

AGENDA

City of Salmon Arm Regular Council Meeting

Monday, September 14, 2020
1:30 p.m.

[Public Session Begins at 2:30 p.m.]
Council Chamber of City Hall
500 – 2 Avenue NE and by Electronic means
as authorized by Ministerial Order M192

Page #	Item #	Description
	1.	CALL TO ORDER
1 – 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3 – 12	6.	CONFIRMATION OF MINUTES 1. Regular Council Meeting Minutes of August 24, 2020
13 – 16	7.	COMMITTEE REPORTS 1. Development and Planning Services Committee Meeting Minutes of September 8, 2020
17 – 24	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE 1. Board in Brief – August, 2020
25 – 42	9.	STAFF REPORTS 1. Director of Development Services - Agricultural Land Commission Application No. ALC-396 [Alibhai, A. & G./Jamal, Z./Dharamsi, T.; Non-Adhering Residential Use]
43 – 46	2.	Director of Corporate Services - Avon Parking Lot Lease
47 – 68	3.	Director of Development Services- Agricultural Advisory Committee
69 – 72	4.	Director of Engineering & Public Works – Federation of Canadian Municipalities – Green Municipal Fund Application for West Bay Connector Trail Study/Design
73- 78	5.	Director of Engineering & Public Works – Crosswalk Request – Lakeshore Road and 50 Avenue NE

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|-----------|------------|--|
| | 10. | INTRODUCTION OF BYLAWS |
| 79 – 98 | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4404 [ZON-1181; Tegart, J. & K.; 2630 30 Avenue NE; R-1 to R-8] – First and Second Readings |
| 99 – 114 | 2. | City of Salmon Arm Zoning Amendment Bylaw No. 4409 [ZON-1185; Zwicker, M. & M.; 2790 30 Avenue NE; R-1 to R-8] – First and Second Readings |
| 115 – 118 | 3. | City of Salmon Arm Fire Department and Fire Prevention Amendment Bylaw No. 4416 – First, Second and Third Readings |
| | 11. | RECONSIDERATION OF BYLAWS |
| 119 – 126 | 1. | City of Salmon Arm Fee for Service Amendment Bylaw No. 4413 [Water and Sewer Rates] – Final Reading |
| 127 – 144 | 2. | City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 [OCP4000-42; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; CC to HR] – Final Reading |
| 145 – 148 | 3. | City of Salmon Arm Zoning Amendment Bylaw No. 4394 [ZON-1175; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; C-2 to R-5] [<i>See item 11.2 for Staff Report</i>] – Final Reading |
| | 12. | CORRESPONDENCE |
| 149 – 150 | 1. | Informational Correspondence |
| 151 – 152 | 2. | E. McDonald, President, Shuswap Naturalists Club – letter received September 10, 2020 – Blackburn Park |
| 153 – 156 | 3. | P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association – letters dated September 10, 2020 – Children's Outdoor Yoga and Storywalk |
| | 13. | NEW BUSINESS |
| | 14. | PRESENTATIONS / DELEGATIONS |
| | 15. | COUNCIL STATEMENTS |
| | 16. | SALMON ARM SECONDARY YOUTH COUNCIL |
| | 17. | NOTICE OF MOTION |
| | 18. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 19. | OTHER BUSINESS |
| | 20. | QUESTION AND ANSWER PERIOD |

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
	23.	STATUTORY PUBLIC HEARINGS
157 – 166	1.	Zoning Amendment Application No. ZON-1179 [Warden, E. & T.; 1270 52 Avenue NE; R-1 to R-8]
167 – 178	2.	Zoning Amendment Application No. ZON-1180 [Beck, S. & S.; 1021 17 Avenue SE; R-1 to R-8]
	24.	RECONSIDERATION OF BYLAWS
179 – 182	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4401 [ZON-1179; Warden, E. & T.; 1270 52 Avenue NE; R-1 to R-8] – Third Reading
183 – 186	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4403 [ZON-1180; Beck, S. & S.; 1021 17 Avenue SE; R-1 to R-8] – Third and Final Readings
	25.	QUESTION AND ANSWER PERIOD
187 – 188	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

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

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 6.1

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of August 24, 2020, be adopted as circulated.

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced the Council Chambers and by electronic means as authorized by Ministerial Order M192, at 1:30 p.m. and reconvened at 2:30 p.m. of the City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia on **Monday, August 24, 2020.**

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor C. Eliason (participated remotely)
 Councillor K. Flynn
 Councillor T. Lavery (participated remotely)
 Councillor S. Lindgren (participated remotely)
 Councillor L. Wallace Richmond (participated remotely)

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson (participated remotely)
 Director of Engineering & Public Works R. Niewenhuizen
 Director of Development Services K. Pearson
 Acting Chief Financial Officer T. Tulak (participated remotely)
 Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0390-2020

Moved: Councillor Flynn
 Seconded: Councillor Lavery
 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 1:37 p.m.
 Council recessed until 2:30 p.m.

Councillor Eliason returned to the meeting at 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Mayor Harrison read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

4. REVIEW OF AGENDA

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of August 10, 2020

0391-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of August 10, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of August 17, 2020

0392-2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of August 17, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Corporate Services - Active Transportation Task Force Member Appointment

0393-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council appoint Gary Gagnon to serve on the Active Transportation Task Force for a one (1) year term from September 1, 2020 to September 1, 2021.

CARRIED UNANIMOUSLY

2. Director of Corporate Services - 2019 Annual Report

0394-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council receive the City of Salmon Arm 2019 Annual Report.

The Mayor called for submissions from the Public.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

3. Acting Chief Financial Officer – Parking Payments by Credit Card, phone and/or Interac

0395-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council authorize the purchase of EMV3 card readers and that the purchase price be allotted for in the 2021 budget.

CARRIED UNANIMOUSLY

4. Director of Development Services - Agricultural Land Commission Application No. ALC-394 [Anthony, L./Browne Johnson Land Surveyors; 5271 and 5311 30 Street NE; Boundary Adjustment/Subdivision in the ALR]

0396-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Agricultural Land Commission Application No. ALC-394 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works – Purchase Recommendation for Replacement of Unit #30 Single Axle Dump/Plow Unit

0397-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the 'Single Axle Dump/Plow Unit' in the amount of \$58,500.00, which includes the additional funds, PST, and miscellaneous costs for radio purchase, GPS, etc. reallocated from funds from the Equipment Reserve Fund;

AND THAT: Council approve the purchase of the replacement of Unit #30 – Single Axle Dump/Plow truck, from Fort Garry Industries for the quoted amount of \$220,551.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

6. Director of Engineering and Public Works – Award Recommendation – Wharf Marina Dock Replacement

0398-2020

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding required for the Dock Replacement at the Downtown Wharf in the amount of Two Hundred Thousand (\$200,000.00), which includes the additional funds to complete the entire area as quoted, hired QEP and contingencies reallocated from funds from the Wharf/Float – Major Maintenance;

AND THAT: Council award the Downtown Wharf Dock Replacement contract to Landmark Solutions Ltd. in accordance with the unit prices specified in their

9. STAFF REPORTS – continued

6. Director of Engineering and Public Works – Award Recommendation – Wharf Marina Dock Replacement - continued

proposal, in the amount of Six Hundred and Fifty Thousand Seven Hundred and Thirty Five (\$650,735.00), plus taxes as applicable.

CARRIED UNANIMOUSLY

7. Director of Engineering and Public Works – Capital Projects Budget Amendments

0399-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Marine Park Drive Parking Lot project in the amount of \$13,500.00. This amount to be transferred from the Gas Tax Source from the 1 Street SE Sidewalk project;

AND THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect a new Transportation project, the Lakeshore Road Repair project in the amount of \$23,500.00. \$8,500.00 to be transferred from General Revenue Source from the 1 Street SE Sidewalk project, and \$10,00.00 to be transferred from General Revenue Source from the Lakeshore Road Slope Stabilization Design project and \$5,000.00 to be transferred from Gas Tax Source from the 23 Street Sidewalk project;

AND THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect a new Transportation project, the 10 Avenue NW Road Repair project in the amount of \$19,000.00. This amount to be transferred from General Revenue Source from the 1 Street SE Sidewalk project;

AND THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect a new Transportation project, the Harbourfront Drive NE Sidewalk Replacement project in the amount of \$25,000.00. This amount to be transferred from General Revenue Source from the 1 Street SE Sidewalk project.

CARRIED UNANIMOUSLY

8. Director of Engineering and Public Works – Project Award – Taxiway Charlie Edge Lighting

0400-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council approve the award of the Taxiway Charlie Edge Lighting work to All Phase Electric Ltd., in accordance with their quote, in the amount of \$103,611.35 plus taxes as applicable;

AND THAT: Council approve the award of the Optional Works to upgrade the existing runway edge lighting, taxiway edge lighting and apron lighting to LED technology to All Phase Electric Ltd., in accordance with their quote, in the amount of \$72,249.17 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

9. Director of Engineering and Public Works – 75 Avenue NE Sanitary Upgrade Budget Amendment

0401-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the 75 Avenue NE Sanitary Upgrade project in the amount of \$13,115.00, to be transferred from the Canoe Sanitary Relining 49-50 Street NE project.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4401 [ZON-1179; Warden, E. & T.; 1270 52 Avenue NE; R-1 to R-8] – First and Second Readings

0402-2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4401 be read a first and second time;

AND THAT: final reading be withheld subject to confirmation that the proposed secondary suite in the existing single family dwelling meeting Zoning Bylaw and BC Building Code requirements.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4403 [ZON-1180; Beck, S. & S.; 1021 17 Avenue SE; R-1 to R-8] – First and Second Readings

0403-2020

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4403 be read a first and second time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Fee for Service Amendment Bylaw No. 4413 [Water and Sewer Rates] – First, Second and Third Readings

0404-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4413 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS**1. City of Salmon Arm Council Procedure Amendment Bylaw No. 4408 - Final Reading**

0405-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Council Procedure Amendment Bylaw No. 4408 be read a final time.

CARRIED UNANIMOUSLY**12. CORRESPONDENCE****1. Informational Correspondence****1. B. Weicker - letter and petition dated August 6, 2020 - Public Safety on 10th Avenue SE - 400 Block thru 600 Block**

0406-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: B. Weicker's letter and petition dated August 6, 2020 regarding public safety on 10 Avenue SE be referred to the Traffic & Safety Committee.

CARRIED UNANIMOUSLY**8. E. Shipmaker - email dated August 17, 2020 - Lemonade stand for crosswalk**

0407-2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize the installation of a crosswalk on Lakeshore Road NE and 50th Avenue NE with the amount of \$700.00 to be funded from Council Initiatives pending review of staff recommendations to be brought forward at the September 14, 2020 Regular Council Meeting.

CARRIED UNANIMOUSLY**9. S. Hecker, Manager of Wellness Programs & Innovation, CMHA - Shuswap/Revelstoke - email dated August 14, 2020 - CMHA Event**

0408-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council authorize CMHA to conduct the 2020 Walk the Wharf for Hope, Help & Healing and to line the walkway of the Marine Peace Park wharf to the pier with lanterns from 6:00 p.m. to 9:00 p.m. on September 10, 2020 subject to the provision of adequate liability insurance and adherence to Provincial Health Guidelines.

CARRIED UNANIMOUSLY**13. NEW BUSINESS**

14. PRESENTATIONS

1. Libby Jay Chisholm, Project Coordinator, Secwépemc Landmarks, Shuswap Trail Alliance and Shelley Witzky, Councillor, Adams Lake Indian Band - Secwépemc Landmark and Trail Sign Project

Libby Jay Chisholm, Project Coordinator, Secwépemc Landmarks, Shuswap Trail Alliance and Shelley Witzky, Councillor, Adams Lake Indian Band provided an overview of the Secwépemc Landmark and Trail Sign Project and were available to answer questions from Council.

0409-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council authorize the installation of the Secwépemc Landmark Sculpture, as shown in the draft designs presented at the August 24, 2020 Regular Council meeting, in Marine Peace Park.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

1. Councillor Lavery - Active Transportation Plan: Let's Move Salmon Arm

WHEREAS there are increasing opportunities and demands for Active Transportation for health, recreational, commuting and environmental reasons;

AND WHEREAS an updated comprehensive Active Transportation Plan is the best way for the community to renew a vision along with policies and actions to guide the development of safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years;

AND WHEREAS COUNCIL allocated \$20,000 to establish an Active Transportation reserve in the 2020 budget year;

THEREFORE BE IT RESOLVED THAT a further Twenty Thousand dollars (\$20,000) be allocated to that reserve in the 2021 budget to leverage potential Active Transportation funding opportunities from other levels of government and for funding an Active Transportation plan as part of the upcoming OCP review.

2. Councillor Lavery - Food and Urban Agricultural Plan: Let's Grow Salmon Arm

WHEREAS Salmon Arm is an agricultural community that values farmland, food growers and producers as integral to a healthy food system, economy, and culture;

AND WHEREAS a Food and Urban Agricultural Plan would provide Salmon Arm with a coordinated approach for supporting agriculture and improved food security over the next

17. NOTICE OF MOTION - continued

2. Councillor Lavery - Food and Urban Agricultural Plan: Let's Grow Salmon Arm - continued

20 years including local farming and food processing as regional economic drivers, urban agriculture and access to locally grown and produced food:

AND WHEREAS Council allocated \$5,000 to establish and Food & Ag reserve in the 2020 budget year:

THEREFORE BE IT RESOLVED THAT a further \$7,500 be allocated to that reserve in the 2021 budget to leverage potential Food and Urban Agricultural Plan funding opportunities from other levels of government and for funding a Food and Urban Agricultural Plan as part of the upcoming OCP review.

3. Councillor Lavery - Affordable Housing Reserve

WHEREAS incentivizing attainable housing options across the full housing spectrum and obtaining future affordable housing grants will likely depend on further financial contributions from the City;

AND WHEREAS a Salmon Arm Community Housing Strategy that will highlight policy and financial options for sustainable funding of affordable housing will be developed shortly;

THEREFORE BE IT RESOLVED THAT Council add \$100,000 to the Affordable Housing Reserve in the 2021 fall budget process.

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

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

21. ADJOURNMENT

0410-2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of August 24, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:43 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of _____, 2020.

Item 7.1

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of September 8, 2020, be received as information.

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ 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 Council Chambers and by electronic means by Ministerial Order M192, on Tuesday, September 8, 2020.

PRESENT:

Deputy Mayor S. Lindgren
 Councillor K. Flynn (left the meeting at 8:10 a.m.)
 Councillor T. Lavery (participated remotely)
 Councillor L. Wallace Richmond (participated remotely)
 Councillor C. Eliason (participated remotely)
 Councillor D. Cannon

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

ABSENT:

Mayor A. Harrison

1. CALL TO ORDER

Deputy Mayor Lindgren assumed the chair and called the meeting to order at 8:00 a.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Deputy Mayor Lindgren read the following statement: "We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together."

3. REVIEW OF THE AGENDA

Item 3. and Item 4. will be considered ahead of Item 1. and Item 2.

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict with Items 1. and 2. as the applicants are clients of his firm.

5. REPORTS**3. Zoning Amendment Application No. ZON-1185 [Zwicker, M. & M.; 2790 30 Avenue NE; R-1 to R-8]**

Moved: Councillor Flynn

Seconded: Councillor Cannon

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 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13254, Except Plan 35839 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

4. Agricultural Land Commission Application No. ALC-396 [Alibhai, A. & G./Jamal, Z./Dharamsi, T.; Non-Adhering Residential Use]

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that that Agricultural Land Commission Application No. ALC-396 be authorized for submission to the Agricultural Land Commission.

A. Alibhai, the applicant outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 8:10 a.m.

1. Zoning Amendment Application No. ZON-1181 [Tegart, J. & K.; 2630 30 Avenue NE; R-1 to R-8]

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

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 A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

J. & K. Tegart, the applicants, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-519 [Tegart, J. & K.; 2630 30 Avenue NE; Setback requirements] [See Item 5.1 for Staff Report]

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. 519 be authorized for issuance for

5. REPORTS – continued2. Development Variance Permit Application No. VP-519 [Tegart, J. & K.; 2630 30 Avenue NE; Setback requirements] [See Item 5.1 for Staff Report] - continued

Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 13.7.2 – R-8 Residential Suite Zone – increase the maximum height of an accessory building containing a detached suite from 7.5 m (24.6 ft) to 9.6 m (31.5 ft);
2. Section 13.14.1 – R-8 Residential Suite Zone – reduce the minimum setback from a front parcel line from 6.0 m (19.7 ft) to 2.5 m (8.2 ft) for an accessory building containing a detached suite; and
3. Section 13.14.3 – R-8 Residential Suite Zone – reduce the minimum setback from an interior parcel line from 2.0 m (6.5 ft) to 1.0 m (3.3 ft) for an accessory building containing a detached suite.

J. Tegart, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. PRESENTATIONS7. FOR INFORMATION8. CORRESPONDENCE9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee meeting of September 8, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:21 a.m.

Deputy Mayor Sylvia Lindgren
Chair

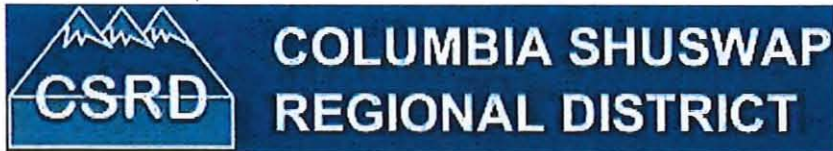
Minutes received as information by Council
at their Regular Meeting of _____, 2020.

Item 8.1

CITY OF SALMON ARMDate: September 14, 2020**Board in Brief – August, 2020****Vote Record**

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond


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#YourCSRD - August 2020

August 2020



Web version

Highlights from the Regular Board Meeting

Delegations

Ministry of Environment & Climate Change Strategy (MOECCS), Compliance Division

Cassandra Caunce, Director, Authorizations South, and Brady Nelles, Director of Compliance and Enforcement, attended remotely to provide Directors an overview of the Ministry's process and compliance program. The Board expressed a desire to have a more in-depth discussion on the topic of landfill compliance and the ministry representatives agreed. Arrangements will be made for a meeting at a date to be determined.



Columbia Basin Boundary Economic Development Practitioners Network - Kootenay Boundary Economic Recovery Priorities

Gerri Brightwell, Regional Manager for Central/East Kootenay, along with other Economic Development practitioners from Golden and Revelstoke presented some of the economic recovery priorities of the region.

Correspondence

CSRD Nominee to Columbia Basin Trust Board of Directors

The Board nominated Ron Ozust, Area A Alternate Director, as the CSRD nominee to the Columbia Basin Trust Board of Directors.

Request to CSRD Board for Public & Media Q&A Period during Regular Board Meetings (July 23, 2020)

The Board received an email from Aaron Orlando of Revelstoke Mountaineer Magazine requesting the CSRD Board create a public question and answer period on the agenda for Regular Board Meetings. The Board directed staff to come up with guidelines for them to review at the next Regular Meeting. [View email](#).

Business General & Business by Area

Solid Waste and Recycling - Authorizations and Compliance, Update

The Board received an update from Ben Van Nostrand, Team Leader, Environmental Health Services on landfill authorizations and compliance. [View presentaion](#).

Current Water Quality - Algae Bloom - Shuswap Lake

The Board heard a report from Hamish Kassa, Environmental Services Coordinator regarding a significant, but non-toxic, algae bloom in the Salmon Arm of Shuswap Lake. Directors discussed Communications to the public from Interior Health and the CSRD's role in these communications. Also discussed was the discontinuation of regular water testing of tributaries and lake water conducted by the Ministry of Environment (MOE). A motion was made to direct staff to develop a policy that identifies the CSRD's role in response to algae blooms in the area. Directors also approved a motion to ask the MOE to resume water testing and inquire about what actions the ministry will be taking as a result of this algae bloom. [View presentation](#).

CSRD Policy F-36 Continuation of Benefits

The Board endorsed this policy with regards to staff benefits and approved its inclusion into the CSRD Policy Manual. [View report](#). [View policy](#).

Extend Date for CSRD Employees - Return to Work

Due to a recent uptick in COVID-19 infections, the Board agreed to extend the phase-in-period for CSRD employees to return to work at the Administration Building on a full-time

basis from August 31, 2020 until November 30, 2020. **[View press release.](#)**

Holding of Non-Essential Meetings

The Board agreed to continue to cancel non-essential meetings, giving the Chief Administrative Officer, or designate, the authority to declare meetings essential. Staff were also directed to create a protocol to allow for the resumption of non-essential meetings in the near future. **[View press release.](#)**

Grant-in-Aid Requests

The Board approved a series of grant-in-aid requests. **[View report.](#)**

Sicamous and District Recreation Centre Building Improvement Projects

The Board authorized an additional expenditure from the Sicamous and District Recreation Centre capital reserve fund to a maximum amount of \$100,000, including taxes, to construct a new covered walkway entrance structure and to complete washroom, dressing room and countertop upgrades. **[View report.](#)**

Director Eliason - Request Board Support for Letter to Ministry of Transportation & Infrastructure re: Shaw Road Extend Paving

A majority of CSRD Directors voted to send a letter of support to the Ministry of Transportation and Infrastructure with regards to the continuation of paving on Shaw Road. Director Eliason made the request, noting the project would extend paving work already scheduled for the area. He also informed the Board that the owners of Shuswap National Golf Course have indicated they would be willing to make a financial contribution towards the paving.

Malakwa Fire Suppression Service Area Reserve Budget Reallocation Request

The Board authorized the reallocation of \$10,000 within the Malakwa Fire Department 2020 Five Year Financial Plan to cover additional costs for siding and roofing replacement at the Malakwa Fire Hall Building. **[View report.](#)**

Electoral Area F Park Projects Budget Update

The Board approved the reallocation of \$30,000 within the Electoral Area F 2020 Five Year Financial Plan to cover additional costs for erosion mitigation works at St. Ives Community Park and park improvements at Don Fink Community Park. **[View report.](#)**

Falkland Fire Suppression Service Area Amendment

The Board approved three readings of a bylaw which would add nine properties to the Falkland Fire Service Area. While a petition process won't be finished until August 27, 2020, the Board agreed to give three readings to the bylaw at this time so final reading of

the bylaw would meet Provincial taxation deadlines. Should the petition fail, the bylaw will be rescinded. [View report.](#)

Board and Committees Procedure Bylaw

The Board approved recommendations to remove redundancies in the bylaw and also include COVID-19 considerations regarding electronic participation. [View report.](#)



LAND USE MATTERS

Business General

Electoral Areas C & E Housing Needs Report

Following a presentation from Gerald Christie, Manager Development Services, and Brendan Dawe, Urbanics Consultants Ltd., the Board received the report, which will be used to guide future policy in those two Electoral Areas. [View Board report.](#) [View Housing Needs Report.](#)

Development Permits (DPs), Temporary Use Permits (TUPs) & Development Variance Permits (DVPs)

Electoral Area F: Temporary Use Permit No. 830-06 (Simpson)

The subject property is located at 2811 Simpson Road in Lee Creek of Electoral Area F and is zoned CR – Country Residential. The CR zone does not permit agriculture. The applicant is applying for a three-year Temporary Use Permit to allow agriculture to be the principal use on the subject property including placing a barn, open shelter, and storage shed, and rearing up to 50 sheep, 40 chickens, and five goats on the subject property. The Board approved the TUP with the condition that issuance be withheld until the proposed

barn, open shelter, and storage shed receive issuance of the Hazardous Lands Development Permit. **View report.**

Electoral Area A: Development Variance Permit No. 641-38 (Schweizer)

The subject property is located at 891 McBeath Road, Nicholson. The applicants are applying to waive the requirement of Subdivision Servicing Bylaw No. 641 by varying the size of a parcel which may be subdivided without connection to community water and sewer services. They are also applying to waive the requirement that confirms the on-site disposal requirements of the Sewerage System Regulations of the Public Health Act can be satisfied for eight septic systems. In addition, the applicants want to waive the requirement that confirms each independent on-site water system must be capable of providing, year round, at least 2,275 litres of potable water per day that includes a residential dwelling unit. Due to concerns with parcel size, water services and sewage disposal, the Board denied the application. **View report.**

Electoral Area C: Development Variance Permit No. 701-105 (Shuswap West Ventures)

The subject property is located at 2715 Golf Course Drive in Blind Bay. The owner was issued a building permit for the construction of a new single family dwelling on Strata Lot 26. It was not until construction was completed that the building department received the building location certificate and was shown that the single family dwelling had been constructed slightly north, which resulted in setback encroachments. The owner is requesting setback variances for the single family dwelling for Lot 26. The applicant has also submitted a development variance permit application for the other lots in the Autumn Ridge subdivision. The requested variances would allow the eaves to encroach to within 0.6 m of interior side parcel lines. The Board approved issuance of the DVP. **View report.**

Electoral Area C: Development Variance Permit No. 701-100 (Short)

The subject property is located at 3655 McBride Road in Blind Bay. A pool house and the attached roof overhang, which is currently under construction, has been built within setbacks. Three types of retaining walls that support a concrete deck were built along the west and south interior side parcel lines in 2009 in the required setbacks. Variances are required to bring the property into compliance. The Board approved the DVP with the condition that issuance be withheld until the subject property receives issuance of a Hazardous Lands Development Permit. **View report.**

Zoning, OCP and Land Use Amendments

Electoral Area D: Ranchero/ Deep Creek Zoning Bylaw Amendment (Parker-Woods) Bylaw No. 751-01

The owner of the property at 5192 Highway 97B, Ranchero, has made an application for a site specific regulation to permit two dwelling units on the property. The installation of a new septic system and the approval from the Ministry of Transportation and Infrastructure were required prior to the bylaw being adopted. Those conditions have now been met and the Board voted to adopt the bylaw. **View report.**

Electoral Area E: Electoral Area E Official Community Plan Bylaw No. 840

Bylaw No. 840 sets out policies and land use designations that are intended to guide future growth in the Electoral Area. The proposed Bylaw No. 840 will replace the land use policies for areas in Electoral Area E currently covered by Bylaw No. 2000 and will introduce new OCP policies for the remainder of the Electoral Area (extending from Malakwa to just east of Three Valley Lake). Bylaw No. 840 will also introduce seven Development Permit Areas (DPAs) to address hazardous areas, foreshore and riparian areas, and the form and character of new multi-family & intensive residential, commercial and resort developments. The Board rescinded first reading of an earlier version of the bylaw and approved first reading of the updated bylaw. It will now be referred to other government agencies and First Nations for comment. A public engagement process will also be initiated. **[View report.](#) [View draft OCP.](#) [View press release.](#)**

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, September 17, 2020 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

Due to COVID-19 physical distancing provisions, a maximum number of six citizens will be allowed to be in attendance on a first come, first served basis (no reservations).

Protocols to protect the health and well being of the public, staff and Directors will be in place.

Residents can also watch the live-stream version on the Zoom platform. Information on how to register will be available on the Events tab of the CSRD website as of September 11, 2020.



Columbia Shuswap Regional District
555 Harbourfront Drive NE, PO Box 978
Salmon Arm, BC V1E 4P1
www.csr.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](#)

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Item 9.1

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. ALC-396 be authorized for submission to the Agricultural Land Commission.

[Alibhai, A. & G./Jamal, Z./Dharamsi, T.; Non-Adhering Residential Use]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Council

Date: August 21, 2020

Subject: Agricultural Land Commission Application No. ALC-396
Non-Adhering Residential Use – Additional Residence for Farm Use

Legal: Lot 1, Section 16, Township 20, Range 10, W6M, KDYD, Plan 35406, Except Plan EPP65871

Civic: 250 - 40 Street (TCH) SW

Owners: Aryn Alibhai, Gulbanu Alibhai, Zainab Jamal, Tasnim Dharamsi

Agent: Aryn Alibhai

MOTION FOR CONSIDERATION

THAT: Agricultural Land Commission Application No. ALC-396 be authorized for submission to the Agricultural Land Commission.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at the intersection of 1st Avenue SW and 40 ST (TCH) SW as shown in Appendices 1 and 2. The subject property is approximately 2.9 ha in size. The site includes a chicken egg producing farm operation, a Single Family Dwelling (164.9m²/1776ft²) and a modular unit (142m²/1539 ft²) that are both used to house farm help. The subject property is entirely within the Agricultural Land Reserve (ALR) as shown on Appendix 3. The applicant is proposing a secondary suite addition to the modular unit constructed in 2013. Under the current Agricultural Land Commission application process, this requires the applicant to apply for a Non-Adhering Residential Use – Non-Adhering Accommodation on the subject property. The proposed site plan is attached as Appendix 4.

BACKGROUND

The subject property is designated Acreage Reserve in the Official Community Plan (OCP), outside the Urban Containment Boundary (UCB), and the property is zoned CD-15 (Comprehensive Development Zone – 15) as shown on Appendices 5 and 6. Adjacent zoning and land uses include the following:

North: City Boundary/IR Land
 South: Rural Holding (A-2) – Single Family Dwelling and Agricultural Land
 East: Light Industrial (M-2) – Northwest Industrial Area
 West: Rural Holding (A-2) – Single Family Dwelling and Agriculture

The property was rezoned from A-2 (Rural Holding) to CD-15 (Comprehensive Development Zone – 15) in 2013 in order to permit the construction of a second dwelling for farm help. The CD-15 zone provides for "the development of intensive agricultural operations requiring an additional dwelling use for farm use". With regard to residential units, the zoning permits a single family dwelling, a secondary suite and a unit for farm help provided the property is over 3.0ha in area. It should be noted that in 2017 the site was the subject of a Land Expropriation process initiated by the Ministry of Transportation and Infrastructure. Due to land dedications required for highway improvements road the resulting area created a non-conforming parcel

with regard to parcel area. This scenario is contemplated under Section 4.18 of the Zoning Bylaw, which considers that structures on lands in this situation are "deemed to be conforming to the requirements" of the zone.

Agricultural Land Commission Act (ALCA)

The purpose of the Agricultural Land Commission (ALC), pursuant to the ALCA, is to "preserve agricultural land", encourage farming on agricultural land in collaboration with communities and to encourage local governments and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies". Specifically, when the ALC is considering if a non-adhering residential use is necessary for, or supportive of, farm use; the ALC has consistently considered residential uses based on the current level of agriculture on the property (e.g. intensive agricultural operations), number of people involved in agriculture on the property (i.e. most or all of the people in the residences are involved with agriculture on the property) and minimizing the loss of arable land (i.e. size and siting of residence)

Secondary suites and residential accommodations for farm help or owners are addressed under the ALCA and the ALR Use Regulations. ALR Use Regulation permits one secondary suite only and the unit is to be located in the principle residence. Further, pursuant to the ALCA, a principle residence may not exceed 500m² (5381.9ft²), Additional Residences should not be more than 1000m² (10763.9ft²). The proposed suite is approximately 62m² (673 ft²) addition to the existing 142m² (1539 ft²) modular unit, under the permitted area for Additional Residences. The applicant has stated to the ALC that the two buildings are occupied by the Assistant Manager and Farm Manager, respectively. The proposed Secondary Suite would be occupied by additional farm help (see Appendix 2). Appendix 7 is the Non-adhering Residential Accommodation application as submitted by the applicant to the ALC.

The ALC also considers the Improved Soil Classification in their deliberation of the proposal. The subject property has the Improved Soil Capability Rating of Class 3 as shown on Appendix 8. Soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

PLANNING DEPARTMENT COMMENTS

In supporting agricultural operations and Secondary Suites in designated Rural areas, the City of Salmon Arm Official Community Plan Bylaw No. 4000 (OCP) supports the proposal in the following sections:

- 7.3.15 – A second dwelling for farm help may be supported on a parcel subject to zoning and ALC regulations, where the type and scale of agricultural use on the parcel requires a second family to reside on the parcel. In determining the need of a second dwelling, the City may seek advice from the ALC and/or require an application to the ALC.
- 7.3.16 – Either a conventional secondary suite contained within a dwelling or a detached suite is supported as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations.

Further to the OCP polices the City of Salmon Arm, the site specific CD-15 zone in the Zoning Bylaw 2303, 1995 allows for a second dwelling on parcels greater than 3.0 ha (7.4 ac) provided the unit is part of the residence identified as that Single Family Dwelling (see Appendix 9). The zone allows for a Single Family Dwelling, Secondary Suite and a residential unit for farm help. The maximum floor area for a Secondary Suite is 90m² (968.8 ft²). The proposed secondary suite is 62m² (673 ft²). Given that there is an existing Single Family Dwelling and an additional residence for farm help, should the Secondary Suite be supported by the ALC it would be the last permitted residential unit permitted on the property under the CD15 zone.

The Engineering Department has reviewed the application and responded that there are no concerns as the road frontage upgrades will be completed by MOTI under the TCH upgrade project currently underway adjacent to the site.

