

AGENDA

Regular Council Meeting

Monday, February 11, 2019

1:30 p.m.

Room 100, City Hall

[Public Session Begins at 2:30 p.m.]
Council Chamber of City Hall

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
3 - 16	5.	CONFIRMATION OF MINUTES
	1.	Regular Council Meeting Minutes of January 28, 2019
17 - 22	6.	COMMITTEE REPORTS
	1.	Development and Planning Services Committee Meeting Minutes of February 4, 2019
23 - 26	2.	Social Impact Advisory Committee Meeting Minutes of January 18, 2019
27 - 30	3.	Cultural Master Plan Task Force Meeting Minutes of January 11, 2019
	7.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
31 - 32	8.	STAFF REPORTS
33 - 42	1.	Chief Financial Officer - Court of Revision 2019
	2.	Director of Development Services - City of Salmon Arm Community Heritage Register; 450 and 500 2 Avenue NE
43 - 46	3.	Director of Engineering and Public Works - Purchase Recommendation for Replacement of Unit #74 - Regular Cab 4x4 Complete with Hook Lift and Attachments
47 - 50	4.	Director of Engineering and Public Works - Purchase Recommendation for Replacement of Unit #46 - Parks 1 - Ton 4x4 Truck with Dump Box and Telescoping Crane
51 - 54	5.	Director of Engineering and Public Works - Project Award - Water System SCADA PLC 2019 Upgrades
55 - 56	6.	Director of Corporate Services - Appointment of Animal Control Officer

9. **INTRODUCTION OF BYLAWS**
 - 57 – 62 1. City of Salmon Arm Municipal Ticket Information Utilization Amendment Bylaw No. 4304 (Pound and Animal Control) - First, Second and Third Readings
 - 63 – 66 2. City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 (Pound and Animal Control) - First, Second and Third Readings (*See item 9.1 for Staff Report*)
 - 67 – 106 3. City of Salmon Arm Zoning Amendment Bylaw No. 4306 [ZON-1136; Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19] - First and Second Readings
 - 107 – 122 4. City of Salmon Arm Zoning Amendment Bylaw No. 4307 [ZON-1138; Simpson, M.; 2150 21 Street NE; R-1 to R-8] - First and Second Readings
 - 123 – 134 5. City of Salmon Arm Zoning Amendment Bylaw No. 4308 [ZON-1139; Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1] - First and Second Readings
 - 135 – 158 6. City of Salmon Arm Zoning Amendment Bylaw No. 4309 [ZON-1140; Tarnow, T. & K. /Canoe Beach Properties Ltd/0753219 BC Ltd.; 4400 & 4600 Canoe Beach Drive NE; R-4 to R-6] - First and Second Readings
 - 159 – 162 7. City of Salmon Arm Zoning Amendment Bylaw No. 4310 [Text Amendment] - First and Second Readings (*See item 9.6 for Staff Report*)
10. **RECONSIDERATION OF BYLAWS**
 - 163 – 168 1. City of Salmon Arm Fee for Service Amendment Bylaw (Water Meter Rates) No. 4305 - Final Reading
 - 169 – 182 2. City of Salmon Arm Zoning Amendment Bylaw No. 4300 [ZON-1135; Stacer, J.; 661 – 21 Street NE; R-4 to R-8] - Final Reading
11. **CORRESPONDENCE**
 - 183 – 184 1. Informational Correspondence
12. **NEW BUSINESS**
13. **PRESENTATIONS/DELEGATIONS**
 - 185 – 188 1. Presentation 4:00 – 4:15 p.m. (approximately)
Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - October - December 2018
 - 189 – 204 2. Presentation 4:15 – 4:30 p.m. (approximately)
Phil McIntyre-Paul - Shuswap Trail Alliance Update
14. **COUNCIL STATEMENTS**
15. **SALMON ARM SECONDARY YOUTH COUNCIL**
16. **NOTICE OF MOTION**

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
18. OTHER BUSINESS
19. QUESTION AND ANSWER PERIOD
- 205 - 206 20. ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

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

Vote Record

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

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

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Item 5.1

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of January 28, 2019, 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 in Room 100 and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, January 28, 2019.

PRESENT:

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

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

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0070-2019 Moved: Councillor Flynn
 Seconded: Councillor Lindgren
 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 1:47 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Deletion of item 13.2 Presentation by Dan McQuarrie – Building an all inclusive community

Addition under item 21.2, M. Gilman, Vice President, Development and Western Portfolio, Smart Centres – letter dated January 25, 2019 – BC Liquor Distribution Branch (BCLDB) BC Cannabis Retail Store Application 2991 10 Avenue SE, Salmon Arm, BC

Addition under item 21.2, A. Finch, E. Penner and H. Anderson, Acuity Advisors LLP – letter dated January 24, 2019 – BCLDB Operated Cannabis Retail Store

4. DISCLOSURE OF INTEREST

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 14, 2019

0071-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of January 14, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of January 21, 2019

0072-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Special Council Meeting Minutes of January 21, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of January 21, 2019

0073-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of January 21, 2019 be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of January 15, 2019

0074-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Downtown Parking Commission Meeting Minutes of January 15, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Environmental Advisory Committee Meeting Minutes of January 10, 2019

0075-2019

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Environmental Advisory Committee Meeting Minutes of January 10, 2019, be received as information.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS – continued

4. Shuswap Regional (Salmon Arm) Airport Commission Meeting Minutes of January 22, 2019

0076-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Shuswap Regional (Salmon Arm) Airport Commission Meeting Minutes of January 22, 2019, be received as information.

CARRIED UNANIMOUSLY

7. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – January, 2019

Received for information.

8. STAFF REPORTS

1. Director of Engineering & Public Works – Downtown Parking Commission Member Appointments

0077-2019

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council appoint the following four (4) representatives “Cathy Ingerbrigton, Vic Hamilton, Regan Ready, and Bill Laird” to serve on the Downtown Parking Commission for the two (2) year term from February 27, 2019 to February 27, 2021.

CARRIED UNANIMOUSLY

2. Director of Engineering and Public Works – BC Air Access Program 2019

0078-2019

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council authorize submission of a grant application under the British Columbia Air Access Program (BCAAP), for the Shuswap Regional Airport Runway 14-32 Paving Project, estimated cost \$1,500,000.00 plus taxes;

AND THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to include the Shuswap Regional Airport Runway Paving Project for \$1,500,000.00 funded from the BC Air Access Program (\$1,125,000.00), the Airport Taxiway Runway Reserve (\$300,000.00) and the Airport Fuel System Reserve (\$75,000.00).

CARRIED UNANIMOUSLY

8. STAFF REPORTS - continued**3. Director of Engineering and Public Works - Award for Engineering Services (Phase 2.3B) Ross Street Underpass Detailed (100%) Design**

0079-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Engineering Services Contract for Phase 2.3B of the Ross Street Underpass Detailed Design be awarded to RF Binnie & Associates Ltd. for \$79,100.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the additional Engineering Services relative to Project No. ENG2019-36 to authorize the sole sourcing of same to RF Binnie & Associates Ltd.

CARRIED UNANIMOUSLY**4. Director of Corporate Services - Execution of Licence to Use Agreement between Shuswap Recreation Society and Salmon Arm Sports Inc.**

0080-2019

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Mayor and Corporate Office be authorized to execute the Licence to Use Agreement between the Shuswap Recreation Society and Salmon Arm Sports Inc. for a five (5) year term ending December 14, 2023.

CARRIED UNANIMOUSLY**5. Director of Corporate Services - Animal Control Services Contract Award & Pound Services Agreement**

0081-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council award the Animal Control Services Contract to Commissionaires for a three (3) year term from February 4, 2019 to February 3, 2022 for \$37,328.96 (plus applicable taxes) per year plus annual increases equal to the greater of 2.5% or CPI;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Pound Services Agreement with the City of Enderby for \$1,500.00 per year plus applicable sustenance fees for impounded dogs.

CARRIED UNANIMOUSLY**9. INTRODUCTION OF BYLAWS****1. City of Salmon Arm Fee for Service Amendment Bylaw (Water Meter Rates) No. 4305 - First, Second and Third Readings**

0082-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4305 be read a first, second and third time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS**1. City of Salmon Arm 2019 Revenue Anticipation Bylaw No. 4301 – Final Reading**

0083-2019

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm 2019 Revenue Anticipation Bylaw No. 4301 be read a final time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE**1. Informational Correspondence****7. M. Reiger, Co-Chair, Shuswap Immigrant Services Society – letter dated January 22, 2019 – Multicultural Festival**

0084-2019

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: Council authorize the use of the Ross Street Plaza and the closure of Hudson Street between Alexander Street and Ross Street, from 3:00 p.m. to 9:00 p.m., for the Multicultural Festival on June 27, 2019, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

2. 2019 Federation of Canadian Municipalities Convention

0085-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council authorize Councillors Lindgren and Wallace Richmond to attend the 2019 Federation of Canadian Municipalities (FCM) Convention in Quebec City, QC from May 30 – June 2, 2019.

CARRIED UNANIMOUSLY

12. NEW BUSINESS**14. COUNCIL STATEMENTS****1. Councillor Lavery – Southern Interior Local Government Association**

Councillor Lavery provided an overview of the Southern Interior Local Government Association and the upcoming SILGA convention.

15. SALMON ARM SECONDARY YOUTH COUNCIL**16. NOTICE OF MOTION**

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

1. Thompson Rivers University – Fraser Watershed Restoration Conference April 24-25, 2019 Deferred from the January 14, 2019 Regular Council Meeting

0055-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council authorize one (1) Councillor to attend the Fraser Watershed Restoration Conference from April 24 - 25, 2019 at the Thompson Rivers University in Kamloops, B.C.

CARRIED UNANIMOUSLY

Council agreed that Councillor Lindgren would attend the Fraser Watershed Restoration Conference in Kamloops, BC.

2. Chief Administrative Officer – Feasibility of installing green technology on a City owned facility

0086-2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council direct staff to engage a consultant and/or solar provider to evaluate the solar electricity potential for the following existing City buildings and/or properties:

- Salmon Arm Arts Centre (70 Hudson Avenue NE);
- City Hall (500 2 Avenue NE);
- Fire Hall #3 (141 Ross Street NE);

AND THAT: the intent of the feasibility assessment be to make recommendations and provide a cost estimate for the design and installation of a potentially grid fed solar photovoltaic (PV) system, including structural assessment, the capital cost and projected annual operating and maintenance costs;

AND THAT: the project be funded to a maximum of \$5,000.00 from the Climate Action Reserve;

AND THAT: the 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to reflect a solar feasibility assessment in the amount of \$5,000.00 funded from the Climate Action Reserve.

CARRIED UNANIMOUSLY

3. Director of Engineering & Public Works – TCH Corridor Safety Improvements – Implementation

0087-2019

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: Council approve Phase I and Phase II of the Trans-Canada Corridor Safety Improvements as recommended in the Trans-Canada Highway Corridor Safety Study (2013) as prepared by ISL Engineering Ltd.;

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS - continued**3. Director of Engineering & Public Works - TCH Corridor Safety Improvements - Implementation - continued**

AND THAT: the City enter into Letters of Agreement with both the Ministry of Transportation and Infrastructure and Insurance Corporation of British Columbia for the cost sharing of said improvements;

AND THAT: the Ministry of Transportation provide a written agreement that gateway signage and speed reader signs be permitted to be installed to the east and west of the downtown core as a condition of proceeding with the project;

AND THAT: the City and the Ministry of Transportation and Infrastructure review the installation of a red light camera at the intersection of Alexander Street NE and the Trans Canada Highway one year after the Phase I and Phase II improvements have been completed.

CARRIED
Councillor Eliason Opposed

13. PRESENTATIONS**1. Tracey Kutschker, Director/Curator, Salmon Arm Arts Centre - Shuswap District Arts Council - 2018 Report to City Council**

Tracey Kutschker, Director/Curator, Salmon Arm Arts Centre provided a year end review of the Salmon Arm Arts Centre activities. She was available to answer questions from Council.

18. OTHER BUSINESS**1. Shuswap Watershed Council - Alternate Appointment**

0088-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council appoint Mayor Harrison as the alternate representative for the Shuswap Watershed Council.

CARRIED UNANIMOUSLY

19. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:23 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

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

20. DISCLOSURE OF INTEREST**3. REVIEW OF AGENDA - continued**

Addition under item 21.2, G. Kylo, MLA, Shuswap – letter dated January 28, 2019 – Concerns regarding Government cannabis stores

Addition under item 21.2, The Greenery Cannabis Boutique Ltd. – letter dated January 28, 2019 – BCLDB Cannabis Store Application

21. HEARINGS

1. Temporary Use Permit Application No. TUP-15 [Salmon Arm Folk Music Society/847774 BC Ltd./Dedood, I./Thompson, J; 550 – 10 Avenue SW, 690 – 10 Avenue SW and 1300 – 10 Street SE; Temporary Camping for Roots and Blues Festival]

0089-2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Temporary Use Permit No. TUP-15 Amendment be approved for:

- 1) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 (550 – 10 Avenue SW);
- 2) Parcel B (Plan B5839) of the NW ¼, Section 11, Township 20, Range 10, W6M, KDYD (690 – 10 Avenue SW); and
- 3) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 4279 except Parcel A on Plan B7061, Plans 29487 and 42166 (1300 – 10 Street SW);

AND THAT: TUP-15 permit the temporary use of campgrounds as shown in Appendix 2 of the Staff Report dated January 10, 2019 and in accordance with the amended terms and conditions:

- 1) TUP-15 is valid for a two week period during the month of August for the years 2018, 2019 and 2020, with camping limited to a maximum seven day time period during the Roots and Blues Festival; and

21. HEARINGS – continued

1. Temporary Use Permit Application No. TUP-15 [Salmon Arm Folk Music Society/847774 BC Ltd./Dedood, I./Thompson, J; 550 - 10 Avenue SW, 690 - 10 Avenue SW and 1300 - 10 Street SE; Temporary Camping for Roots and Blues Festival] – continued

- 2) TUP-15 camping area is expanded on Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 4279 except Parcel A on Plan B7061, Plans 29487 and 42166 (1300 - 10 Street SW) as shown in Appendix 2 of the Staff Report dated January 10, 2019.

The Director of Development Services explained the proposed Temporary Use Permit.

Submissions were called for at this time.

D. Gonella, on behalf of Roots and Blues, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:07 p.m. and the motion was:

CARRIED UNANIMOUSLY

2. Provincial Cannabis Retail Store Application [Her Majesty Queen in Right of the Province of British Columbia; 2991 - 10 Avenue (TCH) SW; CRS-7]

0090-2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council approve application CRS-7;

AND THAT: Council consider its Resolution with respect to the following:

1. City Zoning Bylaw No. 2303 and City Policy No. 3.20;
2. Public notification followed by the holding of a Hearing at the Regular Council Meeting of January 28, 2019; and
3. The impact of the application on the community.

The Director of Development Services explained the proposed Provincial Cannabis Retail Store Licence Referral.

Submissions were called for at this time.

K. Lore, on behalf of the BC Liquor Distribution Branch, outlined the application and was available to answer questions from Council.

J. Young, City of Salmon Arm Resident and Small Business Agent, spoke against the application and outlined concerns surrounding competition with private enterprise.

J. Young, on behalf of G. Erickson, summarized the letter dated January 23, 2019.

21. HEARINGS - continued**2. Provincial Cannabis Retail Store Application [Her Majesty Queen in Right of the Province of British Columbia; 2991 - 10 Avenue (TCH) SW; CRS-7] - continued**

The letters from G. Erickson, S. Dhaliwal and M. Pugh, J. Young, Smart Centres, Acuity Advisors LLP, MLA Shuswap and The Greenery Cannabis Boutique Ltd. were received for information.

K. Lore, on behalf of the BC Liquor Distribution Branch, answered questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:33 p.m. and the motion was:

CARRIED UNANIMOUSLY

3 Development Variance Permit Application No. VP-492 [Stacer, J., 661 - 21 Street NE; Parcel Width Variance]

0091-2019

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP-492 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79770 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 13.10.1 Minimum Parcel Width – decrease the minimum parcel width from 14.0 m (45.9 ft) to 13.7 m (44.9 ft) for proposed Lots 1 and 2 as shown on Appendix 5 of the staff report dated December 20, 2018.

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

Submissions were called for at this time.

J. Stacer, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 8:00 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. STATUTORY PUBLIC HEARING**1. Zoning Amendment Application ZON-1135; Stacer, J.; 661 - 21 Street NE; R-4 to R-8**

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

Submissions were called for at this time.

J. Stacer, the applicant, was available to answer questions from Council.

22. STATUTORY PUBLIC HEARING – continued

1. Zoning Amendment Application ZON-1135; Stacer, J.; 661 – 21 Street NE; R-4 to R-8 – continued

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4300 was declared closed at 8:05 p.m.

2. Zoning Amendment Application ZON-1137; Arsenault, A. & Beaulieu, S.; 4080 – 20 Street NE; R-7 to R-8

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

Submissions were called for at this time.

A. Arsenault, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4299 was declared closed at 8:07 p.m.

23. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4300 [ZON-1135; Stacer, J.; 661 – 21 Street NE; R-4 to R-8] – Third Reading

0092-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw cited City of Salmon Arm Zoning Amendment Bylaw No. 4300 be read a third time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4299 [ZON-1137; Arsenault, A. & Beaulieu, S.; 4080 – 20 Street NE; R-7 to R-8] – Third and Final Readings

0093-2019

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw cited City of Salmon Arm Zoning Amendment Bylaw No. 4299 be read a third and final time.

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

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

25. ADJOURNMENT

0094-2019

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: the Regular Council Meeting of January 28, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:10 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of 2019.

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Item 6.1

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of February 4, 2019 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 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, February 4, 2019.**

PRESENT:

Deputy Mayor C. Eliason
Councillor S. Lindgren
Councillor L. Wallace Richmond
Councillor T. Lavery

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

ABSENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor K. Flynn

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. REPORTS

- 1. Zoning Amendment Application No. ZON-1136 [Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19]**

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 (Single Family Residential Zone) to CD-19;

AND THAT: final reading of the rezoning bylaw be withheld pending receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the fencing and landscaping proposed for buffering.

4. **REPORTS – continued**

1. **Zoning Amendment Application No. ZON-1136 [Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19] – continued**

A. Waters, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. **Zoning Amendment Application No. ZON-1138 [Simpson, M. ; 2150 21 Street NE; R-1 to R-8]**

Moved: Councillor Lavery

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 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 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 meets Zoning Bylaw and BC Building Code requirements.

M. Simpson, the owner, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. **Zoning Amendment Application No. ZON-1139 [Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1]**

Moved: Councillor Lindgren

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 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone) and R-1 (Single Family Residential Zone) as shown in Schedule A of the staff report dated January 25, 2019.

S. Green, the owner, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

4. REPORTS – continued

4. Zoning Amendment Application No. ZON-1140 [Tarnow, T. & K./Canoe Beach Properties Ltd/0753219 BC Ltd.; 4400 & 4600 Canoe Beach Drive NE; R-4 to R-6]

Moved: Councillor Lavery

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 Lots 1 & 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 from R-4 (Medium Density Residential Zone) to R-6 (Mobile Home Park Zone);

AND THAT: final reading of the bylaw be withheld subject to the following:

Registration of a Section 219 Land Title Act covenant that would secure a 20 m wide road reserve connecting 45 Street NE to Canoe Beach Drive and the land needed for road widening along Canoe Beach Drive to an ultimate width of 20 m, with the two road alignments to match plan EPP5948 prepared by Browne Johnson Land Surveyors (File No. 306-09).

AND FURTHER THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Section 11 (R-6 Mobile Home Park Zone) of Zoning Bylaw No. 2303 as follows:

Section 11.5 Minimum Parcel Area – Add the following subsection and renumber accordingly:

- .2 Notwithstanding, the minimum *parcel area* for a *mobile home park* may be reduced to an area not less than 1.0 hectare (2.47 acres) when land dedication is provided for road widening or when a road reserve covenant is secured by the *municipality* for road widening.

Section 11.7 Maximum Density – Add the following Subsection:

- .1 Notwithstanding, the maximum *density* may be increased higher than 17 *dwelling units* per hectare (6.8 dwelling units per acre) to limit not exceeding the maximum *density* policies of the *Official Community Plan*.

K. Tarnow, the applicant, outlined the application and was available to answer questions from the Committee.

T. Tarnow, the applicant, answered questions from the Committee.

4. REPORTS - continued**4. Zoning Amendment Application No. ZON-1140 [Tarnow, T. & K/Canoe Beach Properties Ltd/0753219 BC Ltd.; 4400 & 4600 Canoe Beach Drive NE; R-4 to R-6] - continued****Amendment:**

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Public Hearings and consideration of third readings be withheld subject to the following:

- 1) Submission of a detailed landscaping plan for the development; and
- 2) Completion of the City staff report for variance application No. DVP-491.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

5. City of Salmon Arm Community Heritage Register - 450 and 500 2 Avenue NE

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Council approve the inclusion of 450 & 500 - 2 Avenue NE and the corresponding Statement of Significance, attached as Appendix 2 to the staff report dated January 14, 2019, in the City of Salmon Arm Community Heritage Register.

