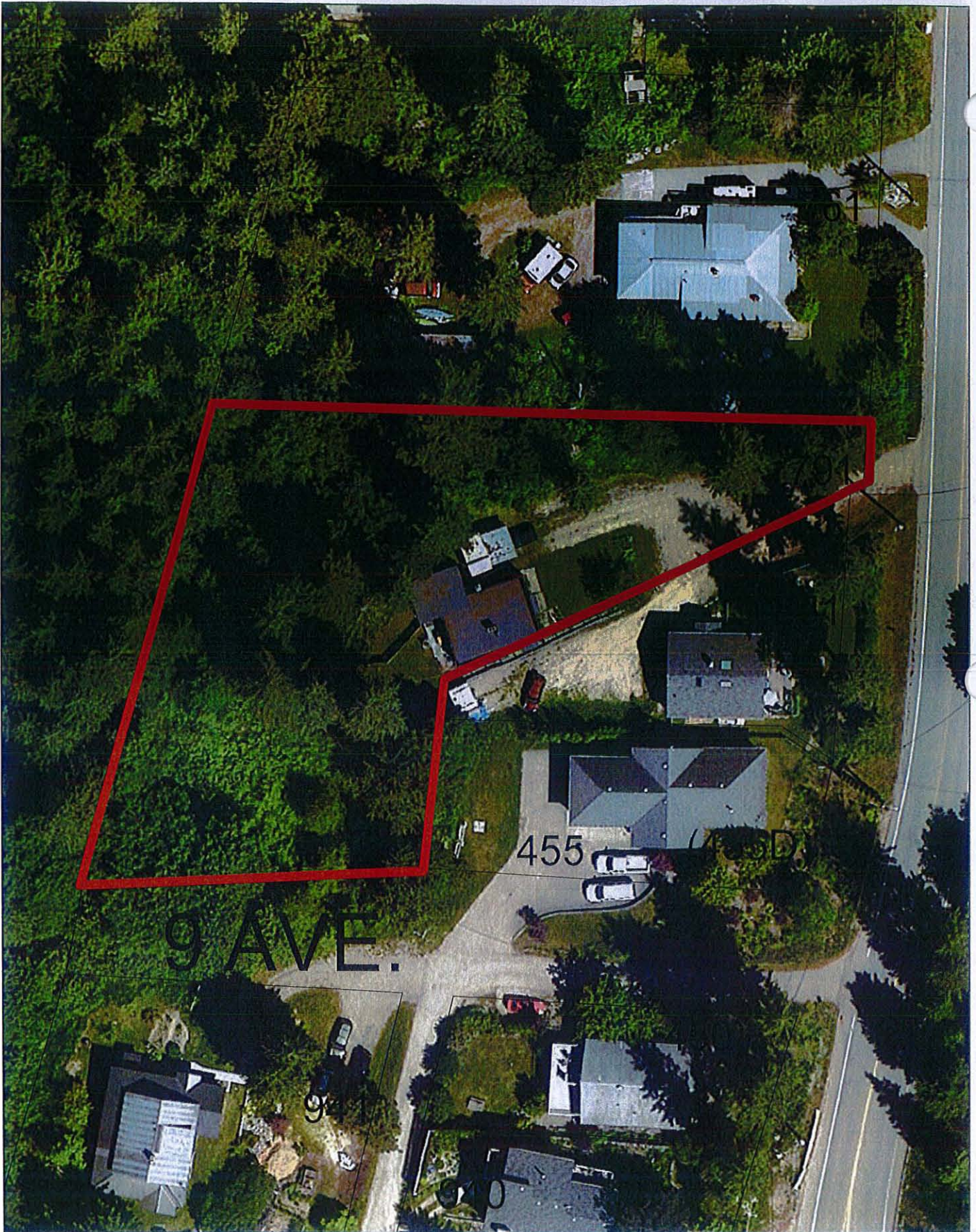
Prepared by: Chris Larson, MCP
Planning and Development Officer