AGRICULTURAL ADVISORY COMMITTEE (AAC)

With committees inactive due to the COVID-19 pandemic and the on-going process of establishing committee members the Agricultural Advisory Committee (AAC), the application was not referred to the Agricultural Advisory Committee (AAC) and the committee have not convened to review this application.

CONCLUSION

Given the support for Secondary Suites for farm help in the Official Community Plan and the permitted uses of the CD – 15 - Comprehensive Development Zone 15 staff are supportive of this application and recommend this application be forwarded on to the ALC for consideration.

With regard to next steps, should the ALC application be successful the applicant could then apply for a Building Permit.



Prepared by: Melinda Smyrl, MCIP, RPP
Planner



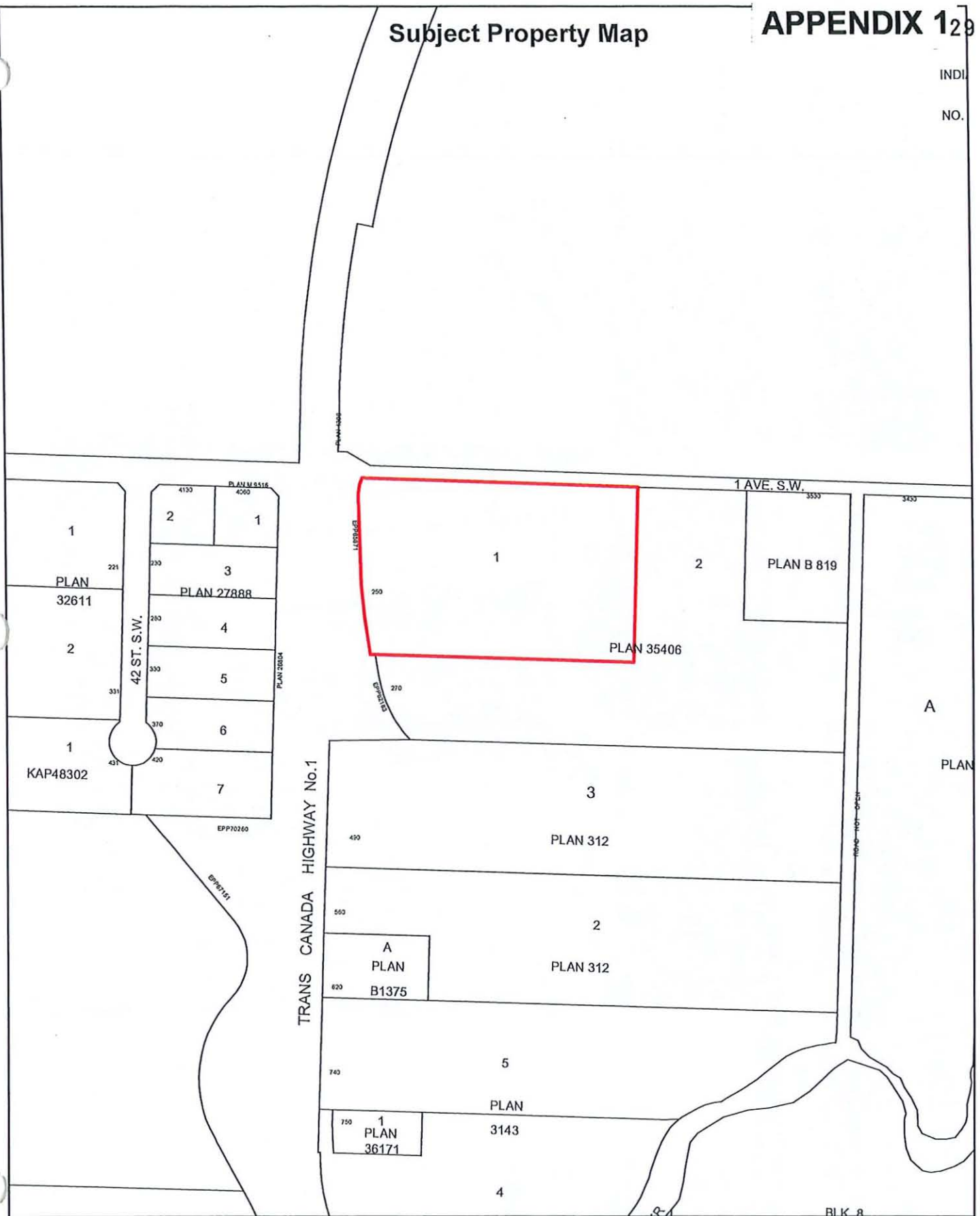
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Subject Property Map

APPENDIX 129

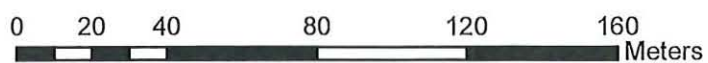
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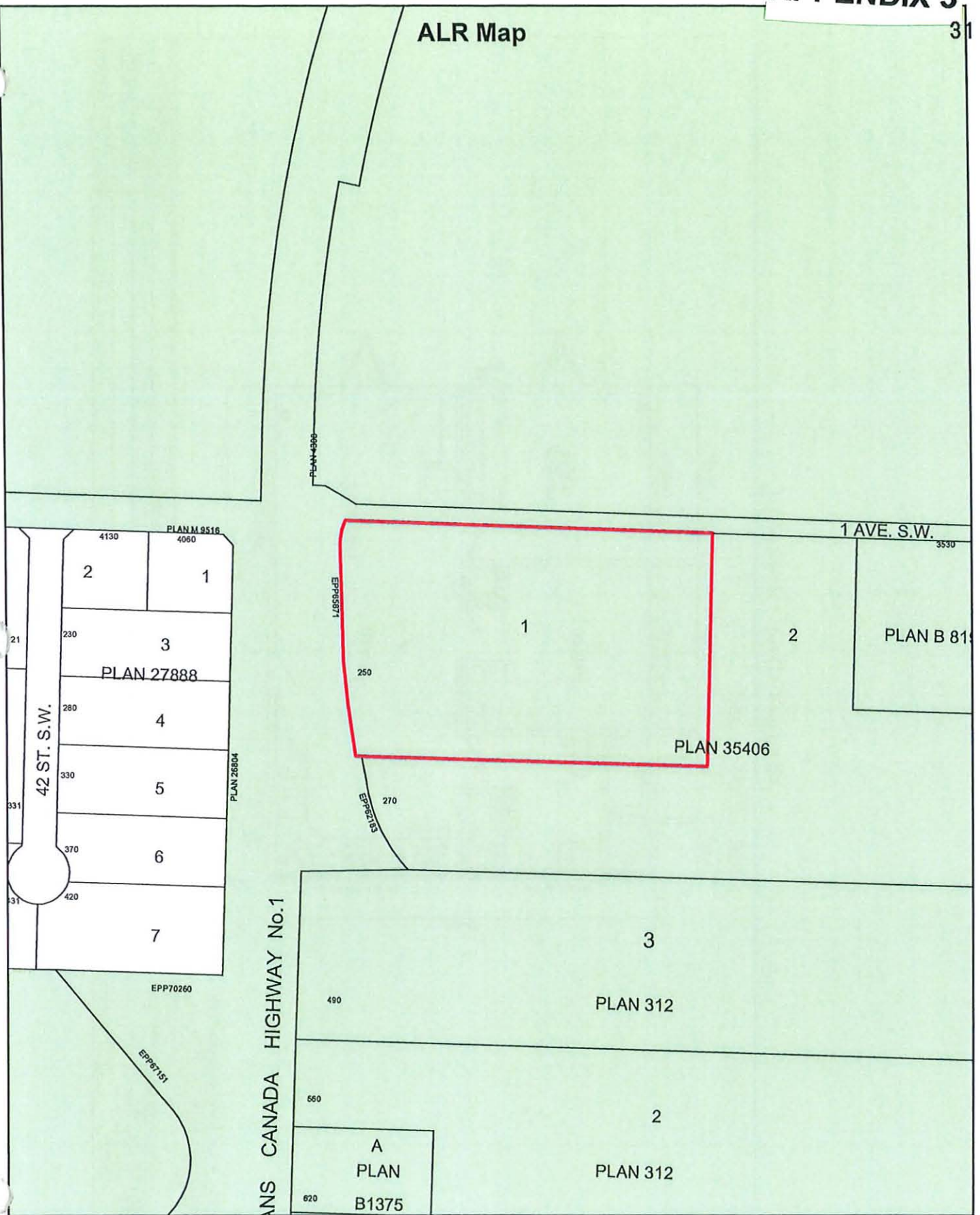
0 40 80 160 240 320 Meters

Subject Property



Subject Property

ALR Map



0 30 60 120 180 240 Meters

Subject Property
 ALR

Zoning Map

IR

IR

1 AVE. S.W.

PLAN B 815

CD-15 1

PLAN 35406

PLAN 27888
M-2

A-2 PLAN 312

PLAN 312

A
PLAN
B1375

42 ST. S.W.

TRANS CANADA HIGHWAY No. 1



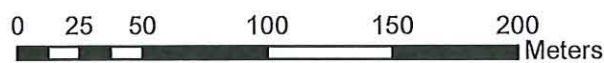
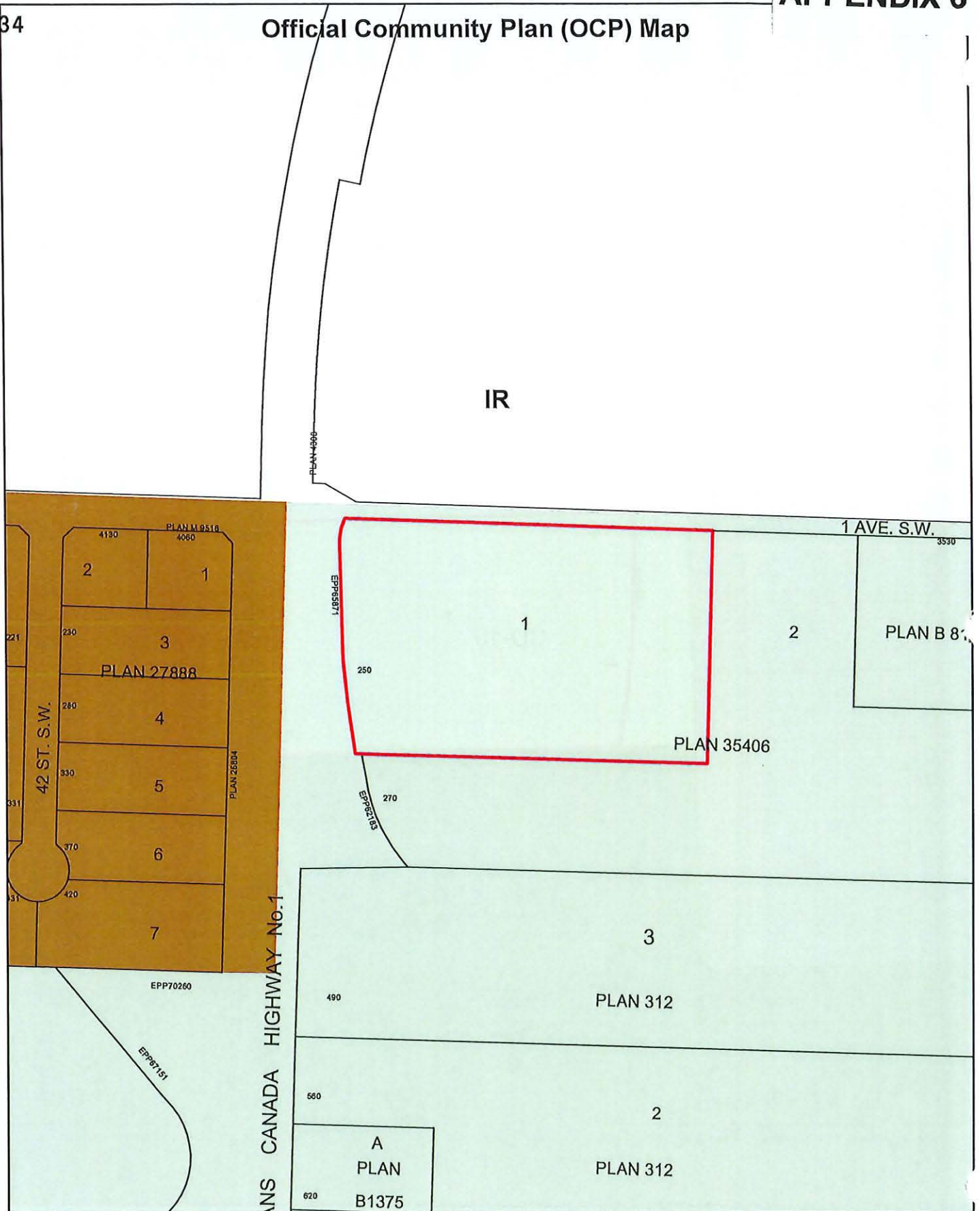
0 25 50 100 150 200 Meters



Subject Property

- A-2
- IR
- M-2

Official Community Plan (OCP) Map



- Subject Property
- Salmon Valley Agriculture
- Industrial - General

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61024

Application Status: Under LG Review

Applicant: Amyn Alibhai , Gulbanu Alibhai , Zainab Jamal , Tasnim Dharamsi

Agent: Amyn Alibhai

Local Government: City of Salmon Arm

Local Government Date of Receipt: 07/31/2020

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Non-Adhering Residential Use - Non-Adhering Accommodation

Proposal: The purpose of this application is to seek approval of a Secondary Suite.

The property is subject to the City of Salmon Arm Zoning Bylaw No. 2303 and is zoned CD-15. Two existing dwellings are on the property, and subject to ALC approval, a "secondary suite" would be permitted.

This is a commercial layer egg farm, entailing the following activities:

36,500 laying hens raised in a conventional/classic production system

7,400 free run brown laying hens

7,200 free run brown laying hens

In addition, there are 3 cycles per year of pullets which are raised:

Two pullet flocks are each 36,500. One flock is for this farm (Zaitamyn Poultry) and the other flock is grown for a layer farm in Kamloops.

The third pullet flock is 28,000 and grown for another layer farm in Kamloops.

There are also 2 cycles of free run brown pullets raised for Zaitamyn every year.

On daily basis, egg collection of approximately 4,000 dozen or 48,000 eggs need to be completed. Prior to each collection, all the barns have to be checked for feed availability, mortality, air quality, temperature, equipment working order, water availability, and ensuring egg lines are clear from obstruction. In addition, daily general duties of mechanical repair, fly control, pest control and manure management also have to be carried out.

To add to all of these daily tasks, there is also big responsibility in raising the pullets. There are additional factors of proper heating, adequate ventilation, weight management and vaccination administration that also have to be considered. When one is dealing with livestock on a daily basis, it is critical to have the right support in place at all times 24/7.

This is an intensive egg layer operation with many labour challenges and industry compliance standards. Given the evolving nature of the agri-food industry and push towards local product, we require the extra farm labour support in order to remain viable and effective.

Looking after 85,000 birds on an ongoing basis requires a lot of capital resources, but more importantly the correct human resources. Our industry is more than ever under government and public scrutiny for proper animal welfare and food safety protocols. We strongly believe having the extra labour living on farm will assist us in meeting or exceeding all industry requirements .

Applicant: Amyn Alibhai . Gulbanu Alibhai . Zainab Jamal . Tasnim Dharamsi

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

This is a commercial layer egg farm, entailing the following activities:

36,500 laying hens raised in a conventional/classic production system

7,200 free run brown laying hens

7,400 free run brown laying hens

36500 white pullets grown

7200-7500 brown pullets grown

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

Chain link fencing installed on west perimeter along with 2 chain link gates in Oct 2018.

Wildlife fence installed on north and east perimeter with gate in Oct 2019.

Temporary fencing installed on south perimeter with permanent gate in 2018. This is only until the MOTI complete the highway project. At that time, permanent chain link or solid fencing will be installed.

130 cedar trees were planted along west and south perimeter in May 2020

The layer and pullet barns are continually being updated.

More details can be provided on construction and renovations upon request.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

No non-agricultural activity

Adjacent Land Uses

North

Land Use Type: Residential

Specify Activity: single-family dwelling

East

Land Use Type: Agricultural/Farm

Specify Activity: Hay farming

South

Land Use Type: Transportation/Utilities

Specify Activity: Highway

West

Land Use Type: Transportation/Utilities

Specify Activity: Road

1. What is the purpose of the proposal?

The purpose of this application is to seek approval of a Secondary Suite.

The property is subject to the City of Salmon Arm Zoning Bylaw No. 2303 and is zoned CD-15. Two existing dwellings are on the property, and subject to ALC approval, a "secondary suite" would be permitted.

This is a commercial layer egg farm, entailing the following activities:

36,500 laying hens raised in a conventional/classic production system

7,400 free run brown laying hens

7,200 free run brown laying hens

In addition, there are 3 cycles per year of pullets which are raised:

Two pullet flocks are each 36,500. One flock is for this farm (Zaitamyn Poultry) and the other flock is grown for a layer farm in Kamloops.

The third pullet flock is 28,000 and grown for another layer farm in Kamloops.

There are also 2 cycles of free run brown pullets raised for Zaitamyn every year.

On daily basis, egg collection of approximately 4,000 dozen or 48,000 eggs need to be completed. Prior to each collection, all the barns have to be checked for feed availability, mortality, air quality, temperature, equipment working order, water availability, and ensuring egg lines are clear from obstruction. In addition, daily general duties of mechanical repair, fly control, pest control and manure management also have to be carried out.

To add to all of these daily tasks, there is also big responsibility in raising the pullets. There are additional factors of proper heating, adequate ventilation, weight management and vaccination administration that also have to be considered. When one is dealing with livestock on a daily basis, it is critical to have the right support in place at all times 24/7.

This is an intensive egg layer operation with many labour challenges and industry compliance standards. Given the evolving nature of the agri-food industry and push towards local product, we require the extra farm labour support in order to remain viable and effective.

Looking after 85,000 birds on an ongoing basis requires a lot of capital resources, but more importantly the correct human resources. Our industry is more than ever under government and public scrutiny for proper animal welfare and food safety protocols. We strongly believe having the extra labour living on farm will assist us in meeting or exceeding all industry requirements.

2. Describe any agri-tourism that is currently taking place on the property.

No agri-tourism activities

3. What is the total floor area of the proposed accommodation in square metres?

69.7 m²

4. How many "sleeping units" in total are proposed?

2

5. Describe the rationale for the proposed location of the accommodation.

The proposed location of the Secondary Suite will be attached on the north side of the existing modular home.

From Section 2 Definitions as per the City of Salmon Arm, a Secondary Suite is a "dwelling unit" which is accessory to the principal "dwelling unit". As part of the criteria, the proposed unit will:

- will have a separate entrance
- will meet the floor space requirements
- will integrate as part of the building and have a common wall with the principal dwelling unit
- will be located within a building of residential occupancy containing only one other dwelling unit

In addition, the location will also be such which will allow easy installation of a septic system.

6. Describe the size, type and number, as well as occupancy of all residential structures currently located on the property.

There are 2 existing residential structures on the property:

1. Farm Manager's dwelling

- occupied by the farm manager and his family
- built in 2009
- single story 4 bedroom rancher
- 1776 sq ft

2. Assistant Manager dwelling (modular home)

- occupied by assistant manager and his family
- installed in 2013 on blocks
- single story 4 bedroom modular home
- 1539 sq ft

7. Describe any agri-tourism accommodation or tourist accommodation currently located on the property.

There are no agri-tourism or tourist accommodations on the property.

8. Does the proposal support agriculture in the short or long term? Please explain.

We believe the primary benefit the proposal will achieve is long term support for agriculture. Zaitamyn Poultry Inc is one of the largest egg layer farms in the interior of BC. With the addition of a Secondary Suite, we are confident we will be able to attract the right labour to support our long term viability and growth.

The farm is a direct economic driver in the community, provides full time jobs, year round work to contractors, chicken catchers, transport companies, a supplier of product to the primary distributor of shell eggs in BC, and sources feed and grains from a local feed supplier.

The egg industry has evolved considerably over the last decade. It has grown and continues to hold opportunities if farmers are willing to adapt and make the necessary changes on farm. For example, the industry is in the midst of transitioning from conventional production systems to fully enriched colony systems and/or cage free production systems. This will result in significant capital outlay and increased pressure on additional labour to manage these more complex systems, meet the animal welfare guidelines, and ensure high food safety standards. It is our plan to transition into a fully enriched system in the next 18-24 months.

We strongly believe the Secondary Suite will facilitate the labour necessary to operate the farm on a long term basis, which in turn, will support growth and provide stability in the agriculture industry locally and provincially.

9. What is the total area of infrastructure necessary to support the proposed accommodation?





A septic system will be required to accommodate the secondary dwelling consisting of 1000 lgal two chamber septic tank, along with the installation of a 3m x 22m long at grade seepage bed.

10. Do you need to import any fill be required to construct the accommodation?

IMPROVED SOIL CLASSIFICATION MAP



0 35 70 140 210 280 Meters

	Subject Property		CLASS 2		CLASS 4
	CLASS 3		CLASS 3		CLASS 4
			CLASS 6		

Purpose

- 53.1 The CD-15 Zone is intended to provide for the development of intensive agricultural operations requiring an additional dwelling for farm use. The CD-15 Zone will only be considered where it is demonstrated there is a legitimate need for an additional dwelling for farm help based on the size and type of farm operation and other relevant factors, including 'farm' classification under the Assessment Act.

Regulations

- 53.2 On a parcel zoned CD-15, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-15 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 53.3 The following uses and no others are permitted in the CD-15 Zone:

- .1 *agriculture;*
- .2 *bed and breakfast, limited to three let rooms;*
- .3 *boarders, limited to two;*
- .4 *equestrian facility;*
- .5 *equestrian facility campsite;*
- .6 *family childcare facility;*
- .7 *group childcare;*
- .8 *home occupation;*
- .9 *intensive agriculture*
- .10 *kenne;*
- .11 *outdoor recreation;*
- .12 *public use;*
- .13 *public utility;*
- .14 *secondary suite;*
- .15 *silviculture;*
- .16 *single family dwelling;*
- .17 *accessory use, including the retail sale of agricultural products produced on the parcel.*

Maximum Number of Single Family Dwellings

- 53.4
- .1 The maximum number of *single family dwellings* shall be one (1) per parcel.
 - .2 On parcels 3.0 hectares (7.4 acres) or larger in area, a second dwelling is permitted provided the second dwelling is used for farm help and is a mobile home. The second dwelling shall be for the exclusive use of a person employed full-time to work on the farm and, where applicable, shall comply with the provisions of the Agricultural Land Commission Act and amendments thereto. The property owner will register a covenant pursuant to Section 219 of the Land Title Act acknowledging that the second dwelling is to be for the exclusive use of a person employed full-time to work on the farm and that the second dwelling will be removed from the parcel if it is no longer required for farm use.

Maximum Height of Residential Buildings

- 53.5 The maximum *height* of a residential *building* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

- 53.6 The maximum *height* of accessory *buildings* shall be 12.0 metres (39.4 feet).

Minimum Parcel Size

- 53.7 The minimum *parcel* size shall be 8.0 hectares (19.8 acres).

Minimum Parcel Width

- 53.8 The minimum *parcel width* shall be 150.0 metres (492.1 feet).

Minimum Setback of Principal and Accessory Buildings Intended to Accommodate Non-Agricultural Uses

53.9 The minimum *setback* of *principal* and *accessory buildings* intended to accommodate non-agricultural uses from the:

- | | | |
|----|---|------------------------|
| .1 | Front parcel line shall be | 6.0 metres (19.7 feet) |
| .2 | Rear parcel line shall be | 6.0 metres (19.7 feet) |
| .3 | Interior side parcel line shall be | 3.0 metres (9.8 feet) |
| .4 | Exterior side parcel line shall be | 6.0 metres (19.7 feet) |
| .5 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. | |

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

53.10 The minimum *setback* of *buildings* and *structures* intended to accommodate agricultural uses from the:

- | | | |
|----|---|-------------------------|
| .1 | Front parcel line shall be | 30.0 metres (98.4 feet) |
| .2 | Rear parcel line shall be | 15.0 metres (49.2 feet) |
| .3 | Interior side parcel line shall be | 15.0 metres (49.2 feet) |
| .4 | Exterior side parcel line shall be | 30.0 metres (98.4 feet) |
| .5 | Any single family dwelling shall be | 15.0 metres (49.2 feet) |
| .6 | Any watercourse or body of water shall be | 30.0 metres (98.4 feet) |
| .7 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

Minimum Setback of Kennels

53.11 The minimum *setback* of *kennels* from all parcel lines shall be 30.0 metres (98.4 feet).

Minimum Setback of Feed Lots

53.12 The minimum *setback* of feed lots from:

- | | | |
|----|-----------------------------------|---------------------------|
| .1 | any highway right-of-way shall be | 100.0 metres (328.1 feet) |
| .2 | any parcel not zoned A-1 shall be | 65.0 metres (213.3 feet) |

Sale of Agricultural Products

53.13 The retail sale of agricultural products produced on the parcel is permitted provided the maximum *floor area* of the retail sale stand is 40.0 square metres (430.5 square feet).

Parking

53.14 Parking shall be required as per Appendix I.

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Item 9.2

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with W.H. Laird Holdings Ltd. for the City to use Lots 16 (part) and 17, Section 14, Township 20, Range 10, W6M, KDYD, District Plan 304, Except Plan 15141 (130 Hudson NE) for the term of March 1, 2020 to February 29, 2022 as a Downtown Parking Commission parking lot for an annual fee of 50% of the annual revenue.

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

TO: His Worship Mayor Harrison and Members of Council

DATE: September 7, 2020

SUBJECT: Avon Parking Lot Lease

Motion for Consideration:

THAT: Council authorize the Mayor and Corporate Officer to execute a Lease Agreement with W.H. Laird Holdings Ltd. for the City to use Lots 16 (part) and 17, Section 14, Township 20, Range 10, W6M KDYD, District Plan 304, except Plan 15141 (130 Hudson Avenue NE) for the term of March 1, 2020 to February 29, 2022 as a Downtown Parking Commission parking lot for an annual fee of 50% of the annual revenue.

Background:

The City of Salmon Arm has been leasing the Avon Parking Lot since 2007 and operating it as a Downtown Parking Commission parking lot. The revenue is shared 50/50 with the owner, WH Laird Holdings Ltd. Due to an oversight earlier in the year, the agreement was not renewed, though the arrangement has continued uninterrupted. Mr. Laird has agreed to continue leasing the parking lot to the City for a further two (2) year period.

All 18 of the parking stalls at this lot are rented for \$35 per month.

Staff recommend that the Motion for Consideration be adopted.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

APPENDIX A – Avon Parking Lot Lease Agreement

This Agreement dated for reference the ____ day of _____, 2020

BETWEEN: CITY OF SALMON ARM
P.O. Box 40
Salmon Arm, BC V1E 4N2
(hereinafter called the "Lessee")

AND: WH LAIRD HOLDINGS LTD.
Box 1022
Salmon Arm, BC V1E 4P2
(hereinafter called the "Lessor")

WHEREAS the Lessor is the Owner of the following lands:

Lots 16 and 17, Section 14, Township 20, Range 10, West of the 6th Meridian, KDYD, District Plan 304, except Plan 15141

(130 Hudson Avenue NE, Salmon Arm BC)

WITNESS that in consideration of the rents, covenants and agreements hereafter reserved and contained on the part of the parties, the Lessor hereby leases to the Lessee the following lands, premises and improvements thereon:

Lots 16 (part) and 17, Section 14, Township 20, Range 10, West of the 6th Meridian, KDYD, District Plan 304, except Plan 15141, (being ±6700 square feet) shown outlined on Appendix 1 attached hereto;

(hereinafter called the "Lands")

Location: 130 Hudson Avenue NE, Salmon Arm BC (Avon Lot)

for a term of two (2) years; said term to commence on the 1st day of March, 2020 and to end on the 29th day of February, 2022 for the purposes of a "Temporary Gravel Parking Lot".

1. Mutual Covenants:

- a) The Lessor shall pay all frontage and property taxes and other levies.
- b) The Lessee will pay annual operating and maintenance costs and may rent vehicle parking stalls to the general public.
- c) The Lessee will share revenue 50/50 with the Lessor and remit same to the Lessor annually in January of the subsequent year.
- d) The Lessee shall keep and maintain the said Lands in a clean and tidy condition.

Provided always, and it is agreed between the Parties as follows:

- a) If the Lessee remains in possession after the expiration of this lease, it shall be deemed to be a tenant from month to month and otherwise the provisions of this lease shall continue to apply; however, in any case, the Lessor will give the Lessee six (6) months prior written notice before the Lessor terminates this Agreement, while it continues on a month to month basis.
- b) Each party to the Agreement shall be responsible for providing adequate liability and property insurance coverage.
- c) The Lessee and Lessor shall each indemnify and save harmless each other from and against all claims, demands, losses, costs, damages, actions, suits, proceeding fines or assessments by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributed to the breach of any provisions of the Agreement to be performed by each other and its servants, employees, members, agents and contractors. This covenant shall survive the termination of this Agreement.
- d) Any notice or delivery to be given or made hereunder shall be sufficiently given or made if given in person or mailed to the Parties at their respective addresses shown above and in the case of prepaid mail shall be deemed to have been received the day following the posting of same.
- e) This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement on this _____ day of _____, 2020.

THE CORPORATE SEAL OF THE
 CITY OF SALMON ARM was
 hereunto affixed in the presence of its
 duly authorized signatories:

 Alan Harrison
 Mayor

 Witness

 Erin Jackson
 Corporate Officer

SIGNED, SEALED AND DELIVERED
 on behalf of the WH Laird Holdings
 Ltd. duly authorized representatives
 in the presence of:

 Print Name

 Witness

 Print Name

Item 9.3

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council appoint eight (8) members to the City of Salmon Arm Agricultural Advisory Committee for a three-year term starting September 2020.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

To: His Worship Mayor Harrison and Members of Council

Date: September 9, 2020

Re: Agricultural Advisory Committee

MOTION FOR CONSIDERATION

THAT: Council appoint eight (8) members to the City of Salmon Arm Agricultural Advisory Committee for a three-year term starting September 2020.

In August 2020 the City put out a call for volunteers to fill positions on the Agricultural Advisory Committee (AAC) for a three (3) year term. As an advisory committee, the Terms of Reference for the committee outlines that the AAC will review applications for development within the ALR and on lands zoned for agricultural uses, provide input on submissions related to agriculture, review initiatives related to the agricultural economy, promote agri-business and agri-tourism opportunities and review and comment on any other matters referred to them by Council.

The AAC requires eight (8) representatives and one (1) member of Council. Staff received applications of interest from nine (9) people:

Steve Corrie
Serena Canner
Jen Gamble
Ron Ganert (previous member)
Don Syme (previous member)
John McLeod (previous member)
Barrie Voth (previous member)
James Hanna (previous member)
Mike Schroeder (previous member)

Meetings are to commence in September 2020.


Kevin Pearson, MCIP, RPP
Director of Development Services

Barb Puddifant

From: Erin Jackson
Sent: June-26-20 2:30 PM
To: Barb Puddifant
Subject: Fwd: Application for Agricultural Advisory Committee
Attachments: Steve J Corrie June 25th 2020.doc; 001.jpg; 002.jpg

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From: Steve Corrie <misterc@cablelan.net>
Sent: Friday, June 26, 2020 2:14:48 PM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: Application for Agricultural Advisory Committee

Sir or Madame; Attached are two files: Application form for the Committee (2 pages); and a short personal resume/biography.

Thank you for considering it.

Steve Corrie

Resume of Steve J Corrie

For a position on City of Salmon Arm Agricultural Advisory Committee

June 25, 2020

Basic Biography. Born Victoria, BC; raised in Nelson, BC, from age of two.

Full career in Air Traffic Control; came to White Lake in 2005; was member of White Lake Volunteer Fire Department; White Lake Fire Suppression Committee; White Lake Residents Association (WLRA).

In 2008 began the planning and documentation of a community radio station; went on the air Dec. 2012, broadcasting still; CKVS, 93.7 fm, The Voice of the Shuswap.

Experience relating to Advisory Committee. WLRA dealt extensively with the CSRD on matters relating to planning, the OCP, zoning, agriculture, ALR/ALC, water, LWMP, the environment, forestry, and development.

Agricultural Experience Avid gardener for most of my adult life; actively attended Sorrento and Salmon Arm Farmer's Markets.

Member of the Shuswap Food Action Society and member of the Shuswap Community Teaching Garden on north Broadview.

I understand Supply Management in the Dairy Industry, am cognizant of many of the regulations flowing from the Agricultural Land Commission and basically how the Agricultural Land Reserve works.

I believe I can contribute to the committee to further its goals and responsibilities to council.

Thank you for considering my application,

Steve Corrie

CITY OF SALMON ARM

Application for Appointment to the Agricultural Advisory Committee

The City of Salmon Arm is seeking applications for representatives of the agricultural community representing a diversity of commodity groups/producers to become members of the Agricultural Advisory Committee.