CARRIED UNANIMOUSLY

Councillor Lindgren left the meeting at 9:19 and was present when the meeting reconvened.

The Meeting recessed at 9:19 a.m. and reconvened at 9:22 a.m.

5. PRESENTATIONS**1. Director of Engineering & Public Works - City of Salmon Arm Ice & Snow Control Program**

The Director of Engineering & Public Works provided an overview of the Ice and Snow Control Removal Program in the City of Salmon Arm.

6. FOR INFORMATION**7. IN CAMERA**

8. LATE ITEMS

9. ADJOURNMENT

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of February 4, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:46 a.m.

Minutes received as information by Council
at their Regular Meeting of , 2019.

Deputy Mayor Chad Eliason
Chair

Item 6.2

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of January 18, 2019, be received as information.

Vote Record

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

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

CITY OF SALMON ARM

Minutes of the **Social Impact Advisory Committee** meeting held in Room 101 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Friday, January 18, 2019**, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
June Stewart	Shuswap Children's Association
Gudrun Malmqvist	Shuswap Settlement Services
Neil Green	Interior Health Association- Mental Health
Patricia Thurston	Shuswap Family Resource and Referral Centre
Karen Hansen	Shuswap Association for Community Living (SACL)
Kristy Woodcock	Okanagan Regional Library
Colleen Making	Shuswap Area Family Emergency (SAFE) Society
Kim Sinclair	Aspiral Youth Partners
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Susan Cawsey	Okanagan College
Dawn Dunlop	Canadian Mental Health Association (CMHA)

The meeting was called to order at 8:00 a.m.

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

Item 6.b - Child Care Study
Item 6.c - Housing
Item 6.d - Aspiral Youth Partners update

Moved: Gudrun Malmqvist

Seconded: Kim Sinclair

THAT: the Social Impact Advisory Committee Meeting Agenda of January 18, 2019, be approved with additions.

CARRIED UNANIMOUSLY

4. Approval of Minutes of July 10, 2018 Social Impact Advisory Committee Meeting

Moved: Patricia Thurston

Seconded: Neil Green

THAT: the minutes of the Social Impact Advisory Committee Meeting of July 10, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business/Arising from minutes

- a) **Street Solicitation Prevention Bylaw** – Councillor Wallace Richmond outlined the status of the City's proposed Street Solicitation Prevention Bylaw. An overview was provided of Council's meeting at UBCM with the Minister of Social Development and Poverty Reduction regarding the City's need for an Outreach worker and other community services.

6. New Business

- a) **Transit passes** – Councillor Wallace Richmond provided an update on Council's adoption of a Resolution to fund transit passes for the Algoni Moussa family. Colleen Making will look into the criteria for Provincial funding available to support transit needs.
- b) **Child Care Study** – June Stewart provided an overview of the Community Child Care Planning Program grant application that will be submitted by the City. This grant will assist in obtaining a study that will help to identify child care needs in the community.
- c) **Physical Literacy** – Councillor Wallace Richmond discussed Council's resolution to provide a letter of support for the Shuswap Physical Literacy for Communities Committee in its quest to improve physical literacy in our region.
- d) **Aspiral Youth Partners update** – Kim Sinclair provided an update on the new location of Aspiral Youth Partners and the transition from the Downtown Activity Centre Location to the new location. All programs offered by Aspiral Youth Partners remain in place as well as programs offered by the tenants remaining at the Downtown Activity Centre.

7. Other Business &/or Roundtable Updates

- a) Review of letter to BC Housing dated August 15, 2018 from Mayor Cooper.

8. **Next meeting** – February 15, 2019

9. **Adjournment**

Moved: Kim Sinclair

Seconded: Patricia Thurston

THAT: the Social Impact Advisory Committee Meeting of January 18, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:54 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of _____, 2019.

Item 6.3

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Cultural Master Plan Task Force Meeting Minutes of January 11, 2019, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Cultural Master Plan Task Force** meeting held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Friday, January 11, 2019**, at 9:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond
Tracey Kutschker
Peter Budda
Doug Leatherdale
Jodie Pruden
Lana Fitt

Councillor, City of Salmon Arm, Chair
Shuswap District Arts Council (left the meeting at 10:13 a.m.)
Shuswap Society for the Arts and Culture
Citizen at Large (entered the meeting at 9:50 a.m.)
Alternate Citizen at Large
Salmon Arm Economic Development Society (left the meeting at 10:12 a.m.)

ABSENT:

The meeting was called to order at 9:03 a.m.

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

Moved: Tracey Kutschker

Seconded: Peter Budda

THAT: the Cultural Master Plan Task Force Meeting Agenda of January 11, 2019, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes**

No Minutes from the last Meeting.

5. Old Business

1) Cultural Master Plan Development – next steps

The process for engaging a consultant was discussed and it was determined that the overall goal will need to be identified prior to the drafting and preparation of an RFP. The amount established in the Cultural Master Plan Reserve is approximately \$20,000.00 and will not be sufficient to retain a consultant to determine all aspects of a Cultural Master Plan that would include not only a Cultural Plan but a Community Plan. The RFP will need to detail all expectations and will be crafted by the Task Force with input from City staff.

Tracey Kutschker would like to see a Cultural Master Plan that would ultimately include policies and cultural mapping, strategies for public spaces to assist with social issues within the City such as homelessness and drug use.

Peter Budda said that a definitive time line will need to be established for the Cultural Master Plan and stressed the importance of determining need and the use of valuable local volunteers. He will ask the Board of the Shuswap Society for Arts and Culture for approval to use its recent RFP for reference by the Task Force.

Jodie Pruden stated that the Cultural Master Plan would need to involve the public and private sectors, risk analysis and recommendations of organizations to assist with strategic planning and identification of sustainable interests in the community.

Councillor Wallace Richmond identified the school district and tourism sector as an important groups to involve in the process and will consult with City staff and Council as to recommendations from the Task Force and the involvement in staff in implementing and maintaining a Cultural Master Plan. Councillor Wallace Richmond provided a review of the open house.

Lana Fitt discussed setting a timeline for a multi-year phased Cultural Master Plan with the first phase being dictated by the budget and could consist of asset inventory, gap analysis and cultural mapping with recommendations based on this. The Economic Development Society has data that could be used by a consultant to assist in making recommendations. A long term plan (1 – 4 years) could be presented to Council as well as other community groups to assist in raising funds for additional phases.

Doug Leatherdale indicated that Rotary and other local groups may be interested in funding a multi-year phased plan if a defined project, goal and time line is contained within the plan.

Councillor Wallace Richmond advised that a goal for the next meeting will be to identify objectives and to determine the value with the budgeted funds after consultation with Council and staff.

6. New Business

1) Results of Branding Process

Lana Fitt briefly discussed the results of the branding process and provided the Task Force with stickers with the new Salmon Arm word mark.

7. Other Business &/or Roundtable Updates

8. Next meeting - TBD

Moved: Jodie Pruden

Seconded: Peter Budda

THAT: the Cultural Master Plan Task Force Meeting of January 11, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:20 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of 2019.

Item 8.1

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main extension Parcel Tax Roll Review Panel;

AND THAT: the Court of Revision for the Water and Sewer Frontage, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 11, 2019 at 7:00 p.m.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Date: February 4, 2019
To: Mayor Harrison and Members of Council
From: The Chief Financial Officer
Subject: Court of Revision

Recommendation

That Council be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll Review Panel.

And that the Court of Revision for the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 11, 2019 at 7:00 p.m.

Background

In accordance with Section 204 of the Community Charter, the Tax Roll Review Panel must consider any complaints respecting the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll and must authenticate the rolls in accordance with this Division.

For the purposes of this Division, the Council must:

- a) appoint at least three persons as the members of the Parcel Tax Roll Review Panel;
- b) establish the time and place for the sitting of the panel, and;
- c) have advance notice of the time and place published in accordance with Section 94 of the Community Charter (public notice).

Pursuant to Section 205(1) of the Community Charter, a person may make a complaint to the Parcel Tax Roll Review Panel on one or more of the following grounds:

- a) there is an error or omission respecting a name or address on the parcel tax roll;
- b) there is an error or omission respecting the inclusion of a parcel;
- c) there is an error or omission respecting the taxable area or the taxable frontage of a parcel;
- d) an exemption has been improperly allowed or disallowed.

Pursuant to Section 205 (2) of the Community Charter, a complaint must not be heard by the Parcel Tax Roll Review Panel unless written notice of the complaint has been given to the municipality at least 48 hours before the time set for the first sitting of the review panel. The Parcel Tax Roll Review Panel may direct the correction of the parcel tax roll respecting any matter referred to under Section 205(1).

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

Item 8.2

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council approve the inclusion of 450 & 500 - 2 Avenue NE and the corresponding Statement of Significance, attached as Appendix 2 to the Staff Report dated January 14, 2019, in the City of Salmon Arm Community Heritage Register.

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

FROM: Development Services Department

DATE: January 14, 2019

SUBJECT: City of Salmon Arm Community Heritage Register
Proposed Inclusion of Lots 1 and 2, Plan KAP76376, Sec. 14, Tp. 20, R.10, W6M, KDYD
450 and 500 - 2 Avenue NE
Owner: City of Salmon Arm

Motion for Consideration

THAT: Council approve the inclusion of 450 & 500 - 2 Avenue NE and the corresponding Statement of Significance, attached as Appendix 2 to this report, in the City of Salmon Arm Community Heritage Register.

Staff Recommendation

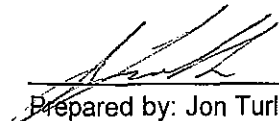
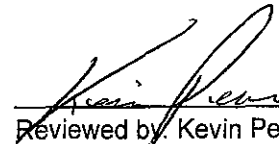
THAT: The Motion for Consideration be adopted.

The Community Heritage Commission, with assistance from the Salmon Arm Museum, has completed a review of the City Hall/Fletcher Park properties and concluded that in light of their historical significance to the community, they should be considered for inclusion in the City's Community Heritage Register.

As outlined in the attached Statement of Significance, a number of important community buildings have been located on this site and it has been a significant gathering place for the community for over 100 years.

Both properties are owned by the City and although the Heritage Commission can recommend sites for inclusion in the Register, the authority to add the properties rests with City Council.

Staff support the proposal. Inclusion on the Register will recognize the historical significance of this site and under the provisions of City of Salmon Arm Community Heritage Register Procedure Bylaw No. 3873, it will not impact any future landscaping and/or park improvements as all development proposals that do not involve demolition or moving of a building are permitted. A copy of Bylaw No. 3873 is attached as Appendix 3.


Prepared by: Jon Turlock
Planning & Development Officer
Reviewed by: Kevin Pearson MCIP
Director of Development Services

Appendices

1. Ortho photo
2. Statement of Significance
3. Bylaw No. 3873



Subject Properties

50

Central School
450 & 500 - 2 Avenue NE
Salmon Arm, B.C.
Circa 1908

Description

These two properties covering 1.35 hectares were formerly occupied by Central School and presently occupied by Salmon Arm City Hall, Law Courts and Fletcher Park and are located at the corner of 6 Street NE and 2 Avenue NE.

Values

This property is significant for its historical, aesthetic and social values.

This site has historical significance because it has been a community gathering place for over 100 years. Built in 1908, the original school burned to the ground on a cold winter day in January 1917. There was no loss of life and classes resumed in several temporary locations until Central School was built in 1919. The building functioned as a school until 1950. Then in 1952 the District of Salmon Arm and later the Okanagan Union Library moved in. The library relocated in 1970 and the building remained as the District (City) Hall until 2006 when the present City Hall and Law Courts were completed.

Prior to 1915, outdoor hockey was played on the grounds until the first arena was built elsewhere. In the summer, it was used for softball and lawn bowling, and included a children's playground.

The Kinsmen Club of Salmon Arm began building a wading pool on the SW corner of the site, completing it in 1952. Five years later a swimming pool was added thanks to a generous bequest from Fred Fletcher. In 1985 the pool was permanently drained and filled with earth.

A health clinic, also occupied by the Salmon Arm Senior Citizens' Association, was built on the SE corner and demolished in 2005. In the 1960s, the RCMP Detachment was built on the NE corner and occupied until 1999. A skateboard park operated on the site from 1997 to 2007 when the present playground and spray park were built.

The site continues to be a gathering place for significant events such as the July 1st Children's Festival, the 2010 Olympic Torch Ceremony, the Rick Hansen 25th Anniversary Relay, and Salmon Arm's first celebration of National Indigenous Peoples Day.

The site has social value through its ongoing community use for over 100 years as a school, municipal hall, recreational hub, and now a City Hall, Law Courts, children's playground and spray park.

Completed in 2006, the City Hall and Law Courts are important aesthetically as a twenty-first century design including exposed structural concrete elements combined with a heavy-timber framed roof structure, and glass curtain walls. The repeated concrete columns of the front facade are a modern interpretation of the traditional classical colonnade common in civic buildings of the past.



City of Salmon Arm Photo

City Hall and Law Courts 2018



Salmon Arm Museum Photo

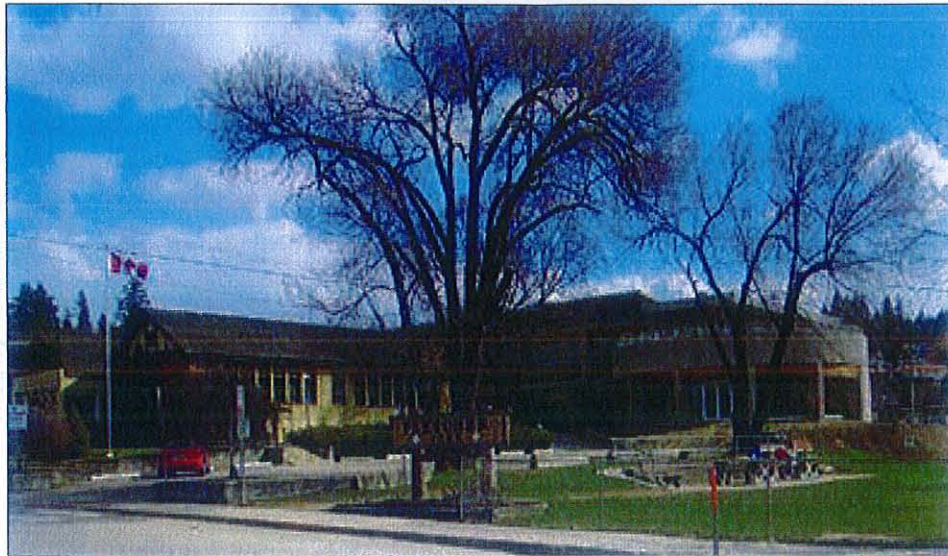
Circa 1940 Legion Parade with school in background

Character Defining Elements**Site:**

- Site encompasses the City Hall, Law Courts and Fletcher playground with spray park
- Located in the central part of downtown adjacent to the downtown Fire Hall and between the Trans- Canada Highway and Okanagan Avenue

Buildings:

- Two-storey modern exposed structural concrete elements combined with heavy-timber framed roof structure with glass curtain walls
- Water feature with gardens and trees



City of Salmon Arm Photo

Old and new City Halls 2005

CITY OF SALMON ARM

BYLAW NO. 3873

A bylaw to authorize the withholding of building permits in respect of property included in the City of Salmon Arm Community Heritage Register

WHEREAS the Council has established a Community Heritage Register identifying real property that is considered by the City of Salmon Arm to be heritage property;

AND WHEREAS Sections 960 of the *Local Government Act* and amendments thereto, empower the Council to enact a bylaw to authorize the officers or employees of the local government who issue approvals to withhold the issuance of any approval in certain circumstances relating to real property in a community heritage register;

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

DEFINITIONS

1. In this bylaw, unless the context otherwise requires:

"applicant" means a person or persons registered in the Land Title Office as the owner of land or a person duly authorized by the owner to request a building permit;

"Community Heritage Register" means the City of Salmon Arm Community Heritage Register established by resolution of the Council under Section 954 of the *Local Government Act*;

"Council" means the duly elected Council of the City of Salmon Arm; and

"Officer" means the City of Salmon Arm Director of Development Services, Manager of Permits and Licensing, or appointed designates thereof.

PROCEDURE

2. An Officer must withhold the issuance of a building permit that would, in the Officer's opinion, authorize an action that would result in:

- a) the demolition of; or

- b) the moving of;

a building or other structure in the Community Heritage Register.

3. If a building permit is withheld under Section 2, the matter must be referred to Council at its next regular meeting after the building permit is withheld.
4. An Officer must not withhold the issuance of a building permit under this bylaw that is reasonably required to mitigate a hazard to public safety, as determined by an Officer.
5. An Officer must provide written notification to the applicant indicating that:
 - a) a decision to withhold a building permit under this bylaw was made; and
 - b) the matter of the issuance of the building permit will be considered by Council at its next regular meeting after the communication of the notice, including the date, time and location of that meeting, and that the applicant will be given an opportunity to be heard by Council.
7. Unless an order for temporary protection is made by Council under Part 27 of the *Local Government Act*, nothing in Section 2 authorizes the withholding of a building permit to which an applicant would otherwise be entitled beyond the time of the meeting at which the matter is referred to Council under Section 3.

SEVERABILITY

8. If any part, section, sub-section or clause of this bylaw is, for any reason, 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.

ENACTMENT

9. 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.

EFFECTIVE DATE

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

March 28, 2011

CITATION

11. This bylaw may be cited as "City of Salmon Arm Community Heritage Register Procedure Bylaw No. 3873".

READ A FIRST TIME THIS	14TH	DAY OF	MARCH	2011
READ A SECOND TIME THIS	14TH	DAY OF	MARCH	2011
READ A THIRD TIME THIS	14TH	DAY OF	MARCH	2011
ADOPTED BY THE COUNCIL THIS	28TH	DAY OF	MARCH	2011

"M. BOOTSMA"
MAYOR

"C. BANNISTER"
CORPORATE OFFICER

March 28, 2011

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Item 8.3

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of the replacement Unit #74 with a Regular Cab 4x4 complete with Hook Lift & Attachments, from Metro Motors Ltd. for the quoted amount of \$111,500.00 applicable plus taxes.

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

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: February 4, 2019

SUBJECT: **Purchase Recommendation for Replacement of Unit # 74 – Regular Cab 4x4 Complete With Hook Lift & Attachments**

RECOMMENDATION:

THAT: Council approve the purchase of the replacement Unit #74 with a Regular Cab 4x4 complete with Hook Lift & Attachments, from Metro Motors Ltd. for the quoted amount of \$111,500.00 plus applicable taxes.

BACKGROUND:

The City of Salmon Arm Public Works utilized exiting Unit #74 as small material hauler with a dump box. We are replacing existing Unit #74 with a slightly larger unit complete with a 'hook lift' system. A hook lift system consists of a series of hydraulic rams to hook, lift and hoist containers, dump boxes, etc. on the and off the truck chassis.

Included in the quote from Metro Motors Ltd. is a 2019 Ford F-550 that meets all required specifications, a hook lift system, steel dump box and two (2) – 6 cubic yard containers. City parks department will utilize these containers to drop at various locations for operators to empty grass clippings, brush, etc. into which will vastly save travel time.

A Request for Quotation was advertised on BC Bid November 21, 2018 for the supply of a Regular Cab 4x4 Truck c/w Hook Lift and Attachments. Four (4) companies quoted, and were received on Thursday December 20, 2018, as follows:

Company	Model	Sub-Total	Tax	TOTAL
Metro Motors Ltd.	2019 Ford F-550	\$ 111,500.00	PST – \$7,805.00 GST – \$5,575.00	\$ 124,880.00
Falcon Equipment Ltd.	2019 Ford F-550	\$ 118,578.98	PST – \$8,300.53 GST – \$5,928.95	\$ 132,808.46
IRL International	2020 International CV Model	\$ 137,621.00	PST – \$9,633.47 GST – \$6,881.05	\$ 154,135.52
Jacobson Ford	DID NOT MEET SPECIFICATIONS			

Purchase Recommendation for Replacement of Unit # 74 – Regular Cab 4x4 Truck c/w Hook
Lift and Attachments
Page 2

Metro Ford Ltd. is based out of Port Coquitlam, British Columbia and is one of the largest dealers in Canada when it comes to municipal fleet trucks. Due to their large amount of stock moved, they receive high allocation from Ford.

The approved funding for this purchase is \$120,000.00 from the 2019 Machinery & Equipment Capital budget. We recommend that the purchase of Unit #74 Regular Cab 4x4 Truck c/w Hook Lift and Attachments replacement be awarded to Metro Motors Ltd. for the quoted amount of \$111,500.00 plus taxes.

Respectfully Submitted,



Rob Niewenhuizen
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, CFO

)

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CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the 2019 Budget contained in the 2019 - 2023 Financial Plan Bylaw be amended to reflect required funding for the award of Unit #46 - 1-Ton 4x4 Truck with Dump Box and Telescoping Crane in the addition amount of \$6,500.00 allocated from the Equipment Replacement Reserve Fund;

AND THAT: Council approve the purchase of Unit #46 - Parks 1-Ton Dump Box and Telescoping Crane, from Metro Motors Ltd. for the combined total amount of \$89,635.00 plus applicable taxes.