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



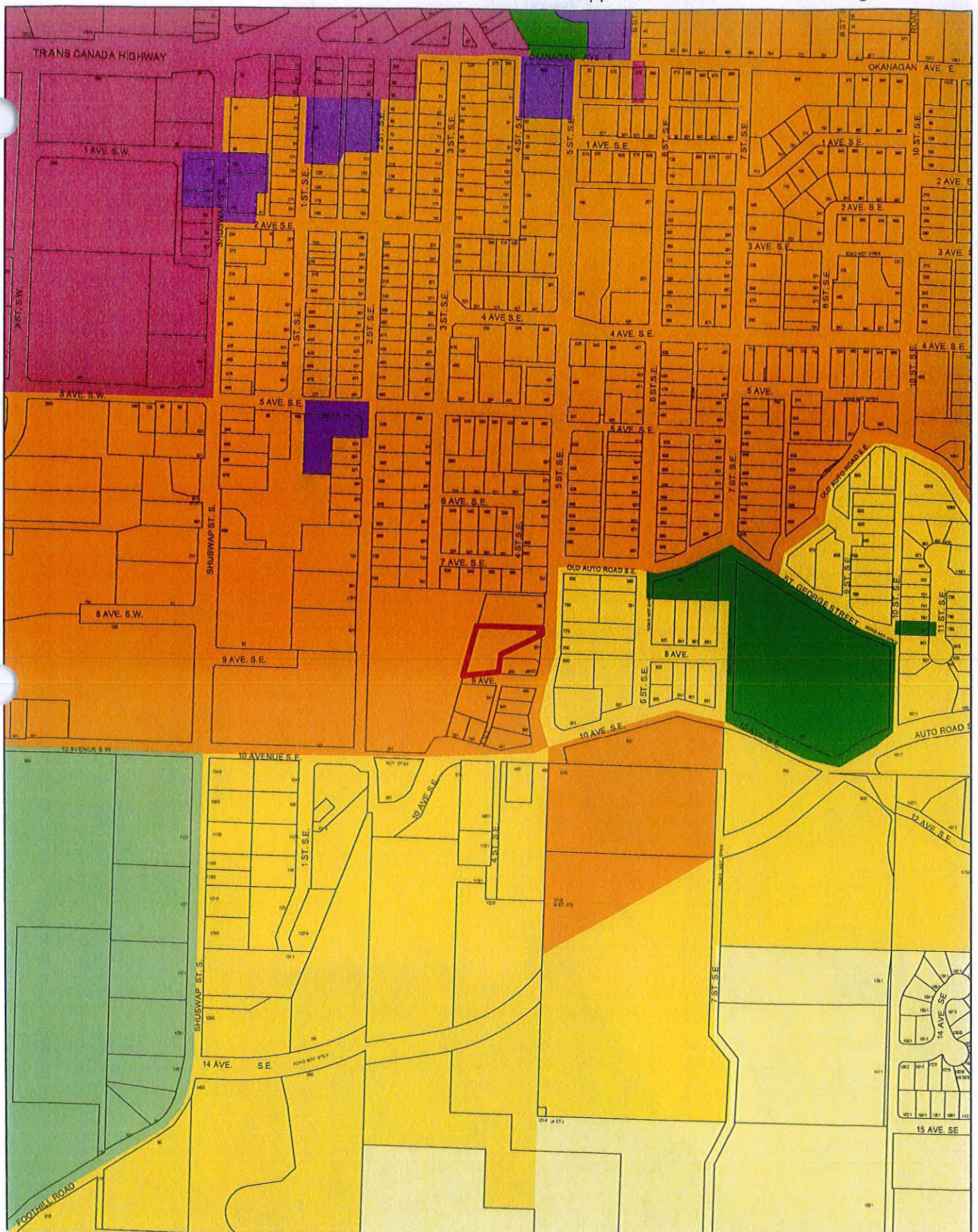
Subject Parcels



0 5 10 20 30 40 Meters



Subject Parcels



0 30 60 120 180 240
Meters



Subject Parcel



Institutional



Commercial - City Centre



Park



Acreage Reserve



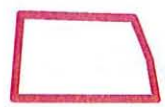
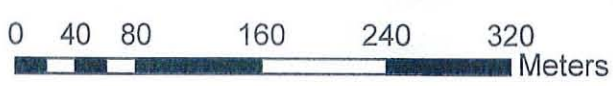
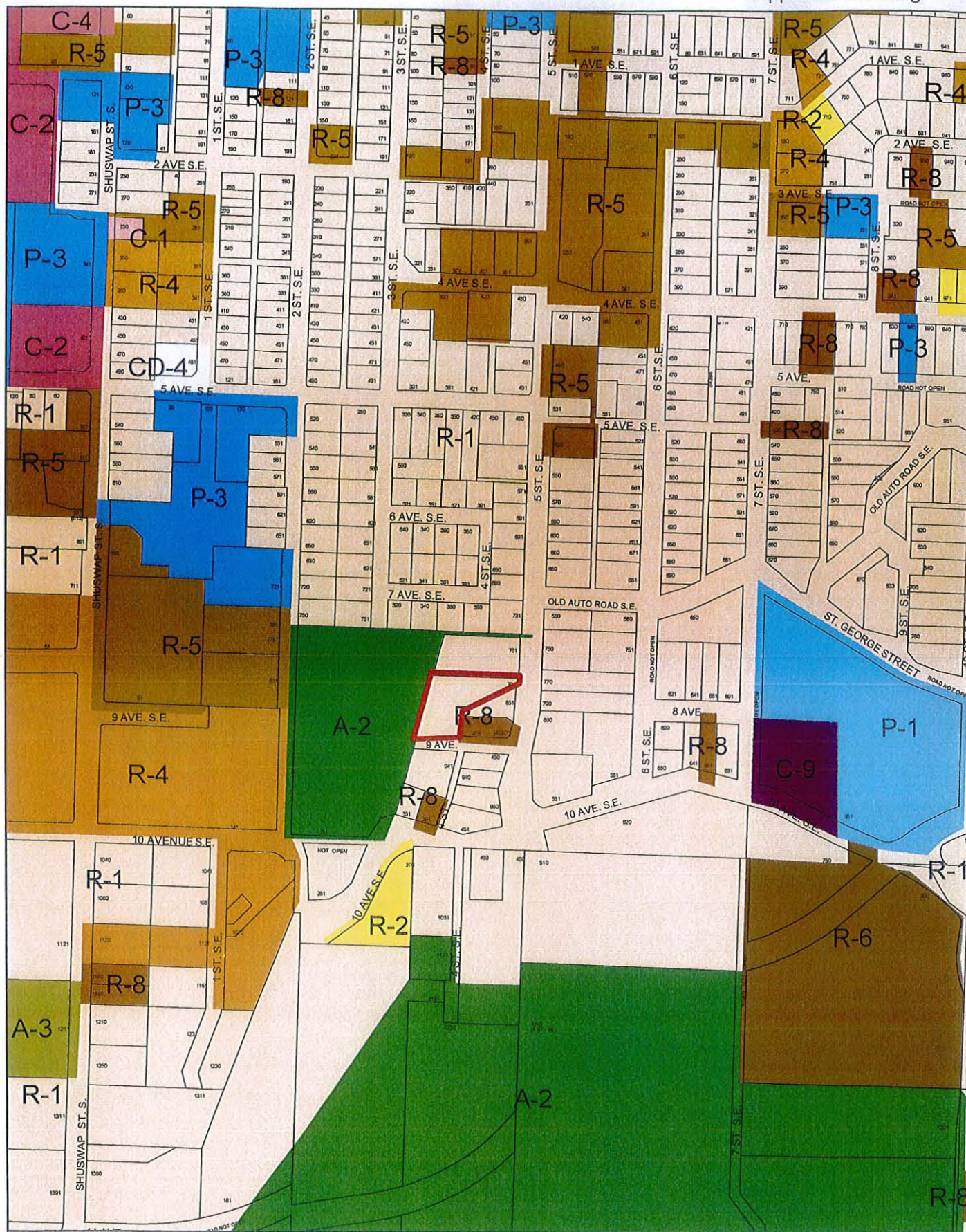
High Density Residential