The Committee acts as an advisory body and resource group to City Council on agricultural matters including applications to the Agricultural Land Commission, proposed amendments to the Official Community Plan, major developments and water management issues impacting agriculture, input on submissions related to agricultural issues to other levels of government and reviewing initiatives to enhance the agricultural economy and promote agri-business and agri-tourism opportunities.

In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward this completed application form and resume to City Hall by June 26, 2020 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name STEVE J. CORRIE Number of years living in Salmon Arm 15 YEARS TOTAL

Civic address _____

Mailing address (if different than above) _____

Email address _____

Telephone Home _____ Work _____ Cell _____

Occupation RETIRED AIR TRAFFIC CONTROLLER

Community Affiliations/Memberships MEMBER-SFAS-SHUSWAP FOOD ACTION SOCIETY, MEMBER-SCTG-SHUSWAP COMMUNITY TEACHING GARDEN, VOLUNTEER-GOOD FOOD BOX, CO-FOUNDER OF WLRA-WHITE LAKE RESIDENTS ASSOCIATION, CO-FOUNDER (WITH STEVE DE BOER) OF VOICE OF THE SHUSWAP COMMUNITY RADIO,

Reasons for seeking Appointment CONSTANT INTEREST SINCE THE EARLY 1970'S IN AGRICULTURE, GARDENING AND FOOD PRODUCTION.

I see this period as a turning point and an opportunity to bring more food production to the Shuswap and to build a Truly Resilient Local Food System. COVID 19 and CLIMATE CHANGE are affecting us in many ways; we must adapt. I think I can contribute to the goals of COUNCIL in this regard. Please see the attached resume for details.

I, STEVE J. CORRIE, hereby signify that I am willing to accept an appointment to the Agricultural Advisory Committee.

JUNE 25, 2020

Date

Steve Corrie

Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on June 26, 2020.

Name Serena Caner Number of years living in Salmon Arm: 11
 Civic address _____

Mailing address (if different than above) _____

Email address _____
 Telephone Home _____ Work same Cell same
 Occupation registered dietitian


Community Affiliations/Memberships President, Shuswap Food Action Society, and Larch Hills Nordic Society_Carbon Committee, Member at large of Shuswap Trail Alliance

Reasons for seeking Appointment Passion for local food, farming and agriculture; concern about long term food security in our region; interest in government process. I did approach a few people that I believed would have been good candidates, but the timing of these meetings (daytime, weekday) prevents membership, especially in younger generations. City may want to reconsider timing for future.

I, Serena Caner, hereby signify that I am willing to accept an appointment to the Agricultural Advisory Committee.

June 25th, 2020 Date

Signature

A large, bold, handwritten signature in black ink, appearing to read "J. Carter", is written over a light gray, textured background.

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on **June 26, 2020.**

Barb Puddifant

From: Erin Jackson
Sent: August-26-20 1:36 PM
To: Barb Puddifant
Subject: Fwd: Ag Advisory Application
Attachments: Application for Appointment to the Agricultural Advisory.docx

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From: Barb Puddifant <barbpuddifant@gmail.com>
Sent: Wednesday, August 26, 2020 11:49:06 AM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: Ag Advisory Application

Hi Erin,
Please accept my application for the Ag Advisory committee.
Let me know if you need anything else from me.
Thank you,
Jen



Virus-free. www.avast.com

Application for Appointment to the Agricultural Advisory

Name; Jen Gamble

Number of years living in Salmon Arm: 16 years

Civic address: 2120 - 1st St. Salmon Arm, BC V1E 2G1

Mailing address: Same as above

Email address: jen@jen-gamble.com

Telephone 250-833-1111

Occupation: Consultant

Community Affiliations/Memberships: Founding member of the Shuswap Food Action Co-op, Past ED of the Certified Organic Associations of BC, Board member of Carlin Community Association,

Reasons for seeking Appointment:

I am a passionate food advocate who believes, cultivating healthy relationships with food and the food system builds resilient communities and thriving natural environments. With 20 years of experience in food and agriculture, I have a deep understanding of local food systems from farming to advocacy. I began as a labourer on an organic farm in Vermont, but then came home to BC, where I helped build a successful organic farm in Silver Creek. I also joined the BC Food Systems Network as a board member and help found the Shuswap Food Action Co-op in the Shuswap. For the last 9 years, I have been the Executive Director of the Certified Organic Associations of BC (COABC), a non-profit organization overseeing organic certification in BC. As an organizational leader, I not only managed operations but also facilitated outreach and strategic planning to enhance the certified organic food system within BC. My role entailed collaborating and relationship building with diverse stakeholders including industry, non-profit and government representatives. I have participated in ALR consultations and in agricultural regulatory revisions at the provincial level. Currently, I am working towards a Community Development Master's degree at the University of Victoria. I feel my experience in agriculture would be an asset on the Salmon Arm Ag Advisory Committee.

Barb Puddifant

From: Erin Jackson
Sent: June-09-20 5:24 PM
To: Barb Puddifant
Subject: FW: ACC membership
Attachments: Agriculturual Advisory Committee for Ron Ganert.pdf; Agriculturual Advisory Committee for Ron Ganert.pdf 2.pdf

From: Sandra Ganert <[redacted]>
Sent: Tuesday, June 09, 2020 2:30 PM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: ACC membership

Shout for joy to the Lord, all the earth.
Worship the Lord with gladness;
come before him with joyful songs.
Know that the Lord is God.
It is he who made us, and we are his
we are his people, the sheep of his pasture.

Psalm 100:1-3

CITY OF SALMON ARM

Application for Appointment to the Agricultural Advisory Committee

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Name RON GANERT Number of years living in Salmon Arm 23
 Civic address 3580 8TH AVE SE SALMON ARM B.C. V1E 1N3
 Mailing address (if different than above) _____


 Email address _____
 Telephone Home _____ Work _____ Cell _____
 Occupation RETIRED

Community Affiliations/Memberships ON FILE

Reasons for seeking Appointment ON FILE

I, RON C. GANERT, hereby signify that I am willing to accept an appointment to the Agricultural Advisory Committee.

JUNE 9TH 2020
Date


Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on June 26, 2020.

CITY OF SALMON ARM

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In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward this completed application form and resume to City Hall by June 28, 2019 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

 Name DON SYME Number of years living in Salmon Arm 60+
 Civic address _____
 Mailing address (if different than above) _____

 Email address _____
 Telephone Home _____ Work _____ Cell 1
 Occupation FARMER

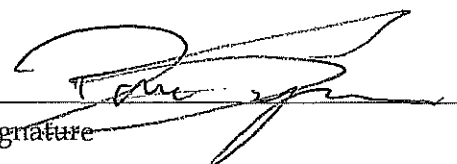
Community Affiliations/Memberships _____

Reasons for seeking Appointment _____

ALWAYS INTERESTED IN PRESERVING A
SUSTAINABLE AGRICULTURAL COMMUNITY IN
~~THE~~ SALMON RIVER

I, DON SYME, hereby signify that I am willing to
accept an appointment to the Agricultural Advisory Committee.

AUG 28/20
Date


Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on

~~June 28, 2019.~~ AUG 28/2020

Barb Puddifant

From: Erin Jackson
Sent: June-24-20 8:08 AM
To: Barb Puddifant
Subject: FW: AAC

-----Original Message-----

From: John McLeod < >
Sent: Wednesday, June 24, 2020 7:51 AM
To: Erin Jackson <ejackson@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>
Subject: AAC

Good morning Erin & Tim

After much thought I would like to submit my name for another term on the AAC.

Cheers
John

Barb Puddifant

From: Barrie and Merel Voth <
Sent: July-03-20 10:50 AM
To: Barb Puddifant
Subject: AAC

Hello Barb,

I recognize the deadline for application for being on the advisory board for the AAC has come and gone. I was just wondering if there were any exceptions for any late applications? I was on last year and would still like to be a part of it again.

Please let me know,

Thanks,

Barrie

--

Barrie & Merel Voth

)

)

Come check out our webpage at hillsidedreamsgoatdairy.com

CITY OF SALMON ARM

Application for Appointment to the Agricultural Advisory Committee

The City of Salmon Arm is seeking applications for representatives of the agricultural community representing a diversity of commodity groups/producers to become members of the Agricultural Advisory Committee.

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In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward this completed application form and resume to City Hall by August 28, 2020 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name JAMES HANNA Number of years living in Salmon Arm 69

Civic address _____

Mailing address (if different than above) SALMON ARM BC

Email address _____

Telephone Home _____ Work _____ Cell _____

Occupation TRYING TO RETIRE

Community Affiliations/Memberships RETIRED FIREMAN, BC TREE FRU. 5
 * BC FRUIT GROWERS ASSN. EVANGELICAL TREE CHURCH
Ag Advisory Committee member in past.

Reasons for seeking Appointment I have a long career as
a local orchardist, and an interest in the
community, and how it grows in harmony
with agricultural enterprise.

I, JAMES HANNA, hereby signify that I am willing to
 accept an appointment to the Agricultural Advisory Committee.

August 10 2020
 Date

James R Hanna
 Signature

The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on August 28, 2020.

CITY OF SALMON ARM

Application for Appointment to the Agricultural Advisory Committee

The City of Salmon Arm is seeking applications for representatives of the agricultural community representing a diversity of commodity groups/producers to become members of the Agricultural Advisory Committee.

The Committee acts as an advisory body and resource group to City Council on agricultural matters including applications to the Agricultural Land Commission, proposed amendments to the Official Community Plan, major developments and water management issues impacting agriculture, input on submissions related to agricultural issues to other levels of government and reviewing initiatives to enhance the agricultural economy and promote agri-business and agri-tourism opportunities.

In order to assist the City Council in the selection and appointment of the Committee membership, prospective members are requested to forward this completed application form and resume to City Hall by August 28, 2020 at 4:00 p.m. Applications can be mailed to Box 40, Salmon Arm, BC, V1E 4N2, faxed to 250-803-4042, sent by email to ejackson@salmonarm.ca or dropped off at City Hall, 500 - 2 Avenue NE.

Name Mike Schroeder Number of years living in Salmon Arm 5

Civic address _____

Mailing address (if different than above) _____

Email address _____

Telephone Home _____ Work _____ Cell _____

Occupation Producer

Community Affiliations/Memberships _____

Reasons for seeking Appointment _____

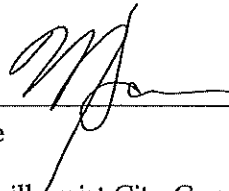
I would like to contribute to a strong agricultural industry and community in general in Salmon Arm

I, Mike Schroeder, hereby signify that I am willing to accept an appointment to the Agricultural Advisory Committee.

August 9, 2020

Date

Signature



The purpose of this form is to provide information which will assist City Council in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

In order to be considered, this application must be returned to City Hall prior to 4:00 p.m. on August 28, 2020.

Item 9.4

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council authorize submission of a grant application under the Federation of Canadian Municipalities Green Municipal Fund for Transportation Network and Commuting Options for Phase I of the West Bay Connector Trail Study/Design. Using the available budget of \$135,000.00 as the 50% matching funds for this grant, subject to receiving the support from both the Neskonlith and Adams Lake Bands.

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 0920.03.01

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: August 04, 2020

SUBJECT: **FEDERATION OF CANADIAN MUNICIPALITIES - GREEN MUNICIPAL FUND
WEST BAY CONNECTOR TRAIL STUDY/DESIGN**

RECOMMENDATION:

THAT: Council authorize submission of a grant application under the Federation of Canadian Municipalities Green Municipal Fund for Transportation Network and Commuting Options for Phase I of the West Bay Connector Trail Study/Design. Using the available budget of \$135,000.00 as the 50% matching funds for this grant.

SUBJECT TO: Receiving support from both Neskonlith and Adams Lake bands.

BACKGROUND:

The West Bay Connector Trail project is being mobilized through a collaborative "Working Group" that includes joint leadership from the Adams Lake Band, Neskonlith Band, the City of Salmon Arm, with support from the Shuswap Trail Alliance, the Switzmalph Cultural Society, the Interior Health Authority, CP Rail, the MPs office, the MLAs office, the Columbia Shuswap Regional District, the Little Shuswap Lake Band and other provincial government departments.

August 2019 a Memorandum of Understanding (MOU) was signed between Neskonlith Band, Adams Lake Band and the City with the purpose of formalizing this collaborative working relationship to develop the West Bay Connector Trail. Shortly after the signing of the MOU an application was submitted for a BC Rural Dividend Fund (BCRDF) grant application to assist with Phase I of this project. Phase I - Study/Design would include site surveys, archaeological, cultural and environmental screening, technical engineering designs & costing necessary to construct a 13 km pathway between Salmon Arm and Tappen as shown in Appendix 'A'. In March the City received notification that the joint application was approved for a grant in the amount of \$100,000.00 for this portion of the project. The initial budget for Phase I was estimated to be higher than the budget available (\$135,000.00); however, the decision was made by the "Working Group" to keep the project moving forward and to prepare a Request for Proposal (RFP) with a reduced scope.

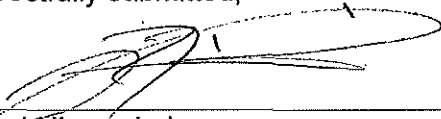
Through the Green Municipal Fund (GMF), The Federation of Canadian Municipalities (FCM) is providing grants to support environmentally sustainable municipal feasibility studies and pilot projects. The GMF vision is to develop "sustainable resilient Canadian cities and communities that improve air, water, soil and protect the climate." There is an opportunity, if approved, to receive matched funding

of eligible costs to a maximum of \$175,000.00. Applications for this funding are accepted year round, though this offer will close when all funding has been allocated.

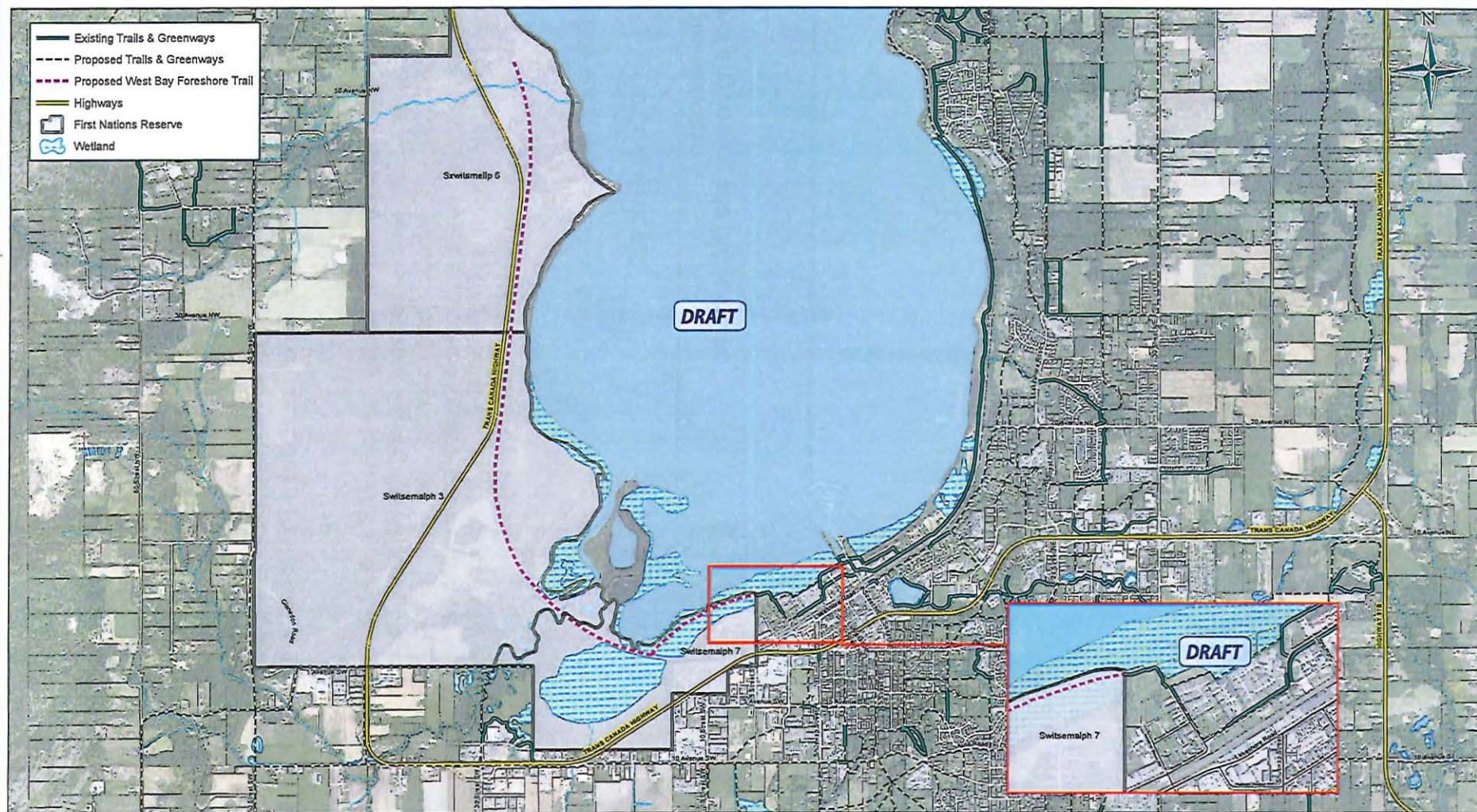
Staff have been in discussions with the Shuswap Trail Alliance and we feel that the West Bay Trail project meets the GMF criteria. In discussions with FCM it is our understanding that these funds can be combined with other grants, so it is possible to use the approved grant from BCRDF and the \$35,000.00 total contributions from MRDT, ALIB and the City. If successful in obtaining the GMF grant it would allow us to increase the scope of the Phase I RFP bringing it closer in line with the original budget estimate.

The Shuswap Trail Alliance has contacted the local NIB and ALIB Councillors and advised them of this opportunity and both were supportive. Having the MOU in place for this project give us some confidence that we will receive joint support from the Bands for this application. Staff are recommending that we prepare and submit the application while we wait to hear back from the Bands, in the event that their support is not given the application can be withdrawn at that time.

Respectfully submitted,



Robert Nieuwenhuizen
Director of Engineering and Public Works



CITY OF
SALMON ARM

CITY OF SALMON ARM
DEPARTMENT OF ENGINEERING & PUBLIC WORKS
Proposed West Bay Foreshore Trail

500
Meters

Item 9.5

CITY OF SALMON ARM

Date: September 14, 2020

Director of Engineering & Public Works – Crosswalk Request –
Lakeshore Road and 50 Avenue NE

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: 5460

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: September 8, 2020

SUBJECT: **CROSSWALK REQUEST – LAKESHORE ROAD AND 50 AVENUE NE**

STAFF RECOMMENDATION

THAT: The request for a crosswalk at the intersection of Lakeshore Road and 50 Avenue NE be denied.

AND THAT: City staff be directed to complete vegetation removal on the east side of Lakeshore Drive adjacent to 1611 50 Avenue NE and send letters to owners of the same and 4971 addressing maintenance of vegetation in the boulevard.

BACKGROUND

Further to the e-mail received by Council and presentation from Emery Shipmaker on August 17, 2020, Council directed staff to review the safety of the intersection at Lakeshore Road and 50 Avenue NE from a pedestrian crossing perspective.

A similar request had previously been received by the Traffic Safety Committee during the November 14, 2019 meeting. The request was for installation of a cross-walk for children accessing or leaving the bus stop at the Raven Hill Sign (NE corner of the subject intersection) from the west side of Lakeshore. The Traffic Safety Committee (members from ICBC, RCMP, SD#83, CoSA, driver safety training instructors) recommended that a cross-walk not be installed and that vegetation be removed along the east side of Lakeshore Road, north of the intersection, to improve sight lines.

Traffic marking and signage only makes a crossing marginally safer by alerting drivers to potential crossings without reducing the hazard, but can make pedestrians feel a lot safer and therefore less aware of the hazard. It is also worthwhile to note that pedestrian crossings and other hazards such as turning vehicles are inherently assumed at all intersections.

The Pedestrian Crossing Control Manual (PCCM) for British Columbia (MoTI, 1994) states:

"As pedestrian control issues are often emotionally charged, there can be a tendency to assume that using more traffic control devices will resolve pedestrian safety problems. However, experience has shown that the overuse of devices may reduce their effectiveness and establish practice by precedent as compared with technically demonstrated improvements of pedestrian crossing conditions."

The PCCM provides warrant analysis for the installation of crosswalks which this location does not meet; however, few locations in Salmon Arm would even qualify for a signed and marked crosswalk, as the threshold for traffic volumes is quite high.

The Hierarchy of Controls for safety hazards defines five (5) rungs from most to least effective: Elimination, Substitution, engineering controls, administrative controls and personal protective equipment. This hierarchy shows that removing or mitigating the hazard is the most effective for preventing injury.

The largest contributing factors to the safety (or lack there of) of pedestrian crossings at the subject intersection is traffic speed and sightlines. Without completing a traffic count with speeds, staff have estimated the majority of traffic to be traveling at speeds between 50-70km/h through the intersection. Sightline information is presented in the table below and illustrated on the attached figure. Sightlines are measured at the worst case scenario (a pedestrian just entering into the travelled portion of the roadway) and corrected for road grade. Required sightlines for design speeds are taken from the Transportation Association of Canada Geometric Design Guide for Canadian Roads (TAC, 2017) for minimum stopping sight distance (the minimum distance a driver requires to register a hazard and bring their vehicle to a complete stop).

Sightline	Existing SL	Design Speed	Optimal SL	Design Speed	Maximum SL w/ clear blvd.	Design Speed
Northbound	105 m	70km/h	105 m	70 km/h	145m	85 km/h
Southbound	70 m	50km/h	115 m	70 km/h	175m	85 km/h

STAFF COMMENTS

Staff acknowledge the safety concern for pedestrians crossing Lakeshore Drive NE at the 50 Avenue NE and commend Emery for bringing the issue forward and showing the initiative to fundraise to address the issue affecting her community.

Taking into account the design and warrant information from the TAC and PCCM and the Hierarchy of Controls for safety hazards, staff recommend taking steps to reduce the hazard rather than institute administrative controls (pavement marking and signage).

Staff completed trimming of the vegetation in the spring to increase sightlines, but the vegetation has since regrown. Staff recommend that the vegetation be removed completely to property line to maximize the sightlines to the subject intersection. Additionally, we recommend letters be written to the property owners located at 1611 50 Avenue NE and 4971 Lakeshore Drive NE to advise the owners of the sight line issues and encourage them to maintain the vegetation on their property and boulevard to minimize regrowth.

Southbound view – Lakeshore Road from 50 Avenue NE



Northbound view – Lakeshore Drive from 50 Avenue NE



Robert Nieuwenhuizen, ASCT
Director of Engineering and Public Works

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Item 10.1

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4404 be read a first and second time.

[ZON-1181; Tegart, J. & K.; 2630 30 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



To: His Worship Mayor Harrison and Members of Council

Date: August 21, 2020

Subject: Zoning Bylaw Amendment Application No. 1181
Development Variance Permit Application No. 519

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562
Civic Address: 2630 – 30 Avenue NE
Owner/Applicant: Tegart, J. & 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 A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Development Variance Permit No. 519 be authorized for issuance for Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 13.7.2 – R-8 Residential Suite Zone – increase the maximum height of an accessory building containing a detached suite from 7.5 m (24.6 ft) to 9.6 m (31.5 ft);
2. Section 13.14.1 – R-8 Residential Suite Zone – reduce the minimum setback from a front parcel line from 6.0 m (19.7 ft) to 2.5 m (8.2 ft) for an accessory building containing a detached suite; and
3. Section 13.14.3 – R-8 Residential Suite Zone – reduce the minimum setback from an interior parcel line from 2.0 m (6.5 ft) to 1.0 m (3.3 ft) for an accessory building containing a detached suite.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2630 – 30 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the development of a legal detached suite within a new accessory building. Variances have been requested related to the site and height of the proposed accessory building containing a detached suite.

BACKGROUND – SECONDARY SUITES

The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 3 & 4).

The subject parcel is located in a residential neighbourhood with a rural character, largely comprised of larger R-1 zoned parcels containing single family dwellings, many with accessory buildings, with ALR land directly north. There are currently fourteen R-8 zoned parcels within the proximity of the subject parcel.

The large subject parcel is approximately 3,500 square metres in size, and contains an existing single family dwelling. The applicant has provided a letter of intent and detailed plans illustrating their proposal (Appendix 5). Site photos are attached (Appendix 6).

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a secondary suite, including sufficient space to meet the parking requirement.

COMMENTS

Engineering Department

No concerns with rezoning or variances requested (Appendix 7).

Building Department

No concerns with rezoning, BC Building Code requirements must be met.

Fire Department

No concerns.

Planning Department

The owner's intent is to develop a legal detached suite for the use of a family member, within an accessory building. The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to applicable Development Cost Charges (presently \$6,064.31), as well as meeting Zoning Bylaw and BC Building Code requirements.

Setback regulations enable adequate separation between buildings and streets for aesthetic, privacy, view preservation, and traffic safety reasons. The proposed siting of the accessory building within the front yard setback area (Appendix 5) appears to generally limit impacts on neighbouring properties, while still allowing for a large parking area on the subject parcel (a concern with requests to reduce the front yard setback requirement). As the majority of the mass of the accessory building meets the interior side setback requirement, the proposed interior parcel line setback request is relatively minor in the opinion of staff, supporting just a small carport structure that extends from that side of the accessory building.

In consideration of the requested variance to allow for an increased maximum height, staff would note that the proposed 9.6 m height for the accessory building is less than the 10 m maximum permitted height for a single family dwelling, the proposed siting limits related impacts on neighbouring parcels, and the sloping existing grade further limits the overall effect of the proposed building height.

The subject parcel is within an established residential neighbourhood with a rural character, and the proposal is generally consistent with development on neighbouring parcels. The requested variances will not impact City utilities, pose any BC Building Code concerns, or restrict future development on neighbouring lots. Staff note that the variances are only in regards to the proposed accessory building and do not permit any use of the building other than what is permitted under the Zoning Bylaw. Considering the conditions noted above, the size of the variances requested, the variances as proposed do not significantly concern staff and are viewed as reasonable.




Prepared by: Chris Larson, MCP
Senior Planner

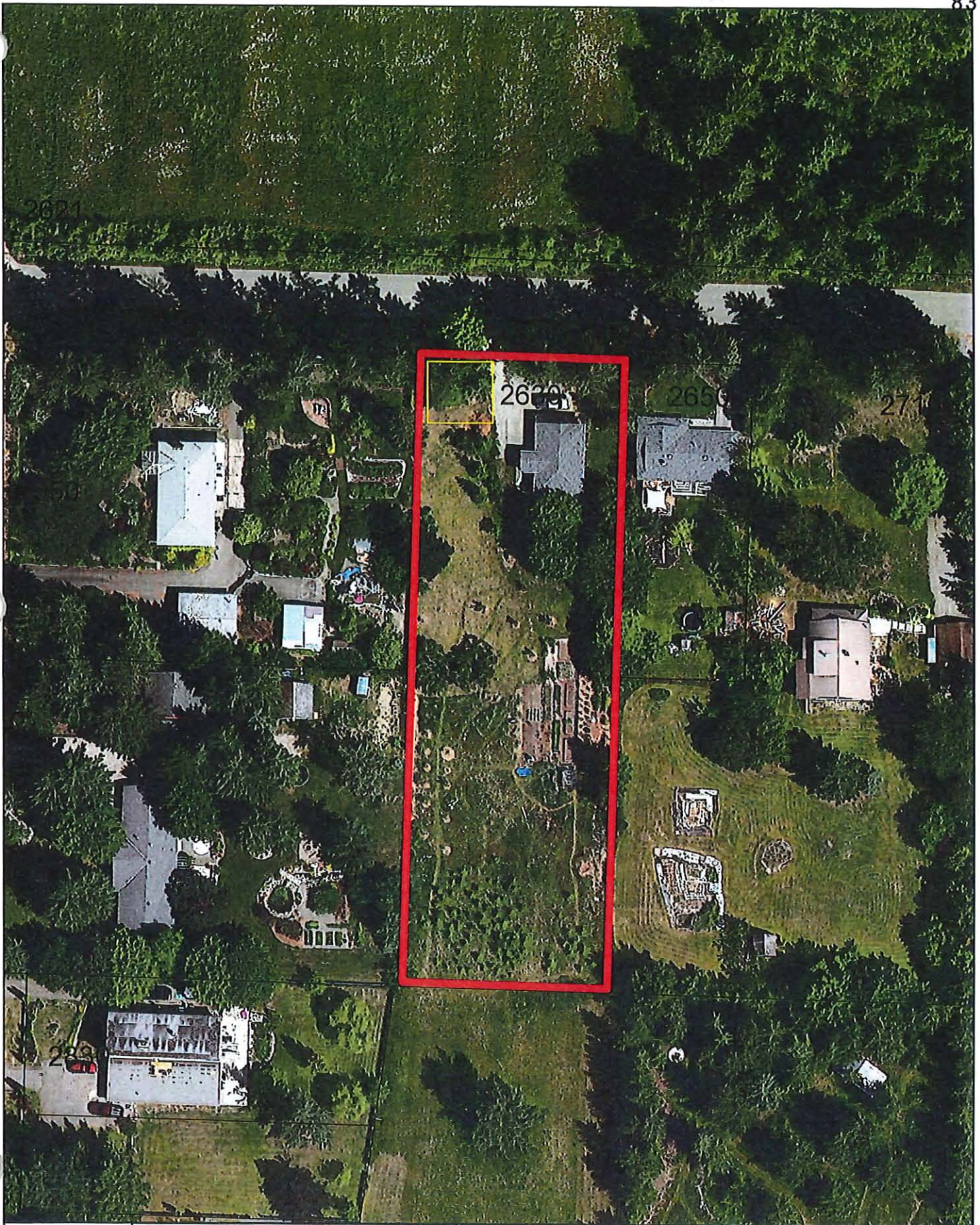


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



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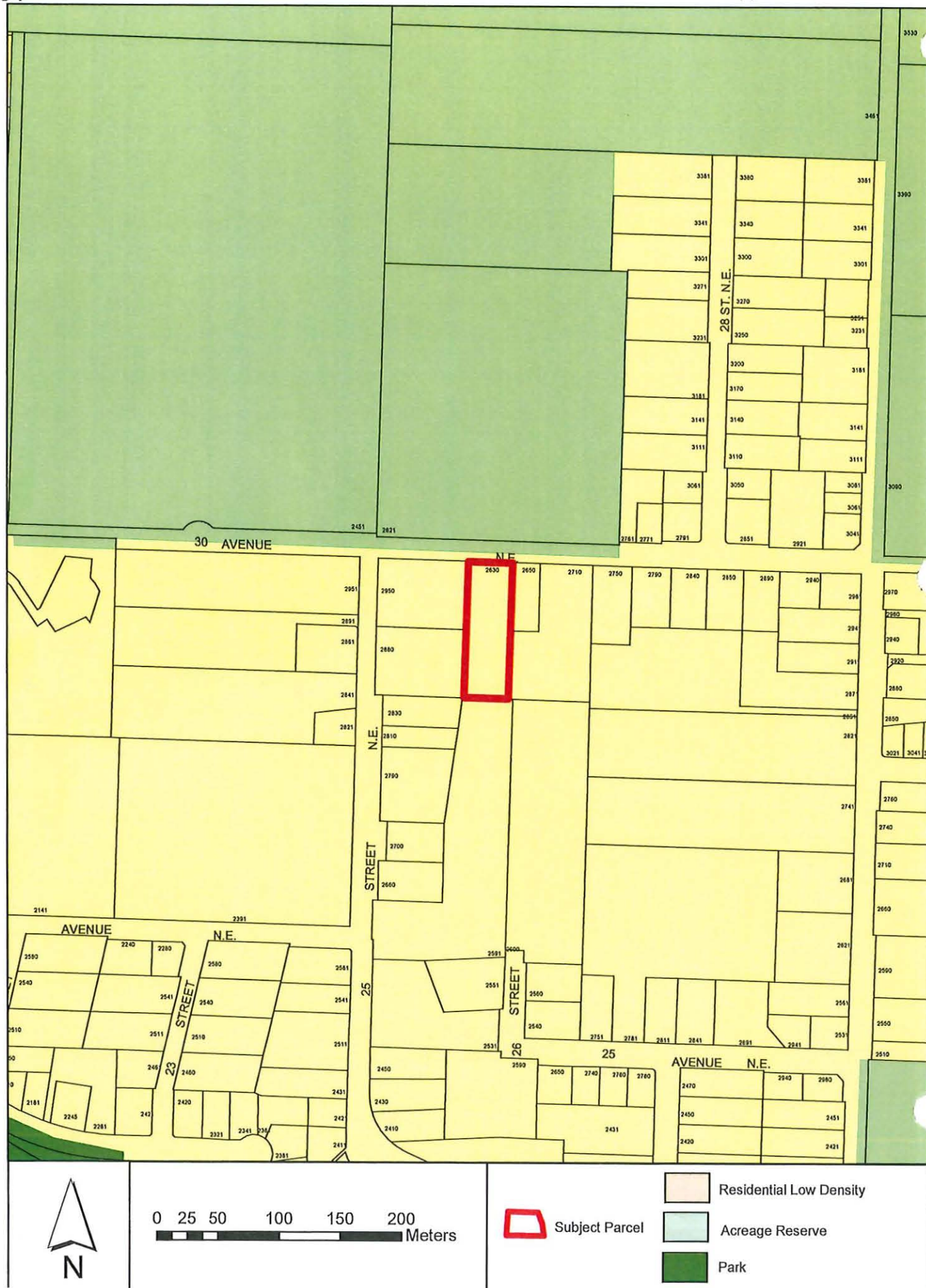
 Subject Parcel