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

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: February 4, 2019

SUBJECT: **Purchase Recommendation for Replacement of Unit # 46 – Parks 1-Ton 4x4 Truck with Dump Box and Telescoping Crane**

RECOMMENDATION:

THAT: The 2019 Budget contained in the 2019 – 2023 Financial Plan Bylaw be amended to reflect additional funding for the award of Unit #46 – 1-Ton 4x4 Truck with Dump Box and Telescoping Crane in the amount of \$6,500.00 allocated from the Equipment Replacement Reserve Fund;

AND THAT: Council approve the purchase of the replacement Unit #46 - Parks 1-Ton 4x4 Truck, Dump Box and Telescoping Crane, from Metro Motors Ltd. for the combined total amount of \$89,635.00 plus applicable taxes.

BACKGROUND:

On May 9, 2018, Unit #46 – 2012 Chevy C3500 Silverado Flat deck was involved in an accident that created this piece of equipment unusable. Unit #46 has a large dump flat deck with a telescoping crane and is used by the Parks Department primarily to empty the deep in ground garbage's. Many more uses for the truck include relocation of planters and hauling materials. The temporary suspended use of this truck over the summer of 2018 had a significant impact on operation and maintenance accounts due to the fact that a backhoe and operator must be used at an additional \$77.50 per hour.

At the regular Council Meeting of September 24, 2018 council approved a budget amount of \$90,000 allocated from the Equipment Replacement Reserve. This amount was based on the actual costs in 2012 to purchase the truck and inflation.

A request for Quotation was advertised on BC Bid October 31, 2018 for the supply of a 1 Ton Regular Cab 4x4 Truck complete with Steel Dump Body and Telescoping Crane. One (1) company quoted, and was received on Thursday December 6, 2018. At this time, due to budget timelines and availability of cab & chassis, we were required to secure the cab & chassis. Finance issued approvals for the cab & chassis in the amount of \$42,330.00 plus applicable taxes. We are now recommending approval and a small budget amendment to purchase the dump box and telescoping crane.

Replacement of Unit # 46 – Parks 1-Ton 4x4 Truck with Dump Box and Telescoping Crane Page 2

The received bid on October 31, 2018 is as follows:


Company	Model	Sub-Total	Tax	TOTAL
Metro Motors Ltd	2019 Ford F-350	\$ 89,635.00	GST \$4,481.75 PST \$6,274.45	\$100,391.20

When quotes were received, City staff were surprised that only one quote had been submitted. We contacted the builder to assist us in understanding the lack of interest in the quote. It turns out there is currently a large shortage of chassis in Canada due to the increased supply needed in the USA. This is directly attributable to why many dealers cannot bid on trucks as they don't have any stock on hand, and they cannot guarantee delivery of new stock.

Metro Ford Ltd. is based out of Port Coquitlam, British Columbia and is one of the largest dealers in Canada when it comes to municipal fleet trucks. Due to their large amount of stock moved, they receive high allocation from Ford.

The approved funding for this purchase is \$90,000.00 from the 2019 Machinery & Equipment Capital budget. We recommend that additional funding in the amount of \$6,500.00 be allocated from the Equipment Reserve Fund, and the purchase of Unit #46 – 1-Ton 4x4 Truck with Dump Box and Telescoping Crane replacement be awarded to Metro Ford Ltd, for the 2019 Ford F-350 with dump box and telescoping crane in accordance with the quoted price of \$ 89,635.00 plus applicable taxes.

Respectfully Submitted,



Rob Niewenhuizen
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, CFO

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Item 8.5

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the Contract Works for Water System SCADA PLC 2019 Upgrades be awarded to Interior Instruments (a division of Corix) in accordance with the quoted total price of \$116,700.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the Water System SCADA PLC 2019 Upgrades to authorize the sole sourcing of same to Interior Instruments (a division of Corix).

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
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: February 04, 2019
SUBJECT: **PROJECT AWARD – WATER SYSTEM SCADA PLC 2019 UPGRADES**

STAFF RECOMMENDATION

THAT: The Contract Works for Water System SCADA PLC 2019 Upgrades be awarded to Interior Instruments (a division of Corix) in accordance with the quoted total price of \$116,700.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the Water System SCADA PLC 2019 Upgrades to authorize sole sourcing of same to Interior Instruments (a division of Corix).

BACKGROUND

The City's SCADA system is operating with outdated equipment and software which results in significant operational issues and difficulty finding replacement parts.

Interior Instruments is the main service provider for the current SCADA system and in 2013 they completed a study and provided recommendations for future Water System SCADA PLC Upgrades. The study provided a multi-year, phased upgrading plan which is slowly being implemented, but significantly behind schedule due to financial commitments.

In fall of 2018 City staff met with Interior Instruments to review the 2013 recommendations, update the phased upgrading plan and provide current cost estimates. The City did move forward with SCADA PLC upgrade works at the Canoe Pump House late in 2018, these upgrades are expected to be completed by March 2019.

The approved 2019 Budget of \$120,000 allowed for the completion of Water System SCADA PLC Upgrades at (3) three sites with (4) four major work components outlined as follows:

Water Treatment Plant - Main

- LCP200 PLC Upgrade to M580 Platform - \$24,500
- Design, Install, Programming and Commissioning - \$39,900

PROJECT AWARD – WATER SYSTEM SCADA PLC 2019 UPGRADES
Page 2

Water Treatment Plant - Hypo

- Hypo PLC Upgrade to Modicon Unity M1E Momentum controller - \$1,100
- Design, Install, Programming and Commissioning - \$7,000

Mcloed Reservoir

- PLC Upgrade to Modicon Unity M1E Momentum controller - \$9,800
- Design, Install, Programming and Commissioning - \$10,100

North Broadview Reservoir

- PLC Upgrade to M340 - \$9,700
- Design, Install, Programming and Commissioning - \$14,600

STAFF COMMENTS

Staff have reviewed the quotes and recommend award of the Water System SCADA PLC 2019 Upgrades to Interior Instruments with the quoted total price of \$116,700.00 plus taxes as applicable.

Interior Instruments have a good working relationship with the City and staff are confident they have the required knowledge and resources to complete these upgrades efficiently and effectively.

Interior Instruments have provided a project schedule that will see all works completed in 2019. In order to protect 2018 quoted prices, it is necessary to order all PLC components by mid February.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.6

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council appoint Robert Cline as Animal Control Officer effective February 11, 2019.

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: February 6, 2019

SUBJECT: Appointment of Animal Control Officer - Robert Cline

RECOMMENDATION:

THAT: Council appoint Robert Cline as Animal Control Officer effective February 11, 2019.

BACKGROUND:

Council recently awarded the City's Animal Control Contract to Commissionaires BC, and it is recommended that Robert Cline be appointed as Animal Control Officer, effective immediately.

Bob has Level 1 Bylaw Enforcement Officer certification and four (4) years of experience. He is working with City staff and local stakeholders to settle into his new role and will be actively educating the public and patrolling area parks and neighbourhoods as part of his regular duties.

Respectfully,



Erin Jackson
Director of Corporate Services

c.c. Kevin Pearson, Director of Development Services

Item 9.1

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Municipal Ticket information Utilization Amendment Bylaw No. 4304 be read a first, second and third time.

[Pound and Animal Control]

Vote Record

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

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

TO: His Worship Mayor Harrison and Council

DATE: January 24, 2019

SUBJECT: Ticket Information Utilization Amendment Bylaw No. 4304 & Fee for Service Amendment Bylaw No. 4303

RECOMMENDATION:

THAT: the bylaw entitled Ticket Information Utilization Amendment Bylaw No. 4304, be read a first, second and third time;

AND THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4303, be read a first, second and third time.

BACKGROUND:

Following an extensive review of the Animal Control function, including the related bylaws, staff believe that it is an opportune time to increase the applicable fees and fines to the same level as those of the Columbia Shuswap Regional District (CSRD). Creating this consistency will assist the new Animal Control Officer, who is splitting his time between the City and CSRD, as well as decrease the amount that the City is required to subsidize this service. Higher fines and fees may also act as a deterrent for dog owners who would otherwise choose not to license, clean up after or contain their pets.

The impact of the proposed changes is itemized below:

Ticket Information Utilization Amendment Bylaw	Section	Current Fine	Proposed Fine
No dog licence	7	\$50.00	\$100.00
Failure to remove excrement	15 [b]	\$25.00	\$100.00

Fee for Service Bylaw	Current Fee	Proposed Fee
Impoundment Fees		
Dog [first impoundment in current calendar year]	\$25.00	\$50.00

Dog [second impoundment in current calendar year]	\$75.00	\$100.00
Dog [third and subsequent impoundment in current calendar year]	\$100.00	\$150.00
Maintenance Fees		
Dog [per day or part day]	\$9.35	\$20.00

It is especially important for the City to increase the Maintenance Fees at this time because the City of Enderby will be providing food and shelter for impounded animals and invoicing the City at a rate of \$15.00 per day or part day. The \$20.00 will effectively cover the cost of all animals that are retrieved by their owners and contribute toward the \$1,500 annual fee that the City has agreed to pay for the use of the pound facility.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

c.c Chelsea Van de Cappelle, Chief Financial Officer
Kevin Pearson, Director of Development Services

CITY OF SALMON ARM

BYLAW NO. 4304

**A Bylaw to amend City of Salmon Arm Ticket Information Utilization
Bylaw No. 2760**

WHEREAS Council may designate certain Bylaw offences, authorize the use of certain words or expressions, set certain fine amounts and designate persons as Bylaw Enforcement Officers;

AND WHEREAS the Council deems it expedient to authorize the use of the Municipal Ticket Information for the enforcement of the Bylaws listed in Schedule 3 of "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760";

AND WHEREAS the Council deems it expedient to amend "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760";

NOW THEREFORE the Council of the City of Salmon Arm, in open meeting assembled, ENACTS AS FOLLOWS:

1. Schedule 3 - Pound and Animal Control of "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760" is hereby amended by the revision of fines as follows:

BYLAW	SECTION	FINE
No dog licence	7	\$100.00
Failure to remove excrement	15 [b]	\$100.00

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 Ticket Information Utilization
Amendment Bylaw No. 4304”.

READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

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Item 9.2

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 be read a first, second and third time.

[Pound and Animal Control]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4303

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

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

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

1. Schedule "B", Appendix 6 - Pound and Animal Control of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby amended by the revision of fees as follows:

	IMPOUNDMENT FEES	
6.	Dog [first impoundment in current calendar year]	\$50.00
	Dog [second impoundment in current calendar year]	\$100.00
	Dog [third and subsequent impoundment in current calendar year]	\$150.00
	MAINTENANCE FEES	
7.	Dog [per day or part day]	\$20.00

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.

Fee for Service Amendment Bylaw
(Pound and Animal Control) No. 4303

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Fee for Service Amendment Bylaw No. 4303**".

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

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Item 9.3

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4306 be read a first and second time.

[ZON-1136; Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19]

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: January 28, 2019

Subject: Zoning Bylaw Amendment Application No. 1136

Legal: Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764

Civic: 2520 – 10 Avenue SE

Owner: Hillcrest Mews Inc.

Applicant: Lawson Engineering & Development Services Ltd. / B. Lawson

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 (Single Family Residential Zone) to CD-19;

AND THAT: Final reading of the rezoning bylaw be withheld pending receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the fencing and landscaping proposed for buffering.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The applicant has submitted a detailed and comprehensive report including site plans to provide their clear intent and approach toward their proposal (Appendix 1). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to CD-19, to facilitate a 20-22 lot, bare land strata development.

The approximately 2.53 acre (1.02 hectare) subject parcel is located at 2520 - 10 Avenue SE, west of the "five corners" intersection and east of Hillcrest School (Appendix 2 and 3).

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 and 5). This area is largely comprised of R-1, R-8 and A-2 zoned parcels containing single family dwellings (with and without secondary suites), with an R-6 mobile home park development to the south-east. The parcel is currently vacant (until recently it contained a single-family home which has been demolished), with the south end being heavily treed. Site photos are attached as Appendix 6.

The Zoning Map attached shows the mix of zones in the immediate area. Land uses adjacent to the subject parcel include the following:

North: Road (10 Ave SE) with Single-Family Residential (R-1) parcels beyond,
South: Mobile Home Park (R-6) parcel,
East: Rural Holding Zone (A-2) parcels, and
West: Single-Family Residential (R-1)

Despite the larger 2.53 acre size of the subject parcel, the configuration, in particular the relatively narrow width of the parcel relative to parcel size and roadway requirements, limits the subdivision potential under R-1 zoning. Thus, the CD Zone has been proposed aligned with the OCP's Low Density Residential designation to support a strata development of smaller parcels served by an access route. The proposed CD zone is outlined below:

SECTION 57 - CD-19 - COMPREHENSIVE DEVELOPMENT ZONE - 19

Purpose

- 57.1 The purpose of the CD-19 Zone is to provide for low density, small lot strata development consisting of *single-family dwelling* and *duplex* use on a relatively narrow parent *parcel*.

Regulations

- 57.2 On a *parcel* zoned CD-19, 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-19 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 57.3 The following uses and no others are permitted in the CD-19 Zone:

- .1 *single family dwelling*;
- .2 *duplex*;
- .3 *accessory use*, including *home occupation*;
- .4 *public use*; and
- .5 *public utility*.

Maximum Height of Principal Building

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

Maximum Height of Accessory Building

- 57.5 The maximum *height* of an *accessory building* shall be 6.0 metres (19.7 feet).

Maximum Parcel Coverage

- 57.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 50% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for *accessory buildings*.

Minimum Parcel Area

- 57.7 .1 The minimum *parcel area* for a *single family dwelling* shall be 325.0 square metres (3,498 square feet).
- .2 The minimum *parcel area* for a *duplex* shall be 650.0 square metres (6,996 square feet)

Minimum Parcel Width

- 57.8 .1 The minimum *parcel width* for a *parcel* line common to a *highway* shall be 50.0 metres (164 feet).
- .2 The minimum *parcel width* for a bare land *strata lot* intended for a *single family dwelling* fronting an *access route* shall be 10.0 meters (32.8 feet).
- .3 The minimum *parcel width* for a bare land *strata lot* intended for a *duplex* shall be 20.0 meters (65.6 feet).

Minimum Setback of Principal Building

57.9 The minimum *setback* of the *principal building* from the:

- | | | |
|----|---|-----------------------|
| .1 | <i>Front parcel line</i> | |
| | - adjacent to a highway shall be | 3.0 metres (9.8 feet) |
| | - adjacent to an access route shall be | 2.0 metres (6.6 feet) |
| .2 | <i>Rear parcel line</i> shall be | 3.0 metres (9.8 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a parcel zoned | |
| | CD-19 shall be | 1.2 metres (3.9 feet) |
| | - all other cases shall be | 1.8 metres (5.9 feet) |
| | - not applicable to <i>dwelling units</i> within the same <i>duplex</i> | |
| .4 | <i>Exterior side parcel line</i> | |
| | - adjacent to a highway shall be | 3.0 metres (9.8 feet) |
| | - adjacent to an access route shall be | 2.0 metres (6.6 feet) |

Minimum Setback of Accessory Buildings

57.10 The minimum *setback* of an *accessory building* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 5.0 metres (16.4 feet) |

Maximum Density

57.11 The maximum *density* shall be no greater than 22 *dwelling units* per hectare.

Parking

57.12 Parking shall be required as per Appendix I.

Screening & Landscaping

57.13 Parcel lines of the strata development adjacent to residential zoned parcels shall be screened with a combination of fencing and/or landscaping as per Appendix III.

OCP POLICY

The subject parcel is designated Low Density Residential in the OCP, located within the outer edge of the urban containment boundary, and is within Residential Development Area A, the highest priority area for development. The proposed CD zone has been drafted to align with the Low Density land use designation and the City's related policies to generally support a compact community.

The proposal reasonably aligns with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types and providing housing options. OCP Policy 8.3.13 permits a maximum density of 22 units per hectare on Low Density Residential land, while OCP Policy 8.3.14 supports Duplexes on Low Density designated lands. In terms of siting, the proposal appears to match several OCP Siting Policies under Section 8.3.19, including good access to recreation, community services, and utility servicing.

In terms of managing growth, the long-term consequence of developing Low Density designated lands at a higher density would be increased pressure on municipal services including increased traffic and subsequent congestion, related wear on existing infrastructure, and long-term increases in maintenance.

If this parcel was in closer proximity to other MDR lands, staff may be able to consider such a comprehensive proposal at a higher density to be a reasonable expansion aligned with neighbouring lands envisioned for similar densities and associated services, however in this location, the lot is disconnected from similar forms of multi-family development, transit and commercial services.

OCP Map 11.2 designates a proposed greenway at the south-west corner of the subject property which would tie into a developing network extending from adjacent developments to the west between Hillcrest School and the 5-corners intersection (Appendix 7). As this proposed greenway network crosses BC Hydro land and right-of-ways, the attached map has been reviewed by BC Hydro staff who have noted the proposed greenways as a "compatible use". The attached report indicates a willingness on the part of the developers to provide trail dedication along the south property boundary. The requirement of land dedication and trail construction has been included as a condition of subdivision.

COMMENTS

Engineering Department

While not conditions of rezoning, full municipal services are required, including service upgrades and improvements to 10 Avenue SE.

The attached comments have been provided to the applicant (Appendix 8).

Building Department

Some portions of the property are affected by steep slopes. Geotechnical review recommended.

Fire Department

No concerns.

Planning Department

Keeping in mind the Low Density Residential OCP designation, the subject parcels are located in an area well-suited for low density residential development, removed from the commercial areas of the City but within walking distance to the community facilities in the area.

The maximum residential density permitted under the Low Density land use designation is 22 dwelling units per hectare of land. As the subject property is just over 1 hectare in area, the maximum permitted density would be 22 dwelling units assuming some form of strata development and the present gross areas of the subject parcel.

The relatively long and narrow shape of the parcel presents some challenges for subdivision and development as detailed in the applicant's project outline. While the resulting configuration of the subject parcel is reasonable, the proposed strata lots presents some contrast with adjacent development, specifically with smaller parcel sizes, setbacks, and some duplex style buildings. However, staff note that duplex style buildings proposed are supported under the Low Density designation, while the setbacks proposed exceed what could apply under R-1 zoning.

A narrow site presents some challenges relative to visitor parking, snow clearance, emergency access and turn-around traffic. Opportunity for on-street parking at this site is very limited and the proposed front yards of the units (2 m) offer limited opportunity for parking in front of the proposed garages, thus it is important that the development meet or exceed parking requirements. The preliminary site plan provided indicates sufficient parking, including a turn-around and snow storage areas, while potential visitor parking between buildings is discussed in the proposal document. As the proposal is for a strata development, the access route will not be maintained or managed by the City. Screening with the use of fencing and plantings is proposed for adjacent residential parcels. The fencing and landscaping was negotiated with staff and the applicant simply as a measure to ensure a buffer between two different types of residential subdivisions. Additionally, a screened refuse/recycling area would also be required.

OCP attributes include a greenway trail at the south-east corner. While small relative to the larger greenway network, a potential greenway connection through the south portion of the parcel could be a significant component enabling a feasible connection in the area connecting five corners to Hillcrest School (Appendix 7). Recent developments to the west and south of this proposal have included significant dedication for pathways.

OCP Map 11.2 designates the proposed greenway. OCP Policy 11.3.19 allows for the Approving Officer to require land dedication for a trail as a condition for subdivision (stratification). Dedication or a statutory right of way and construction of a trail has been made a condition required at time of subdivision.

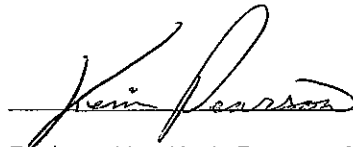
CONCLUSION

It is the opinion of Staff that the proposal represents a reasonable balance between growth management principles and respecting existing land uses: the proposed density appears reasonably compatible with established neighbouring land uses.