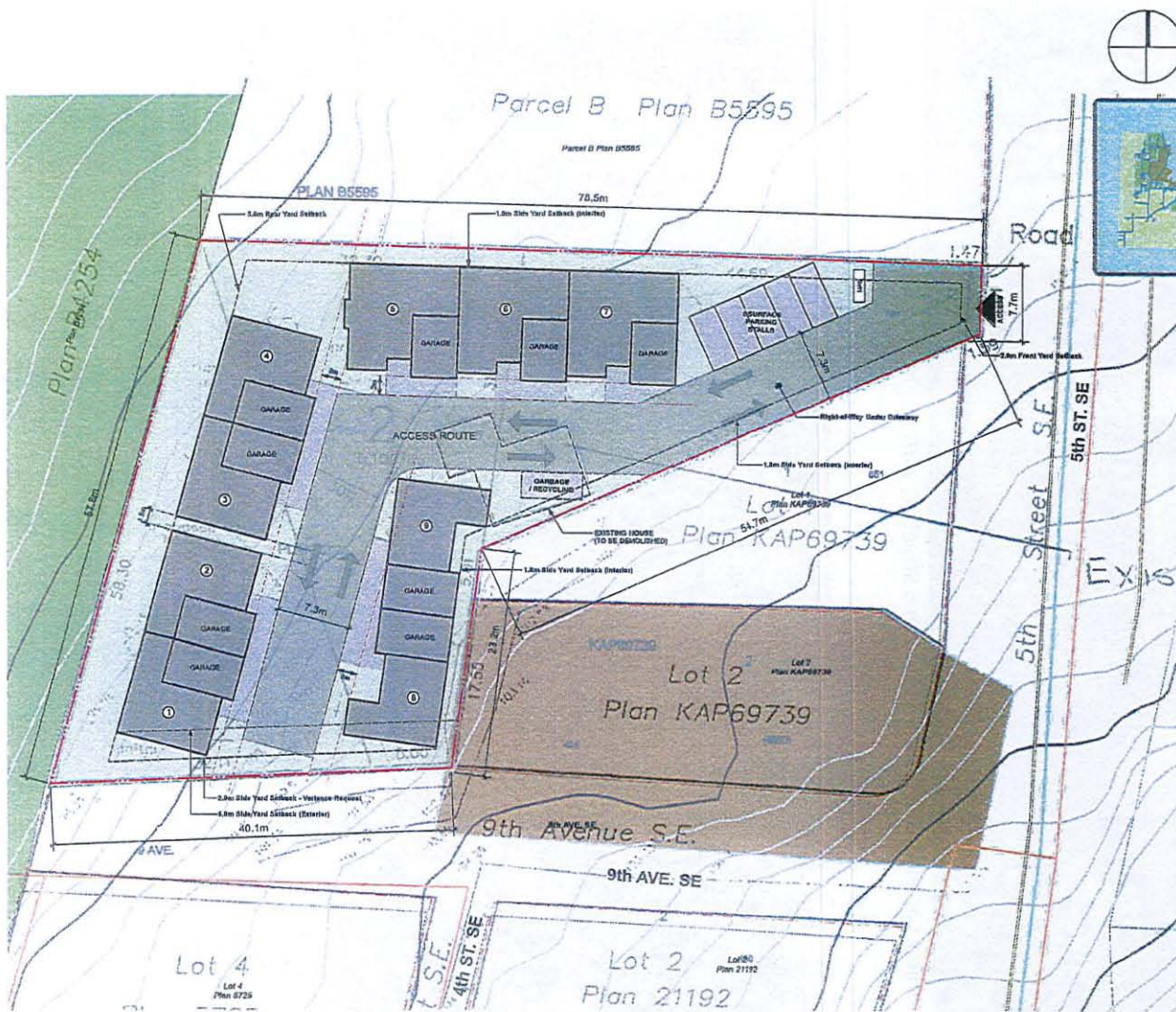
Medium Density Residential



Low Density Residential



Subject Parcels



PROJECT INFO:	
Civic Address:	791 - 5th St. SE, Salmon Arm, BC
Legal Description:	Lot 5, Plan 5725, Sec. 14, Tp. 20, R. 10, W. 6, K.D.Y.D.
Site area:	2,851.45m (30,692.2sf) 0.705 acres
OCP Designation:	High Density Residential
Zoning:	Current - R-1 (Low Density Residential) Proposed - R4 (Medium Density Residential)
Allowable Density:	16.2 units / acre = 11 units
Allowable Parcel Coverage:	55%
Maximum Building Height:	10.0m (32.8ft) for Principal Buildings 13.0m (42.7ft) if accessory provided
Setbacks:	Front Yard 2.0m (6.6ft) Rear Yard 5.0m (16.4ft) Side Yard (Interior) 1.5m (5.0ft) Side Yard (Exterior) 5.0m (16.4ft)
Min. Separation Between Residential Buildings on Same Lot:	- If not more than one storey = 1.5m (4.9ft) - If more than one storey = 3.0m (9.8ft)
Required Parking:	1.5 Stalls / Unit

PROJECT SUMMARY:	