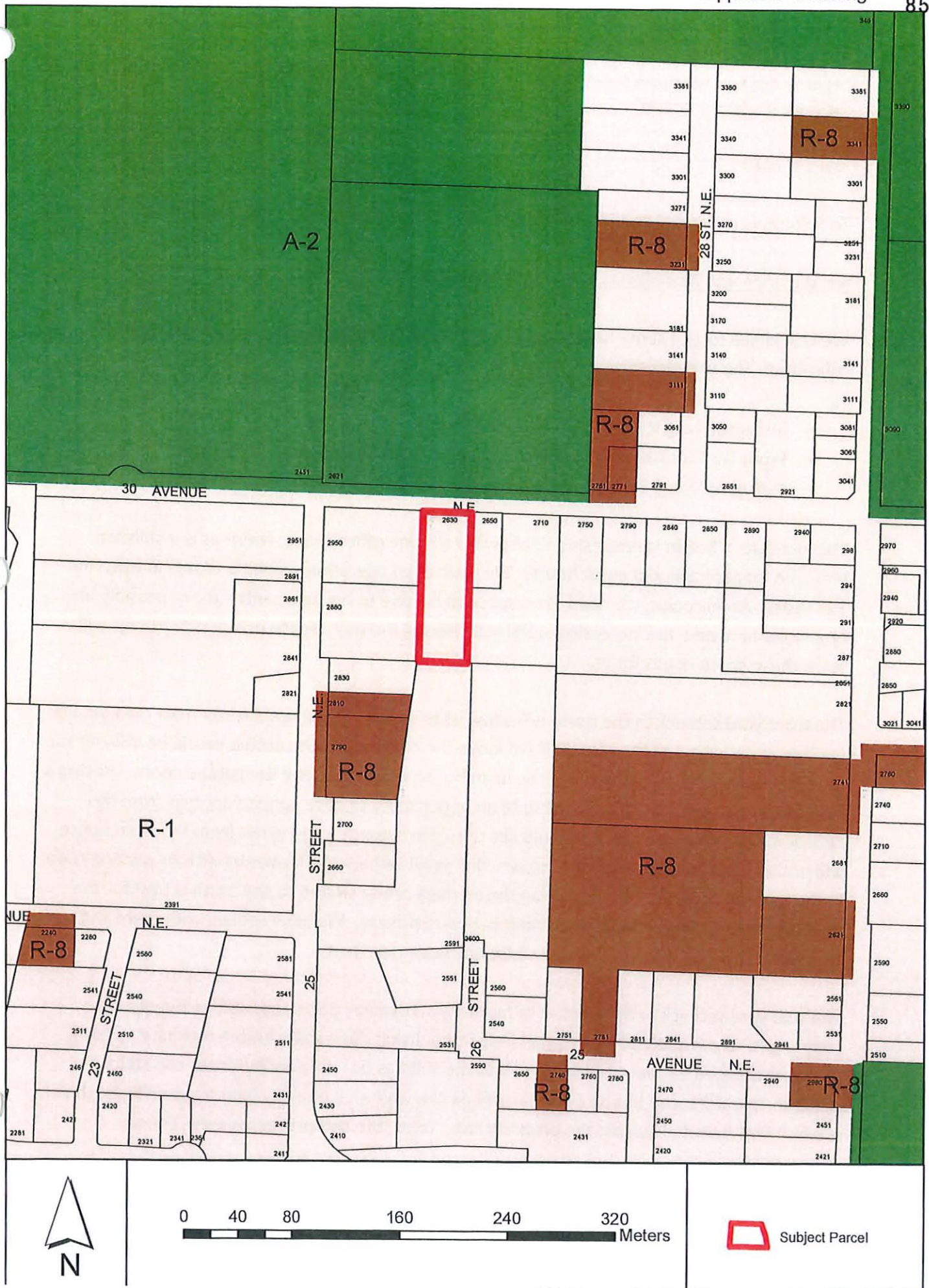


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Subject Parcel





City of Salmon Arm, Planning & Development
500 2 Ave NE, Salmon Arm, BC

July 14, 2020

To Salmon Arm Council and Planning & Development Department,

Re: Variance and Rezoning application for 2630 30 Ave NE

We would like to give some background to the variance and re-zoning application we have submitted. The variances we are requesting are:

- Increased height from 7.5m to 9.6m maximum.
- Front Yard (north) setback to be decreased from 6m to 2.5m.
- Side yard (west) setback from 2m to 1m.

The increase in height is requested to allow for a home office space, which as our children grow, no longer fits in our small house. We have been operating a small business in town for 12+ years. At this point, we need extra space to be able to house a contractor or possibly an employee to handle the increasing workload. Having the extra space in the attic trusses will solve these space issues for us.

The front yard setback to the north will allow us to access the garage directly from the east side (as shown on page 4 of the plans). If we move the carriage house south it would be difficult for us to get out of the garage because the main house will be blocking the garage doors. Having a side access also gives the basement suite an opportunity to have egress windows from the bedrooms. Another reason we would like the 2.5m setback is the views from the main house will not be blocked by the carriage house. This small setback still leaves us with 4+ parking spots in the current driveway. Lastly, having the carriage house shifted to the north is best for the neighbours as it won't encroach on their backyard privacy. We have spoken with them and they don't think this location should cause any issues for them.

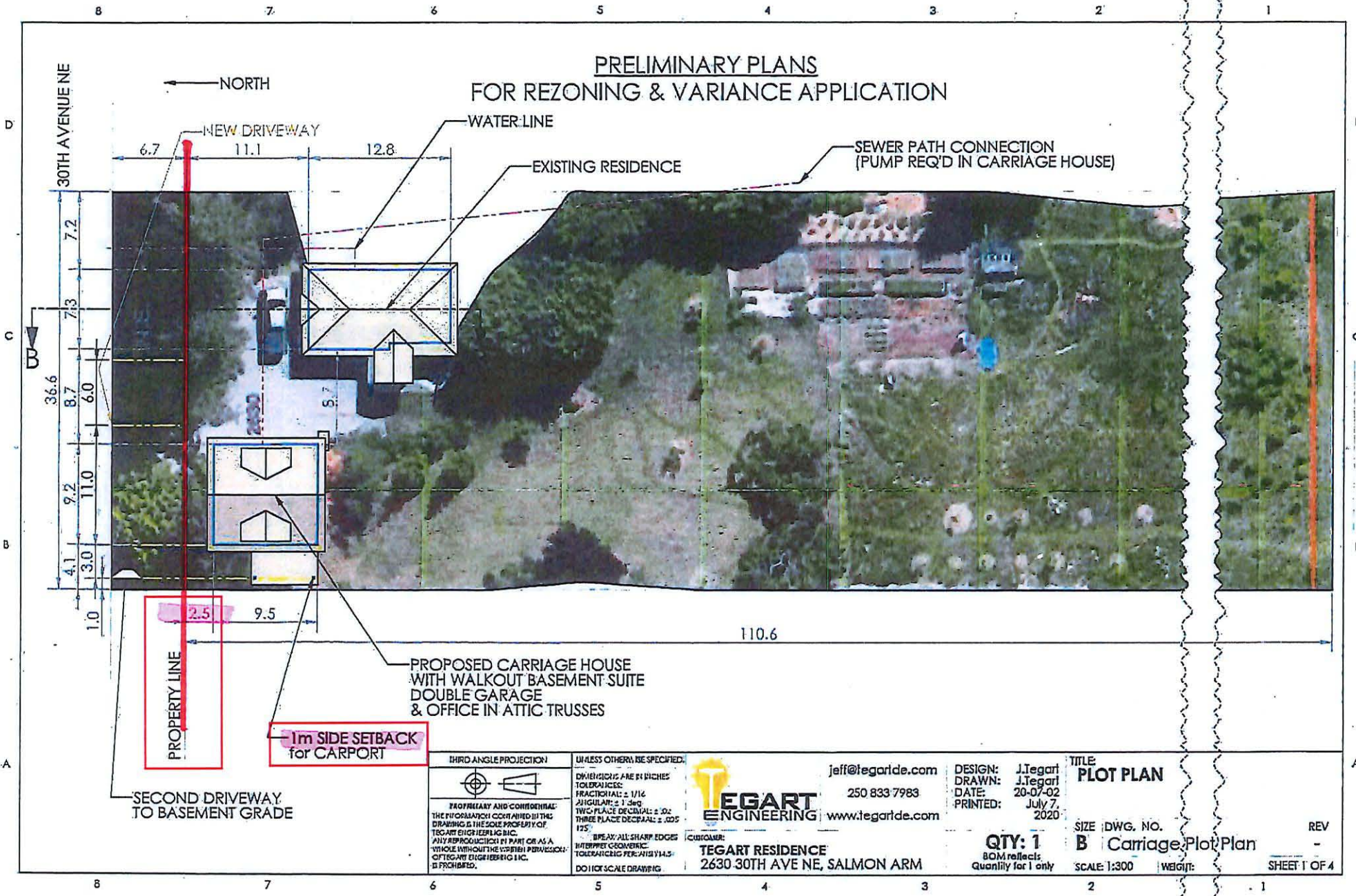
The side yard setback to the west is to facilitate a driveway down to grade with a carport covering it. We will initially have an elderly father living downstairs before making it a rental. He has requested a covered level entry into the suite as he has mobility issues and stairs are difficult. We will make this an open carport on the west side to allow light to come through so it won't feel crowded against the property line. To us, the carport seems more like an

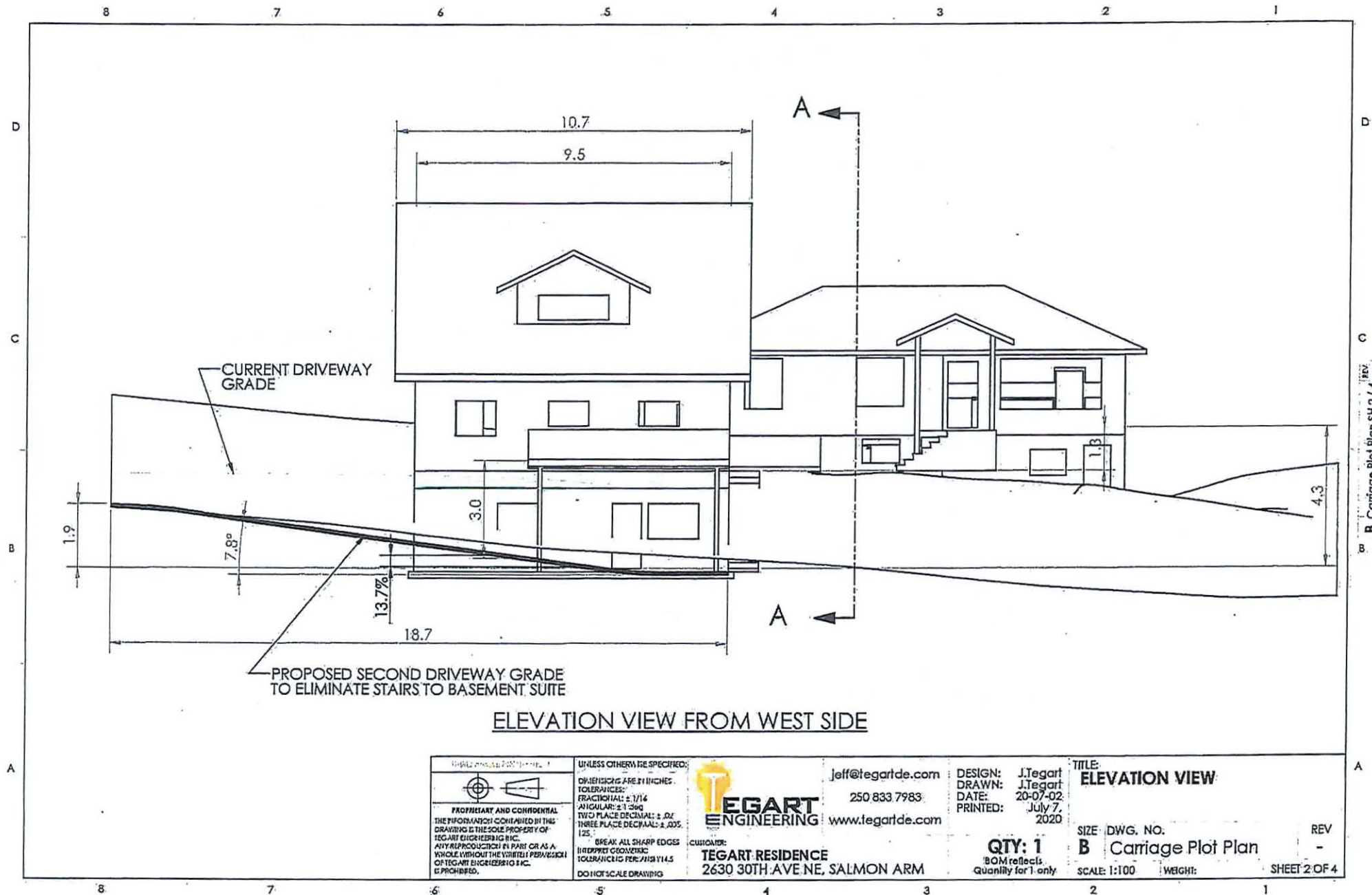
accessory building setback of 1m. The main part of the carriage house will be 4m back, which is much further than the minimum of 2m.

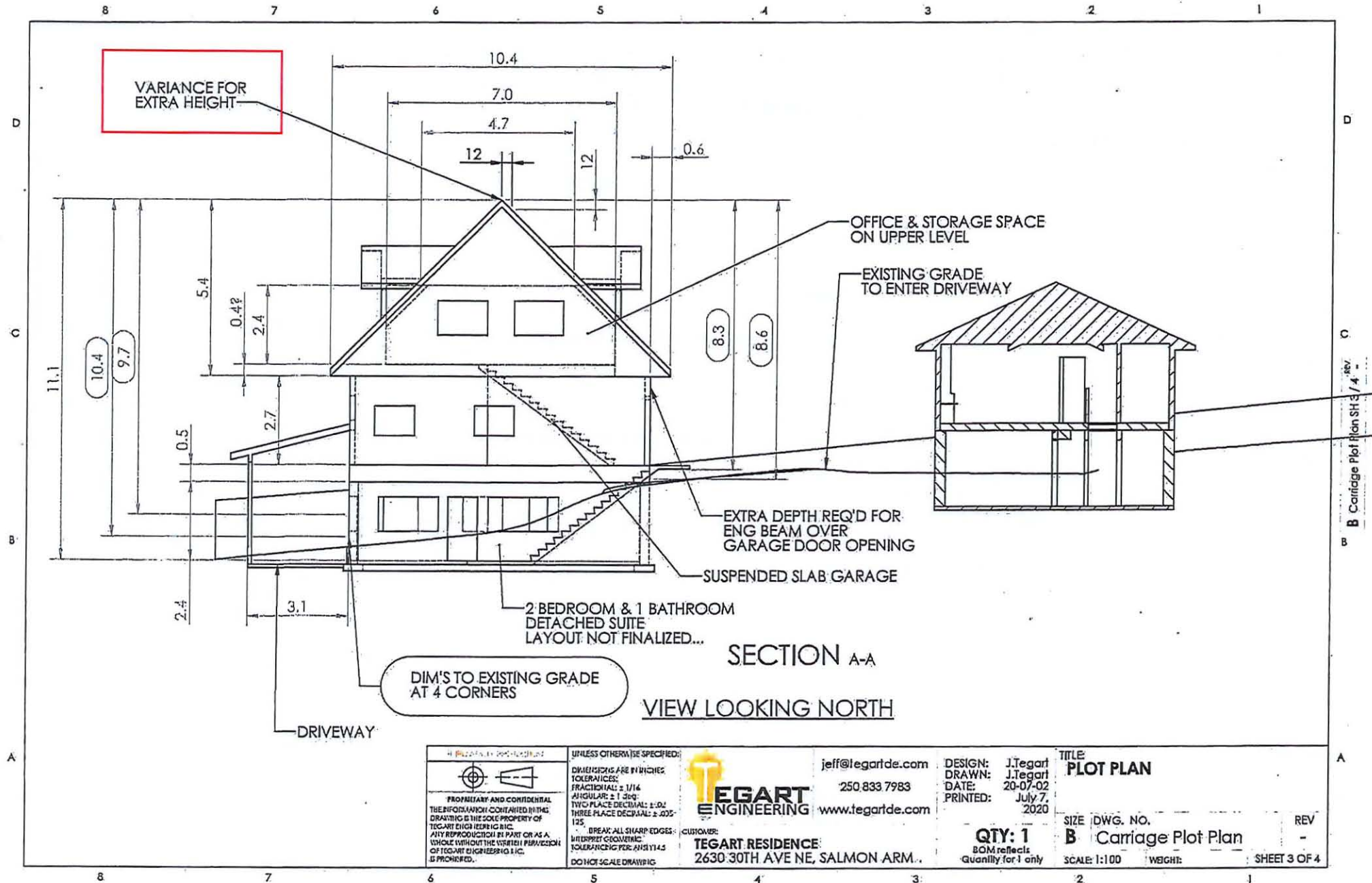
Thank you for your consideration of these matters. If you would like further information, please feel free to contact us.

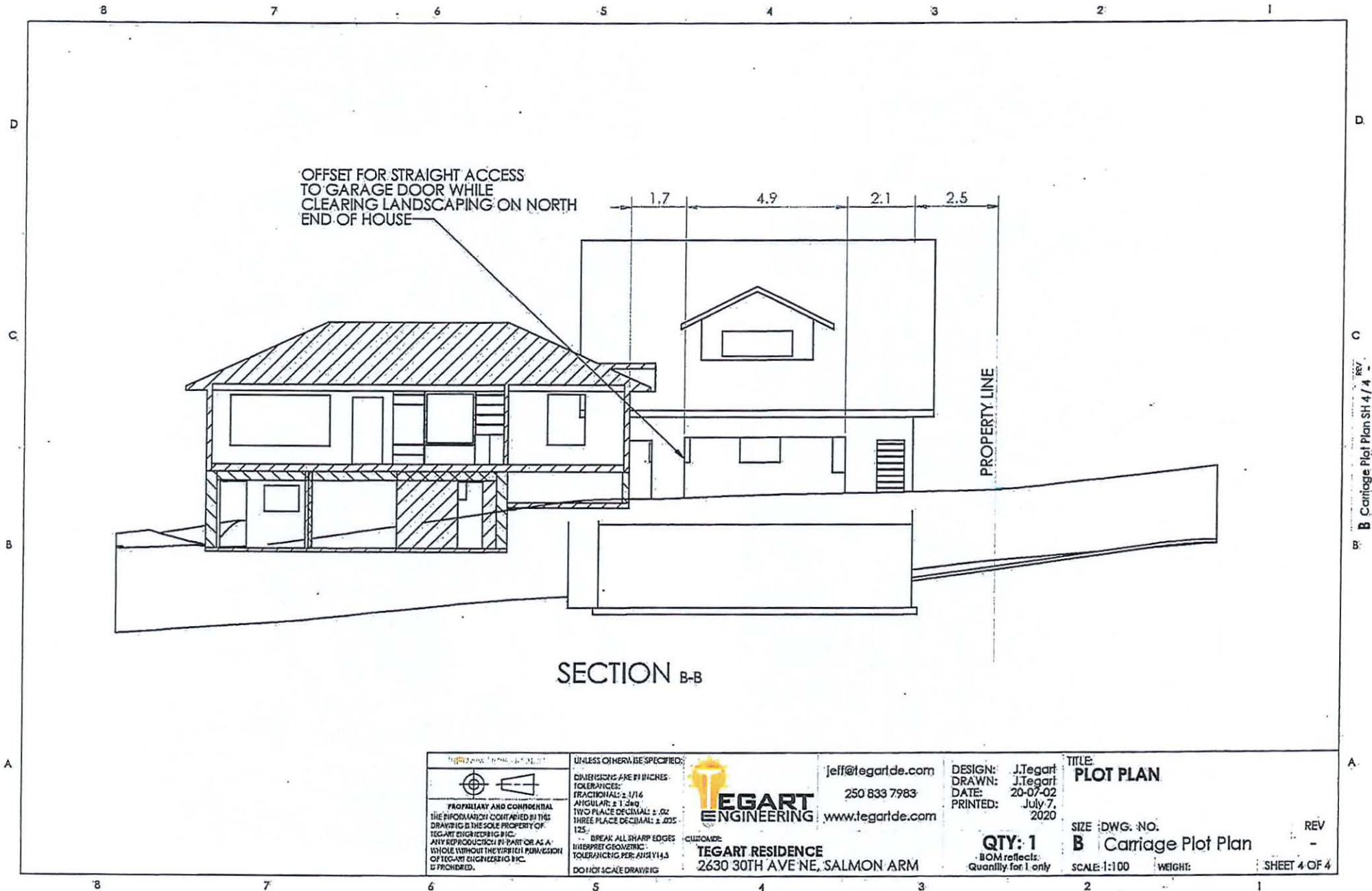
Regards,

Jeff & Karls Tegart











View of subject property looking southwest from 30 Avenue NE.



View of subject property looking southeast from 30 Avenue NE.

**CITY OF
SALMON ARM***Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
DATE: August 20, 2020
PREPARED BY: Chris Moore / Matt Glenger, Engineering Assistant
APPLICANT: J. & K. Tegart, 2630 – 30 Avenue NE, Salmon Arm, BC V1E 2Z7
SUBJECT: ZONING AMENDMENT NO. ZON-1181 & VP-519
LEGAL: Lot A, Section 24, Township 20, Range 10, W6M KDYD, Plan 13562
CIVIC: 2630 – 30 Avenue NE

Further to your referral dated July 21, we provide the following servicing information. 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:

Engineering Department does not have any concerns related to the Re-zoning and Variance Requests and recommends that they be approved.

Access:

1. The applicant proposes to relocate the access to the property to the east. The new access will require a 400mm diameter culvert to be installed by City crews and the old access and culvert shall be removed. Owner / Developer is responsible for all associated costs.

Water:

1. The property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Owner / Developer is responsible for all associated costs.
2. Records indicate that the existing property is serviced by a metered 19mm service from the 100mm diameter watermain on 30 Avenue NE. Due to the size of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Sanitary:

1. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer in a right of way on the east property line. Due to the topography, the suite will likely require pumping to connect to the sanitary service.

ZONING AMENDMENT NO. ZON-1181 & VP-519
August 20, 2020
Page 2

Drainage:

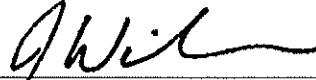
1. The subject property does not front on an enclosed storm sewer system. Site drainage will be by an Overland and / or Ground Discharge system. Drainage issues related to development to be addressed at time of Building Permit application to meet requirements of Building Inspection Department.

Geotechnical:

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



Chris Moore
Engineering Assistant



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

CITY OF SALMON ARM

BYLAW NO. 4404

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 by electronic means as authorized by Ministerial Order M192, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13562 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4404"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

30 AVENUE

25 AVENUE

23 STREET

25 STREET

28 STREET

R-1 To R-8

0 40 80 160 240 320 Meters

Subject Parcel

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Item 10.2

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4409 be read a first and second time.

[ZON-1185; Zwicker, M. & M.; 2790 30 Avenue NE; R-1 to R-8]

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



To: His Worship Mayor Harrison and Members of Council

Date: September 1, 2020

Subject: Zoning Bylaw Amendment Application No. 1185

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13254, Except Plan 35839

Civic: 2790 – 30 Avenue NE

Owner/Applicant: Zwicker, M. & M.

MOTION FOR CONSIDERATION

THAT: a. bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13254, Except Plan 35839 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 2790 30 Avenue NE (Appendix 1 & 2). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone). The applicant's intention is to construct a detached shop with a suite above.

BACKGROUND

The property is designated Low Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The property is located in a residential neighbourhood bordering larger A-2 zoned properties in the ALR. There are presently 11 properties zoned R-8 (Residential Suite Zone) in the vicinity. Recently (April 2020), two properties across 30 Street NE were rezoned from R-1 to R-8.

The subject property is currently large and contains a single family dwelling, see site photos attached as Appendix 5. The property is 0.16 ha (0.39 ac) in area and is approximately 48.8 m long with a width of 31.9 m which meets the minimum parcel area and width as specified in the R-8 zoning regulations.

The applicant has provided both preliminary site and floor plans of the proposed suite (Appendix 6), which indicates, the suite will have an area of 88 m² (952 ft²), meeting the maximum floor area of 90 m² (969 ft²) permitted for a suite. Site photos show there is ample room for parking on the west side of the property. Access to the suite has not been shown on the site plan; and, as noted in the Engineering Department comments, only one access is permitted to a property. The applicant has been informed of this.

There is a Statutory Right of Way for the sanitary sewer service at the southeast corner of the property. The location of the proposed suite is conducive to tie into this existing service for the suite without encroaching on the Right of Way.

COMMENTSPlanning Department

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

Any development of a detached suite requires a building permit and is subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable for detached suites in the amount of \$6,064.31, and are collected at the time of issuance of a building permit. Currently, the applicant has filed a building permit application for an accessory building. Should the property be rezoned to R-8, a separate building permit application will be required for the suite.

Engineering Department

No Engineering Department concerns with rezoning. Additional engineering comments attached as Appendix 7.

Building Department

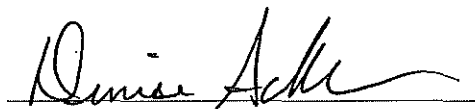
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

No concerns.

CONCLUSION

The proposed R-8 zoning is consistent with the OCP and the subject property meets the required specifications of the R-8 zone. Therefore, this application is supported by staff. Any development of a suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



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Meters



Subject Parcel



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Subject Parcel



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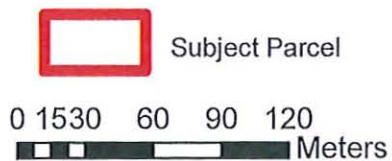
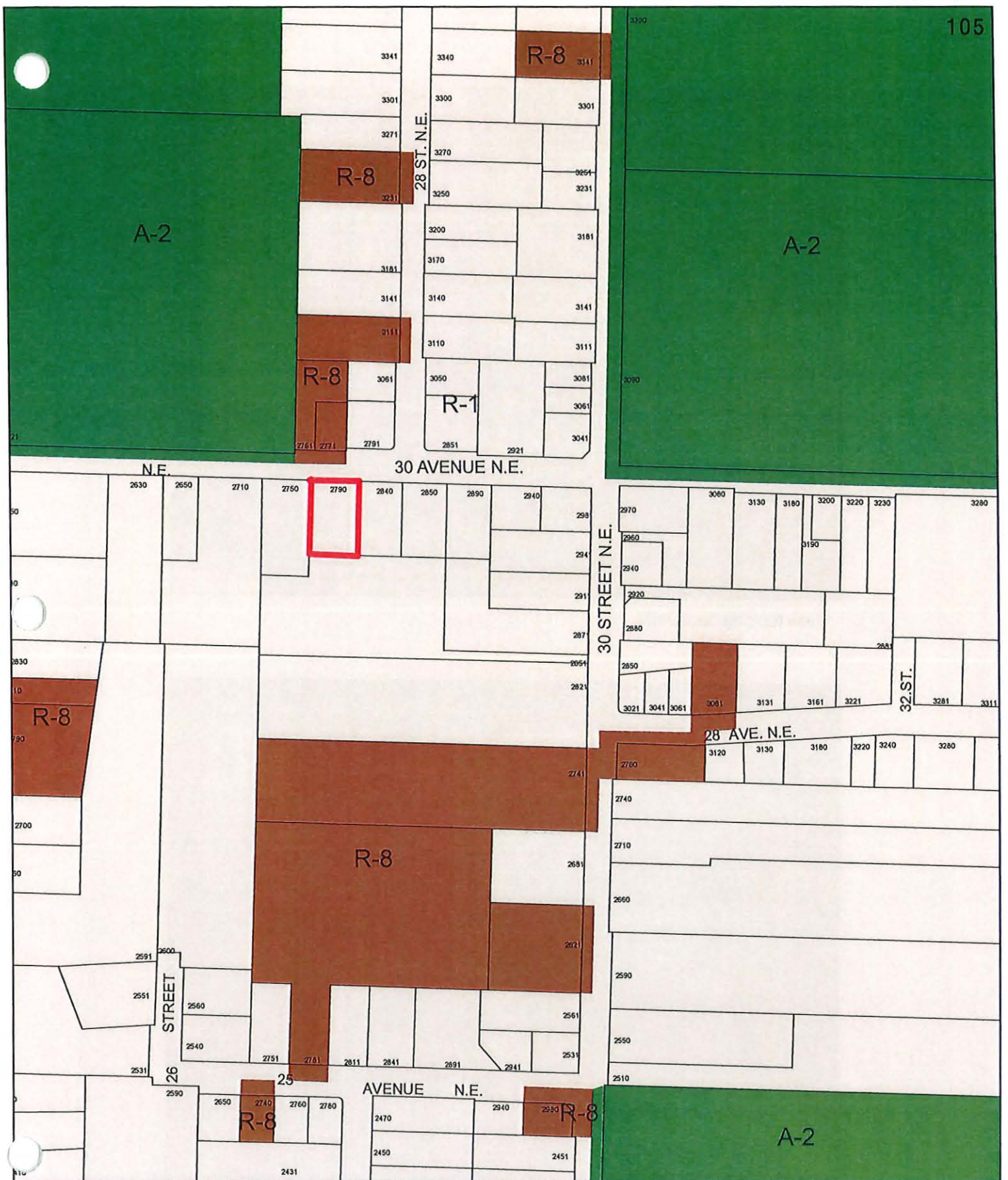
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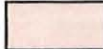



LR - Low Density Residential



AR - Acreage Reserve



-  R-1 - Single Family Residential Zone
-  R-8 - Residential Suite Zone
-  A-2 - Rural Holding Zone



View looking southeast.



View looking southwest.

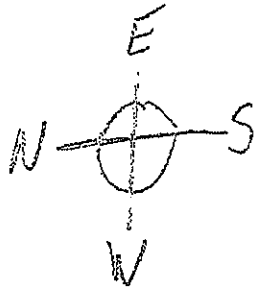


View looking south, front of house.



View of the rear yard showing approximate location of detached suite.