The proposed CD zoning of the subject property is aligned with the Low Density Residential OCP policies and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer

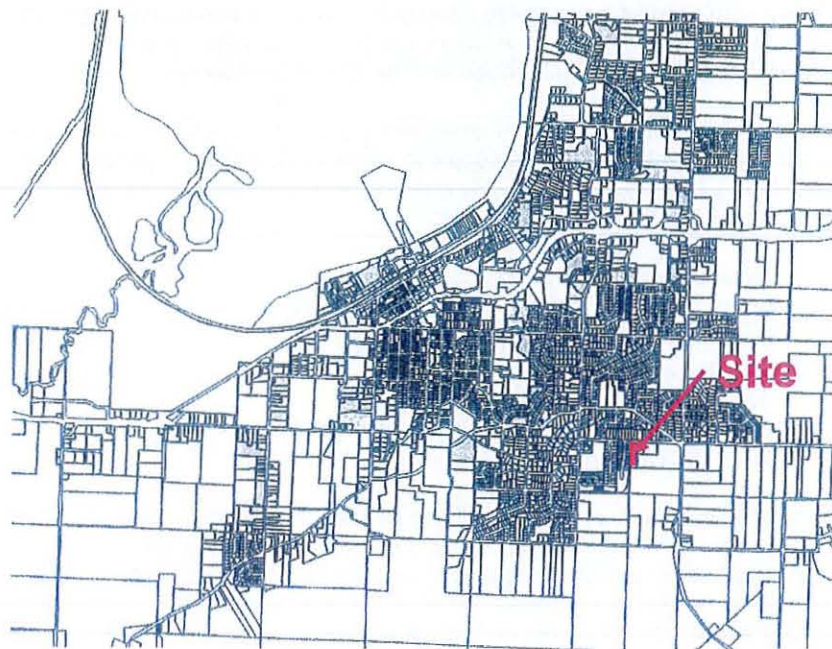


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

OCTOBER 20, 2018

COMPREHENSIVE DEVELOPMENT PLAN & PROJECT OUTLINE FOR REZONING & SUBDIVISION APPLICATION

PREPARED FOR: HILLCREST MEWS AND CITY OF SALMON ARM





EXECUTIVE SUMMARY

The Official Community Plan identifies areas for future development on a priority basis in order to ensure that growth within the City of Salmon Arm is done at a rate and in a manner that is best suited for the community. Prior to considering this growth the City of Salmon Arm often looks at completion of a Comprehensive Development Plan (CDP) for future growth plans at more of a neighborhood level. These plans look at the ultimate land uses, densities, phasing, utility and community servicing requirements and economic impact for neighborhoods.

This report provides, at a micro level, a Comprehensive Development Plan for the property located at 2520 10th Avenue SE and outlines the intent for this property with regards to the current OCP, the current zoning bylaw, the available servicing, and the Developers opinion on the residential needs within this area of Salmon Arm including the economic impact for the "Hillcrest" neighborhood.

In addition, this report outlines real estate trends within the City of Salmon Arm, housing statistics, residential construction rates including preliminary costing, and the target market of this development.

The intent of this report is to provide information to council and to staff regarding the goal of this development, the benefits the developers see that this development will provide, and reviews the economic and social impact to the neighborhood and the City of Salmon Arm.

The overall general intent that the Developers are looking to achieve with this development is to provide a more affordable housing option to people in a family orientated neighborhood. In researching this objective, the developers have reviewed ways to bring housing affordability rates down and have contributed this to some of the following general conditions:

- Reduced raw land cost;
- Reduced servicing standards or requirements;
- Smaller individual parcels;
- Smaller housing footprints;
- Slab on grade construction;
- Moderate Finishing's – Interior and Exterior;
- Organized Construction Sequencing.

To do this the developers are requesting to re-zone the property from R-1 Low Density Residential to a Comprehensive Development Zone. The Comprehensive Development Zone would allow for a Bareland Strata Subdivision of 20-22 lots approximately 325-375m² in size. The access road entering the site would be to the City standard for a private access. The reduced front and rear parcel setbacks would allow for a more desirable building footprint on this narrow existing lot, but would be consistent with setbacks for other medium density type strata developments in Salmon Arm. Upon successful re-zoning of this parcel, the developers would proceed to develop the land at an affordable rate and produce a "more affordable housing" option for families in the Hillcrest neighborhood, with a target price point of \$399,000-\$429,000 for detached single family homes and duplexes.

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APPENDICES

APPENDIX A – PRELIMINARY SUBDIVISION SKETCH PLAN

APPENDIX B – SUBDIVISION RENDERINGS

APPENDIX C – ESTIMATED AND ANTICIPATED RESIDENTIAL CONSTRUCTION COSTS

APPENDIX D – ESTIMATED AND ANTICIPATED SITE SERVICING COSTS

1. INTRODUCTION

The subject property is situated in the Southeast quadrant of Salmon Arm, directly East of the Hillcrest Elementary School on the lower slopes of Mt. Ida. The subject property and legal description are depicted on the attached "Overall Subdivision Sketch Plan" and "Overall Location and Study Area Plan" attached.

The subject property is approximately 2.53 acres in size and is situated in a family-oriented area of Salmon Arm. As outlined in the most recent version of the *City of Salmon Arm Official Community Plan*, this property is next to two larger parcels that were recently included into the Urban Containment Boundary. In the Official Community Plan review the City saw these two parcels as an area that would provide an opportunity in the short term to develop low density single family residential lots. They were identified as such, since they are located adjacent to existing residential development, adjacent to the Hillcrest Elementary School and they have access to City servicing. This subject property is located next to this recent UCB expansion and provides similar attributes and benefits.

Where the developers see an opportunity, slightly different than the above noted UCB expansion intent, is that the developers see an opportunity in the Hillcrest – family orientated area of Salmon Arm, to provide a slightly higher density, and provide housing options at a more affordable rate. The Official Community Plan indicates that there is a need for higher density, or multi-family development in the City UCB. It notes that there is a demand for about 60% single family and 40% multi-family, and this trend is anticipated to continue. The growth in Salmon Arm over the past decade has been primarily in single family dwellings, and the majority of this has been for R1 fee simple development.

Over the past 5 years, the City has seen a recent trend in some higher density strata type development. More specifically this development has been geared towards the 55+ age demographic and has been situated close to the downtown amenities. It is the developers goal for this development to attract a younger demographic. The demographic anticipated would be for a family type setting given the proximity to the Hillcrest Elementary School, Shuswap Middle School, to sports fields, to Parks and to Churches around the SE quadrant of the City and to the Salmon Arm Industrial Park.

2. PROPOSED LAND-USE AMENDMENTS

The Salmon Arm Official Community Plan identifies future land uses (or land use designations) within the City limits. The current Official Community Plan land use designation for the subject property is Low Density Residential. This designation category incorporates housing forms such as single-family homes, semi-detached homes and manufactured homes. This land use designation also limits the development to a maximum density of **22 units per hectare** (8.90 units per acre). Meaning that under the current OCP designation, the property would allow for a total maximum of 22 units.

The Salmon Arm Zoning Bylaw # 2303 designates the subject parcel as R-1 Single Family Residential Zone. The purpose of this zone is to provide for single family residential areas to be developed to an urban density. As outlined in the zoning bylaw, the R-1 Zone has several restrictions with regards to area, setbacks and function of properties with this zoning designation:

Minimum Parcel Area = 450.0 square meters

Minimum Parcel Width = 14.0 meters

Minimum Setback of Principal Building:

Front Parcel Line = 6.0 meters

Rear Parcel Line = 6.0 meters

Interior Side Parcel = 1.5 meters

Exterior Side Parcel = 6.0 meters

Under the current OCP designation and zoning, this property would be restricted to reach its maximum development potential. The OCP would allow the property to have a maximum of 22 units and would allow the property to be zoned either R-1, R-2 or R-8 without the need for an OCP amendment. Since there is a requirement to service the lots with roads and further infrastructure, the maximum development potential for this property under the R-1 zoning, would be less. The zoning requirements that contribute to this maximum development potential include the minimum parcel area, the minimum building setbacks, and the minimum parcel width. This zoning bylaw requirement paired with the narrow existing lot dimensions of the property restrict the subdivision under the R1 zoning to 12 lots.

An alternative to the fee simple single-family subdivision would be to develop this land under the R1 zoning but develop as a conventional strata. This would allow the Developer to get the density desired on this property; however, the Developers feel that this arrangement is not well suited for this particular area of town.

As such, the developers are requesting to amend the current land-use. Knowing that the City of Salmon Arm underwent a comprehensive review of the City's needs in their most recent OCP, the developers are looking to work around the requirements of the current OCP designation. The request outlined here is that the City consider re-zoning the property to a **Comprehensive Development Zone** with the following criteria:

- *Allowed under the Low Density Residential Designation;*
- *Allow for Bareland Strata Subdivision;*
- *Allow for Single Family or Duplexes*
- *Allow for Minimum Parcel Area = 325m²*
- *Allow for Minimum Parcel Width = 11.0m*
- *Allow for Minimum Parcel Setbacks:*
 - *Front = 2.0m*
 - *Rear = 3.0m*
 - *Interior Side = 1.2m*
 - *Exterior Side = 6.0m*
- *For duplexes, an interior side-yard setback is not required at the common side lot line between two paired lots along which the duplex residential building is located, provided that no doors, windows or other openings are provided on that side by the building.*
- *Allow for Maximum Parcel Coverage = 45% of the parcel area*
- *Allow for Maximum Height of Principal Building = 10.0m*
- *Maximum number of dwellings shall be one per parcel.*

The above noted criteria are similar to that which are outlined in the City of Salmon Arm Zoning Bylaw Designation CD-7; however, the intent of this Comprehensive Development Zone is to provide for the "medium density" OCP designation.

The Developers understand that the property is within an area of the City that is well Developed, and that the neighboring properties to the West may lose a certain level of "buffering" in their back yards. Given the reduced "rear-yard" setback request, we would propose to make a condition of re-zoning to ensure that a buffer (or privacy) can be maintained between the properties. This condition would be that the Western parcel line would maintain a 6' fence, and a vegetation buffer throughout.

In addition, the Developers understand that an existing trail corridor exists along the properties to the West and South, the Developers intend to participate in this trail corridor and anticipate providing dedication along the South property boundary to maintain access through the trails system and towards the 30th Avenue SE connector.

3. SITE DESCRIPTION

The site is located at 2520 10th Avenue SE in Salmon Arm, BC. The development property is approximately 2.53 acres in size and is in an area of town that has all utilities available or within short proximity to the subject site. The site is approximately 2.2 km southeast of and 200m higher in elevation than the Shuswap Lake. The property is bound to the West by a newer single family residential development, to the North and North-East by older larger lot residential parcels, to the South-East by an existing BC Hydro Substation property, and to the South by the "Broadview Mobile Villa" modular home development.

The site is dry on the surface and is vegetated with grasses, shrubs and Douglas Fir trees. The tree cover becomes denser towards the southern (undeveloped) portion of the property. The site is gently grading throughout, with exception to grades in the South-East corner of the property which run at approximately 15-25% up to an existing flat bench beyond the extents of the subject parcel. The site topography is well suited for residential development and presents no outlying concerns at this stage of planning and development.

4. PROPOSED LAYOUT

If the land use amendments are supported, and the proposed subdivision is able to proceed as proposed, the proponent's development plan includes:

- Phase 1 and 2 – Subdivide the 2.53 acres into a 20-22 lot of bare land strata subdivision. Minimum parcel size to be 325m²; however preferably in the range of 350-375m². The preference of 20-22 lots is that A) physically the parcel sets itself up well for this density, and B) the OCP designation of Low Density Residential allows for 22 dwellings per hectare, which makes 22 lots on this parcel the maximum under the current OCP designation.

A conceptual plan is provided for the proposed subdivision layout and included in **Appendix A**.

4.1. SITE ACCESS

The proposed layout would have a private access road centered in the property, accessed off 10th Avenue SE. Lots would be spread throughout both sides of the road, and the access road would traverse through the property in a manner which is best suited for the natural topography and lot development. Due to the relative narrow width of the parent parcel, lots would have a depth of 23m, and width as required to achieve minimum lots sizes and subdivision density. The access road will meet all local and provincial requirements for private road access, and would look to meet or exceed the requirements for snow storage and available areas for the strata to collect and store. As a strata the need for sidewalks is not anticipated. As a cost saving measure, and in the theme of "more affordable development" the developers would construct a roadway which would include 7.3m of pavement width, curb and gutter on both side of the road, street drainage and street lighting. Due to the light volume and "no-through" traffic it is anticipated that roadways can be utilized for pedestrian traffic.

Individual parcels would be accessed by a short driveway stemming right off the main strata access road. Residential buildings will be constructed in such a way as to promote a gradual slope on driveways, with a positive grade back towards the road. It is anticipated that all residential dwellings will be situated in such a manner as to create additional "side-yard" parking stalls for additional parking space. The reasoning for this is to ensure that the narrow streetscapes do not become an area for residents' permanent parking.

4.2. SITE SERVICES

The site is currently serviced with City water from the main Zone 5 water line running down 10th Avenue SE, the house is currently being serviced with an on-site wastewater disposal system, storm water is controlled on-site, and electrical/telecommunications is being provided by an aerial system fronting the property. The proponents anticipate upgrades to the site servicing of this remainder parcel.

The water servicing to this site for both domestic and fire protection will be provided by a new adequately sized service from the City Zone 5 system. Based on previous experience in the recent developments to the West it is anticipated that flows and pressures will be adequate to feed this proposed development. A single service feed will be created into the property, it is anticipated that this service will be 150mm in size to adequately provide fire flows to the development. This water service will run down the strata access road and provide individual residential sized services to the parcels.

As a condition of subdivision, the on-site waste water disposal system will be decommissioned and the site will be provided with a City sanitary service connection. Currently, the City's sanitary sewer system is extended just East of the intersection of 10th Avenue SE and 24th Street SE. This is approximately 19m away from the frontage of this parcel and the developer's intent to extend this sanitary sewer across the frontage of this property to provide adequate sewer servicing. The extension will allow for an adequately sized sanitary sewer service to be provided through the access road of the development and individual services to the parcels will be provided.

Currently the City's storm sewer system is extended to the intersection of 10th Avenue SE and 24th Street SE as well. This is approximately 45m away from the frontage of this parcel and the developed intend to review the requirements for storm water disposal at this site in more detail during the subdivision development stages. The City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 allows for parcels which are not currently serviced by storm water infrastructure, to alternatively be developed with an Integrated Storm Water Management Plan, and essentially construct measures by which the development can dispose of storm water on site. When soils are sufficient for disposing of stormwater on site, without negatively impacting neighboring properties then this is an option that can be explored. The developers do intend to explore the option of an ISMP; however, also anticipate that a storm sewer extension may be required to provide a City storm main to the development.

The development will also be provided with underground hydro and telecommunications servicing for all parcels and across the frontage of the development.

Off-site frontage improvements and infrastructure extensions will be a cost borne by the developers (much like all developments). As such, the developers anticipate these costs and a breakdown of the anticipated off-site costs are included in **Appendix D**. As the need for "more affordable housing" continues, in the subdivision stages the developers will be looking to staff and perhaps council for areas in which savings can be found for these servicing upgrades. At this time, the developers do anticipate these costs and this will be reflected in the end cost of the housing units.

5. HOUSING AFFORDABILITY

The overall general intent that the developers are looking to achieve with this project is to provide a "more affordable housing" option to people in a family orientated neighborhood. In researching this objective, the developers have outlined ways to bring housing affordability rates down and have contributed this to some of the following general conditions:

- Reduced raw land cost;
- Reduced servicing standards or requirements;
- Smaller individual parcels;



Appendix 1: Proposal
 825C Lakeshore Drive W
 PO Box 106
 Salmon Arm, BC V1E 4N2

- Smaller housing footprints;
- Slab on grade construction;
- Moderate Finishing's – Interior and Exterior;
- Organized Construction Sequencing.

It is the developer's opinion that a combination of these conditions along with support from the community, staff and council is required in order to meet the demand in the community for a more affordable living option. In the context of this proposal, the developers do not intend for this type of housing affordability to support low income families, or ease homelessness; but in essence, they intend to provide a housing option outside the typical new single-family residential concepts seen recently all over the City.

5.1. RAW LAND AND SITE DEVELOPMENT

The two major impacts of housing affordability with regards to the land is cost of the raw land and the cost to service the land. Upon review of raw land options in the City of Salmon Arm, with the intension of providing a higher density bareland strata subdivision, the options that the developers have found were typically "Medium Density" lands, with R4 or higher zoning. These parcels in theory are perfect for the proposed development type discussed here. Where in reality, due to their land use designation and sometimes location, the raw land cost is at a rate that would not allow the developers to proceed with a "more affordable housing" project. The developers chose this particular site, because since the current zoning would not allow for this higher density, it was available at a rate justified by its current land use potential. As such, the end cost of raw land is directly contributable to the housing cost of the end user.

The other major impact of housing affordability with regards to the land is the cost of site servicing. This servicing includes the requirements to improve adjacent streets, provide underground services, site grading/excavations and site access. Two major benefits of creating a bareland strata subdivision for this parcel is that the road dedication requirements are significantly less than that of a City owned road and the road upgrading requirements are slightly less stringent then public road requirements in an urban setting. In addition, the strata concept allows development to happen on both side of the street, increasing the potential density of the development.

In essence, this property was chosen for this project due to the raw land value, the vicinity to public infrastructure, the limited amount of off-site frontage improvements and servicing requirements, in addition to other contributing factors. With approval of the comprehensive development zoning that has been requested, the ultimate raw land value of individual parcels will be at a "more affordable" rate, the developers would be able to proceed with the bare-land strata subdivision concept, and servicing costs would also be non-restrictive to achieve this.

5.2. RESIDENTIAL CONSTRUCTION

The Developers have considered the internal options they can use to mitigate construction costs and have developed the following list as "cost-saving" measures they can take to ensure that housing affordability can be established:

1. Bulk Excavations and Site Grading – One of the major variable costs in housing construction can be the cost of the on-site site grading and foundation excavations. The Developers intend to mitigate this by preparing the lots at the subdivision stage in a way that sets them up for a less expensive foundation excavation and/or landscaping bill. The Developers will utilize the existing grades to dictate what style of foundation system is used on the particular parcel.
2. Building Footprints and Housing Layouts – The Developers understand that the building footprint and the style of house is a major factor in the overall cost of construction. The

Developers are looking to develop a statutory building scheme that promotes efficient and affordable construction standards and finishing's.

3. Well Sequenced Construction Staging – The Developers realize that efficiencies can be created through a well-defined construction schedule and in particular the staging of construction activities. To promote efficient construction in an effort to drive down costs the Developers will look to construct the buildings in bulk. Instead of putting in one foundation at a time, the Developers will look to do more. As the Developers plan to expedite, as much as the housing market allows, the completion of the development, the Developers expect proportionate savings in costs gained by an increased/accelerated level of production across all trades.
4. Mechanical Systems – One of the major costs in housing construction comes from the cost of mechanical systems. The heating, venting, air conditioning, plumbing and electrical can drive the cost of house construction up. The Developers will look to alternative options to provide these mechanical systems while still meeting the requirements of the BC Building Code and other relevant regulations.
5. Multi-build Sub-contractor Agreements – In awarding sub-contracted work of multiple houses at once to specific sub-contractors (Electrical/Plumbing/HVAC/Dry-wall/Insulation/Painting) it is believed unit prices & labor costs provided by sub-contractors will be driven down as they are being exclusively awarded multiple builds giving them extended job security within the development.

6. REAL ESTATE STATISTICS AND HOUSING NEEDS

Following a review of several real estate trend and market analysis reports it has become apparent that the housing market conditions in BC have shifted considerably since the end of 2017. One reason for this shift has been the implementation of revised methods of stress tests for conventional mortgages. Reports have shown that this revision to the federal requirements has created cuts of about 20% of purchasing capacity for the marginal type buyer. First time buyers, even the ones with higher down payments are being somewhat squeezed out of the market or need to significantly lower their expectations for their first home.

In addition to a slower real estate market, demographics are constantly changing. The age demographic of millennials (25 to 34 years and even 35 – 44 years) are starting to look towards entering the market. This age demographic is the topic of much debate on housing affordability, and has many in their demographic, especially families, looking to alternative markets or in some cases, right into the rental market. This opens the need for "more affordable housing" options in a lower priced market.

Understanding the market locally has been the primary concern of this development group. A low inventory of properties for sale and an influx of buyers from the Lower Mainland and Alberta have been driving the homes prices up in Salmon Arm according to a many of the local realtors. They have identified that there is a lack of inventory in Salmon Arm especially in the \$300,000 to \$400,000 range.

This lack of inventory has been somewhat adjusted over the past 3 or 4 years, as we have seen several different developments take place in Salmon Arm. We have had developments in the Hillcrest Area that have added in the range of about 100 new single-family free simple lots, we have had developments in the downtown area (near Piccadilly Mall) take place that will add up to 200 more smaller strata style lots, we have had estate style developments occur in the Upper Lakeshore area, and various other smaller developments throughout the City.

The developers have reviewed the target market of the above noted developments and have found a significant gap in the ability of these developments to cater to the one demographic. This demographic being younger families or first-time home buyers. The developers understand that there is an inventory for used residential that many new home buyers can resort to, but in many cases, as noted above the younger demographic is looking for new construction. New construction, even in Salmon Arm, as we know will come with a price tag. With the increases in construction costs a typical single-family home



Appendix 1: Proposal
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Salmon Arm, BC V1E 4N2

on a fee simple lot is hard to find under the \$500,000 mark and in many cases, you would be hard pressed to find this. This development group is therefore looking to cater to this particular market in an area of Salmon Arm that lends itself to a younger demographic.

7. CONCLUSION

This Development group understands that there is a range of housing needs within the City of Salmon Arm. The land use amendment proposed herein is to allow for a development that meets the needs of one demographic which the Developers feel is lacking in options. The zoning would allow for the property to be developed to its full potential, without contradicting the current OCP designation and the prior studies that the City of Salmon Arm has completed with regards to the current and future land capabilities.

This report has outlined the request, the developers research and the developer's rationale behind the request. The information provided is the opinion of the developers in many cases and not necessarily facts or is not necessarily the precise outcome of this development, but it does layout the overall and the general intentions of the Development group.