Unit Totals:	1 x Triplex (3) 3 x Duplex (2) = 9 Units
Unit Types:	Units 1-4 Footprint = 700m (753.5sf) + Garage Living Spaces on Main Floor Bedrooms On Upper Floor Walk-Out Basement Approx. Gross Floor Area (2200sf)
Units 5-7:	Footprint = 815m (900sf) + Garage Living Spaces + Master Suite on Main Floor Extra Bedrooms / Den Upstairs Approx. Gross Floor Area (1800sf)
Units 8-6:	Footprint = 725m (775sf) + Garage Living Spaces on Main Floor Bedrooms On Upper Floor Approx. Gross Floor Area (1500sf)
Parking:	Required = 14 Proposed = 14 (Each Unit with Garage, plus 5 Surface)
Driveway Area:	Approx. 737sf (7,933sf)

ISSUE DATE

10/10/2017 10/10/2017

DRAWN BY: RL

DATE: 10/10/2017

SCALE: 1/200

A ARCHITECT

FOR RCH - 1450
SUITE 102 - 35 HODGSON AVENUE
SALMON ARM, BC V1E 4P5
1-250-615-4953
E: info@architect.ca
W: www.architect.ca

PROJECT:

Multi-Unit Residential Development

791 - 5th Street SE, Salmon Arm, BC

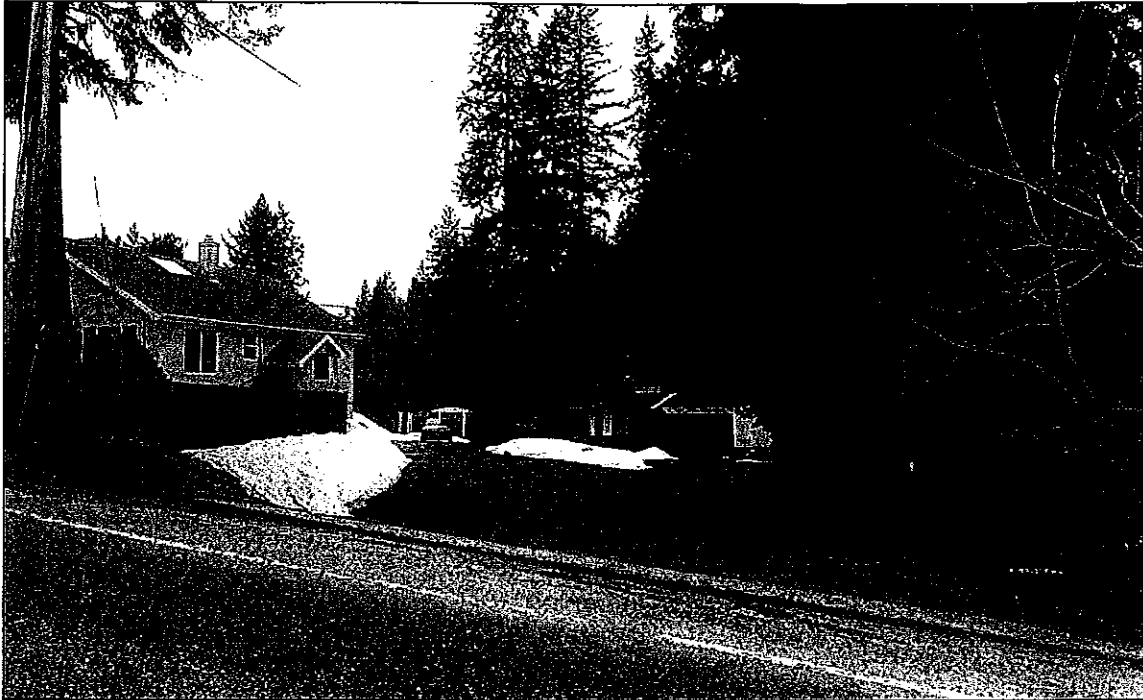
DRAWING TITLE:

SITE PLAN

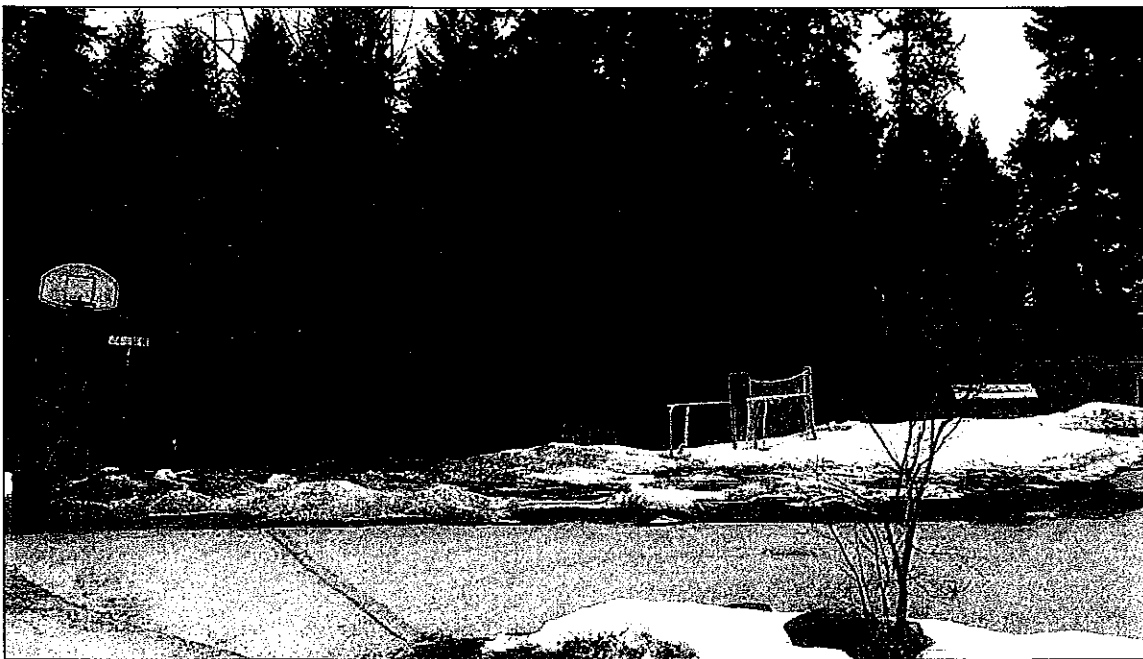
DRAWING NO:

A01

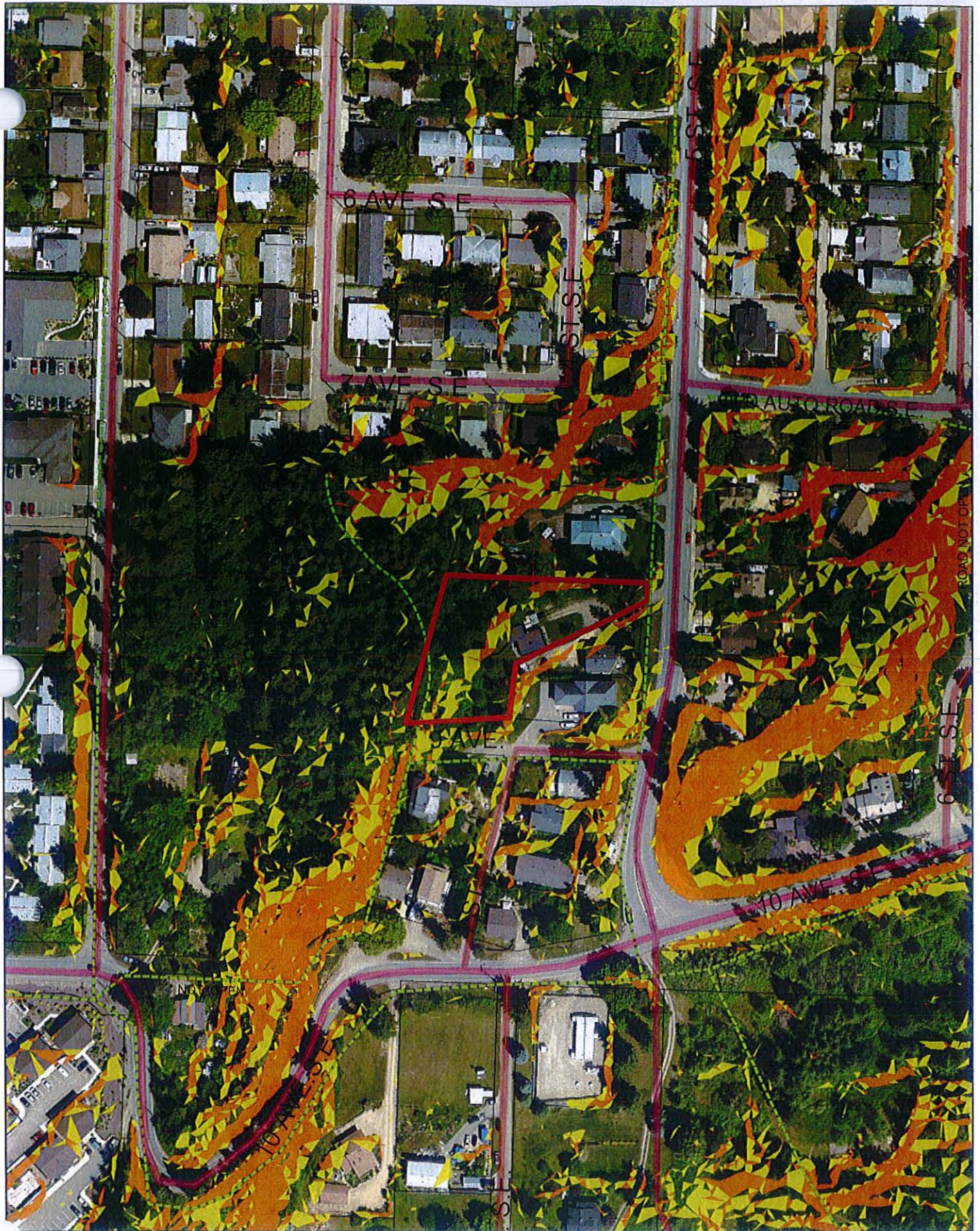
Appendix 6: Site Photos



View of subject parcel looking south-west from 5 Street SE, with neighbour's home at left.



View of rear portion of subject parcel looking north-west from 9 Avenue SE, with existing house visible..



0 15 30 60 90 120 Meters



Subject Parcels



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

TO: Kevin Pearson, Director of Development Services
 DATE: 01 May 2017
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Reimer, Roderick**, 929 Musgrave Road, Enderby, BC V0E 1V3
 Reimer, Randal, 875 Grandview Bench Road, Salmon Arm, BC V1E 2X7
 APPLICANT: Owners
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1090**
 LEGAL: Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 5725
 CIVIC: **791 – 5 Street SE**

Further to the request for Zoning Amendment dated 23 March 2017; the Engineering Department has thoroughly reviewed the site. The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

General:

1. Full municipal services are required as noted herein. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. 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. 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.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1090

1 May 2017

Page 2

-
8. For the off-site improvements 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. 5 Street SE on the subject properties eastern boundary is classified as a Urban Collector Road, requiring a total road allowance of 20.0m (10.0m from centre line). Available records indicate that no additional dedication will be required. (To be confirmed by a BCLS.)
2. 5 Street SE is currently constructed to an interim Urban Collector Road standard, upgrading to the Urban Collector Road standard is required. Upgrades will include, but are not limited to boulevard construction, sidewalk, curb and gutter, underground hydro and telecom, street drainage and street lights. In consideration of the narrow frontage onto 5 Street NE, these works may be premature at this time and a 100% cash in lieu payment for future works would be acceptable.
3. 9 Avenue SE on the subject properties southern boundary is classified as an Urban Local Road, requiring a total road allowance of 20.0m (10.0m from centre line). Available records indicate that 9 Avenue is only 9.2m wide at the west end, however that no additional dedication will be required since the existing grade is too steep to construct a road to City standards. For this reason, the full upgrade of 9 Avenue SE will not be required.
4. 851 5 Street SE currently shares an access with the subject property. A reciprocal access easement will be required to protect the access of 851 5 Street SE.
5. All boulevards and driveways shall be graded at minimum 2.0% towards roadway.

Water:

1. The subject property fronts a 150mm diameter Zone 1 watermain on 5 Street SE. No upgrades are anticipated to this main at this time.
2. The subject property fronts on 9 Avenue SE where no watermain is currently constructed. Since extending a watermain along 9 Avenue SE is premature at this time, a 50% cash contribution for the future construction of a watermain across the frontage on 9 Avenue SE will be required. (This is consistent with what was required under subdivision 00-15 - Bootsma, on the adjacent property.)
3. The proposed lot is to be serviced by a single water service connection, adequately sized to satisfy the proposed use (minimum 25mm). Strata lots shall have individual water meters that will be supplied by the City at the time of Building Permit at the builders cost. Owner / Developer is responsible for all associated costs.
4. Records indicate that the existing property is serviced by a 12.5mm service from the watermain on 5 Street SE. All existing inadequate/unused services must be abandoned at the main. Owner/Developer is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1090
1 May 2017
Page 3

5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. 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 located on 5 Street SE and a 150mm diameter sanitary sewer located on 9 Avenue SE. Upgrading to a minimum 200mm diameter will be required across the frontage of the property on 9 Avenue SE.
2. The property is to be serviced with single sanitary service connection, adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. City records indicate that the existing property is serviced by a 100mm diameter service from 5 Street SE. All existing inadequate services must be abandoned at the main. Applicant is responsible for all associated costs.

Drainage:

1. The subject property fronts a 600mm diameter storm sewer located on 5 Street SE and a 300mm diameter storm sewer located on 5 Street SE. There is no storm sewer located on 9 Ave SE. The owner / developer is required to pay a 50% cash in lieu contribution for the future installation of a 250mm sewer across the frontage of the property on 9 Avenue SE. However, since there are known issues with storm water discharging at the west end of 9 Avenue SE, the owner / developer will be required to provide a storm water system which addresses these flows. The cost of this drainage work may be deducted from any cash in lieu payment required.
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 a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main; applicant is responsible for all associated costs. 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 Categories A, B and C will be required.