BURNHAM LAND SURVEYS British Columbia and Canada Land Surveys 10 - 401 Okanagan Avenue, N.E. Salmon Arm, B.C. V1E 1E7 Tel. (250) 804-0032 Fax. (250) 804-0034	
B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION	
To: Michael & Melissa Zwicker 2790 - 30 th Avenue N.E. Salmon Arm, B.C.	Re: Lot 1, Plan 13254, (except Plan 35839), Sec.24, Tp.20, R.10, W6M, K.D.Y.D. Civic address: 2790 - 30 th Avenue, N.E. Salmon Arm, BC Your File:
30 th Avenue N.E.	
<div style="border: 1px solid black; padding: 2px; display: inline-block;">OFFICE COPY</div>	
Scale 1 : 250	
This certificate is prepared for the exclusive use of the above named. Information shown hereon is for mortgage purposes only and is not to be used for the location of property boundaries. This certificate is certified correct and valid only in respect to the improvements as shown and located on the date hereon.	Copyright © BURNHAM LAND SURVEYS 1999 No person may copy or alter this certificate without the prior written approval of BURNHAM LAND SURVEYS. THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.
Inspected: August 27, 1999	This is a COPY of an Original Signed and Sealed by P. J. Burnham, BCLS, CLS
Our File: 990082 Fb: 2 p 66-68	

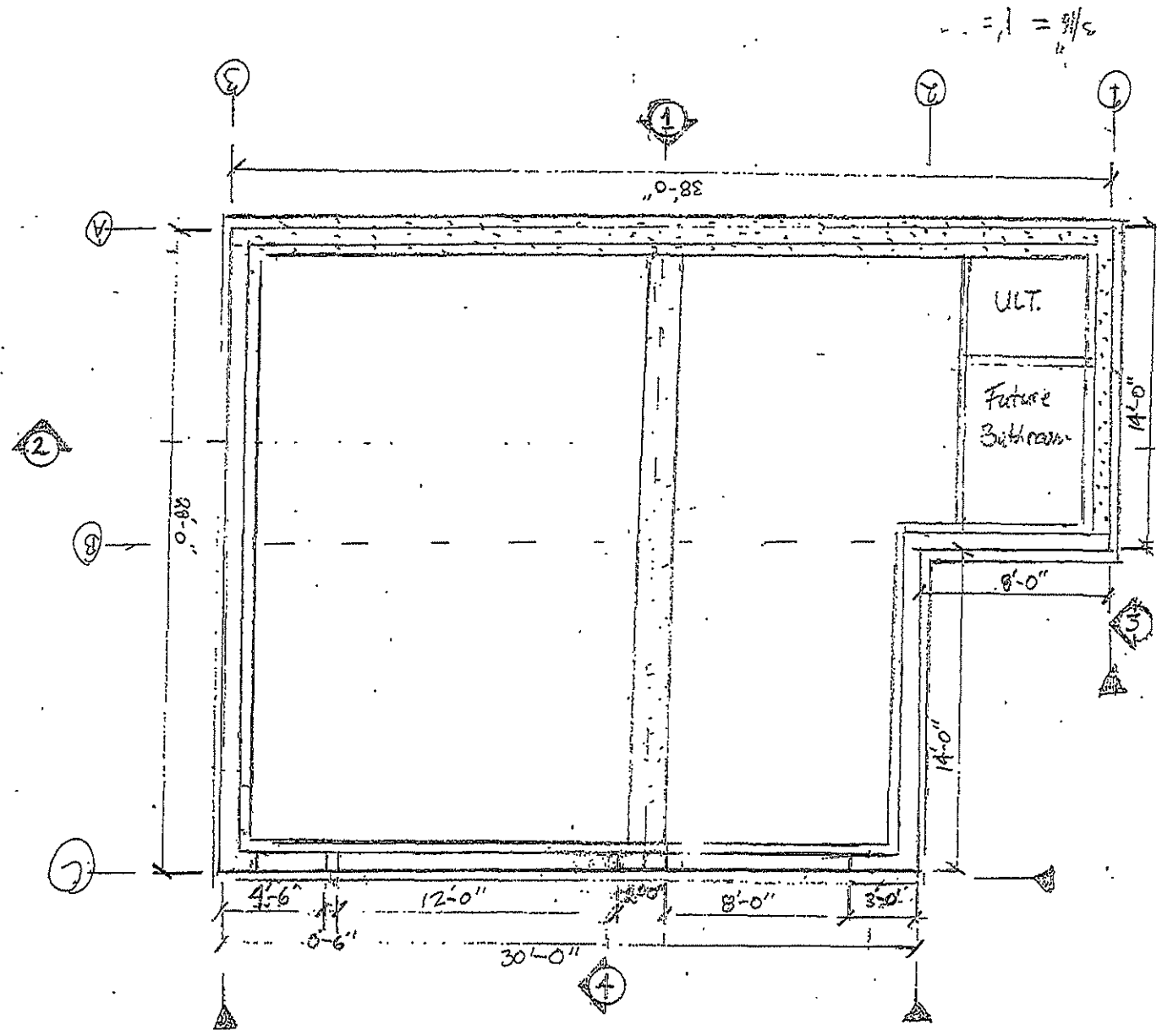


NOTICE

Re: Bldg. Permit No. _____
 The City of Salmon Arm depends upon the
 Owner, Constructor and Designer to provide com-
 pliance with B.C. Bldg. Regulations for works
 performed within the scope of this Bldg. Permit.
 City inspections do not relieve this respon-
 sibility.

(Date) _____
 Building Regulations of BC
 (BCBC 2018 to Apply)
 Check Field Copy Drawing Notes

INSPECTION DUTIES OF OWNER
 The owner of a building or his agent shall
 have the building or any part hereof
 inspected and approved by the Building
 Inspector as per Section 15.4 of Building
 Act/Reg. 3535



TO:

PRINT

SUBMIT FORM

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
 PLANNING AND DEVELOPMENT OFFICER (Scott)
 PLANNING AND DEVELOPMENT OFFICER (Chris)
 PLANNING AND DEVELOPMENT OFFICER (Denise)
 MANAGER OF PERMITS & LICENSING (Maurice)
 FIRE DEPARTMENT (Brad)
 ENGINEERING & PUBLIC WORKS DEPARTMENT (Shelly for Departments.)
~~MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)~~
 BC HYDRO, via email utilities group
 FORTISBC, via email utilities group
 TELUS, via email utilities group
 SHAW CABLESYSTEMS, via email utilities group

REFERRAL:

DATE: August 10, 2020
 OWNER: M. & M. Zwicker, 2790 – 30 Avenue NE, Salmon Arm, BC V1E 3L2
 APPLICANT: Owner(s)
 SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1185
 LEGAL: Lot 1, Section 24, Township 20, Range 10, W6M KDYD, Plan 13254, Except Plan 35839
 CIVIC: 2790 – 30 Ave NE

Please provide comments on the attached Zoning Amendment Application at your earliest opportunity.

OCP Designation: LR (Low Density Residential)
 OCP Designation Request: n/a
 Development Permit Area: Environmentally Sensitive Riparian Areas
 Current Zoning: R-1 (Single Family Residential Zone)
 Requested Zoning: R-8 (Residential Suite Zone)
 ALR: No
 Previous Files: n/a
 Associated File: n/a

Thank you.

Denise Ackerman
 Development Services Planner

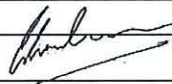
COMMENTS for ZON-1185:

No engineering concerns with re-zoning.

At Building permit upgrade of the water service to 1" and installation of a water meter will be required. Owner responsible for all associated costs.

No second driveway will be permitted, access to suite to be from existing driveway which may be widened if necessary to allow the vehicles to maneuver around the parked cars on the driveway.

SIGNATURE & DEPARTMENT:



DATE: 31/08/2020

CITY OF SALMON ARM

BYLAW NO. 4409

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 by electronic means as authorized by Ministerial Order M192, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 13254 Except Plan 35839 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4409"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



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Item 10.3

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fire Department and Fire Prevention Amendment Bylaw No. 4416 be read a first, second and third time.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



City of Salmon Arm

Fire Department

MEMORANDUM

Date: September 9, 2020
To: Carl Bannister
From: Brad Shirley, Fire Chief
Re: Bylaw # 3792 amendment

Recommendation:

That Fire Department and Fire Prevention bylaw #3792 be amended for the fall of 2020 burning season, to prohibit open burning of all fires, with the exception of campfires.

Back Ground:

Exposure to air pollution can irritate the lungs, cause inflammation, and alter immune function, making it more difficult to fight respiratory infections such as COVID-19.

When conditions are smoky, more people who are exposed to the novel coronavirus may develop COVID-19 and some cases of COVID-19 may become more severe.

Persons who are most at risk include:

- those who have been diagnosed with COVID-19 or another respiratory infection.
- those who have pre-existing respiratory conditions such as asthma, chronic obstructive pulmonary disease (COPD), interstitial lung disease (ILD), or lung cancer.
- those who are taking chemotherapy or drugs that suppress the immune system & those who have other risk factors that make them more susceptible to both smoke and COVID-19, such as older age, diabetes, heart disease, and insecure housing.

Brad Shirley, Fire Chief

A handwritten signature in black ink, appearing to read "Brad Shirley", is written over a horizontal line.

CITY OF SALMON ARM

BYLAW NO. 4416

A bylaw to amend the Fire Prevention and Fire Department Bylaw No. 3792

WHEREAS it is deemed expedient to amend the Fire Prevention and Fire Department Bylaw;

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

1. "City of Salmon Arm Fire Prevention and Fire Department Bylaw No. 3792" is hereby amended as follows:

Amend as follows:

Part 2 – Fire Department

2. 1. a) is 18 years of age or over;

Part 4 – General

7. 15. "The Fire Chief may ban any or all categories of the open burning bylaw under the following circumstances: if local conditions indicate a fire hazard, if B.C. Wildfire issues a fire ban within the Salmon Arm area of the Kamloops Fire Centre, when a public health risk exists or in the event of an emergency as determined by the Chief Administrative Officer"

Delete in its entirety:

Part 2 – Fire Department Section 2.2. A person enrolled as a member of the Department for firefighting duties shall be on probation for a period of three [3] months following successful completion of recruit training where the person shall take such special training and examinations as may be required by the Fire Chief.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4416"

READ A FIRST TIME THIS	DAY OF	2020
READ A SECOND TIME THIS	DAY OF	2020
READ A THIRD TIME THIS	DAY OF	2020
ADOPTED BY COUNCIL THIS	DAY OF	2020

MAYOR

CORPORATE OFFICER

Item 11.1

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4413 be read a final time.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: Mayor Harrison and Members of Council
 Date: August 18, 2020
 Subject: Fee for Service Amendment

Recommendation

That: Bylaw No. 4413 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4413" be given 3 readings.

Background

Annual water and sewer user fees have historically been billed in December for the upcoming year. Typically water and sewer user fees are assessed and brought forward to Council with the annual budget presentation in November. However, the 2021 Budget Presentation is not scheduled until January 2021. In order to proceed with the annual billing in December, it is necessary to review the user fees.

It is recommended that that 2021 Budget include a 2% increase and the 2022 Budget include a 2% increase in both Water and Sewer User Fees. It should be noted, however, that the Budgets will not reflect an increase to the Water and Sewer Frontage Taxes.

Water and Sewer Funds

As noted above both the Water and Sewer Funds reflect an increase of 2% in 2021 and 2% in 2022 to address increasing costs pertaining to labour, equipment and materials; maintain reserves and adequate annual capital upgrades. The City has been a very good steward regarding user fee increases and as a result they have been infrequent. For the most part increases have been absorbed as a result of development and reducing reserve allocations. The water and sewer rates were last increased in 2020 by 2% and in 2019 by 1.5%.

The impact of the residential water and sewer user fee increase is as follows:

	2020	2021	Difference	2022	Difference
Sewer	\$314.70	\$321.00	\$6.30	\$327.40	\$6.40
Water	\$280.70	\$286.30	\$5.60	\$292.00	\$5.70
	\$595.40	\$607.30	\$11.90	\$619.40	\$12.10
Discount	(\$ 59.54)	(\$ 60.73)	(\$1.19)	(\$ 61.94)	(\$1.21)
Net	\$535.86	\$546.57	\$10.71	\$557.46	\$10.89

The annual increase to a residential user is \$10.71 in 2021 and \$10.89 in 2022.

The proposed increase in users fees will result in new water and sewer revenue of approximately \$51,631 and \$44,507 in 2021 and in 2022, respectively.

For the most part, the Utility Funds are funding approximately one half million dollars in infrastructure upgrades from water/sewer revenues. This reflects that user fees and frontage taxes are not 'only' funding maintenance and debenture payments, but are also contributing to capital infrastructure thus reducing the need to borrow funds for smaller scale upgrades.

As cited in previous reports to Council the use of long term debt and the accumulation of reserves to undertake certain projects is prudent and a combination of both funding mechanisms is a good strategy to maintain a healthy financial foundation. In order to accomplish this, the City must continue to transfer to reserves to ensure sufficient funding is in place. This will also serve to minimize borrowing costs.

Future Water Capital Expenditures

Over the past several years, staff have been reviewing the ages and condition of the City's water mains in conjunction with an Asset Management Plan. Portions of the City's water system are nearing or have surpassed their expected lifespan which may require some large expenditures in renewal/replacement projects in the future.

In conjunction with the City's Water Master Plan and Asset Management plan, some significant future projects of note are listed below:

- Zone 5 Booster Station, estimated cost at \$2 million;
- Trans Canada Highway East (from 20 Ave NE to 50 St NE), replacement cost is estimated at \$1.3 million;
- Foothills Road Watermain – Phase 1, estimated cost at \$507,000.00;
- Zone 2 Reservoir, estimated cost at \$1 million;
- Park Hill Reservoir, estimated cost at \$1.5 million;
- Canoe Zone 1 Secondary Feed, estimated cost at \$900,000.00; and
- 20 Avenue SE Watermain Upgrade, estimated cost at \$800,000.00.

Future Sewer Capital Expenditures

The City completed its Sanitary Sewer Master Plan in 2016, as part of this process a risk evaluation was completed on the City's 125 km of sanitary sewer mains. Findings estimate that 1,200 metres of clay tile pipe will have exceeded its useful life in 2034. In addition, promoted by growth, the City may need to address system capacity constraints resulting in capital upgrades to gravity mains, pump stations and forcemains, etc.

Some significant future projects of note are listed below:

- Water Pollution Control Centre - Stage IV Upgrade, estimated construction cost at \$20 million;
- Foreshore Main - Stage 2 (of 4), estimated construction cost at \$3 million;
- Foreshore Main – Stage 3 (of 4), estimated construction cost at \$3 million; and
- Wharf Street Lift Station (Impellor and pump replacement), estimated cost at \$1.5 million.

Respectfully Submitted,



Tracy Tulak, CPA, CMA
Acting Chief Financial Officer

**2021 and 2022
WATER RATES**

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	23.86	\$ 286.30	24.33	\$ 292.00
b	Apartments & Suites - each	4,300	\$ 11.93	\$ 143.15	\$ 12.17	\$ 146.00
c	Boarding or Lodging - per sleeping room	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 23.86	\$ 286.30	\$ 24.33	\$ 292.00
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 15.94	\$ 191.25	\$ 16.25	\$ 195.05
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
c	Trailer Park, Mobile Home Park					
d	Each occupiable permanent space	5,700	\$ 15.94	\$ 191.25	\$ 16.25	\$ 195.05
e	Each occupiable travel trailer space	1,400	\$ 4.00	\$ 48.05	\$ 4.08	\$ 49.00
f	Each occupiable tenting space	700	\$ 2.00	\$ 23.95	\$ 2.04	\$ 24.45
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 15.94	\$ 191.25	\$ 16.25	\$ 195.05
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 15.94	\$ 191.25	\$ 16.25	\$ 195.05
c	Dry Cleaner	21,000	\$ 59.75	\$ 716.95	\$ 60.94	\$ 731.30
d	Laundry - other than steam or coin op.	21,000	\$ 59.75	\$ 716.95	\$ 60.94	\$ 731.30
e	Coin operated or laundromat per unit	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
f	Steam	57,000	\$ 160.21	\$ 1,922.50	\$ 163.41	\$ 1,960.95
	Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets					
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.28	\$ 63.40	\$ 5.39	\$ 64.65
5	<u>Eating Establishments and Liquor Outlets</u>					
	Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 24.95	\$ 299.45	\$ 25.45	\$ 305.45
b	Each Additional seat	360	\$ 1.00	\$ 12.00	\$ 1.02	\$ 12.20
c	Banquet Room	9,000	\$ 24.95	\$ 299.45	\$ 25.45	\$ 305.45
<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 2.00	\$ 23.95	\$ 2.04	\$ 24.45
b	Bowling Green - per green	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
c	Bus Depot	13,000	\$ 35.52	\$ 426.20	\$ 36.23	\$ 434.70
d	Car Wash - first bay (minimum charge)	36,000	\$ 98.83	\$ 1,185.90	\$ 100.80	\$ 1,209.60
e	Each additional bay	6,000	\$ 16.48	\$ 197.80	\$ 16.81	\$ 201.75
f	Commercial Farm	21,000	\$ 59.75	\$ 716.95	\$ 60.94	\$ 731.30
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
h	Fruit Stand	14,000	\$ 39.53	\$ 474.35	\$ 40.32	\$ 483.85
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.92	\$ 95.05	\$ 8.08	\$ 96.95
j	Garage or Service Station or Keylock					

BYLAW NO. 4413

**2021 and 2022
WATER RATES**

SCHEDULE "C"

	Station - first bay (minimum charge)	8,600	\$	23.86	\$	286.30	\$	24.33	\$	292.00
k	Each additional bay	1,400	\$	4.00	\$	48.05	\$	4.08	\$	49.00
l	Theatre	14,000	\$	39.53	\$	474.35	\$	40.32	\$	483.85
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	7.92	\$	95.05	\$	8.08	\$	96.95
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	7.92	\$	95.05	\$	8.08	\$	96.95
7	<u>Industrial Premises</u>									
a	Abattoir	21,000	\$	59.75	\$	716.95	\$	60.94	\$	731.30
d	Stockyard - per acre	4,300	\$	11.93	\$	143.15	\$	12.17	\$	146.00
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$	7.92	\$	95.05	\$	8.08	\$	96.95
8	<u>Public, Institutional and Non-Commercial Premises</u>									
a	Church	5,700	\$	15.94	\$	191.25	\$	16.25	\$	195.05
	Club Room Licenced (see Eating Establishments and Liquor Outlets)									
b	Club Rooms - Unlicenced	5,700	\$	15.94	\$	191.25	\$	16.25	\$	195.05
c	Court House	13,000	\$	35.52	\$	426.20	\$	36.23	\$	434.70
d	Curling Rink, Skating Rink, Arena	28,500	\$	79.06	\$	948.70	\$	80.64	\$	967.65
e	Meeting Hall, Public Hall	5,700	\$	15.94	\$	191.25	\$	16.25	\$	195.05
f	Fall Fair Grounds (Annually)		\$	150.28	\$	1,803.40	\$	153.29	\$	1,839.45
9	<u>Schools and Hospitals</u>									
a	Hospital, per patient bed	8,600	\$	23.86	\$	286.30	\$	24.33	\$	292.00
b	School, per classroom	8,600	\$	23.86	\$	286.30	\$	24.33	\$	292.00

METERED WATER RATES

Water rates are applicable to all metered water users within the City of Salmon Arm

The user rate is a combination of A and B**A Base Rate (Based on connection size)**

	<u>2021</u>	<u>2022</u>
5/8 or 3/4 inch	\$ 21.80	\$ 22.20
1 inch	\$ 31.65	\$ 32.25
1-1/2 inch	\$ 44.75	\$ 45.60
2 inch	\$ 57.85	\$ 59.00
3 inch	\$ 103.80	\$ 105.85
4 inch	\$ 147.55	\$ 150.50
larger meters		

B Per gallon charge

	<u>2021</u>	<u>2022</u>
First 80,000 gallons	\$2.47 per 1000 gals or part thereof	\$2.52 per 1000 gals or part thereof
Next 80,000 gallons	\$2.78 per 1000 gals or part thereof	\$2.84 per 1000 gals or part thereof
Next 80,000 gallons	\$3.04 per 1000 gals or part thereof	\$3.10 per 1000 gals or part thereof
Next 80,000 gallons	\$3.28 per 1000 gals or part thereof	\$3.35 per 1000 gals or part thereof
Next 80,000 gallons	\$3.69 per 1000 gals or part thereof	\$3.76 per 1000 gals or part thereof
All over 400,000 gallons	\$4.08 per 1000 gals or part thereof	\$4.16 per 1000 gals or part thereof
C Meter testing charge	\$142.79	\$145.65

Notes:

- Where there is more than one meter on a property, the base rate is charged for each meter.
- Where any meter is unable to be read or where any water meter fails to register or to properly indicate the quantity of water used or consumed, consumption of water shall be estimated and an account shall be rendered to the customer. When estimating the account, due consideration shall be given to seasonal variations and any other factors which may affect the consumption of water.
- If a meter cannot be read for two consecutive billing periods, charges as per item 2 above shall apply and/or the flat rate according to this bylaw shall apply retroactive to the beginning of the period covered by the first missed reading and shall continue to be so charged until the City of Salmon Arm is advised by the property owner that the meter is again in service.

**2021 and 2022
WATER RATES**

- 4 No complaint of an error in any charge for water rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such water rates or charges were made. After the termination of this period, all such water rates or charges shall be deemed to have been properly and correctly made.
- 5 All meters are owned by the City. They will be supplied for installation for the fee as set out in the bylaw. Installation of the meter is the responsibility of the property owner and must be done in such a manner as to meet all City standards and specifications. Meter installations shall be located in a convenient and safe place, readily accessible for meter readings, inspection, repair or removal.
- 6 Meters will be tested upon request, provided that a fee is paid in advance. Such fee is to be refunded if the meter is found to be registering incorrectly, otherwise the fee shall become the property of the City.
- 7 The City shall maintain and repair all meters which are the property of the City, but where replacements or repairs, except through ordinary wear, or rendered necessary by the acts, neglect or carelessness of the owner or occupant of any premise, any expense caused to the City shall be chargeable to and paid by the owner of such premise.
- 8 The use of bypasses is strictly prohibited without prior approval of the City of Salmon Arm. Anyone using a bypass without authorization is subject to fines and penalties as set out in Section 27 of By-Law No. 1274 - Regulation of Waterworks.

ALL WATER USER RATES ARE GST EXEMPT

BYLAW NO. 4413

**2021 and 2022
WATER RATES**

SCHEDULE "C"

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	\$ 26.75	\$ 321.00	\$ 27.28	\$ 327.40
b	Apartments & Suites - each	4,300	\$ 13.37	\$ 160.45	\$ 13.64	\$ 163.65
c	Boarding or Lodging - per sleeping room	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 26.75	\$ 321.00	\$ 27.28	\$ 327.40
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
c	Trailer Park, Mobile Home Park					
c	Each occupiable permanent space	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
d	Each occupiable travel trailer space	1,400	\$ 4.40	\$ 52.75	\$ 4.48	\$ 53.80
e	Each occupiable tenting space	700	\$ 2.20	\$ 26.35	\$ 2.24	\$ 26.85
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 17.86	\$ 214.35	\$ 18.22	\$ 218.60
c	Dry Cleaner	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
d	Laundry - other than steam or coin op.	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
e	Coin operated or laundromat per unit	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
f	Steam	57,000	\$ 178.38	\$ 2,140.50	\$ 181.94	\$ 2,183.30
	Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets					
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.89	\$ 70.70	\$ 6.01	\$ 72.10
5	<u>Eating Establishments and Liquor Outlets</u>					
	Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 27.71	\$ 332.55	\$ 28.27	\$ 339.20
b	Each Additional seat	360	\$ 1.05	\$ 12.55	\$ 1.07	\$ 12.80
c	Banquet Room	9,000	\$ 27.71	\$ 332.55	\$ 28.27	\$ 339.20
<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2021 MONTHLY CHARGE</u>	<u>2021 ANNUAL CHARGE</u>	<u>2022 MONTHLY CHARGE</u>	<u>2022 ANNUAL CHARGE</u>
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 2.20	\$ 26.35	\$ 2.24	\$ 26.85
b	Bowling Green - per green	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
c	Bus Depot	13,000	\$ 40.13	\$ 481.55	\$ 40.93	\$ 491.15
d	Car Wash - first bay (minimum charge)	36,000	\$ 111.23	\$ 1,334.75	\$ 113.45	\$ 1,361.45
e	Each additional bay	6,000	\$ 18.56	\$ 222.75	\$ 18.93	\$ 227.20
f	Commercial Farm	21,000	\$ 66.70	\$ 800.40	\$ 68.03	\$ 816.40
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.97	\$ 107.65	\$ 9.15	\$ 109.80
h	Fruit Stand	14,000	\$ 44.61	\$ 535.35	\$ 45.50	\$ 546.05
i	Funeral Parlour - for each 1,000 sq. ft.					

BYLAW NO. 4413

**2021 and 2022
WATER RATES**

SCHEDULE "C"

	of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
	Garage or Service Station or Keylock									
j	Station - first bay (minimum charge)	8,600	\$	26.49	\$	317.85	\$	27.02	\$	324.20
k	Each additional bay	1,400	\$	4.40	\$	52.75	\$	4.48	\$	53.80
l	Theatre	14,000	\$	44.61	\$	535.35	\$	45.50	\$	546.05
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
7	<u>Industrial Premises</u>									
a	Abattoir	21,000	\$	66.70	\$	800.40	\$	68.03	\$	816.40
d	Stockyard - per acre	4,300	\$	13.37	\$	160.45	\$	13.64	\$	163.65
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$	8.97	\$	107.65	\$	9.15	\$	109.80
8	<u>Public, Institutional and Non-Commercial Premises</u>									
a	Church	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
	Club Room Licenced (see Eating Establishments and Liquor Outlets)									
b	Club Rooms - Unlicenced	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
c	Court House	13,000	\$	40.13	\$	481.55	\$	40.93	\$	491.15
d	Curling Rink, Skating Rink, Arena	28,500	\$	89.23	\$	1,070.75	\$	91.01	\$	1,092.15
e	Meeting Hall, Public Hall	5,700	\$	17.86	\$	214.35	\$	18.22	\$	218.60
f	Fall Fair Grounds (Annually)		\$	88.88	\$	1,066.55	\$	90.65	\$	1,087.85
9	<u>Schools and Hospitals</u>									
a	Hospital, per patient bed	8,600	\$	26.75	\$	321.00	\$	27.28	\$	327.40
b	School, per classroom	8,600	\$	26.75	\$	321.00	\$	27.28	\$	327.40

SEWER ON METERED WATER PROPERTIES

Sewer rates applicable to all metered water users that have a sewer connection within the City of Salmon Arm

The user rate is a combination of A and B**A Base Rate (Based on connection size)**

	<u>2021</u>	<u>2022</u>
4 inch	\$ 27.40	\$ 27.95
6 inch	\$ 100.30	\$ 102.30
8 inch	\$ 140.45	\$ 143.25

Larger connections - Base rate to be determined by Council

B Per gallon charge (Based on metered water)

	<u>2021</u>	<u>2022</u>
First 80,000 gallons	\$2.75 per 1000 gals or part thereof	\$2.92 per 1000 gals or part thereof
Next 80,000 gallons	\$2.99 per 1000 gals or part thereof	\$3.18 per 1000 gals or part thereof
Next 80,000 gallons	\$3.27 per 1000 gals or part thereof	\$3.47 per 1000 gals or part thereof
Next 80,000 gallons	\$3.56 per 1000 gals or part thereof	\$3.78 per 1000 gals or part thereof
Next 80,000 gallons	\$3.98 per 1000 gals or part thereof	\$4.22 per 1000 gals or part thereof
All over 400,000 gallons	\$4.42 per 1000 gals or part thereof	\$4.69 per 1000 gals or part thereof

Notes:

- 1 Rates will be billed bi-monthly and are subject to the same penalty dates and provisions as the metered water billings.
- 2 No complaint of an error in any charge for sewer rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such sewer rates or charges were made. After the termination of this period, all such sewer charges shall be deemed to have been properly and correctly made.
- 3 Property owners wishing to qualify for an irrigation credit must install a secondary meter to record water used for irrigation. Water gallonage that is subject to sewer charges will be calculated by deducting consumption at the secondary meter from that at the primary meter.

ALL SEWER USER RATES ARE GST EXEMPT

Item 11.2

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 be read a final time.

[OCP4000-42; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; CC to HR]

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: May 25, 2020

SUBJECT: Official Community Plan Amendment Application No. OCP4000-42
Zoning Amendment Application No. 1175

Legal: Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392,
Except Plan EPP88691
Civic: 220 Okanagan Avenue SE
Owner: Edelweiss Properties Inc.
Applicant / Agent: Timberline Solutions / J. Baer

MOTION FOR CONSIDERATION

- THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, Except Plan EPP88691 from CC (City Centre Commercial) to HR (High Density Residential);
- AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT: Pursuant to Section 476 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Waste Management Plan of the City of Salmon Arm.
- AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, Except Plan EPP88691 from C-2 (Town Centre Commercial Zone) to R-5 (High Density Residential Zone);
- AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval;
 - 2) Registration of a Section 219 Land Title Act restrictive covenant, restricting five residential dwelling units to rental units located on the subject property (220 Okanagan Avenue SE; and
 - 3) Adoption of the associated Official Community Plan Amendment Bylaw.

STAFF RECOMMENDATION

The Motion for Consideration be adopted.

BACKGROUND

The civic address of the subject property is 220 Okanagan Avenue SE. The property is located at the corner of Okanagan Avenue SE and 2nd Street SE, near the Trans Canada Highway (Appendices 1 & 2). The owner and applicant wish to convert the lower floor of commercial space into 2 residential dwelling units. The applicant has submitted a site and a proposed lower floor plan (Appendix 3). Site photos are attached as Appendix 4. In 2018 a 2-storey building was constructed with 180 m² (1935 ft²) of commercial space on the lower floor and two residential units, approximately 75 – 85 m² (820 – 900 ft²) on the upper floor. Although the 3 upper floor dwelling units have been rented, the lower commercial space has been vacant since the building was constructed in 2018. Only upper or lower floor dwelling units, not both, are permitted in the C-2, Town Centre Commercial Zone. To convert the building to a residential building and eliminate commercial space on the lower floor, both an OCP and a zoning amendment are necessary. This application proposes to change the OCP designation from CC (Commercial City Centre) to HR (High Density Residential); and, a Zoning Amendment, to change the zoning from C-2, Town Centre Commercial Zone to R-5, High Density Residential Zone. OCP and zoning maps are attached as Appendices 4 & 5.

Land uses adjacent to the subject parcel include the following:

North: Okanagan Avenue SE, C-2, Town Centre Commercial
South: Single family dwelling, C-2, Town Centre Commercial
East: Laneway & multi-family residential, R-5, High Density Residential
West: 2nd Street SE, C-2 Town Centre Commercial

Originally the subject property, along with the two adjacent properties to the south were designated as High Density Residential and zoned R-1, Single Family Residential. In 2012, OCP and Zoning Bylaw Amendments were adopted which changed the OCP designation and zoning to it's present state, Commercial City Centre and C-2 Town Centre Commercial Zone respectively. A Development Permit was approved for the existing 2-storey mixed use building for the subject property, subject to conditions in 2013 and the Development Permit was issued in 2018. There was no further development on the two adjacent properties to the south (20 & 30 – 2 Street SE) as the owner of the property changed their development plans.

OCP POLICIES

This application proposes to reverse the OCP designation on the subject property back to its original designation of High Density Residential. This property borders the boundary between City Centre Commercial and High Density Residential. OCP Policy 8.3.19 supports high density residential developments in areas with good access to the following:

- transportation routes, including transit, trails and sidewalks, and roads;
- recreation, parks and open space;
- community services, e.g., commercial uses, schools.

Section 475 & 476– Local Government Act

Pursuant to Section 475 and 476 of the Local Government Act (consultation during OCP development / amendments), the proposed OCP amendment was referred to the following external organizations:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	No response to date
School District No. 83:	No response to date

Section 477 – Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for official community plan), after first reading, the OCP amendment bylaw must be considered in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTSEngineering Department

No Engineering Department concerns.

Building Department

No concerns from a building point of view. Architect required if there are 5 or more dwelling units in the building. Building plans were submitted by Marc Lamerton Architect for the existing building.

Fire Department

No Fire Department concerns.

Planning Department

The location of the property is just south of the Trans-Canada Highway and borders the downtown commercial area to the north and the residential area to the south. The property is centrally located and provides good access to amenities in the downtown core in a neighbourhood which ranges from low density, single family homes to higher density multi-family residential developments.

A covenant prohibiting some commercial uses that were considered non-compatible in this transitional area between the Town Centre commercial area and the residential area was a condition to rezoning the parcel to C-2 in 2013. Because the property is located in this transitional area, changing the designation and rezoning the property back to residential is supported based on its location.

The maximum density permitted in the R-5 zone is 100 dwelling units or 40.5 dwelling units per acre. With a density bonus the maximum density increases to 130 dwelling units per hectare or 52.6 dwelling units per acre. With R-5 zoning, the maximum density on this property would be 4 dwelling units or 5 units with a density bonus. To qualify for a density bonus, a special amenity of rental units is proposed to be provided and secured in perpetuity by a Section 219 Land Title Act Covenant. The owner of the property is agreeable to the requirement for a covenant, see Appendix 7.

Unfortunately, the setbacks are significantly different between commercial and residential zoned properties. Under the current zoning, C-2 Town Centre Commercial, the maximum parcel or site coverage can be 100% of the parcel or site area and no setbacks. Under the proposed R-5, High Density Residential zoning, the maximum parcel coverage is 55% of the parcel area for all buildings, 70% if there is underground parking which is not applicable in this situation. The specified setbacks for principal buildings in the R-5 zone are: 5.0 m for front, rear and exterior parcel lines; and, 2.4 m for interior parcel lines. The existing building does not meet any of the required R-5 setbacks, see attached survey attached as Appendix 8. Therefore, it should be noted that if the property is rezoned to R-5, the building will have the status of legal, non-conforming with respect to parcel coverage and setbacks and subject to Section 529, of the Local Government Act (Non-conforming structures: restrictions on maintenance, extension and alteration).