We trust that this preliminary comprehensive development plan and project outline satisfies your present requirements. Should you have any questions or comments, please contact our office at your earliest convenience.

Best Regards,

Lawson Engineering and Development Services Ltd.

Prepared by:

A handwritten signature in blue ink, appearing to read "Blake Lawson".

Blake Lawson, P. Eng., Principal
Project Engineer



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Appendix C: Estimated and Anticipated Building Costs



Project: More Affordable Housing
Description:

Date: 11-Jun-18

Appendix A
Compensation - Summary Total Cost by Division

Option 1 - Full Residential Construction

Line Item	Master Format Division - FULL HOUSE BUILD	Total Cost
		\$
1.1	1 Framing	\$63,360.00
1.2	2 Concrete Work/Foundation Walls/Earthwork	\$36,626.92
1.3	3 Electrical	\$21,472.00
1.4	4 Plumbing	\$24,200.00
1.5	5 Doors- Exterior	\$5,720.00
1.6	6 Doors - Interior	\$4,175.60
1.7	7 Windows	\$5,500.00
1.8	8 Kitchen/Bathroom - Cabinets, Counter-tops	\$18,700.00
1.9	9 Appliances	\$0.00
2.0	10 Interior Finishing	\$63,888.66
2.1	11 Exterior Finishing	\$19,976.00
2.2	12 HVAC (Heating, Air Conditioning, Central Vacuum)	\$11,880.00
2.3	13 General Costs (Insurance/Permits/Engineer)	\$12,430.00
2.4	14 Landscaping	\$5,750.00
	TOTALS	\$293,679.18

Appendix D: Estimated and Anticipated Site Servicing Costs

Page 1

2520 10th Ave SE - Civil Construction Onsite
18-Jun-18
CLASS 'D' OPINION OF PROBABLE COST

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES (* Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Remove & Dispose Asphalt	m2	0 *	15.00	-
1.2	Supply & Install Asphalt (65m)	m2	1600 *	25.00	40,000.00
1.3	Supply & Place 75mm WGB Sub-Base Agg.	m3	735 *	55.00	40,425.00
1.4	Supply & Place 25mm WGB Base Aggregate	m3	125 *	80.00	10,000.00
1.5	Common Excavation & Disposal/Relocation	m3	3000 *	24.00	72,000.00
1.6	Boulevard Grading	LS	LS *	5,000.00	5,000.00
1.7	Clearing, Grubbing and Tree Removal	LS	LS *	25,000.00	25,000.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install 150ø PVC Watermain	m	150 *	190.00	28,500.00
2.2	Supply & Install 25ø Water Service c/w CS	ea	18 *	1,800.00	32,400.00
2.3	Tie into Existing 150ø Watermain	ea	0 *	7,500.00	-
2.4	Fire Hydrant Assembly c/w Gate Valve & Tee	ea	1 *	8,500.00	8,500.00
3.0	SANITARY SEWER WORKS				
	SECTION 3				
	Supply, & Install Complete				
3.1	Supply & Install 200ø PVC Sanitary	m	150 *	185.00	27,750.00
3.2	Supply & Install Sanitary Manhole	ea	2 *	3,500.00	7,000.00
3.3	Tie-in to Existing Sanitary Manhole	ea	0 *	4,500.00	-
3.4	Supply & Install 100ø PVC Sanitary Service c/w Inspection Chamber	ea	18 *	1,600.00	28,800.00
4.0	STORM SEWER WORKS				
	SECTION 4				
	Supply & Install, Complete				
4.1	Supply & Install 300ø PVC Storm Main	m	135 *	190.00	25,650.00
4.2	Supply & Install 1050 Storm Manhole	ea	2 *	3,500.00	7,000.00
4.4	Supply & Install 150mm PVC Storm Service	ea	18 *	1,800.00	32,400.00
4.4	Supply & Install Catch Basin c/w Lead	ea	4 *	2,500.00	10,000.00
4.5	Supply & Install Storm Detention (Allowance)	LS	LS *	35,000.00	35,000.00
4.6	Supply & Install Erosion and Sediment Control	LS	LS *	10,000.00	10,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 2

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
5.0	CONCRETE WORKS				
	SECTION 5				
	Supply & Install, Complete				
5.1	Supply & Install Concrete Curb & Gutter	m	365 *	98.00	35,770.00
5.2	Supply & Install Lock Block Retaining Wall	m ²	90 *	450.00	40,500.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				
	SECTION 5				
	Supply & Install, Complete				
6.1	Supply & Install Post Top Street Lights c/w Cond	ea.	4 *	7,500.00	30,000.00
6.2	Supply & Install UG BCH and Tel (Allowance)	LS	LS *	45,000.00	45,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 3

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
	SUMMARY				
1.0	ROADS & EARTHWORKS				\$ 192,425.00
2.0	WATER DISTRIBUTION WORKS				\$ 69,400.00
3.0	SANITARY DISTRIBUTION WORKS				\$ 63,550.00
4.0	STORM SEWER WORKS				\$ 120,050.00
5.0	CONCRETE WORKS				\$ 76,270.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				\$ 75,000.00
	SUB TOTAL				<u>\$ 596,695.00</u>
A.	CONTINGENCY (10%)				\$ 59,669.50
A.	MATERIALS TESTING & LAYOUT (3%)				\$ 17,900.85
	SUB TOTAL				<u>\$ 674,265.35</u>
	GST (5%)				<u>\$ 33,713.27</u>
	TOTAL				<u>\$ 707,978.62</u>
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.				
	2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.				
	3) Excludes BC Hydro Contribution, BCLS, DCC Environmental Impact Assessments, Legal				

2520 10th Ave SE - Civil Construction Offsite
 18-Jun-18
 CLASS 'D' OPINION OF PROBABLE COST

 SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Remove & Dispose Asphalt	m2	225 *	15.00	3,375.00
1.2	Supply & Install Asphalt (65m)	m2	200 *	25.00	5,000.00
1.3	Supply & Place 75mm WGB Sub-Base Agg.	m3	90 *	55.00	4,950.00
1.4	Supply & Place 25mm WGB Base Aggregate	m3	16 *	80.00	1,280.00
1.5	Common Excavation & Disposal	m3	100 *	24.00	2,400.00
1.6	Boulevard Grading / Landscape Restoration	LS	LS *	5,000.00	5,000.00
1.7	Driveway Rehab	LS	LS *	3,500.00	3,500.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install 150ø PVC Watermain	m	15 *	190.00	2,850.00
2.2	Supply & Install 200ø PVC Watermain	m	0 *	200.00	-
2.3	Supply & Install 25ø Water Service c/w CS	ea	1 *	1,800.00	1,800.00
2.4	Tie into Existing 150ø Watermain	ea.	1 *	7,500.00	7,500.00
2.5	Fire Hydrant Assembly c/w Gate Valve & Tee	ea.	0 *	8,500.00	-
3.0	SANITARY SEWER WORKS				
	SECTION 3				
	Supply, & Install Complete				
3.1	Supply & Install 200ø PVC Sanitary	m	90 *	185.00	16,650.00
3.2	Supply & Install Sanitary Manhole	ea	2 *	3,500.00	7,000.00
3.3	Tie-in to Existing Sanitary Manhole	ea	1 *	2,500.00	2,500.00
3.4	Supply & Install 100ø PVC Sanitary Service c/w Inspection Chamber	ea	1 *	1,800.00	1,800.00
4.0	STORM SEWER WORKS				
	SECTION 4				
	Supply & Install, Complete				
4.1	Supply & Install 300ø PVC Storm Main	m	112 *	190.00	21,280.00
4.3	Supply & Install 1050 Storm Manhole	ea	2 *	3,500.00	7,000.00
4.4	Supply & Install 150mm PVC Storm Service	ea	1 *	1,800.00	1,800.00
4.4	Supply & Install Catch Basin c/w Lead	ea	1 *	2,500.00	2,500.00
4.5	Supply & Install Storm Detention (Allowance)	LS	LS *	-	-
4.6	Supply & Install Erosion and Sediment Control	LS	LS *	-	-

CLASS 'D' OPINION OF PROBABLE COST

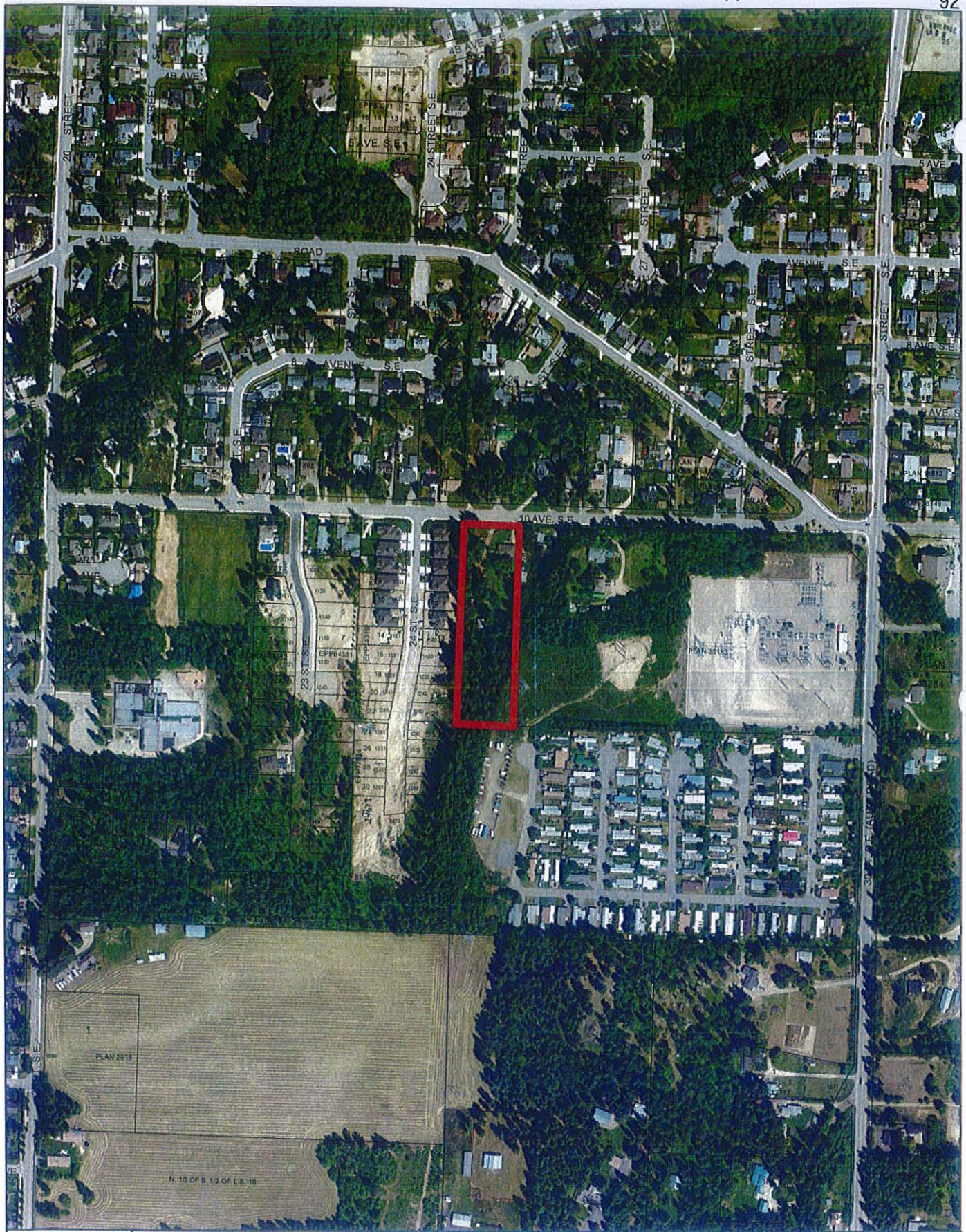
Page 2

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
5.0	CONCRETE WORKS				
	SECTION 5				
	Supply & Install, Complete				
5.1	Supply & Install Concrete Curb & Gutter	m	54	98.00	5,292.00
5.2	Supply & Install 150mm Concrete Sidewalk	m2	100	105.00	10,500.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				
	SECTION 5				
	Supply & Install, Complete				
6.1	Supply & Install Post Top Street Lights c/w Cond	ea.	1	7,500.00	7,500.00
6.2	Supply & Install UG BCH and Tel (Allowance)	LS	LS	5,000.00	5,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 3

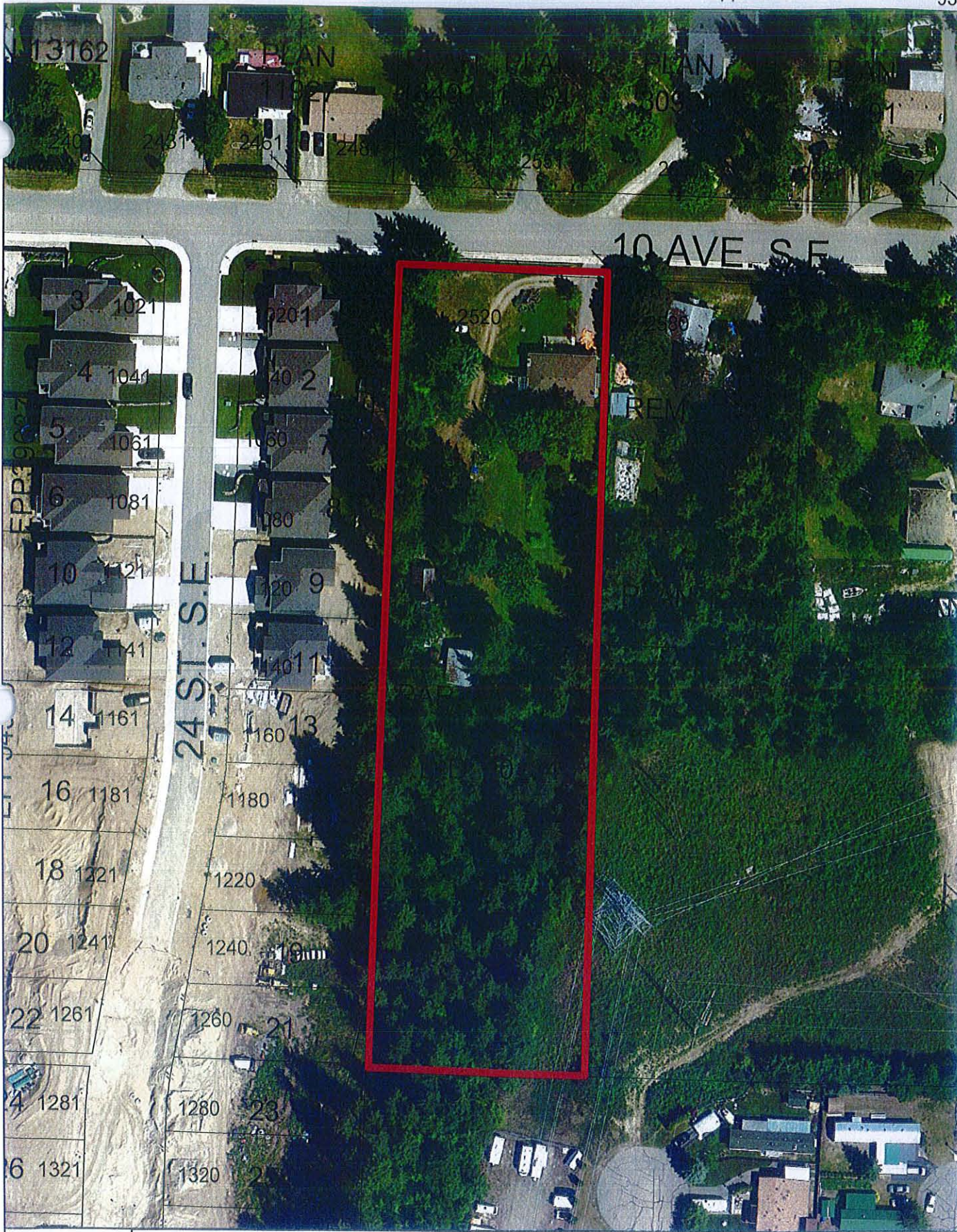
Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
	SUMMARY				
1.0	ROADS & EARTHWORKS				\$ 25,505.00
2.0	WATER DISTRIBUTION WORKS				\$ 12,150.00
3.0	SANITARY DISTRIBUTION WORKS				\$ 27,950.00
4.0	STORM SEWER WORKS				\$ 32,580.00
5.0	CONCRETE WORKS				\$ 15,792.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				\$ 12,500.00
	SUB TOTAL				<u>\$ 126,477.00</u>
A.	CONTINGENCY (10%)				\$ 12,647.70
A.	MATERIALS TESTING & LAYOUT (3%)				\$ 3,794.31
	SUB TOTAL				<u>\$ 142,919.01</u>
	GST (5%)				<u>\$ 7,145.95</u>
	TOTAL				<u><u>\$ 150,064.96</u></u>
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BC Hydro Contribution, BCLS, DCC Environmental Impact Assessments, Legal				