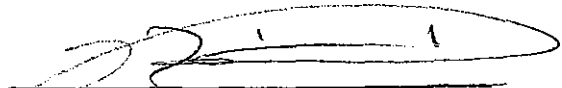
ZONING AMENDMENT APPLICATION FILE NO. ZON-1090

1 May 2017

Page 4



Chris Moore
Engineering Assistant



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

)

THIS PAGE INTENTIONALLY LEFT BLANK

Item 22.1

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4207 be read a third and final time.

[ZON-1089; 1100760 BC Ltd./Browne Johnson Land Surveyors; 250 14 Avenue SE and 1460 Shuswap Street SE; R-1 & 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. 4207

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 at the Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, British Columbia, on June 12, 2017 at the hour of 7:00 p.m. was published in the May 31 and June 7, 2017 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 3 and 4, Section 11, Township 20, Range 10, W6M, KDYD, Plan 35353, from R-1 (Single Family Residential Zone) and 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. 4207"**.

READ A FIRST TIME THIS 8th DAY OF May 2017

READ A SECOND TIME THIS 8th DAY OF May 2017

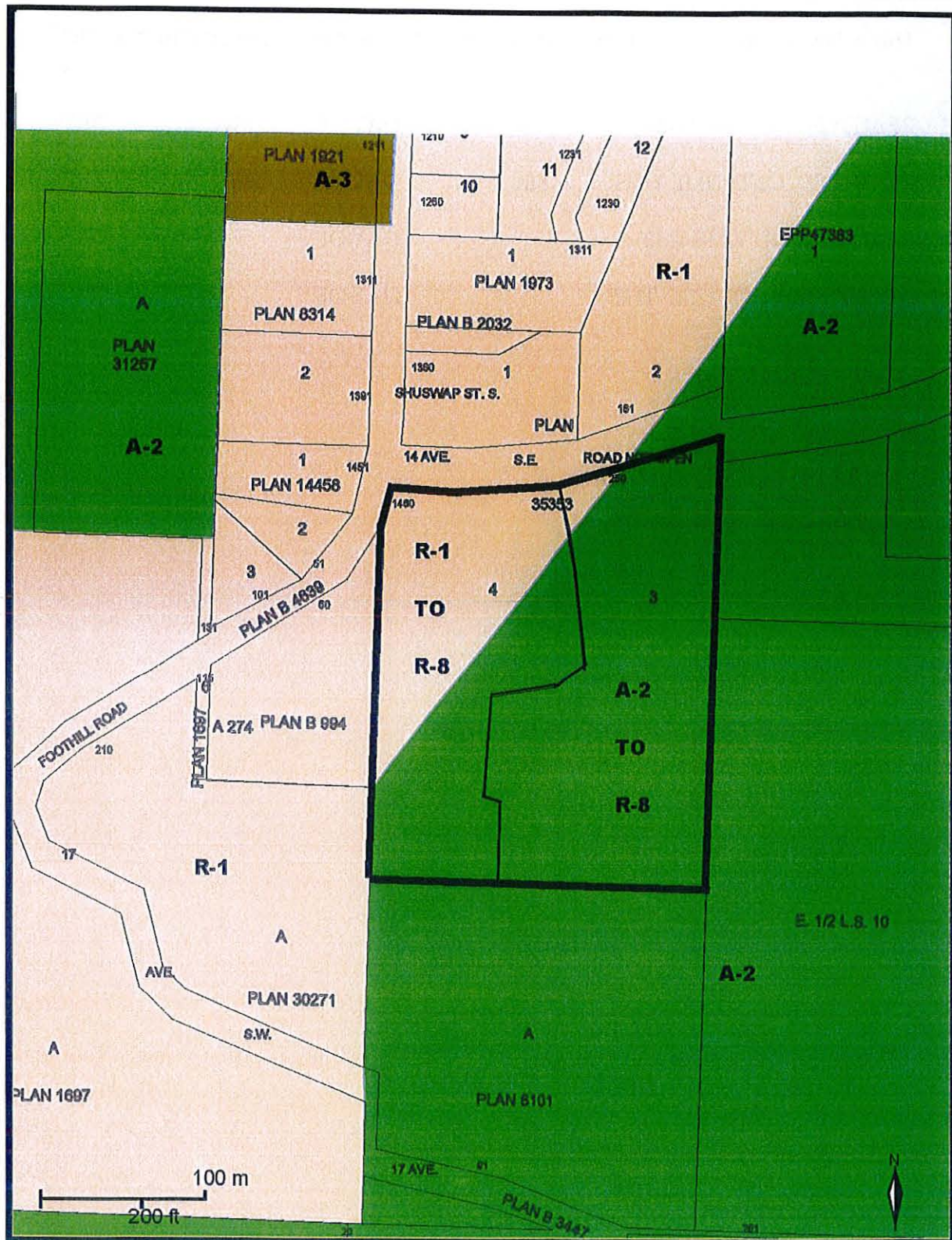
READ A THIRD TIME THIS DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 22.3

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4209 be read a third time.