With respect to parking requirements, the existing 6 parking spaces will meet the parking requirements as specified in the Zoning Bylaw. In this scenario, fewer parking spaces are required with R-5 zoning as compared to C-2 zoning; 1.25 off-street parking spaces are required under R-5 zoning and under C-2 zoning the parking requirements are based on gross floor area and the commercial use. A parking

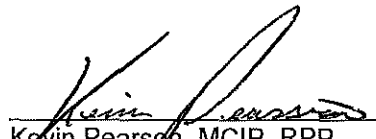
variance was not required with the original Development Permit for the building because the property was included in the Downtown Specified Parking Area (Bylaw No. 4007) and the parking requirements are further reduced from 1.25 parking spaces to 1 parking space per dwelling unit because the property is included in the Downtown Specified Parking Area. Therefore, the existing 6 parking spaces is sufficient for the proposed 5 dwelling units.

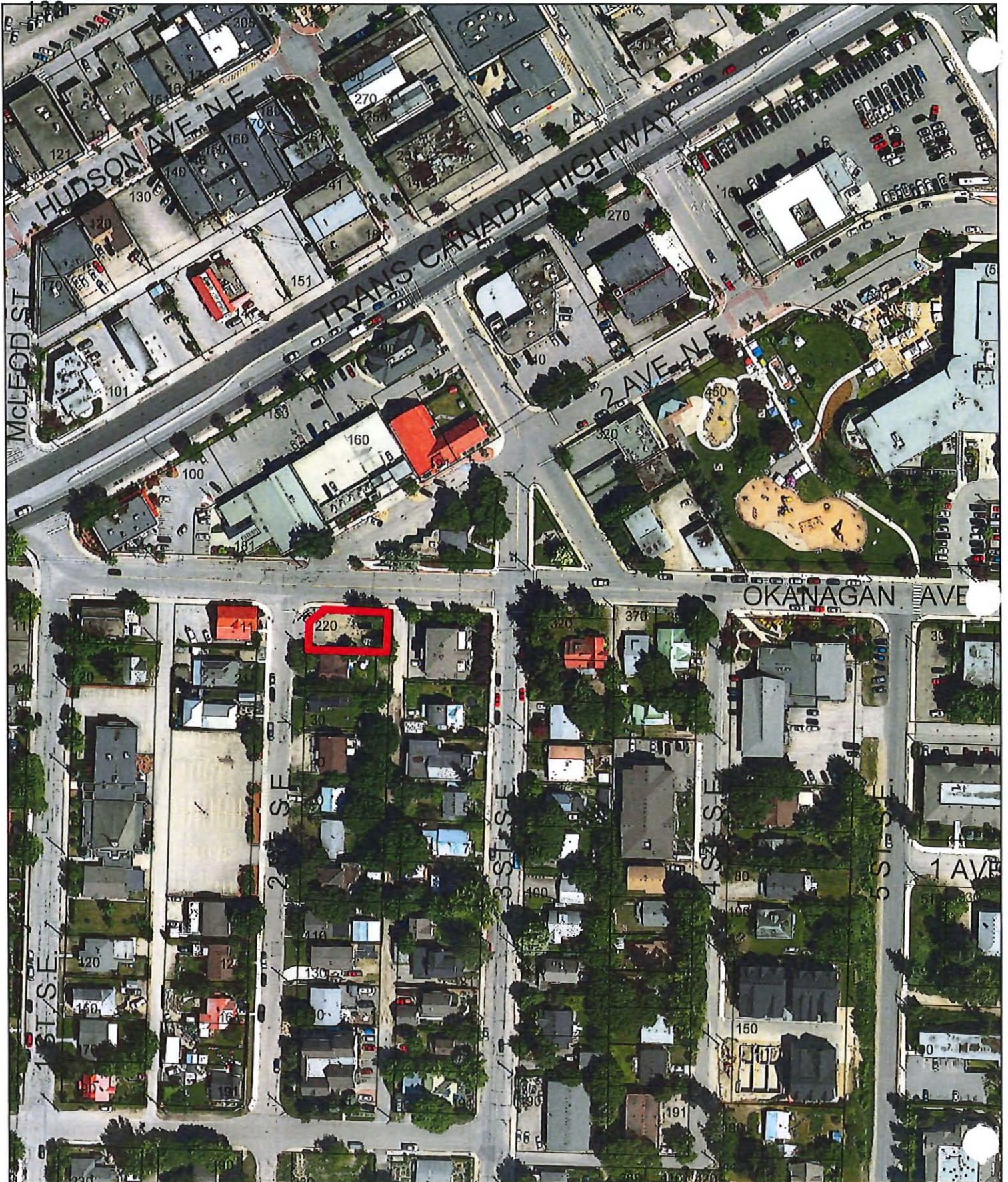
CONCLUSION

This OCP & zoning amendment application proposes to revert the subject property from commercial back to residential to facilitate the conversion of lower floor commercial space to 2 residential dwelling units. The primary reason for the proposal is because the owner has been unable to lease the commercial space.

The property is located in a transitional area bordering the downtown commercial area to the north and the high density residential area to the south. The location of the property is supportive of this proposal. In addition, the density and parking provisions of the R-5 zone can be achieved. However, there are some implications with regards to parcel coverage and setbacks that will leave the property with a legal, non-conforming status should the OCP and zoning amendments be adopted:


Denise Ackerman
Planner, Development Services Department


Kevin Pearson, MCIP, RPP
Director of Development Services



0 510 20 30 40
Meters



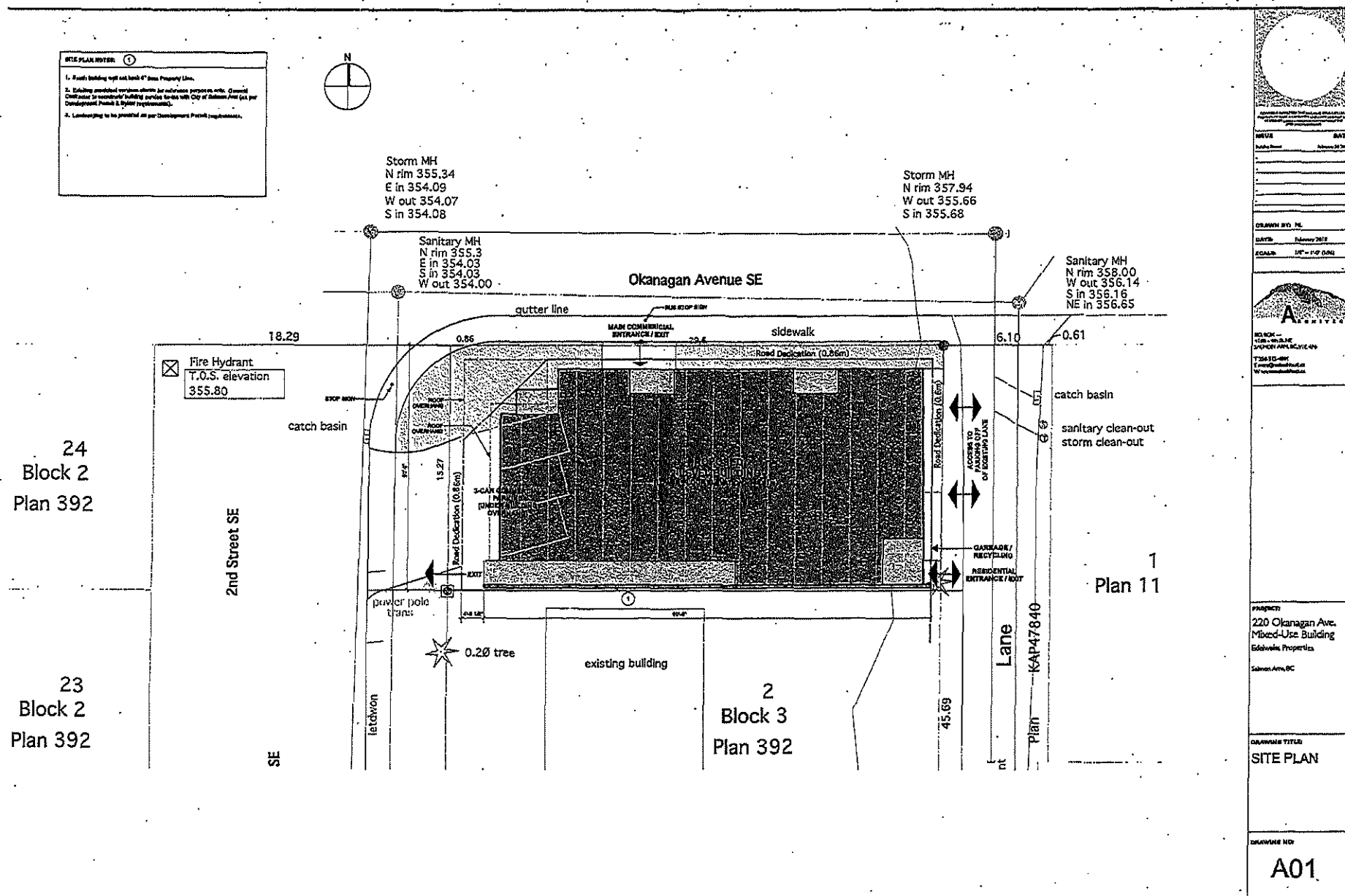
Subject Parcel

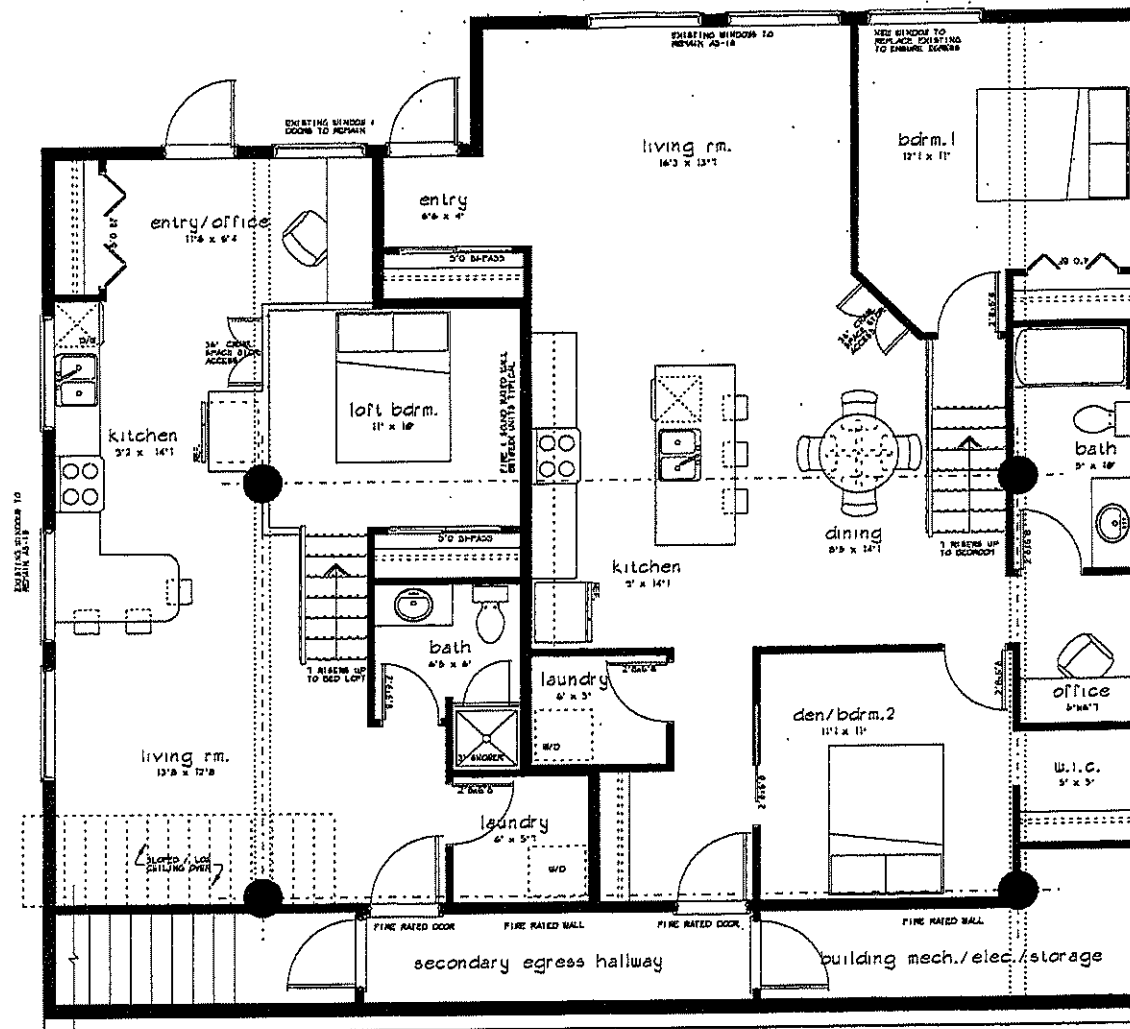


0 1.25 2.5 5 7.5 10
Meters



Subject Parcel





660 sq.ft.

1060 sq.ft.

220 Okanagan Ave. Ground Floor
SCALE: 1/8" = 1'-0"



View of subject property looking east (from 2nd Street SE)



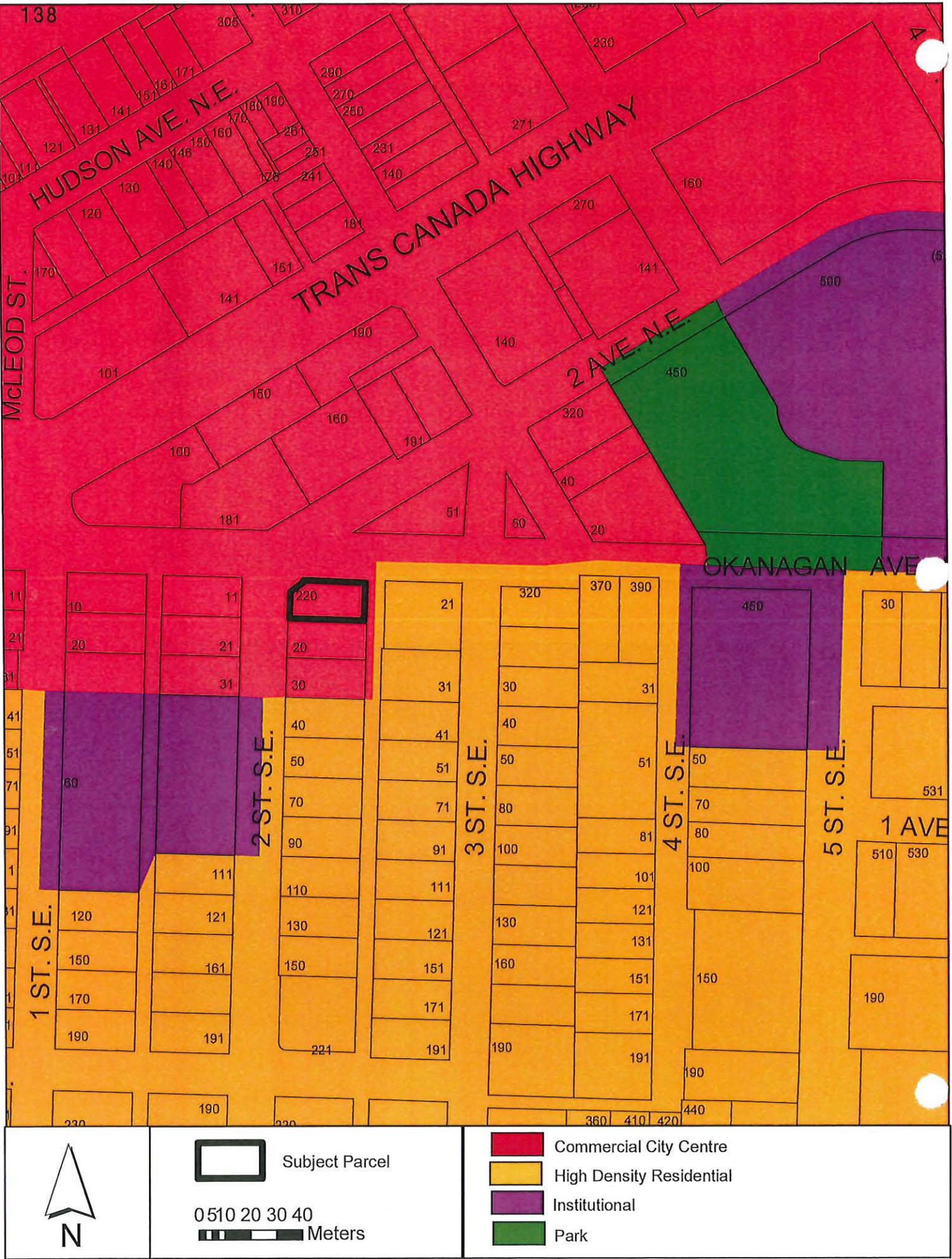
View of subject property looking west (from laneway)

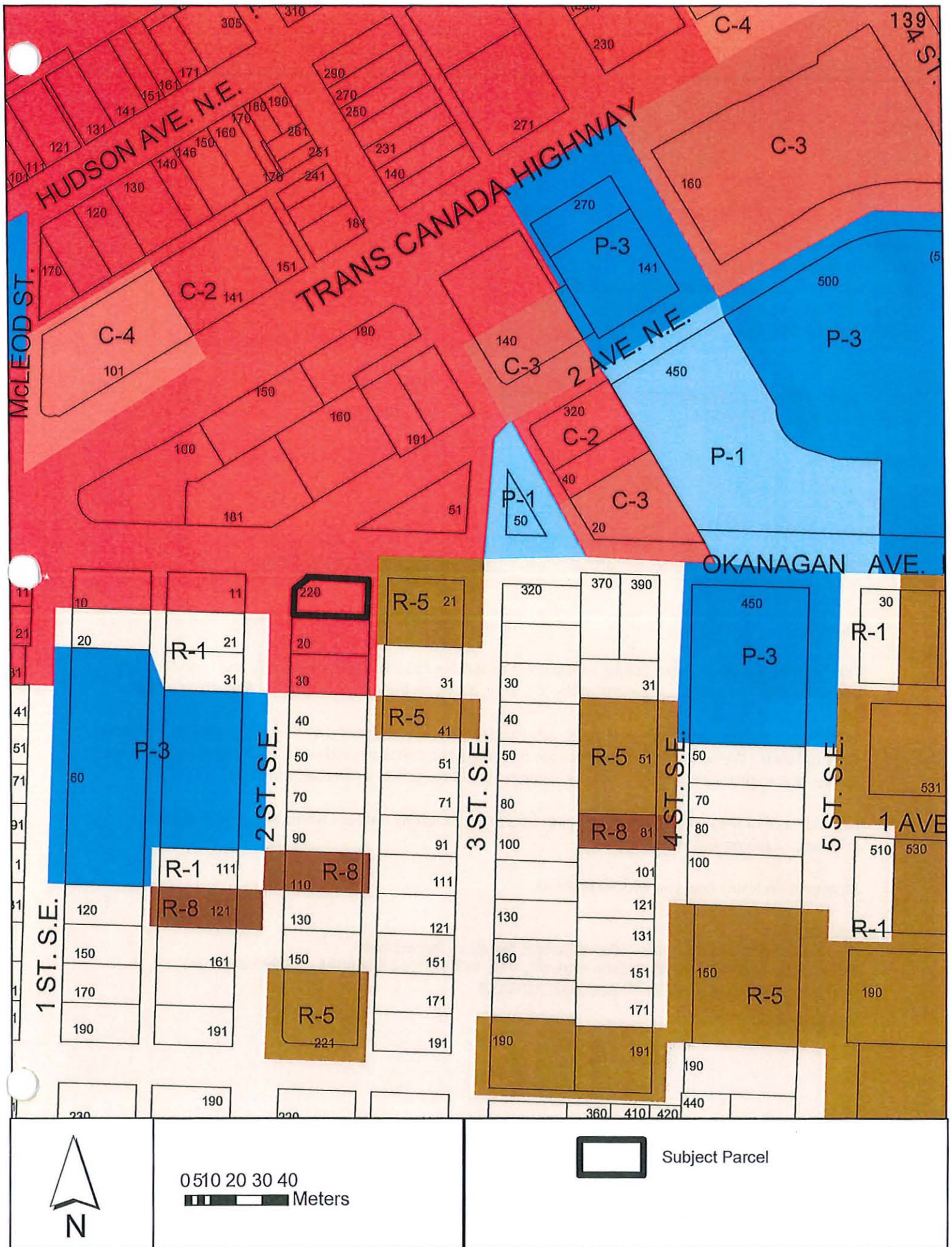


View of subject property looking south (from Okanagan Avenue SE)



View of subject property looking northwesterly (from laneway)





Denise Ackerman

From: Denise Ackerman
Sent: May-27-20 3:26 PM
To: Denise Ackerman
Subject: FW: 220 Okanagan Avenue SE

From: Jordan Baer
Sent: May-15-20 2:37 PM
To: Denise Ackerman <dackerman@salmonarm.ca>
Cc: Kevin Pearson <kpearson@salmonarm.ca>
Subject: Re: 220 Okanagan Avenue SE

Hi Denise
Roger is good with signing a covenant to keep them rentals.
Did I ever send you a DP letter?

Regards,

Jordan

On May 14, 2020, at 5:04 PM, Denise Ackerman <dackerman@salmonarm.ca> wrote:

Hi Jordan,

I am working on the OCP and zoning amendment report for 220 Okanagan Avenue SE and I wanted to let you know that the maximum density in the R-5 zone, based on the parcel size is only 4 dwelling units.

With bonus density you could get 5 units; but, to qualify for bonus density, all the units would be restricted to rental units. We would require a covenant restricting the units to rental units, meaning the units could not be strata units with individual titles which then could be sold as individual strata lots.

I am not sure of the owner's intention but before proceeding any further I wanted to pass along this information to you and the owner.

Please let me know how you wish to proceed.

Kind Regards,

Denise Ackerman | Planner | Development Services Department
Box 40, 500-2nd Avenue NE, Salmon Arm, BC, V1E 4N2 | P 250.803.4021 | F 250.803.4041
E dackerman@salmonarm.ca W www.salmonarm.ca

<image001.png>

BROWNE JOHNSON Land Surveyors		BRITISH COLUMBIA AND CANADA LANDS Box 362, Salmon Arm, B.C. V1E 4N5 250-832-9701 office@brownejohnson.com	
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE			
To: Timberline Solutions c/o Dava Ogilvie Box 532 Salmon Arm, BC, V1E 4N6 Your File:		Re: Lot 1, Blk 3, Sec 14, Tp 20, R 10, W6M KDYD, Plan 392, Except Plan EPP88691 Parcel Identifier (PID): 012-410-438 Civic Address: 220 Okanagan Avenue, Salmon Arm	
		List of documents registered on title which may affect the location of improvements: Covenant: CA2285491 Covenant: CA6730394	
Scale 1:125 All distances are in metres. Dimensions derived from Plan 392		Offsets from property line to building are measured from the sheathed eiding and foundation.	
The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document. This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries. This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 5th day of June, 2019.		Digitally signed by Joseph Johnson LYSXJ8 Date: 2019.06.12 06:54:25 -07'00' BCLS	
COPYRIGHT © BROWNE JOHNSON 2019 LAND SURVEYORS All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS. THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY OR DIGITALLY SIGNED.		Our File: 241-19 Fb: 241-19.row	

CITY OF SALMON ARM**BYLAW NO. 4393****A bylaw to amend "City of Salmon Arm Official Community Plan
Bylaw No. 4000"**

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Salmon Arm Recreation Centre Auditorium, 2600 10 Avenue NE, Salmon Arm, British Columbia, on July 13, 2020, at the hour of 7:00 p.m. was published in the July 1 and 8, 2020 issue of the Salmon Arm Observer;

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

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

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

1. Re-designate Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 Except Plan EPP88691 from CC (City Centre Commercial) to HR (High Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393"**.

READ A FIRST TIME THIS 8th DAY OF June 2020

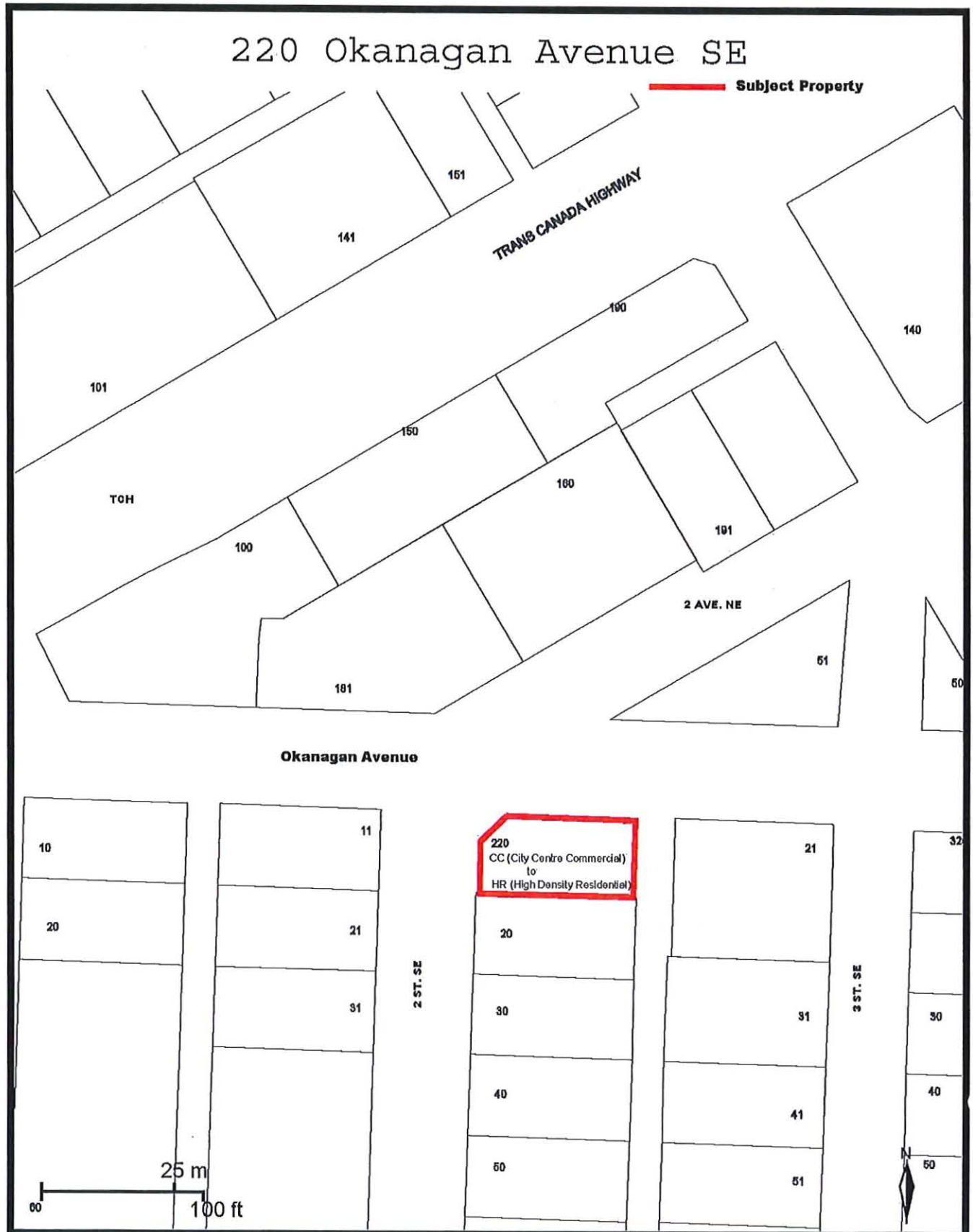
READ A SECOND TIME THIS 22nd DAY OF June 2020

READ A THIRD TIME THIS 13th DAY OF July 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



Item 11.3

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4394 be read a final time.

[ZON-1175; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; C-2 to R-5]

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4394

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 Salmon Arm Recreation Centre Auditorium, 2600 10 Avenue NE, Salmon Arm, British Columbia, on July 13, 2020 at the hour of 7:00 p.m. was published in July 1 and 8, 2020 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, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 Except Plan EPP88691 from C-2 (Town Centre Commercial Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

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. 4394"

READ A FIRST TIME THIS 8th DAY OF June 2020

READ A SECOND TIME THIS 22nd DAY OF June 2020

READ A THIRD TIME THIS 13th DAY OF July 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 24th DAY OF July 2020

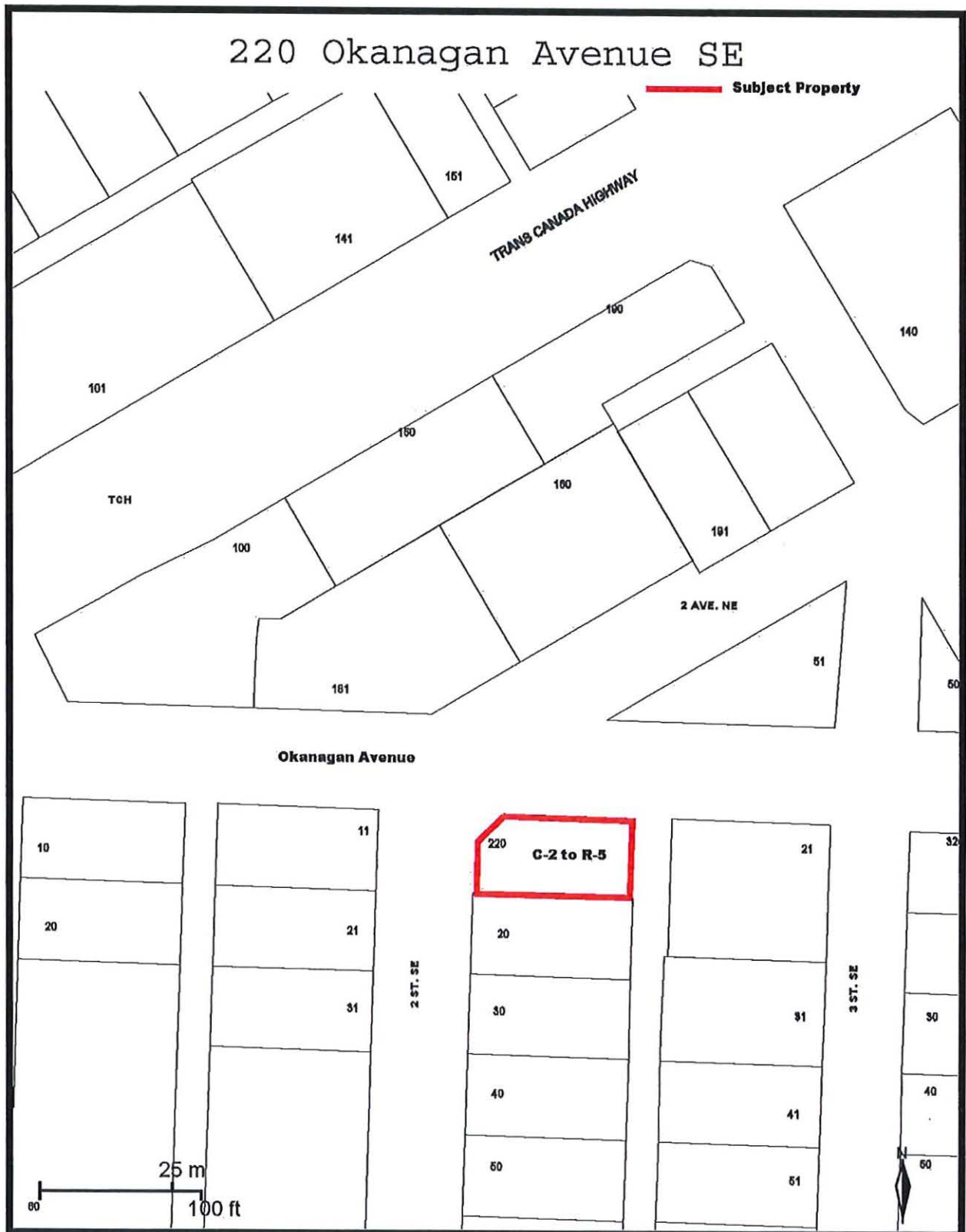
"T. KNIGHT"
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



INFORMATIONAL CORRESPONDENCE - SEPTEMBER 14, 2020

- | | | |
|-----|---|---|
| 1. | Building Department – Building Statistics – August 2020 | N |
| 2. | Building Department – Building Permits – Yearly Statistics | N |
| 3. | J. Kral – email dated September 9, 2020 – Disc Golf | A |
| 4. | S. McCoubrey, Chairperson, Lake Country ArtWalk 2020 – email dated August 7, 2020 – Proposal Requesting the Installation of several Air Chairs in you Municipality | A |
| 5. | T. Kutschker, Director/Curator, Shuswap District Arts Council Board of Directors – letter dated August 19, 2020 – Salmon Arm Arts Centre Accessibility | A |
| 6. | C. Mossey, Manager, Government Relations, BC Transit – letter dated August 31, 2020 – 3 Year Transit Expansion Initiatives | A |
| 7. | H. Roberge, Administrator, Maple Tree Montessori – letter dated September 8, 2020 – Maple Tree Montessori Expansion | A |
| 8. | L. Halls, Deputy Minister, Emergency Management BC – email dated August 31, 2020 – Release of the What We Heard “Modernizing BC Emergency Management Legislation” Report | N |
| 9. | R. Parenteau, Manager, Shuswap Community Foundation – letter dated September 1, 2020 – Shuswap Community Foundation | N |
| 10. | I. Tostenson, President and CEO, British Columbia Restaurant and Foodservices Association, J. Guignard, Executive Director, Alliance of Beverage Licensees and K. Beattie, Executive Director, BC Craft Brewers Guild – letter dated August 26, 2020 – Request for Support for Expanded Patio Permissions | A |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARMDate: September 14, 2020

E. McDonald, President, Shuswap Naturalists Club – letter received September 10, 2020 –
Blackburn Park

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



Shuswap Naturalist Club

1740 – 16th St. NE, Salmon Arm, BC V1E 3Z7

Dear Mayor Harrison and Council,

We, the Shuswap Naturalist Club, would like to use the sheltered area of Blackburn Park for our October monthly meeting, the afternoon of October 6th. We would like to use it between 1:00 and 3:30 if that is possible.