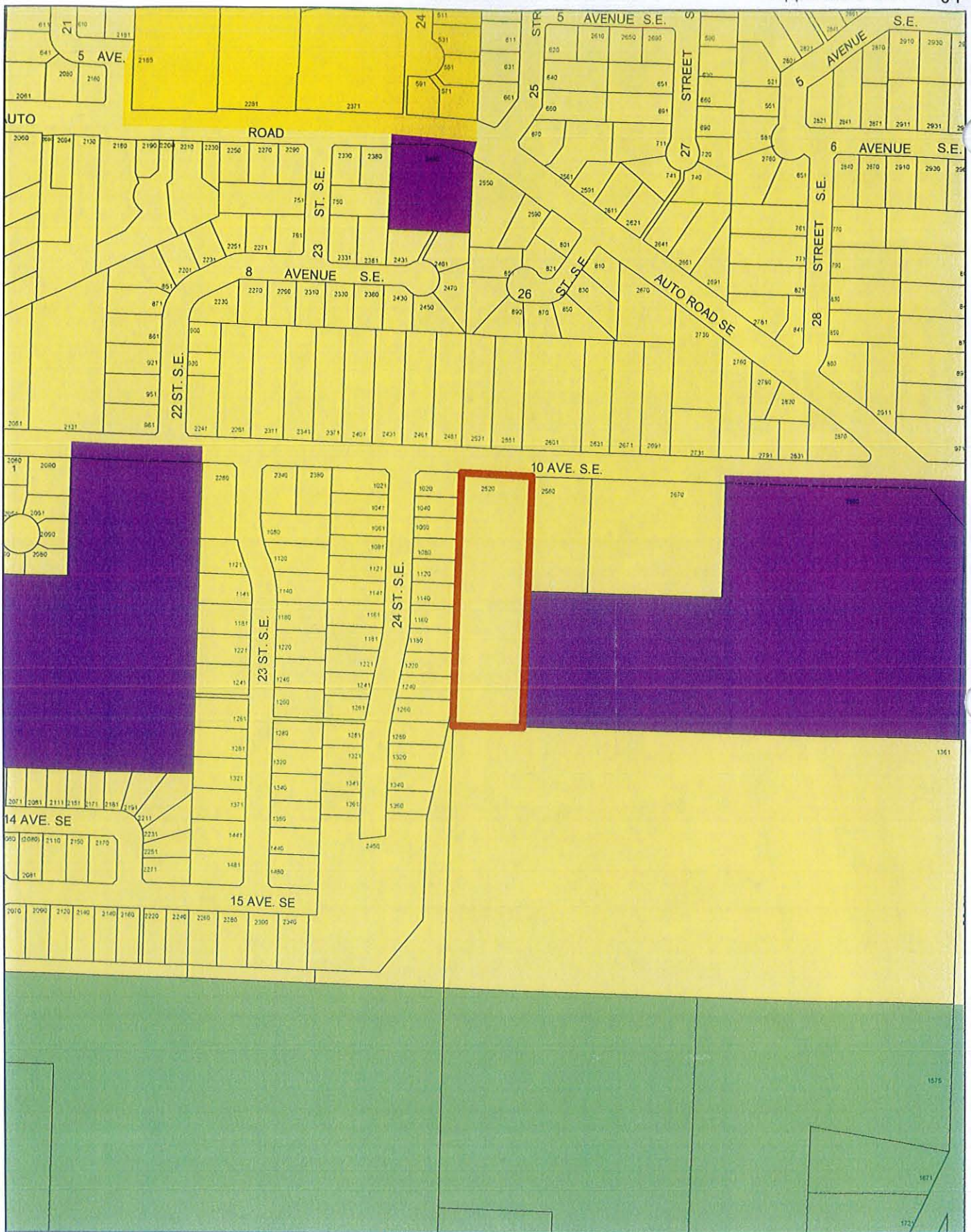
0 55 110 220 330 440 Meters



Subject Parcel



Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel

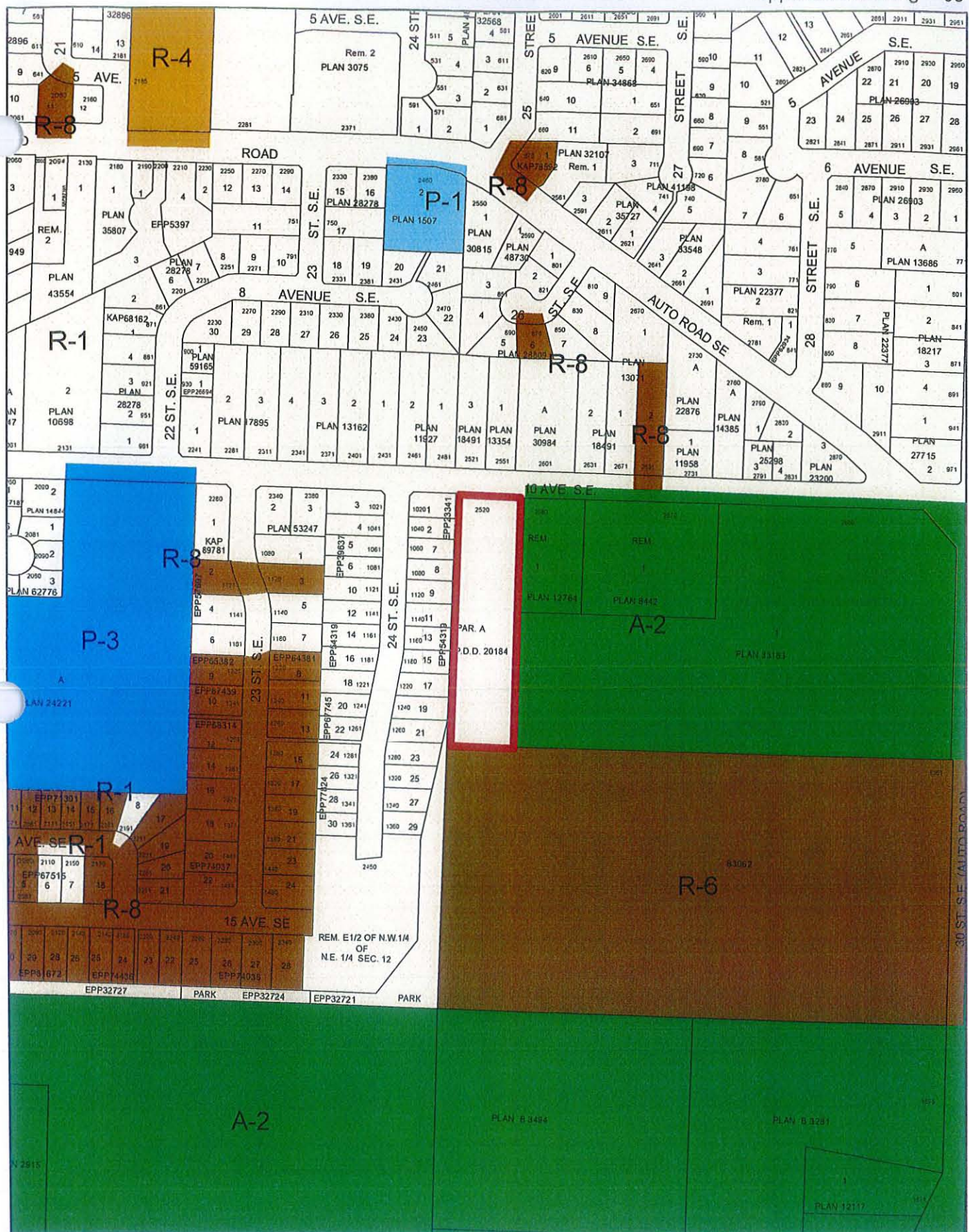
Acreage Reserve

Institutional



Low Density Residential

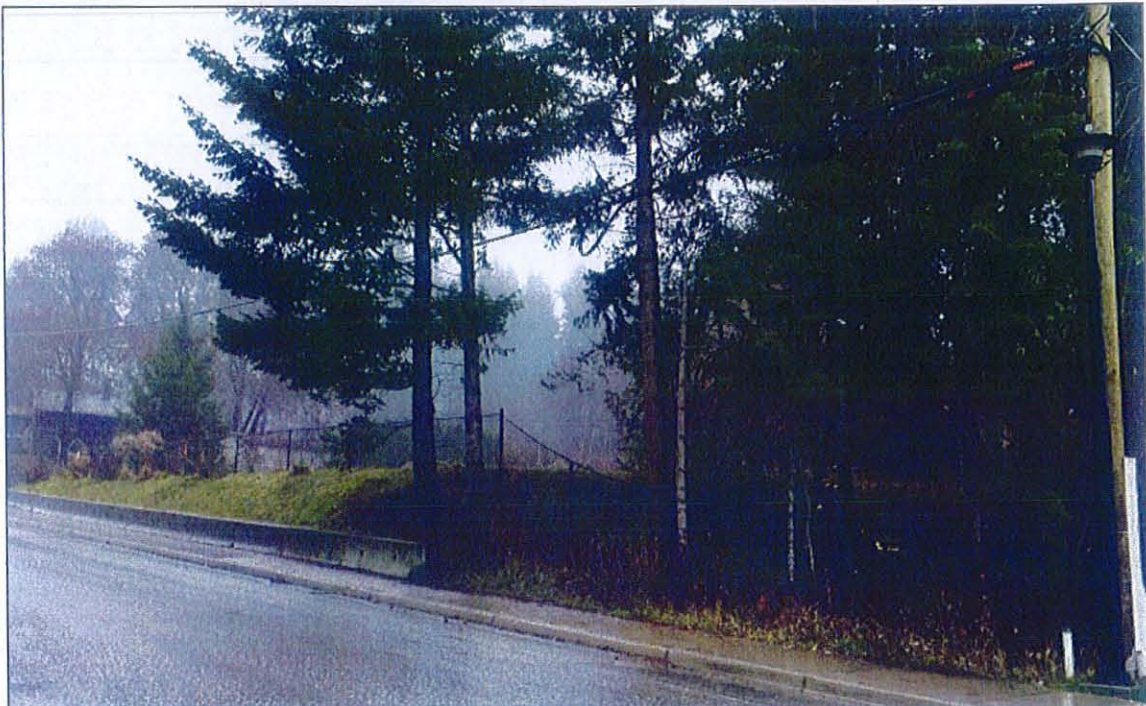
Medium Density Residential



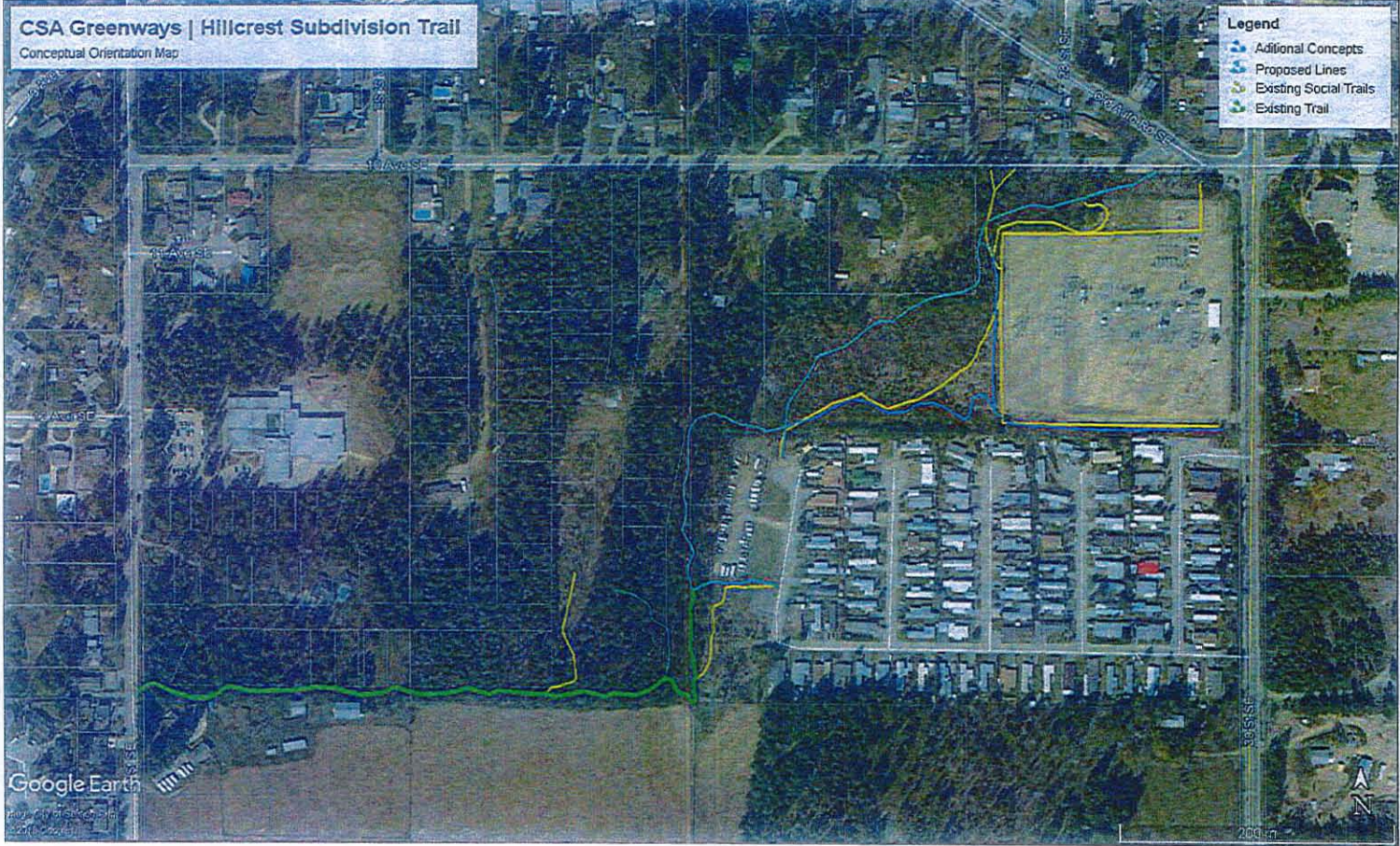
Subject Parcel



View south-west of subject parcel from 10 Avenue SE.



View south-east of subject parcel from 10 Avenue SE.





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

To: Kevin Pearson, Director of Development Services
 Date: October 30, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION File No. ZON-1136**
 Legal: Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764
 Civic: 2520 – 10 Avenue SE
 Owner: Hillcrest Mews Inc.
 Applicant: Lawson Engineering & Development Services Ltd. / Blake Lawson

Further to your referral dated September 26, 2018 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:

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

Zoning Amendment Application File No. ZON-1136

October 30, 2018

Page 2

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

Roads / Access:

1. 10 Avenue SE, on the subject properties northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 10 Avenue SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, curb & gutter, boulevard construction, street lighting, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.
5. The maximum allowable cul-de-sac length in the urban area is 160 meters. This measurement shall be measured along centerline from the centre of the first intersection having access from two alternate routes to the center of the cul-de-sac. Where the maximum cul-de-sac length is exceeded a secondary emergency access shall be provided. Emergency accesses are to be constructed in conformance with Policy 3.11 (Emergency Accesses).
6. The City supports a trail connection to be dedicated and constructed along the southern boundary of the subject property. Dedication shall be a minimum of 3.0m wide. Trails to be constructed as per Specification Drawings No. CGS 8 -10.

Water:

1. The subject property fronts a 150mm diameter Zone 4 watermain and 150mm diameter Zone 5 watermain on 10 Avenue SE. No upgrades will be required at this time.
2. The subject 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 (minimum 25mm), from the Zone 5 watermain.

Zoning Amendment Application File No. ZON-1136

October 30, 2018

Page 3

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3. Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
 4. Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter Zone 5 main on 10 Avenue SE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
 5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
 6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
 7. Internal fire hydrant installation may be required.

Sanitary:

1. A 200mm diameter sanitary sewer on 10 Avenue SE is approximately 20m away from the frontage of the subject property. Extending this sanitary sewer across the frontage along 10 Avenue SE to the eastern boundary of the subject property is required.
2. The proposed lot is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing lot is currently serviced by a septic field. Decommissioning of the existing septic field will be a requirement of the subdivision. Owner / Developer responsible for all associated costs.

Drainage:

1. A 250mm diameter storm sewer at the intersection of 10 Avenue SE and 24 Street SE is approximately 45m away from the frontage of the subject property. Extending this storm sewer across the frontage along 10 Avenue SE to the eastern boundary of the subject property is required.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.

Zoning Amendment Application File No. ZON-1136



October 30, 2018

Page 4

3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lot shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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


Xavier Semmelink
Engineering Assistant
Jenn Wilson, P.Eng., LEED® AP
City Engineer

	Minimum Parcel Area (SFD)	Minimum Parcel Width	Maximum Parcel Coverage	Maximum Density	Maximum Height	Front Setback	Rear Setback	Interior Setback	Exterior Setback
R-1	450 m ²	14 m	45%	22units/ha	10 m	6 m	6 m	1.5 m	6 m
R-4	300 m ²	10 m	55%	50units/ha	13 m	2 m	3/5 m	1.2/1.8m	5/2 m
CD-19	325 m ²	10 m	50%	22units/ha	10 m	3/2 m	3 m	1.2/1.8m	3/2 m

CITY OF SALMON ARM

BYLAW NO. 4306

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on
at the hour of 7:00 p.m. was published in the _____ and _____ 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 Parcel A (DD20184F) of the North ½ of the Northeast ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4306

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4306"**

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

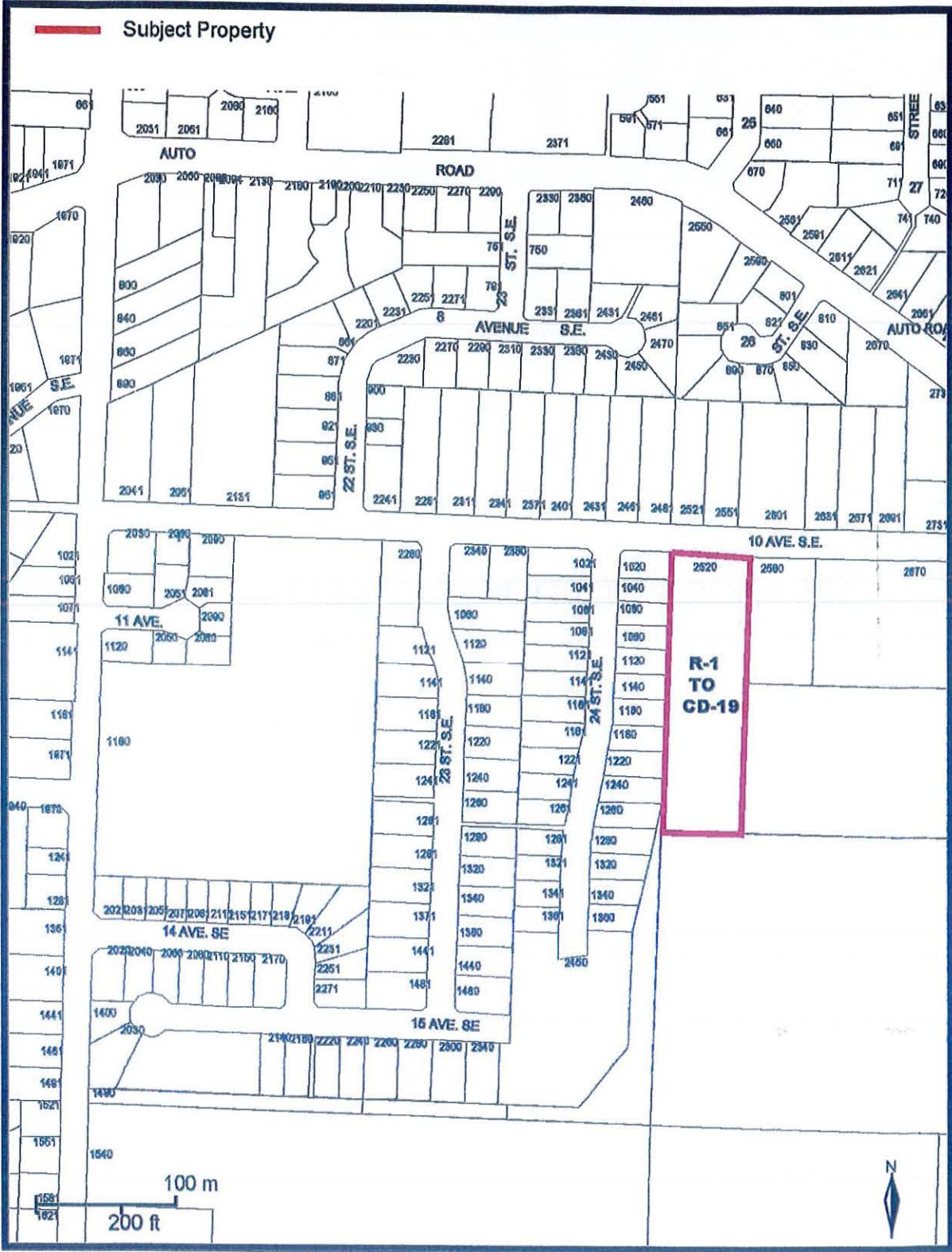
READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 9.4

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4307 be read a first and second time.

[ZON-1138; Simpson, M.; 2150 21 Street 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

To: His Worship Mayor Harrison and Members of Council

Date: January 22, 2019

Subject: Zoning Bylaw Amendment Application No. 1138

Legal: Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204

Civic: 2150 – 21 Street NE

Owner/Applicant: Simpson, 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 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 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 meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2150 21 Street NE (Appendix 1 and 2) and contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* within the existing single family dwelling.

BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in an area largely comprised of R-1 zoned parcels containing single family dwellings. There are presently 15 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5.

A "Stop Work" order was issued to the subject property in June 2018 for renovations to create a basement dwelling unit undertaken without a Building Permit. The intent of this application is to develop a conforming *secondary suite* within the basement of the single family dwelling, as shown in the plans attached as Appendix 6.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

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

COMMENTS

Engineering Department

No objections to the proposed rezoning. Comments attached as Appendix 7.

Building Department

BC Building Code will apply. A Building Permit application has not yet been received.

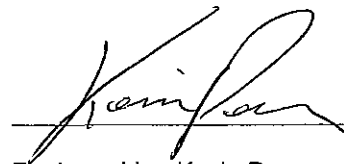
Fire Department

No concerns.