[ZON-1090; Reimer, R. & R.; 791 5 Street SE; R-1 to R-4].

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4209

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 at the Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, British Columbia, on June 12, 2017 at the hour of 7:00 p.m. was published in the May 31 and June 7, 2017 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 5725 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4210**".

READ A FIRST TIME THIS 23rd DAY OF May 2017

READ A SECOND TIME THIS 23rd DAY OF May 2017

READ A THIRD TIME THIS DAY OF 2017

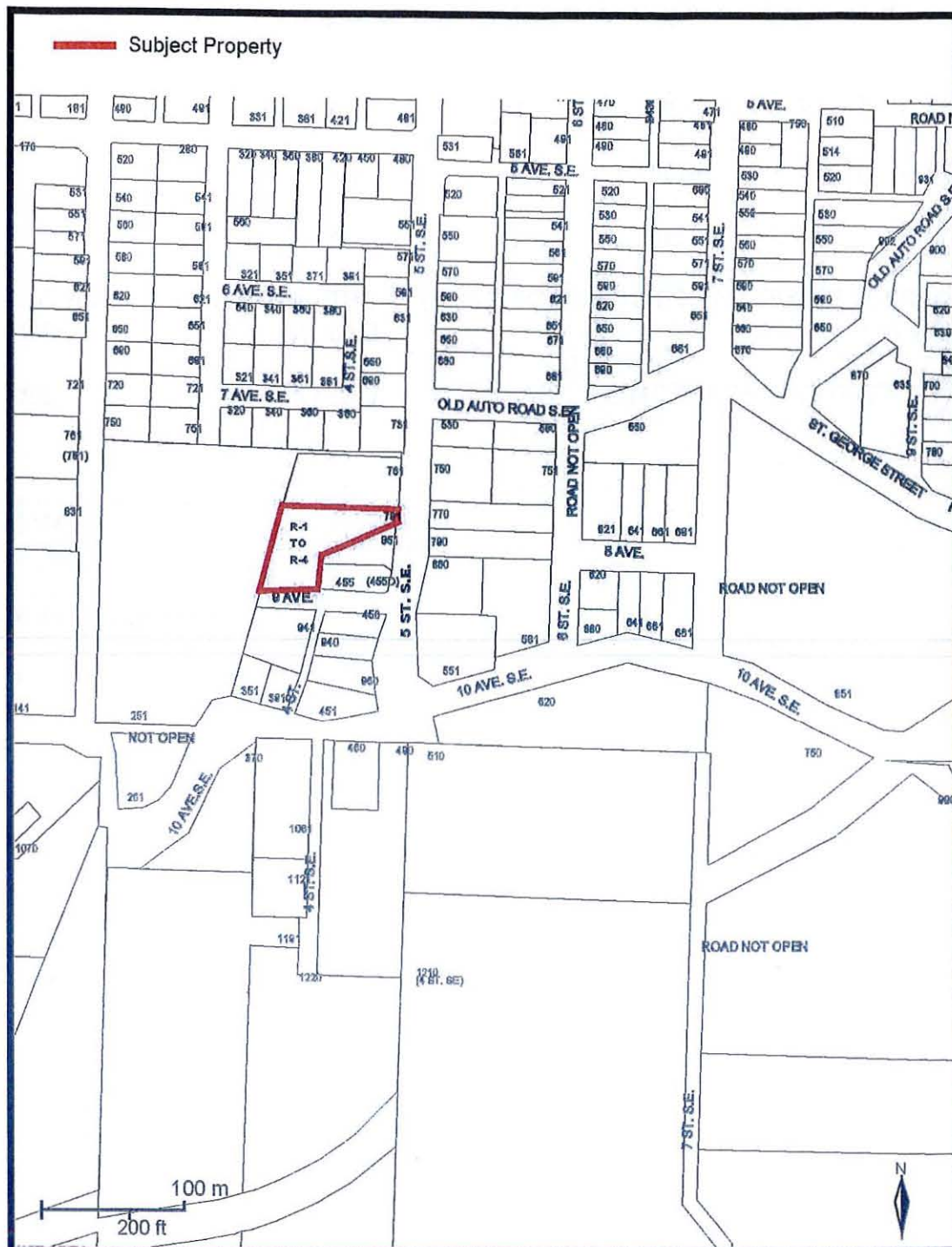
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2017

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 22.3

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4210 be read a third time.

[ZON-1092; McClure, C. & M.; 1880 9 Avenue SE; R-7 to R-8]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4210

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 at the Prestige Harbourfront Resort, 251 Harbourfront Drive NE, Salmon Arm, British Columbia, on June 12, 2017 at the hour of 7:00 p.m. was published in the May 31 and June 7, 2017 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16485 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. 4209"**.

READ A FIRST TIME THIS 23rd DAY OF May 2017

READ A SECOND TIME THIS 23rd DAY OF May 2017

READ A THIRD TIME THIS DAY OF 2017

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2017

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 24.

CITY OF SALMON ARM

Date: June 12, 2017

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the Regular Council Meeting of June 12, 2017, be adjourned.

Vote Record

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

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

THIS PAGE INTENTIONALLY LEFT BLANK