Your response in this matter would be very much appreciated.

Also, we would like to thank the mayor for the kind letter he sent to us regarding our last request about tree planting.

Thank-you,

Ed McDonald
President, Shuswap Naturalist Club

Item 12.3

CITY OF SALMON ARMDate: September 14, 2020

P. Cannon, Family Support Worker/Early Years Family Navigator, Shuswap Children's Association – letters dated September 10, 2020 – Children's Outdoor Yoga and Storywalk

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



September 10, 2020

Mayor and Council
City of Salmon Arm
500 2 Ave NE
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councillors,

RE: Children's Outdoor Yoga

We have been running Children's Outdoor Yoga sessions since the beginning of summer and for a great success, we are organizing more. We are hoping to run our September/October Tuesday session at the Blackburn Park. We picked Blackburn Park because its location is very convenient for many families. It also provides a sheltered area in case of a rainy day. It will be a 4-week session, every Tuesday from 10 till 10:30am, starting on September 15 and ending on October 6.

To ensure social distancing, we will limit numbers to 10 children, each yoga mat will be at least 6ft apart. The yoga mats will be disinfected with Covid spray after each use. Before each session, we will email families a health checklist.

I am writing this request that you consider giving us permission to organize Outdoor Children's Yoga at the Blackburn Park (Gazebo area), so we can keep bringing joy to children and their parents/caregivers.

Thank you so much for your help.

Sincerely,

Pavlina Cannon
Family Support Worker/Early Years Family Navigator
Shuswap Children's Association

September 10, 2020

Mayor and Council
City of Salmon Arm
500 2 Ave NE
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councillors,

RE: StoryWalk®

StoryWalk® has been a great success so we would like to organize more of them, to make more children and more families happy.

We would like to bring this event:

- on September 23 to Canoe Beach
- on September 30 to McGuire Lake Park
- on October 7 to the Drum Park by Okanagan College (the StoryWalk® would end on the trail that goes along the pond)

To prevent creating a crowd and to ensure social distancing, each mounted page will be at least 16 ft apart. The StoryWalk® will be available from 9am till 4pm so families will have the whole day to come and enjoy the story.

I am writing this request that you consider giving us permission to organize the StoryWalk® in the previously mentioned parks, so we can keep bringing joy to children and their parents/caregivers.

Thank you so much for your help.

Sincerely,



Pavlina Cannon
Family Support Worker/Early Years Family Navigator
Shuswap Children's Association

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Item 23.1

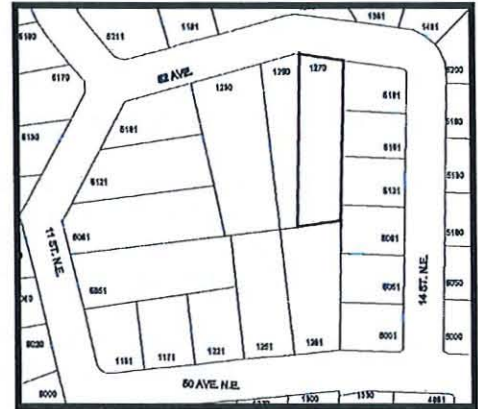
CITY OF SALMON ARMDate: September 14, 2020**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, September 14, 2020 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 11, Section 36, Township 20, Range 10, W6M, KDYD, Plan 31502 Except Plan KAP54919 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

Civic Address: 1270 – 52 Avenue NE
Location: West of 14 Street NE on South side of 52 Avenue NE
Present Use: Single Family Dwelling
Proposed Use: Single Family Dwelling with Suite
Owner/Applicant: E. & T. Warden
Reference: ZON-1179/ Bylaw No. 4401



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> September 1 - 14, 2020 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4010 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will now be allowing public attendance on a first come first serve basis subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

Vote Record

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

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

To: His Worship Mayor Harrison and Members of Council

Date: August 5, 2020

Subject: Zoning Bylaw Amendment Application No. 1179

Legal: Lot 11, Section 36, Township 20, Range 10, W6M, KDYD, Plan 31502,
Except Plan KAP54919
Civic Address: 1270 – 52 Avenue NE
Owner/Applicant: Warden, E. & T.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 36, Township 20, Range 10, W6M, KDYD, Plan 31502, Except Plan KAP54919 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed *secondary suite* in the existing single family dwelling meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1270 – 52 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the development of a legal *secondary suite* within the existing single family dwelling.

BACKGROUND – SECONDARY SUITES

The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 3 & 4).

The subject parcel is located in the "Raven" residential neighbourhood, largely comprised of R-1 zoned parcels containing single family dwellings. There are currently five R-8 zoned parcels within the proximity of the subject parcel, including the parcel directly to the east.

The property is approximately 1,800 square metres in size, and contains a non-conforming *secondary suite* within the existing single family dwelling. The applicant has provided a letter of intent (Appendix 5) and has submitted a Building Permit application (BP-16455B). Site photos are attached as Appendix 6.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a *secondary suite*, including sufficient space to meet the parking requirement.

COMMENTSEngineering Department

No concerns with rezoning. An account has been created for the required water service upgrade.

Building Department

BC Building Code requirements must be met to construct a *secondary suite*. Building Permit application (BP-16455B) submitted.

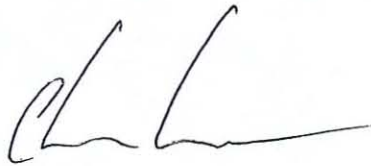
Fire Department

No concerns.

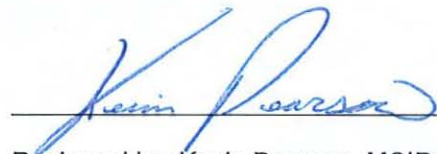
Planning Department

The owners have been forthcoming in their intent to convert an existing non-conforming suite within the existing single family dwelling to a legal *secondary suite* in conformance with the BC Building Code through a Building Permit application (BP-16455B). Their stated intent for the suite is for the use of family members. Prior to final reading of the zoning amendment bylaw, confirmation will be required that the *secondary suite* in the existing single family dwelling meets BC Building Code requirements, included in the motion for consideration as is standard practice with such applications.

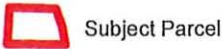
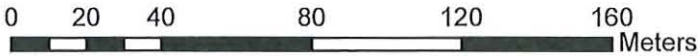
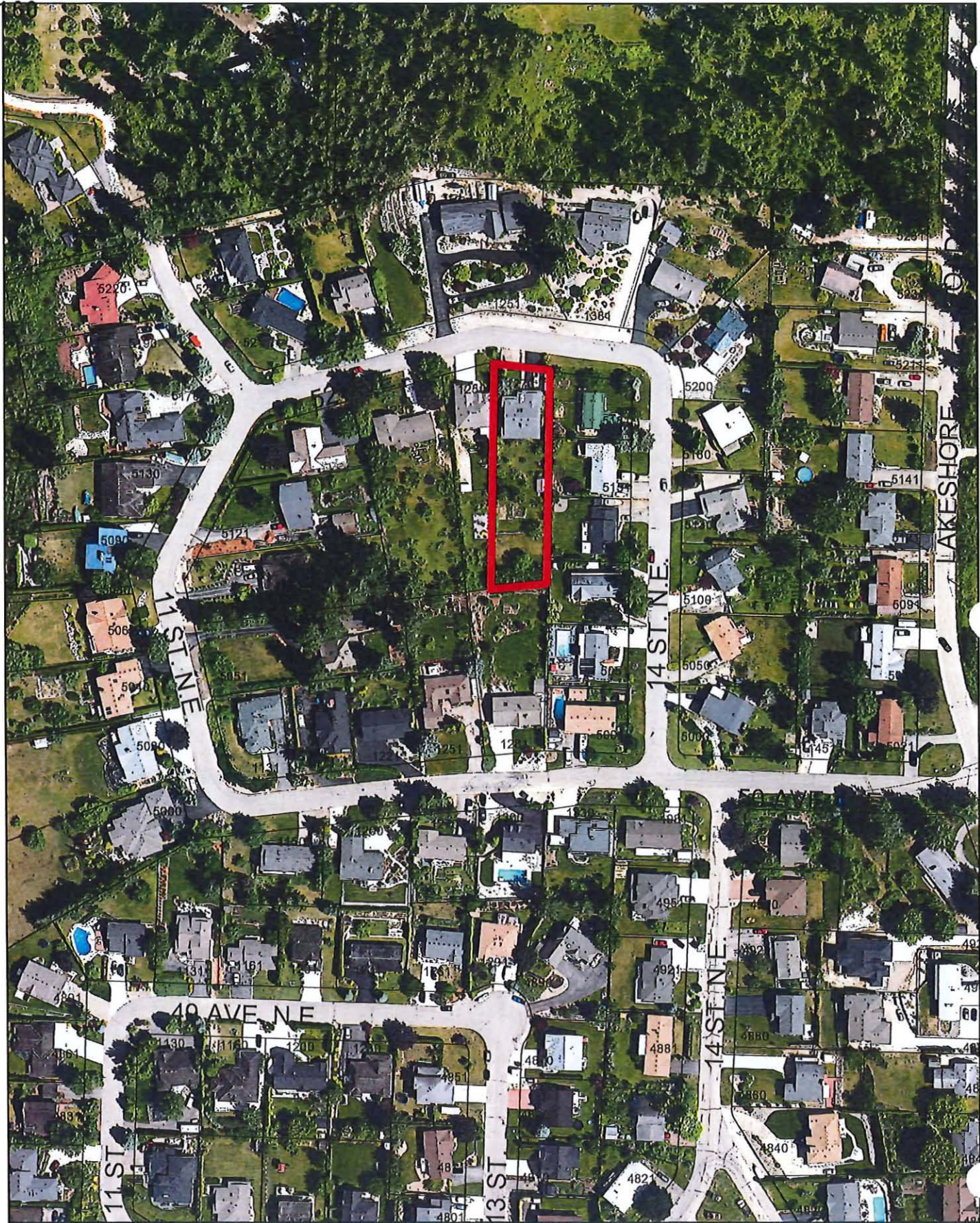
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

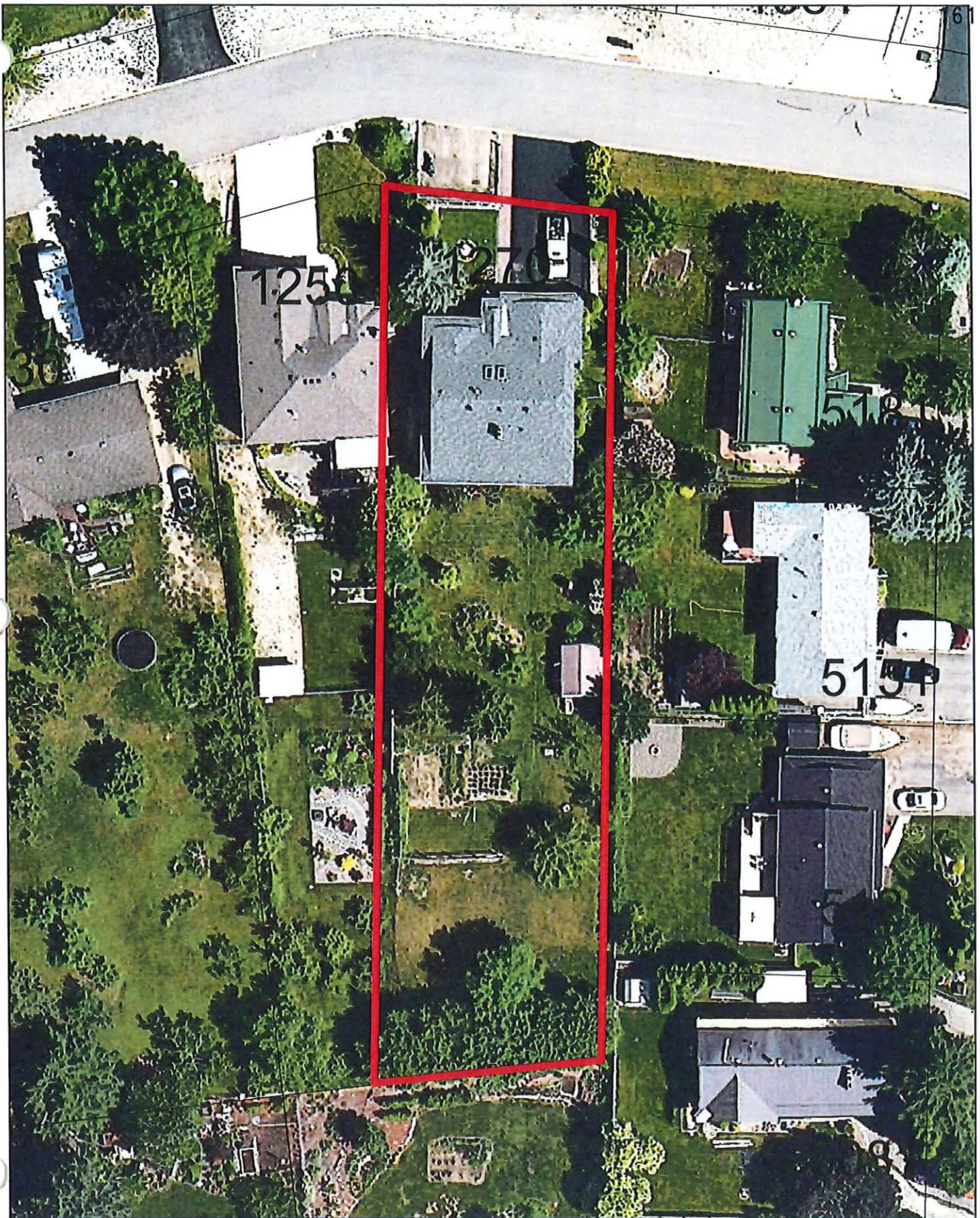


Prepared by: Chris Larson, MCP
Senior Planner




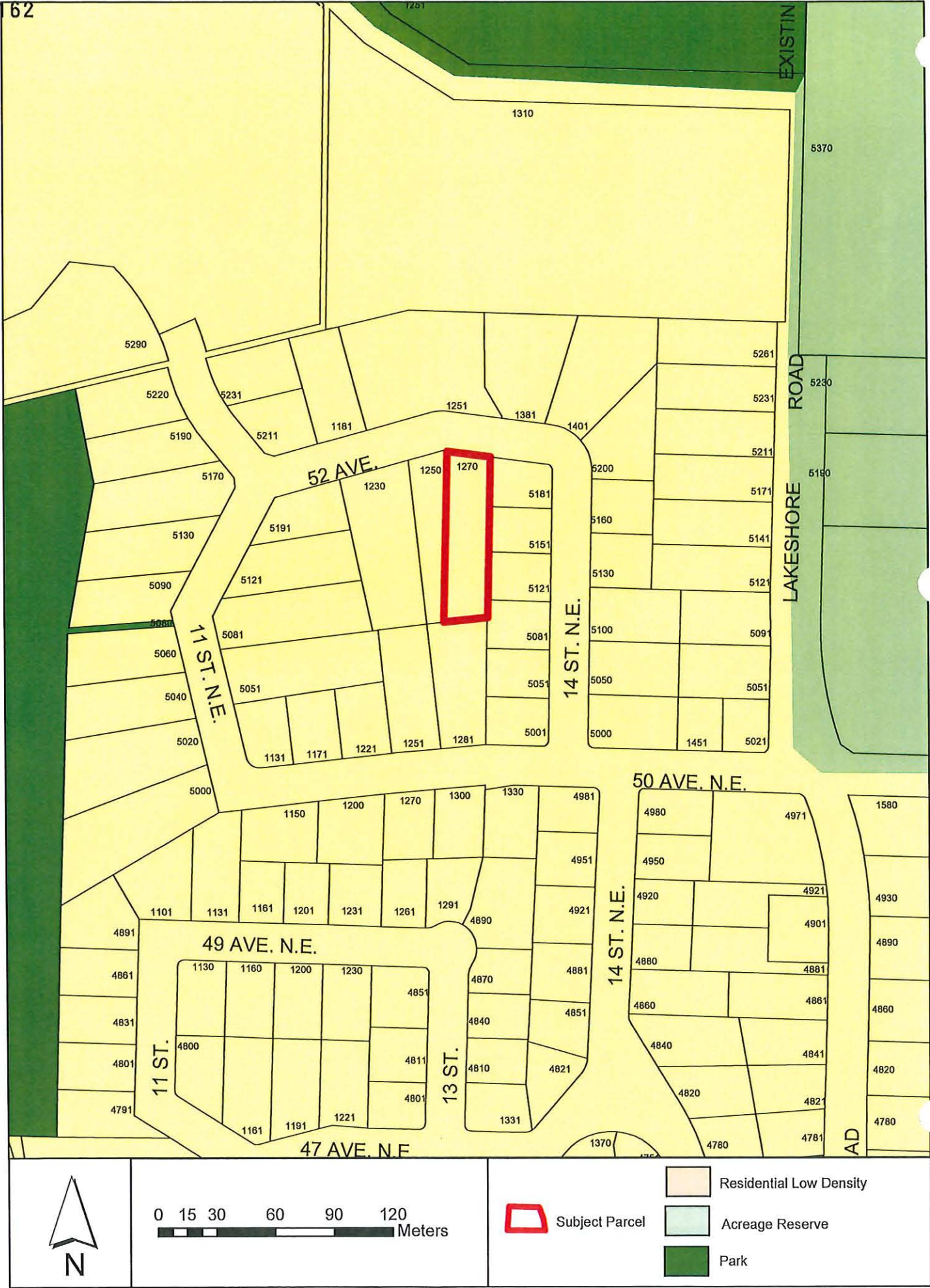
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

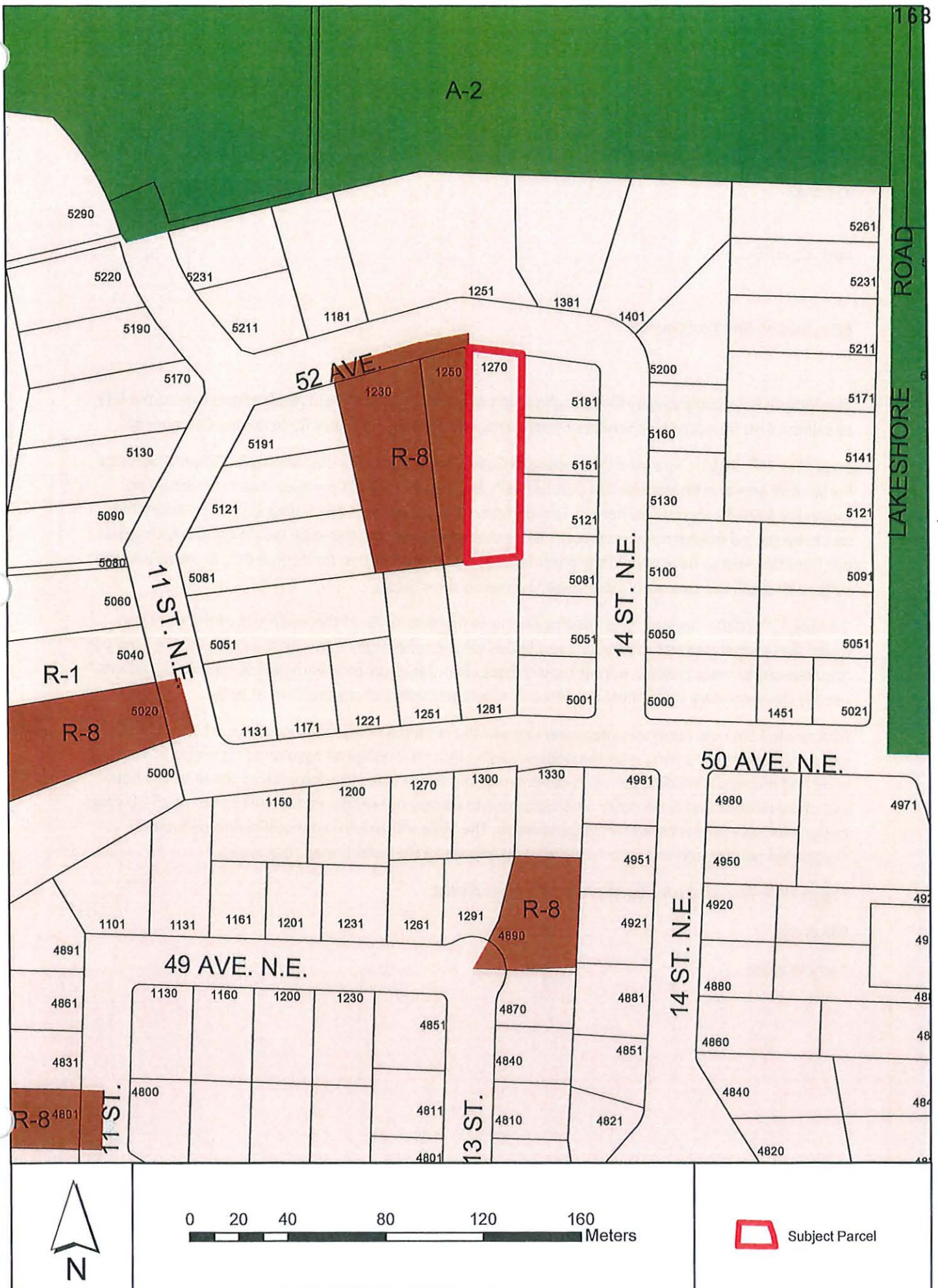




0 5 10 20 30 40 Meters

 Subject Parcel





Terry Warden
1270 52 Avenue NE
Salmon Arm, BC
V1E 3M7

June 22, 2020

Attn: Salmon Arm City Council

This letter is to accompany my formal submission of a Zoning Amendment Application Form to the City of Salmon Arm Development Services Department, from Zoning Category R1 to Zoning Category R8.

As of May 27th, 2019, I accepted the posting of Government Agent for the Ministry of Citizens' Services for Salmon Arm and Revelstoke. On October 16th, 2019, my wife and I purchased our current home located at 1270 52 Avenue NE here in Salmon Arm, where there was an existing secondary suite that had been rented out for numerous years. Our assumption was that this suite was in good standing and our intention was to have my elderly parents, Evan and Betty Warden (of Vernon BC), to move into the suite until extended care would eventually be required for them.

On May 21st, 2020, I applied for a building permit to upgrade some of the amenities of the suite and found that proper permits had never been pulled for the suite when it was built and that it was now our requirement to meet building permit requirements in order to proceed with having my elderly parents occupy the secondary suite, most importantly, the requirement to rezone from R1 to R8.

As a result, I am now requesting approval to grant the rezoning of my residence from R1 to R8 so that I can move forward this plan, with the understanding that I will oblige all requirements under BC building code and municipal building permit requirements. Our intent is for the secondary suite is for the sole use of my parents and none other, and we intend to occupy the residence for a minimum of 15-20 years as our kids have now entered the school system. The suite will require no modification to current designated parking and will have minimal to no impact on the neighboring residences.

I appreciate your kind consideration for this amendment.

Sincerely,

Terry Warden



View of subject parcel looking southwest from 52 Avenue NE.



View of subject parcel looking southeast from 52 Avenue NE.

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Item 23.2

CITY OF SALMON ARM

Date: September 14, 2020

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on Monday, September 14, 2020 at 7:00 p.m.

2) **Proposed Amendment to Zoning Bylaw No 2303:**

Rezone Lot 16, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1021 – 17 Avenue SE
Location: North East corner of 17 Avenue SE and 10 Street SE
Present Use: Vacant land
Proposed Use: Single Family Dwelling with Suite
Owner/Applicant: S. & S. Beck
Reference: ZON-1180/ Bylaw No. 4403



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices>

September 1 - 14, 2020 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4010 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will now be allowing public attendance on a first come first serve basis subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



To: His Worship Mayor Harrison and Members of Council

Date: August 07, 2020

Subject: Zoning Bylaw Amendment Application No. 1180

Legal: Lot 16, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286

Civic: 1021 – 17 Avenue SE

Owner/Applicant: S. & S. Beck

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 16, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 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 1021 – 17 Avenue SE, in the new Byersview Subdivision (Appendix 1 & 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a secondary suite within a new single family dwelling. Site photos are attached as Appendix 3.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1, Single Family Residential in the Zoning Bylaw (Appendix 4 & 5). The neighbourhood is largely comprised of R-1 zoned parcels containing single family dwellings. There are three other lots in the subdivision that have been rezoned to R-8 to permit secondary suites in new houses. There are still many larger rural properties zoned A-2 to the south and west of Byersview. Recently in 2019, a large A-2 zoned parcel to the east was rezoned to R-8 in preparation for a future subdivision.

The subject parcel is located at the corner of 10 Street and 17 Avenue SE with an area of 0.109 hectares (.27 acres). There is a covenant registered to the Title of the property restricting access to 10 Street SE; therefore, the house and driveway will face 17 Avenue SE. The south / front parcel line has a width of approximately 32 m. The size and width of the subject property can meet the conditions as specified within the proposed R-8 Zone.

The applicant wishes to construct a new house with a secondary suite on the lower level. Building plans have been submitted, see Appendix 6. The lower level floor plan indicates the proposed suite to be 74.4 m² (801 ft²) and the site plan shows a double car garage and a driveway with a width of 7.3 m (24 ft). Thus, the size of the suite is within the maximum 90 m² (968.8 ft²); and, the provision to provide an additional off-street parking stall for the suite can be fulfilled.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of *secondary suites* in all residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTSEngineering Department

No concerns.

Building Department

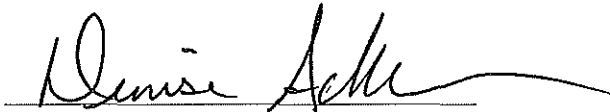
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

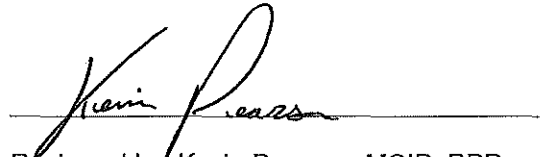
No concerns.

Planning Department

The proposed R-8 zoning is consistent with the OCP; and, the plans provided indicate that the requirements specified in the R-8 Zone can be achieved, including the provision of onsite parking. Therefore, this application is supported by staff. Development of a single family dwelling with a secondary suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



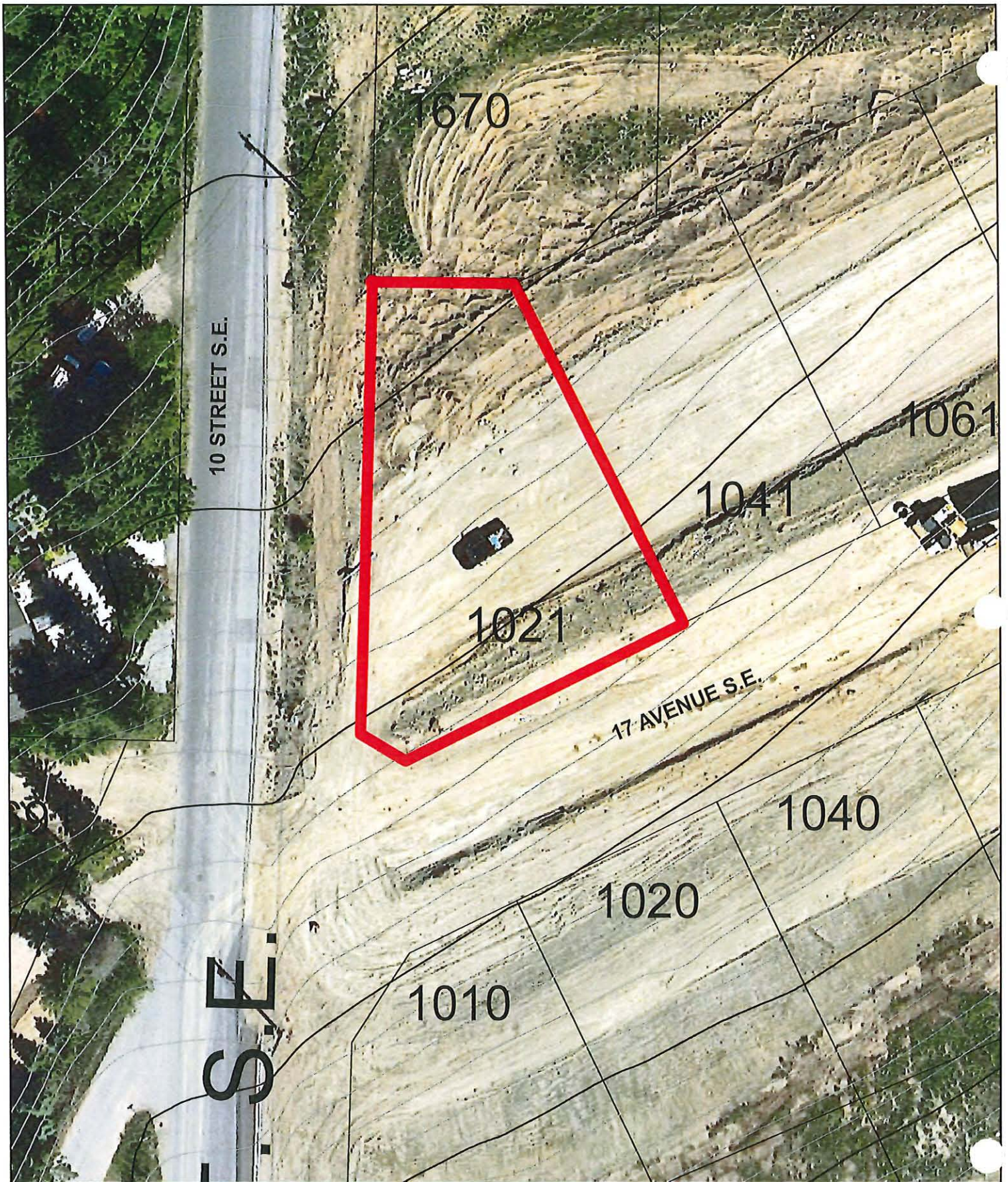
Subject Parcel



View of subject property looking east.