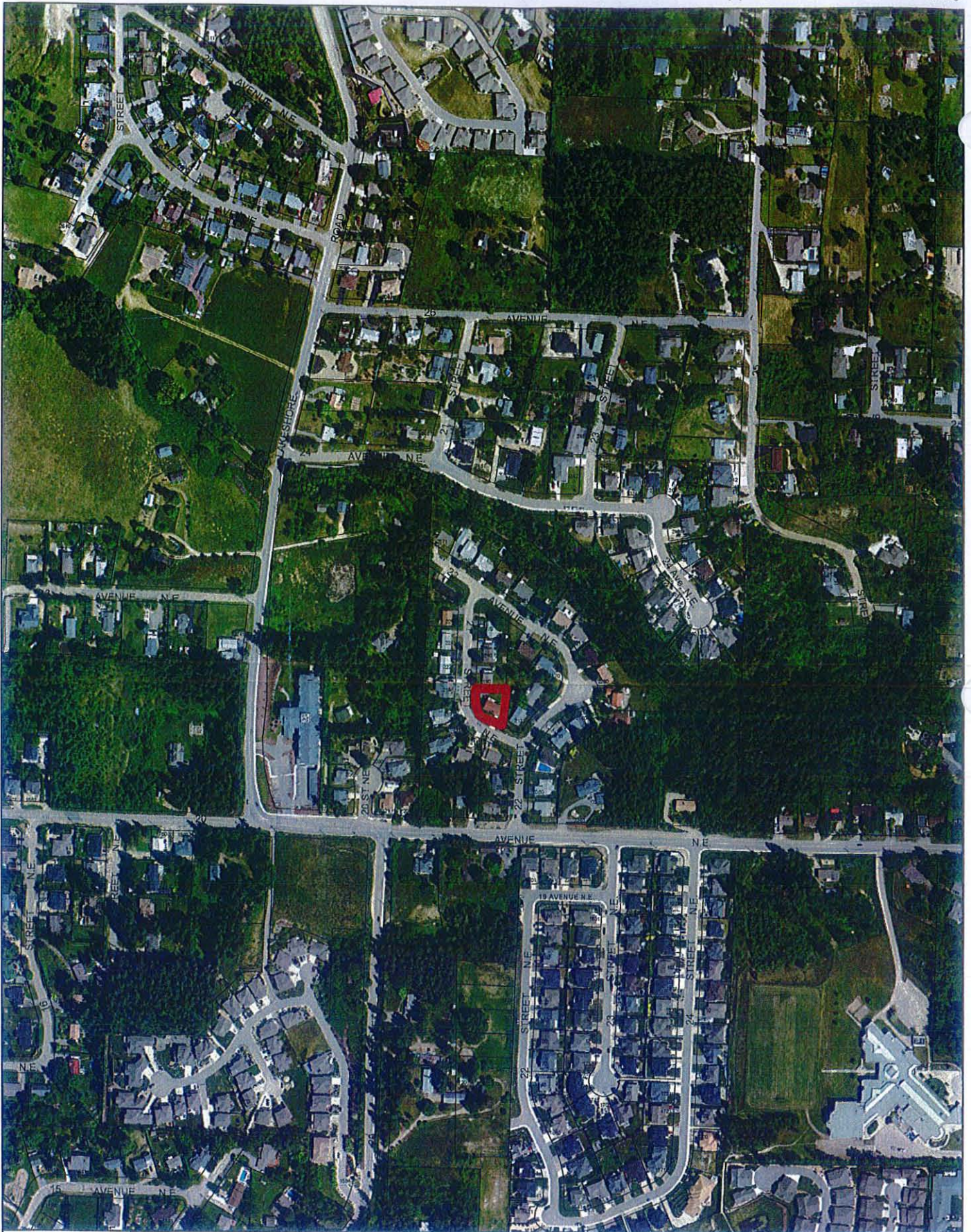
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided indicates that all R-8 Zone requirements can be met, including the provision of onsite parking. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer

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



0 55 110 220 330 440 Meters



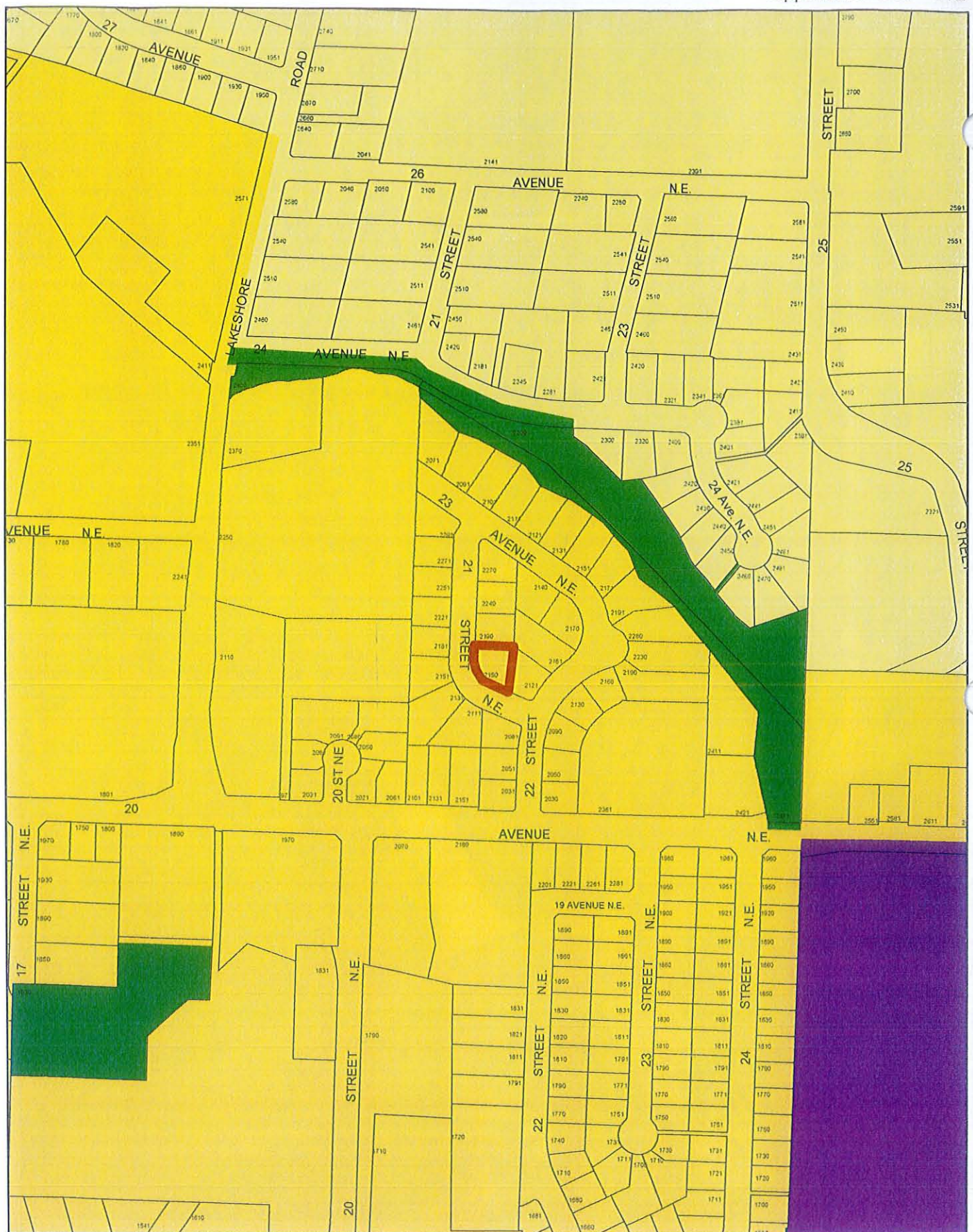
Subject Parcel



0 4.5 9 18 27 36 Meters



Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel



Park



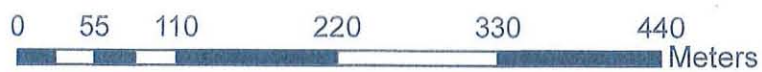
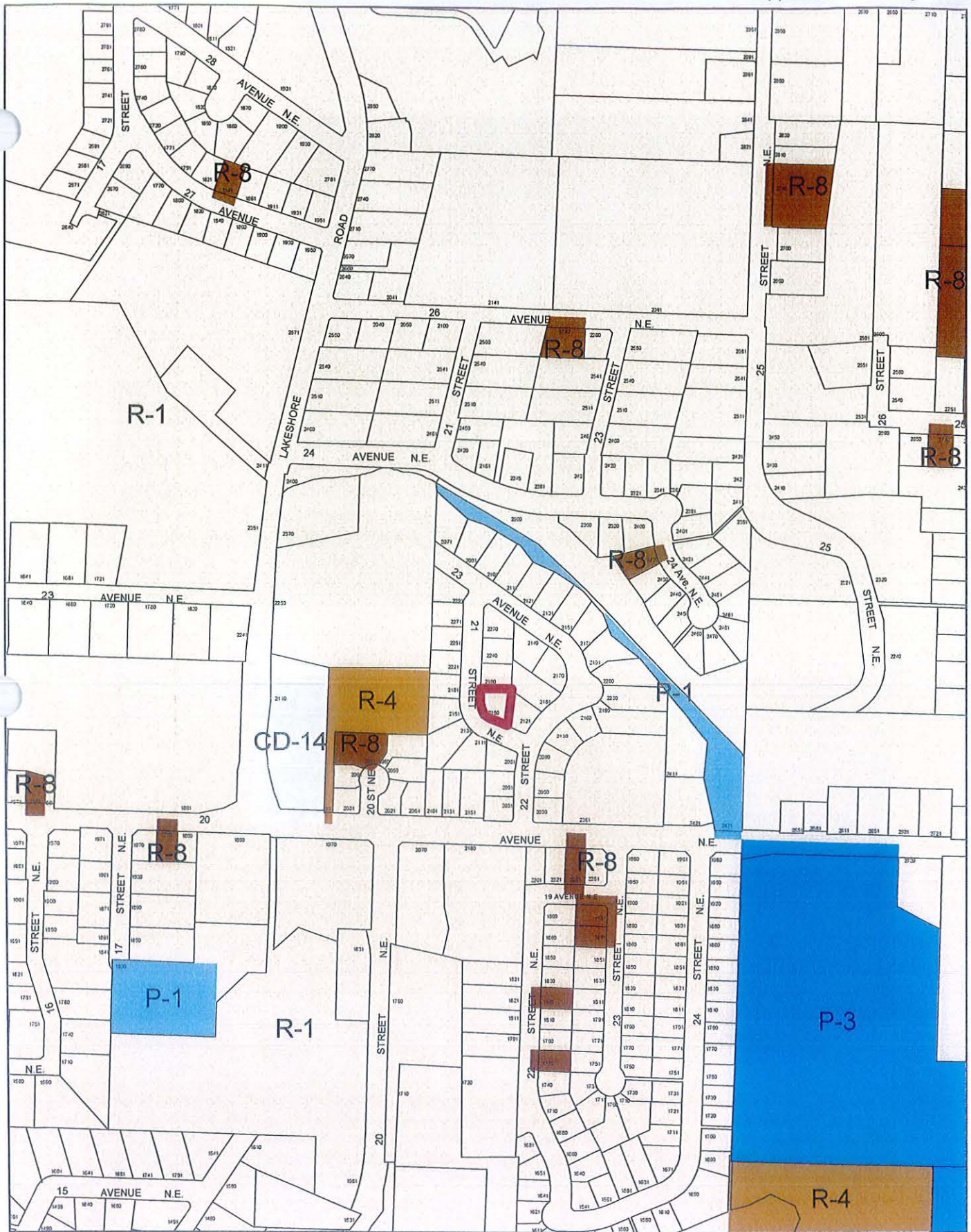
Low Density Residential

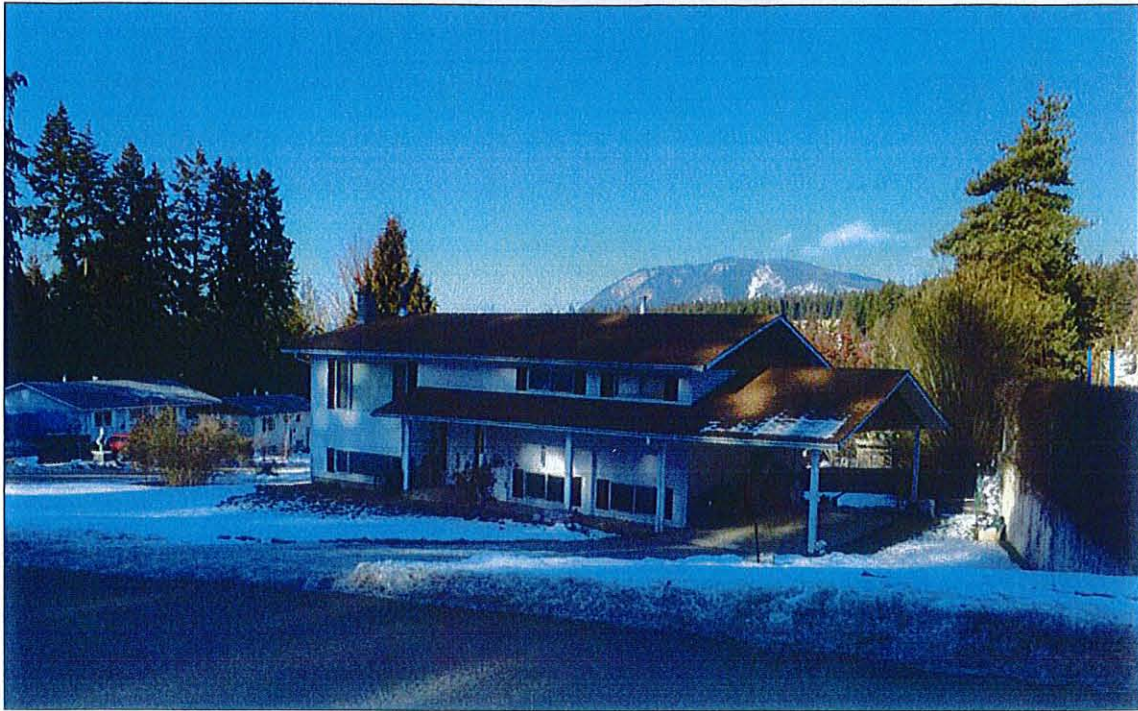


Medium Density Residential



Institutional





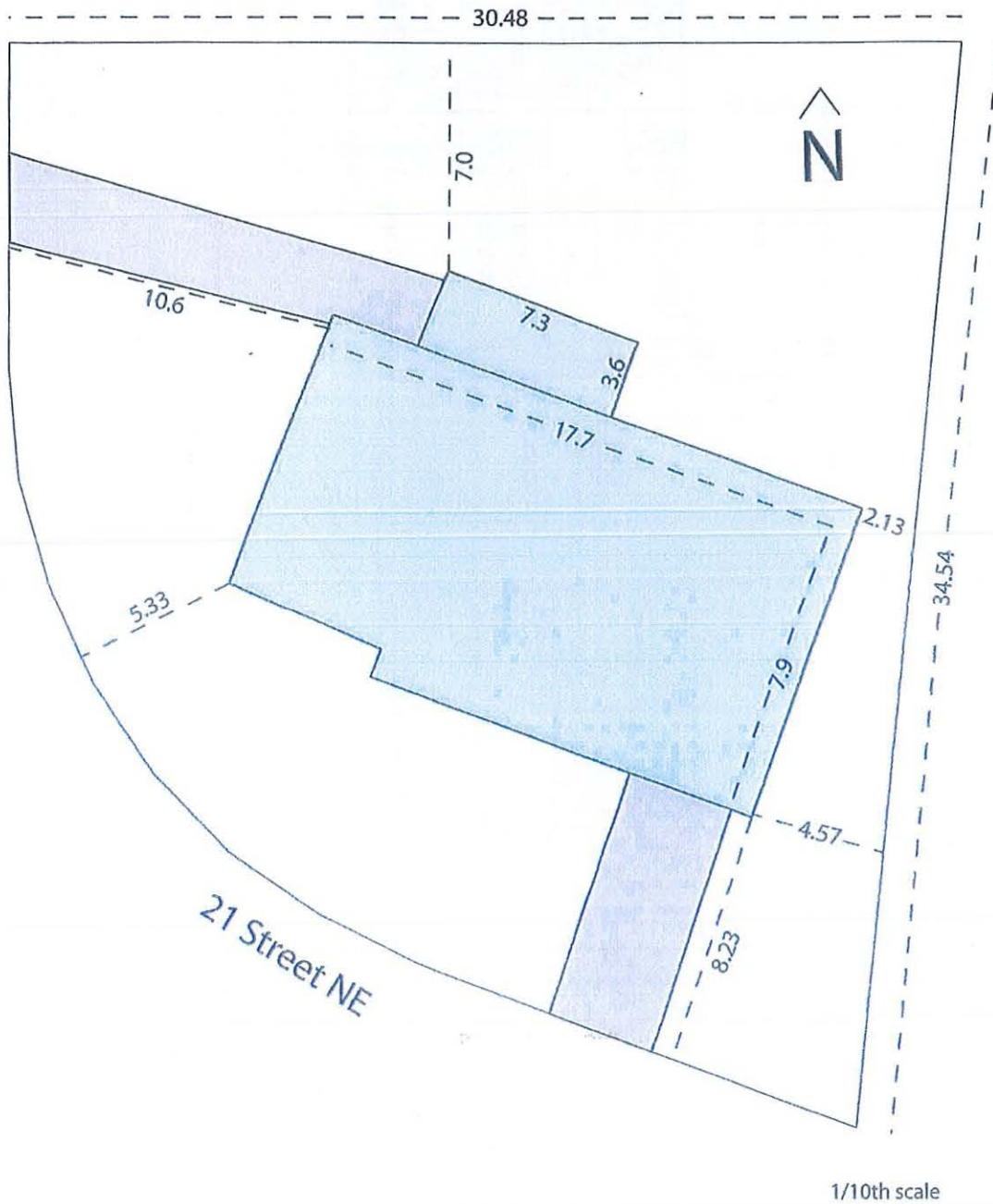
View north of subject property from 21 Street NE.

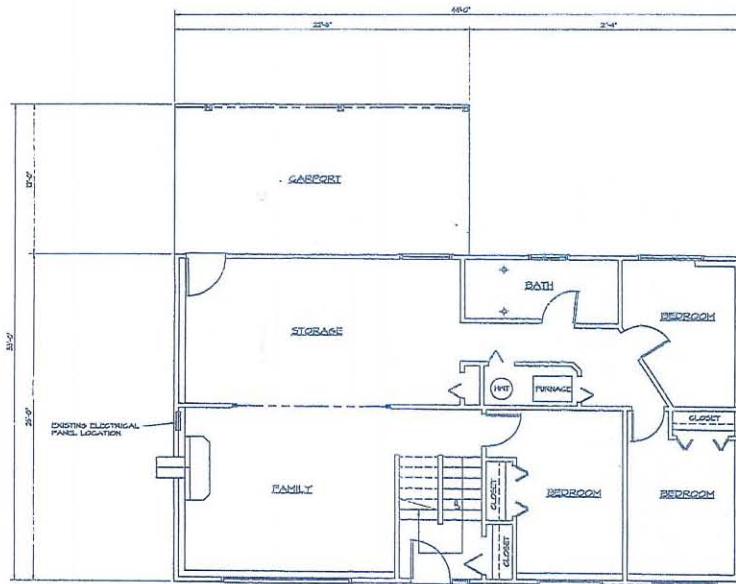


View east of subject property from 21 Street NE.

Site Plan

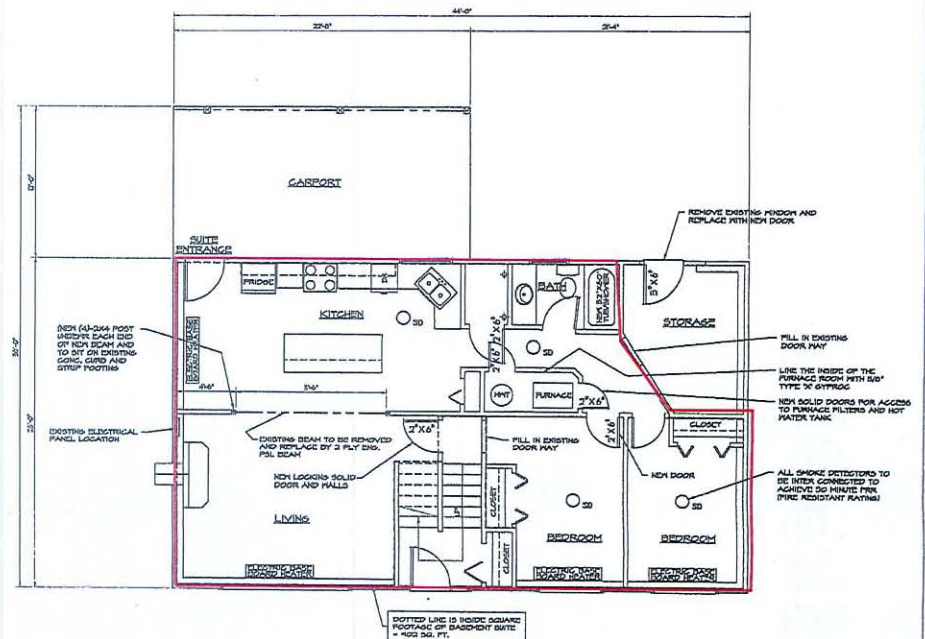
2150 21st NE
Salmon Arm, BC





EXISTING BASEMENT FLOOR PLAN

1/4" = 1'-0"




NEW BASEMENT SUITE FLOOR PLAN

1/4" = 1'-0"

REVISION NO.	DATE	DESCRIPTION

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	PEDERSON DRAFTING & DESIGN LTD.	CLIENT: MIKE SIMPSON 2100 - 25TH STREET, N.E. SALMON ARM, B.C.	
		SCALE: 1/4" = 1'-0"	DRAWN BY: [blank]
		DATE: JUNE 2008	REVISION NO.
		PROJECT: NEW BASEMENT SUITE	
		DRAWING DESCRIPTION: FLOOR PLANS	DRAWING NO.: 18-041-01

2500 - 25TH AVE. N.E. SALMON ARM, B.C. V2E 2E4 TEL: 250-882-8481 FAX: 250-882-8481 EMAIL: peder@pedersondesign.com WEB: www.pedersondesign.com

CITY OF SALMON ARM

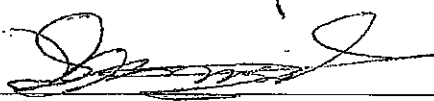
*City of Salmon Arm
Memorandum from the Engineering
and Public Works Department*

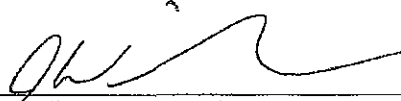
To: Kevin Pearson, Director of Development Services
 Date: December 18, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1138**
 Legal: Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204
 Civic: **2150 – 21 Street NE**
 Owner: Simpson, M. & M., 5135 – 45 Avenue, Delta, BC V4K 1K5
 Applicant: Owner

Further to your referral dated November 27, 2018, the Engineering Department has reviewed the site.

The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

- Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter watermain on 21 Street NE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. To request an estimate to upgrade the water service please contact the Engineering Department, otherwise an estimate will be provided at the time of the building permit. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
- The subject property is a corner lot and an additional access is allowed. Sufficient onsite parking shall be provided.


 Xavier Semmelink
 Engineering Assistant


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

CITY OF SALMON ARM

BYLAW NO. 4307

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and 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 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4307

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4307**"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 9.5

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4308 be read a first and second time.