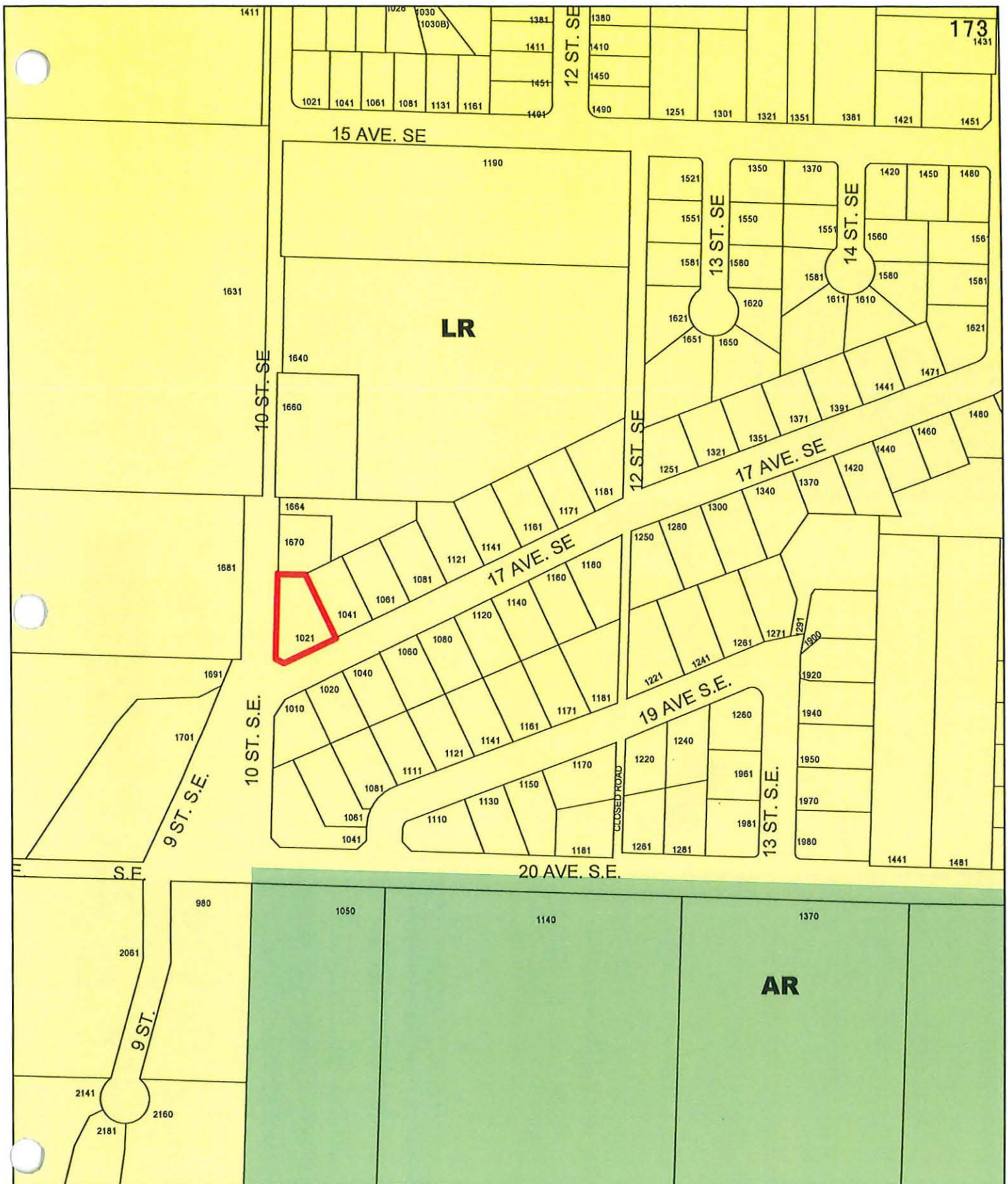
View of subject property looking northwest.



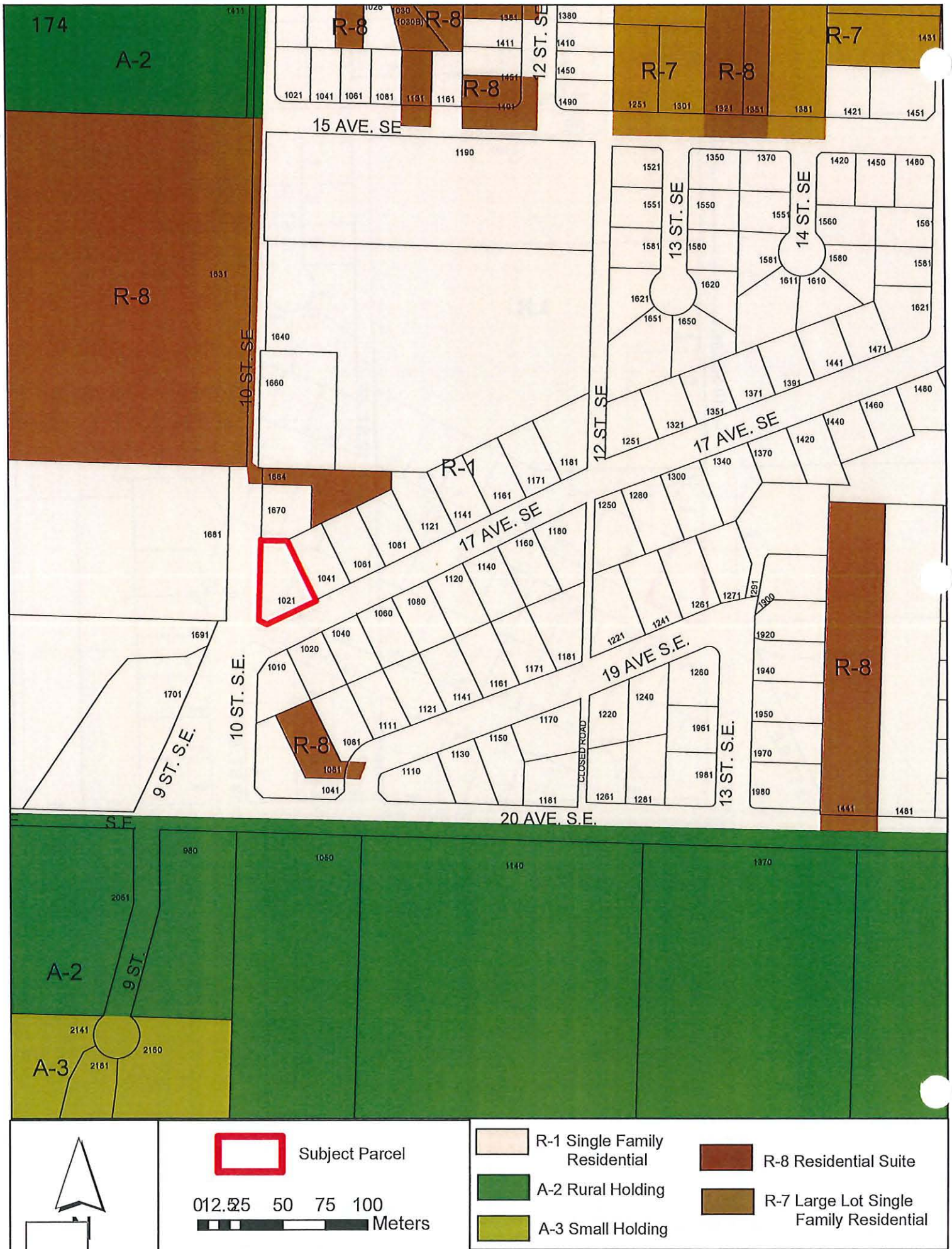
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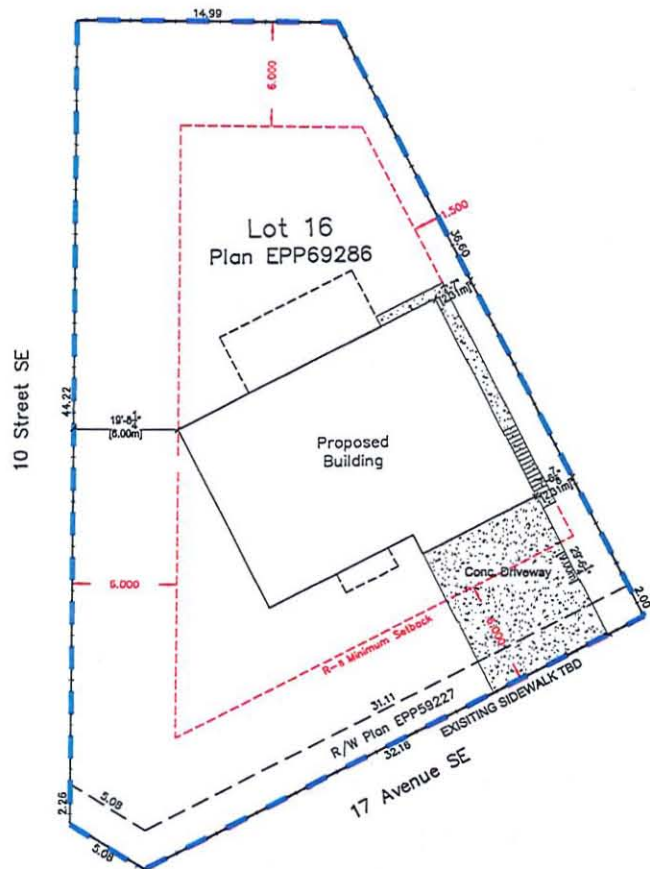


Subject Parcel



	<p> Subject Parcel</p> <p>0 25 50 75 100 Meters</p>	<p> LR Low Density Residential</p> <p> AR Acreage Reserve</p>
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SHEET LEGEND
 A1 - SITE PLAN & NOTES
 A2 - ELEVATIONS
 A3 - MAIN FLOOR PLAN
 A4 - BASEMENT PLAN
 A5 - FOUNDATION PLAN
 A6 - ROOF & DETAILS
 A7 - SECTIONS

LOT SETBACKS

FRONT - 6M
 21M LIMIT DIST. TO DENTER OF ROAD
 BACK - 6M
 15 LIMITING DISTANCE TO REAR P.L.
 LEFT SIDE 6M
 21M LIMIT, DIST. ON LEFT,
 RIGHT SIDE 1.5M
 3M LIMIT, DIST. ON RIGHT

LOT COVERAGE:

LOT AREA: 11733 SQ. FT.
 MAIN FLOOR AREA: 1630 SQ. FT.
 DEV. BASEMENT FLOOR: 2000 SQ. FT.
 (OPT./FUTURE SUITE AREA - 801 SQ. FT.)
 TOTAL FOOTPRINT AREA: 2524 SQ. FT.
 RATIO: 21.5%
 ALLOWABLE: 45%

SITE PLAN

LOT 16, SEC 12, TP 20, R 10, W6M, KDYD, Plan EPP69286
 BYERSVIEW

(CIVIL ADDRESS)

THE BECK RESIDENCE

NOTE: GEOMATIC/SURVEY/GRADES
 REQ'D

SITE PLAN

GENERAL NOTES

- ALL CONSTRUCTION MATERIALS & WORKMANSHIP TO BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE B.C. BUILDING CODE, PLUMBING CODE, ELECTRICAL CODE, AND ALL OTHER CODES, ZONING, AND BYLAWS THAT MAY APPLY.
- THE CONTRACTOR AND ALL SUB-TRADES ARE RESPONSIBLE FOR THE REVIEW OF ALL DRAWINGS AND SITE CONDITIONS PRIOR TO COMMENCING WORK OR ORDERING ANY MATERIAL, AND SHALL REPORT AND DISCREPANCIES THAT AFFECT DESIGN TO WOOD CREEK IMMEDIATELY.
- ALL FRAMING MATERIAL TO BE S.P.F. #2 OR BETTER WITH THE EXCEPTION OF WALL STUDS.
- CONCRETE FOOTINGS AND WALLS TO BE A MINIMUM 28MPA @ 28 DAYS. FLOOR SLABS AND SIDEWALKS TO BE MINIMUM 32MPA @ 28 DAYS.
- ALL CONCRETE FOOTINGS TO BE PLACED ON ORIGINAL UNDISTURBED GROUND, FREE OF ALL ORGANIC, FROZEN OR FROSTY MATERIAL.
- DAMP PROOF FOUNDATION WALLS BELOW GRADE WITH 2 COATS OF BITUMINOUS MATERIAL.
- 6 MIL. ULTRAVIOLET RESISTANT POLY VAPOUR BARRIER ON A.) 4" OF GRANULAR COMPACTABLE FILL UNDER EXTERIOR OR GARAGE SLABS. OR B.) 4" OF 3" DRAIN ROCK OR OTHER MATERIAL SUITABLE FOR MOVEMENT OF RADON GAS UNDER INTERIOR SLABS.
- ALL FOUNDATION DRAINS TO BE 4" PERFORATED P.V.C. WITH FILTER CLOTH AND MINIMUM 6" DRAIN ROCK, DRAINED TO MUNICIPAL SERVICES ACCORDING TO LOCAL STANDARDS.
- GRADE TO BE SLOPED AWAY FROM BUILDING AT ALL LOCATIONS ADJACENT TO BUILDING.
- ALL TRUSSES I-JOISTS, BEAMS OR OTHER STRUCTURAL MEMBERS NOT COVERED IN B.C. BUILDING CODE TO BE DESIGNED AND ENGINEERED BY TRUSS MANUFACTURER OR STRUCTURAL ENGINEER PRIOR TO ANY FABRICATION.
- CONTRACTOR TO VERIFY ALL PROPERTY AND FOUNDATION LINES WITH A LEGAL LAND SURVEYOR PRIOR TO PLACING FOOTINGS OR RUNNING SERVICES WITHIN BUILDING ENVELOPE.
- ALL ROOF SPACES TO BE VENTILATED WITH SOFFIT AND ROOF VENTS WITH A MINIMUM DISTRIBUTION AREA OF 1/300. A MINIMUM OF 25% OF VENTS TO BE LOCATED AT ROOF. MINIMUM 25% TO BE LOCATED AT SOFFIT.
- DOOR FRAMES AT ENTRANCES AND EXTERIOR SPACES TO DWELLING UNITS SHALL BE SOLIDLY BLOCKED BETWEEN DOOR FRAME AND STUDS AT THE HEIGHT OF THE DEADBOLT TO RESIST SPREADING.
- ALL GLASS IN DOORS, SIDELITES OR WINDOWS WITHIN 12" OF FINISHED FLOOR TO BE CONSTRUCTED OF SAFETY GLASS.
- RAIN WATER LEADERS NOT SHOWN ON PLAN. CONTRACTOR TO DETERMINE EXACT LOCATION SUITABLE TO SITE AND MUNICIPAL DRAINAGE.
- ELECTRICAL LOCATIONS TO BE DETERMINED BY ELECTRICAL CONTRACTOR WITH THE APPROVAL OF THE HOME OWNER OR GENERAL CONTRACTOR AND IN ACCORDANCE WITH CURRENT ELECTRICAL CODE.
- APPROVED SMOKE ALARMS TO BE INSTALLED WITH LOCATION APPROVED BY APPROPRIATE LOCAL MUNICIPALITY.
- REFER TO LAYOUTS AND SPECIFICATIONS FROM STRUCTURAL ENGINEER, FLOOR JOIST SUPPLIER, AND ROOF TRUSS MANUFACTURER FOR BEAM, POST, FOOTING LOCATIONS AND SIZES. ENSURE PROPER BEARING IS PROVIDED FOR ALL POINT LOADS. ANY STRUCTURAL SPECIFICATIONS SHOWN ON WOOD CREEK PLANS ARE ESTIMATES ONLY AND MAY NOT ACCURATELY REPRESENT LOADING AND SIZING, OR MAY NOT INCLUDE POINT LOADS OR STRUCTURAL MEMBERS DESIGNED BY OTHERS.

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED.
 DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE. THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY.

1 JULY 2020 CLIENT REVISION

2 JULY 2020 CLIENT REVISION

3 JULY 2020 CLIENT REVISION

4 JULY 2020 CLIENT REVISION

5 JULY 2020 CLIENT REVISION

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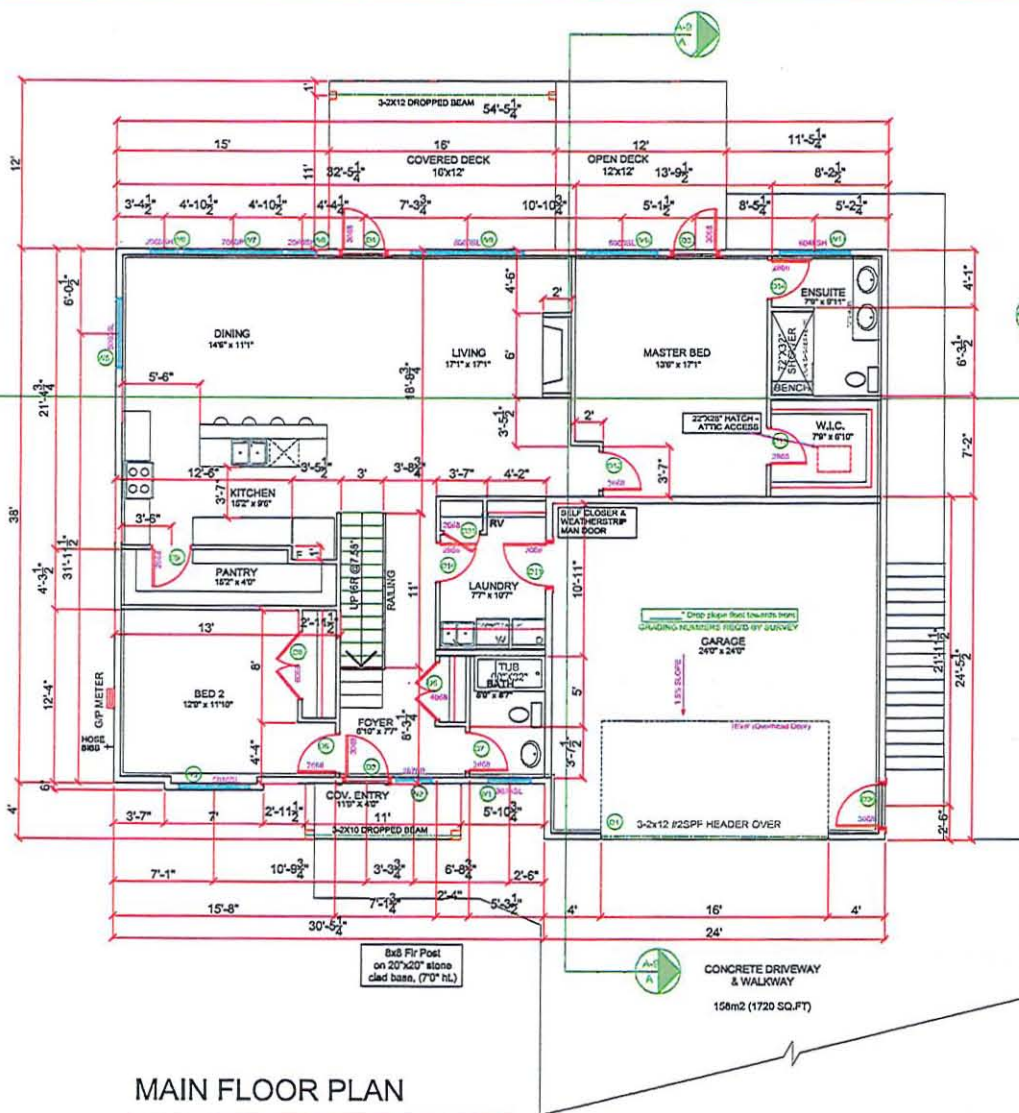
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MAIN FLOOR PLAN

1669 SQ. FT.
9' Ceilings

WINDOW/DOOR LEGEND
 PICTURE - P
 AWNING - A
 HORIZONTAL SLIDER - SL
 SINGLE HUNG - SH

SAFE & SOUND INSULATION
 PLUMB WALL

FLOOR NOTES

1. FRAMED EXTERIOR WALLS INCLUDE EXTERIOR SHEATHING.
2. ALL DIMENSIONS SHOWN ARE TO FRAMING AND DO NOT INCLUDE DRYWALL OR OTHER FINISHES
3. ALL HEADERS TO BE 3-2X10 IN 2X6 WALLS AND 2-2X10 IN 2X4 WALLS UNLESS NOTED OTHERWISE
4. ALL DOORS AND WINDOWS FRAMED 4-1/2" FROM ADJACENT WALLS UNLESS NOTED OTHERWISE
5. ALL DOOR SLABS TO MEASURE 80" IN HEIGHT UNLESS OTHERWISE NOTED
6. INDIVIDUAL ROOM AREAS ARE CALCULATED FROM INSIDE OF FRAMING WHEREAS THE OVERALL FLOOR AREA IS CALCULATED TO OUTSIDE EXTERIOR WALLS

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED.
 DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE. THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY.

1. APPROVAL: [Signature]
 2. DATE: [Date]
 3. DESCRIPTION: [Description]

REVISIONS

NO. DATE DESCRIPTION

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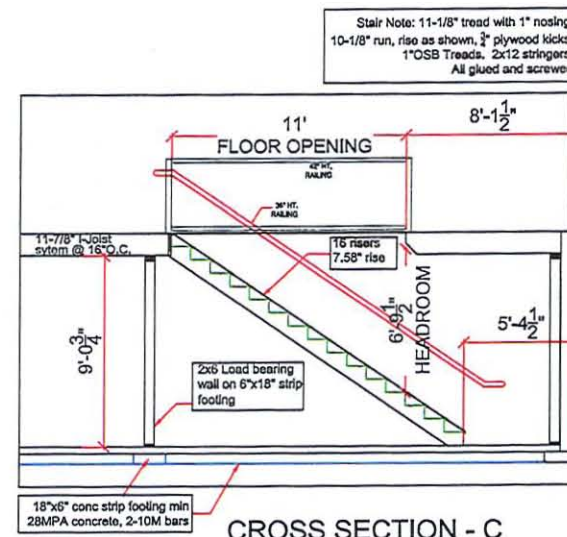
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CROSS SECTION - C

Wood Creek Construction Ltd.
 Building with Confidence

LEGAL DESCRIPTION
 LOT 16, SEC 12, TP 26, R 10, W64
 ROTO, PMB 0700000

PROJECT NO.

DATE

BY

FOR

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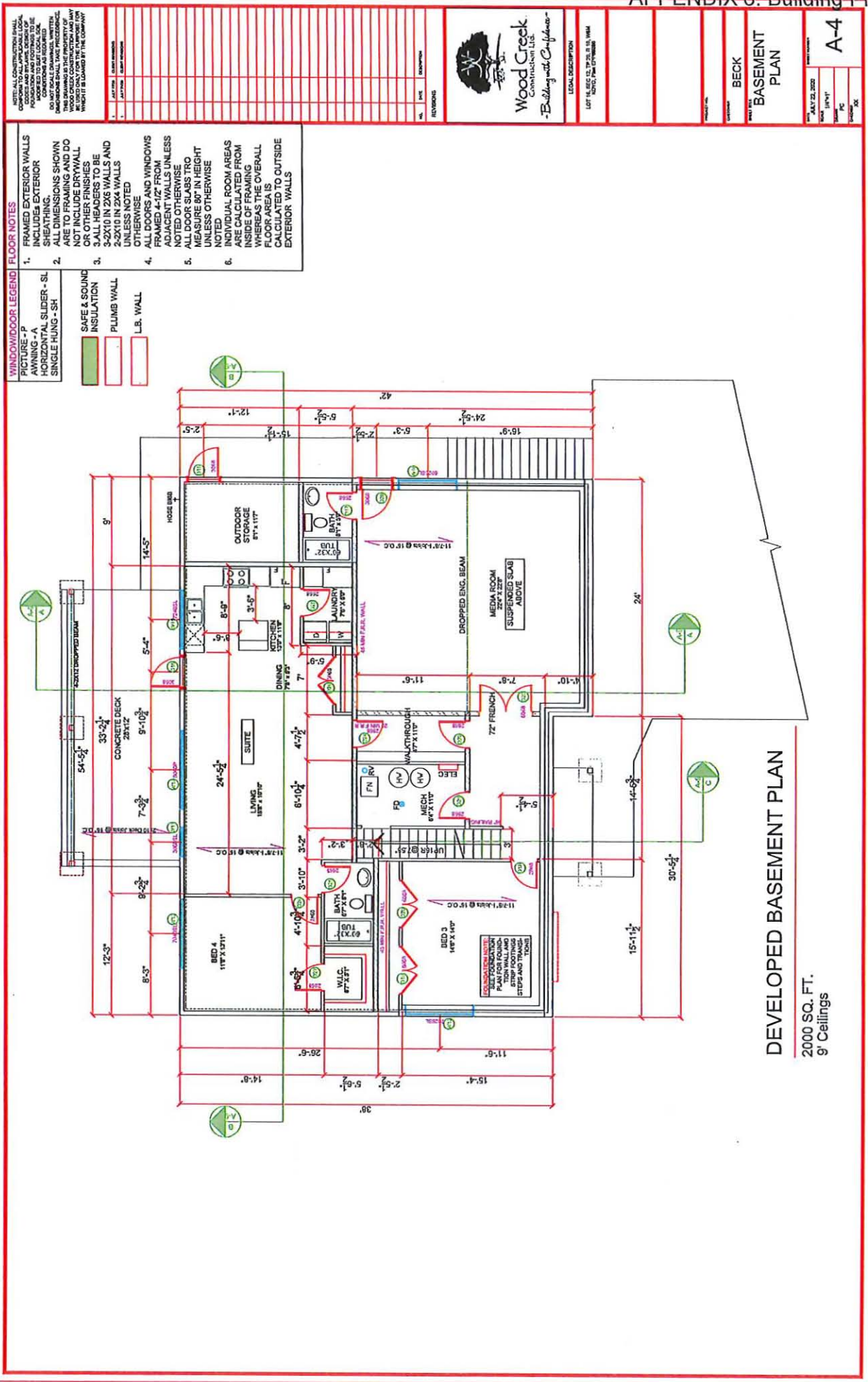
BY

FOR

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Item 24.1

CITY OF SALMON ARMDate: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4401 be read a third time.

[ZON-1179; Warden, E. & T.; 1270 52 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4401

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 by electronic means as authorized by Ministerial Order M192, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 11, Section 36, Township 20, Range 10, W6M, KDYD, Plan 31502, Except Plan KAP54919 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4401"

READ A FIRST TIME THIS	DAY OF	2020
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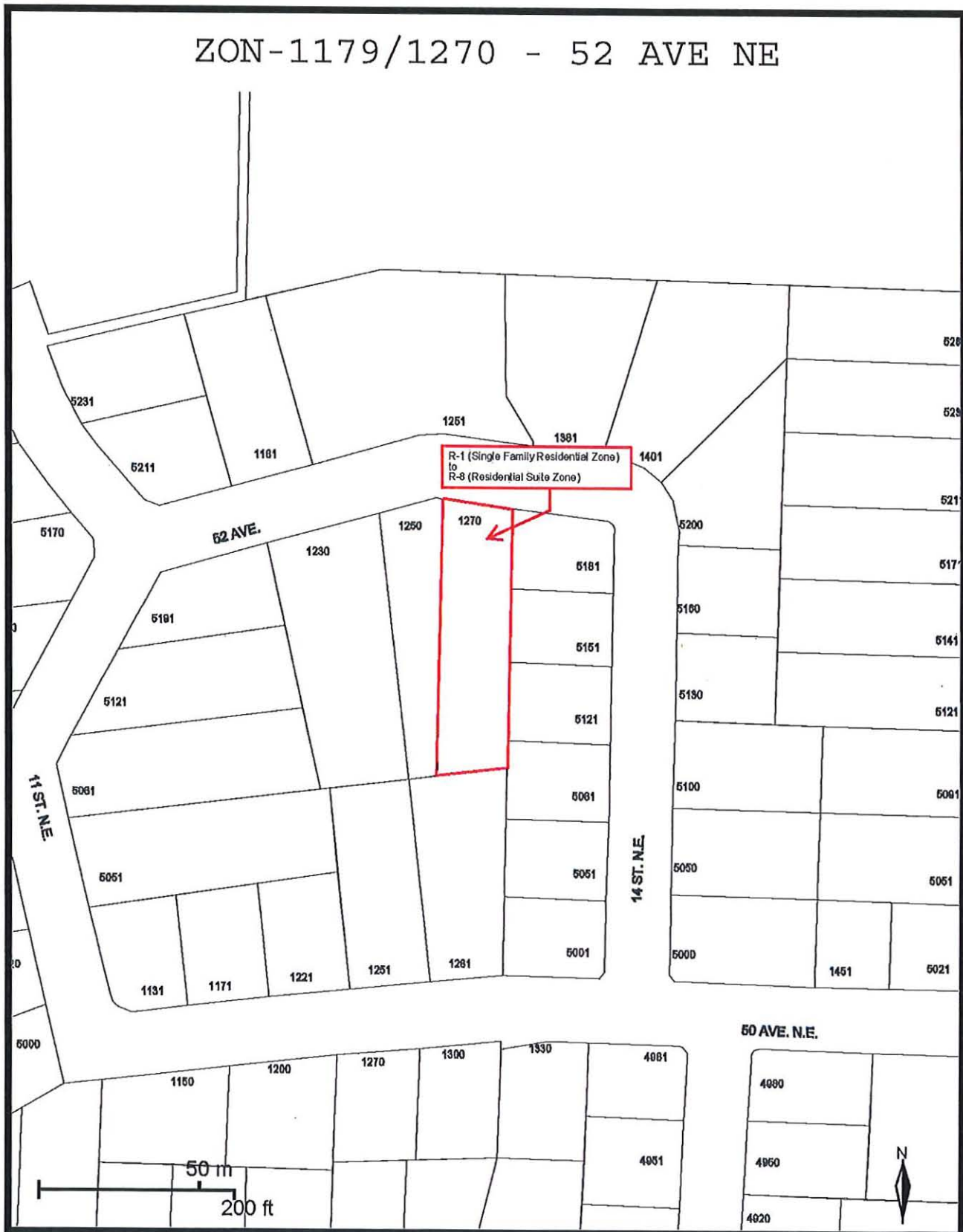
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READ A THIRD TIME THIS	DAY OF	2020
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ADOPTED BY COUNCIL THIS	DAY OF	2020
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MAYOR

CORPORATE OFFICER



Item 24.2

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4403 be read a third and final time.

[ZON-1180; Beck, S. & S.; 1021 17 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4403

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 by electronic means as authorized by Ministerial Order M192, British Columbia, on at the hour of 7:00 p.m. was published in the and , 2020 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 16, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

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. 4403"

READ A FIRST TIME THIS DAY OF 2020

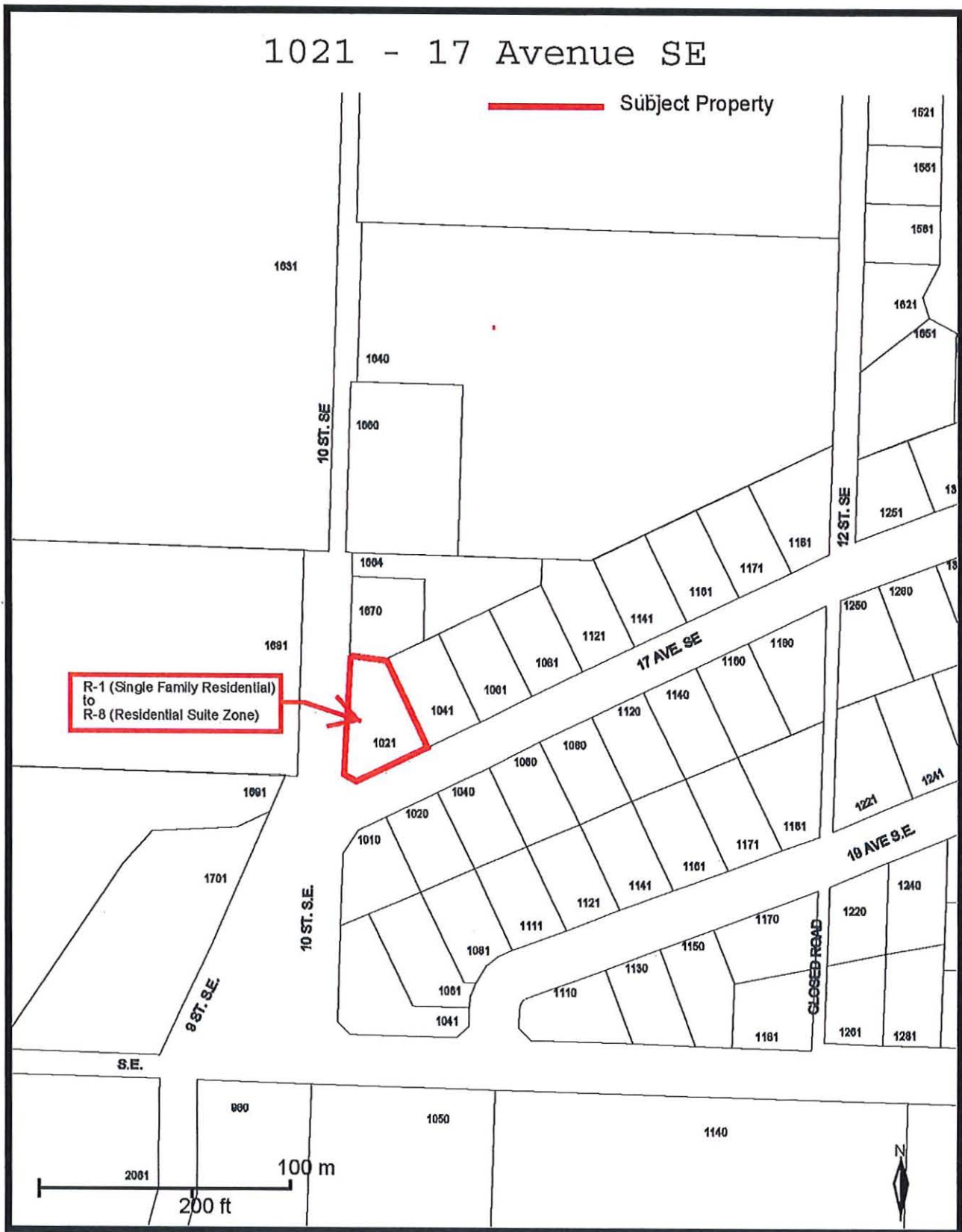
READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



Item 26.

CITY OF SALMON ARM

Date: September 14, 2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of September 14, 2020, be adjourned.

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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