[ZON-1139; Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1]

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: January 25, 2019

Subject: Zoning Bylaw Amendment Application No. 1139

Legal: Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260
 Civic: 1461 17 Street SE
 Owner/Applicant: Green, S.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone) and R-1 (Single-Family Residential Zone) as shown in Schedule A.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is approximately 1,370 square metres (0.33 acres) in area and is located at 1461 17 Street SE (Appendix 1 and 2). The proposal is to rezone the northern portion of the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a new single family dwelling containing a *secondary suite*, and to rezone the southern portion of the parcel containing the existing single family dwelling from R-7 to R-1 (Single-Family Residential Zone), as shown in Schedule A.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel is located west of Hillcrest School, a residential area largely comprised of R-1, R-7 and R-8 zoned parcels containing single family dwellings. There are currently over 40 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel contains a single family dwelling and mature vegetation, and is approximately 1,370 m² in area. Site photos are attached as Appendix 5. The proposed parcels shown in Schedule A (Appendix 6) meet both the conditions of minimum parcel area and minimum parcel width as specified by the proposed zones. A subdivision application has been submitted (Sub-18.07).

The purpose of this amendment would facilitate the creation of a new parcel and allow the future development and use of a new *single-family dwelling* containing a *secondary suite* (the proposed R-8 parcel does not have sufficient area to permit a *detached suite*), while no changes are anticipated at this time to the existing house on the portion of the property to be rezoned to R-1. Development would require a building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

The Zoning Bylaw also requires a *secondary suite* to have one designated offstreet parking stall in addition to the two stalls required for the single family dwelling. The subject parcel has more than sufficient space to accommodate the offstreet parking requirement.

COMMENTS

Engineering Department

No Concerns.

Building Department

No Concerns subject to BC Building Code requirements.

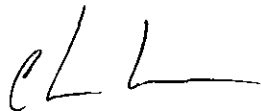
Fire Department

No concerns.

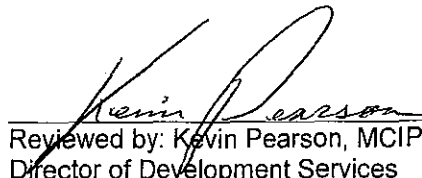
Planning Department

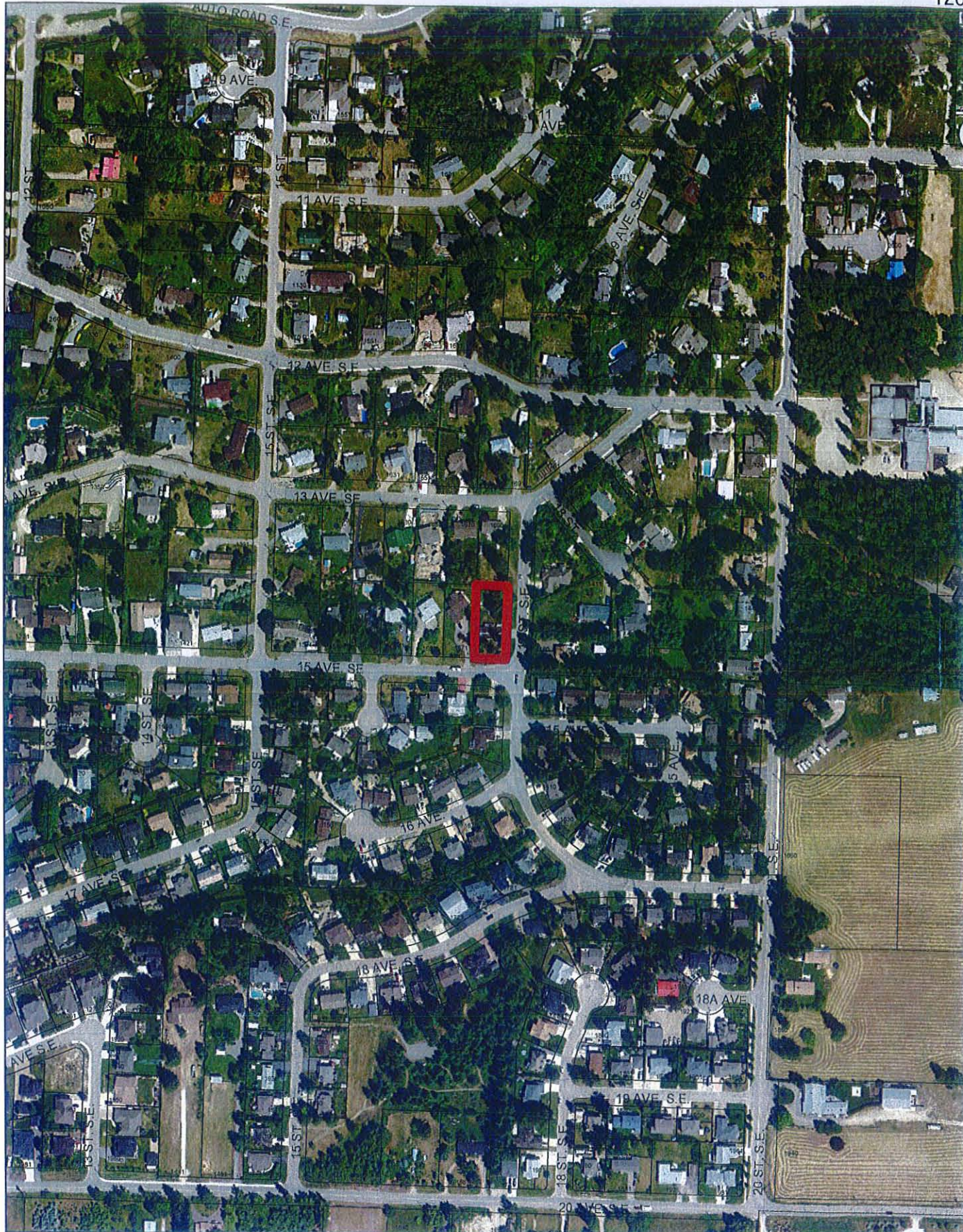
The proposed R-1 and R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The area and dimensions of the proposed lots are suitable for the proposed use and development: minimum setbacks, parcel coverage, building separation, parking and access should be easily achievable.

Any development of a single-family dwelling with a *secondary suite* would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer

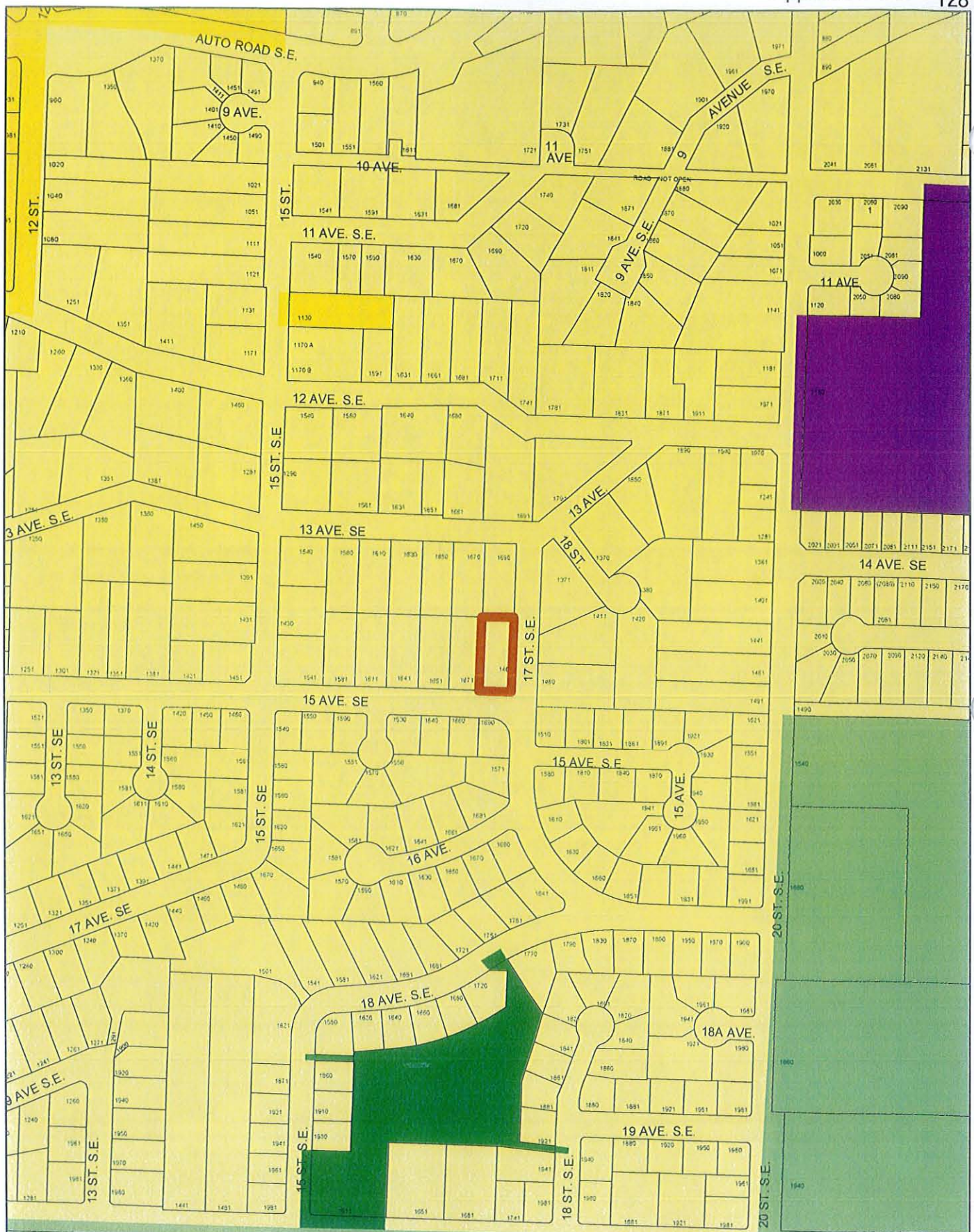

Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



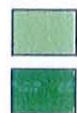
Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel



Acreage Reserve



Park



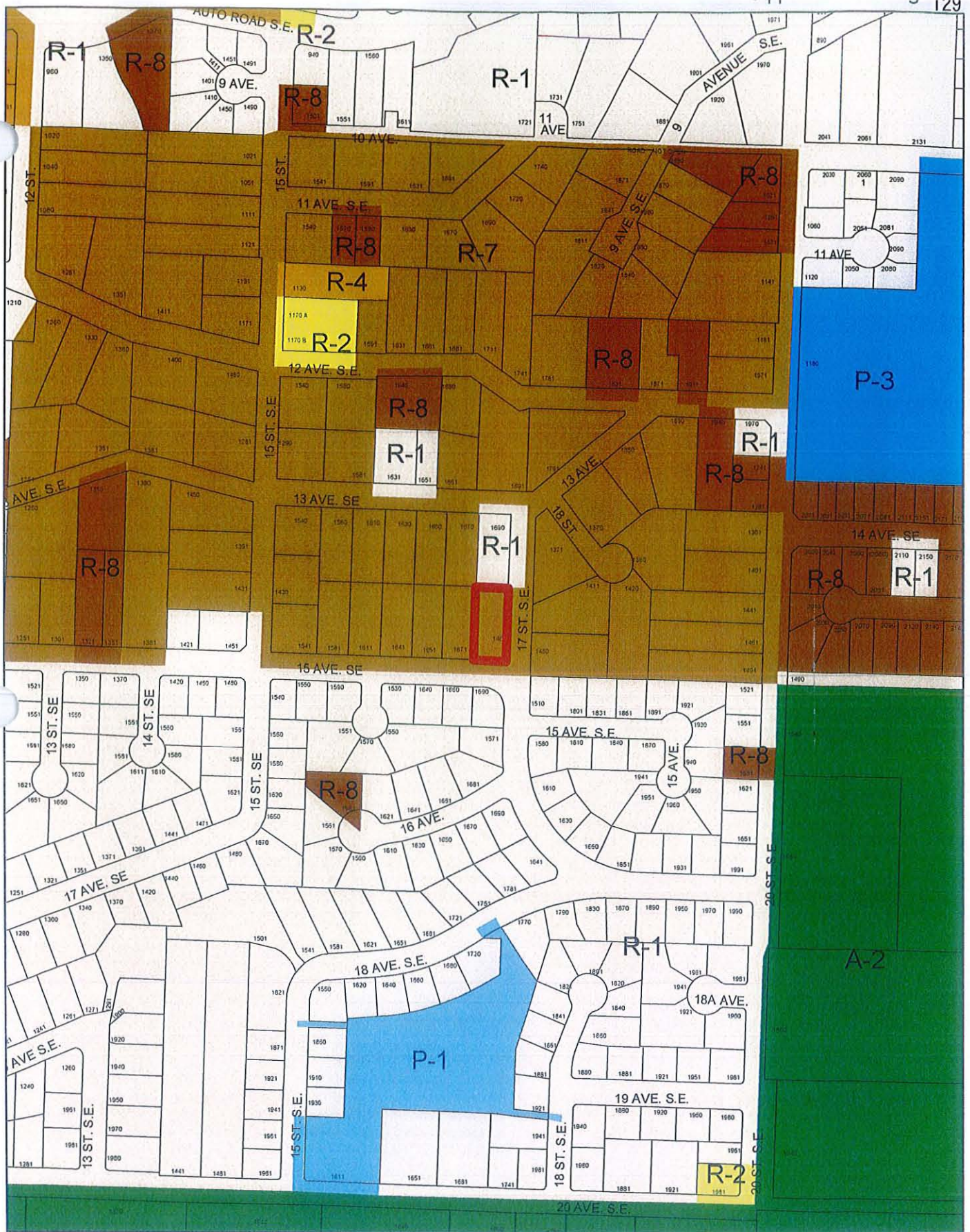
Low Density Residential



Medium Density Residential



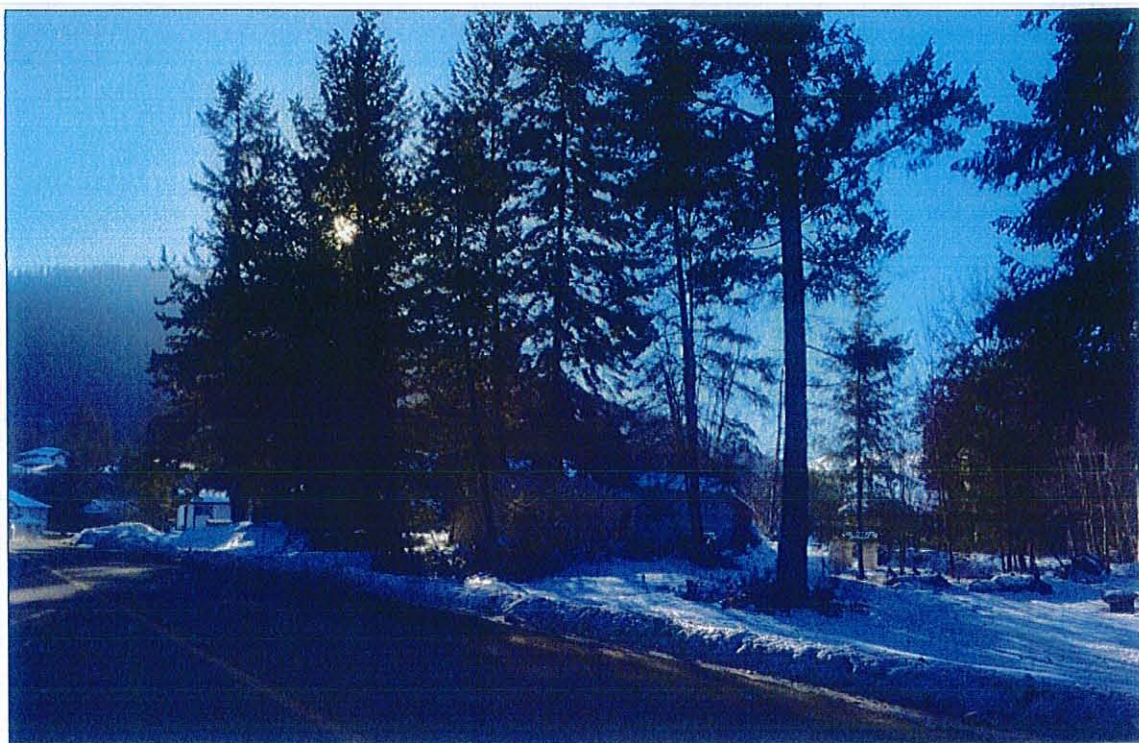
Institutional



 Subject Parcel



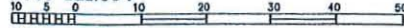
View north-west of subject property from 17 Street SE.



View south-west of subject property from 17 Street SE.

Subdivision Plan of
Lot 12, Sec 12, Tp 20, R 10,
W6M, KDYD, Plan 19260

BCGS 82L.064

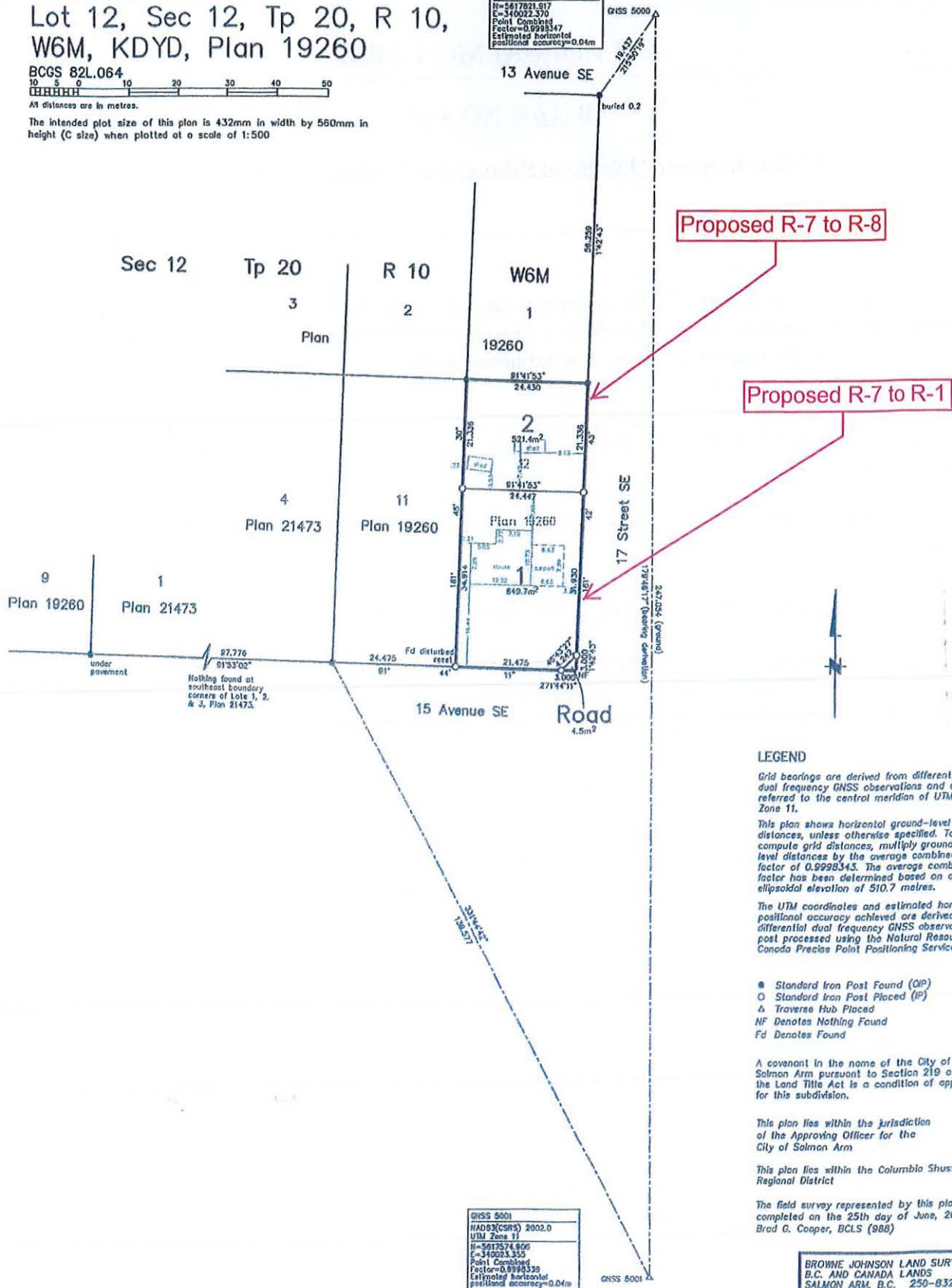


All distances are in metres.

The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:500

GNSS 8000
NAD83(CSR5) 2002.0
UTM Zone 11
N=5617821.917
E=340022.370
Point Combined
Factor=0.9998347
Estimated horizontal
positional accuracy=0.04m

PLAN EPP84479



LEGEND

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 11.

This plan shows horizontal ground-level distances, unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9998345. The average combined factor has been determined based on an ellipsoidal elevation of 510.7 metres.

The UTM coordinates and estimated horizontal positional accuracy achieved are derived from differential dual frequency GNSS observations post processed using the Natural Resources Canada Precise Point Positioning Service.

- Standard Iron Post Found (OIP)
- Standard Iron Post Placed (IP)
- △ Traverse Hub Placed
- NF Denotes Nothing Found
- Fd Denotes Found

A covenant in the name of the City of Salmon Arm pursuant to Section 219 of the Land Title Act is a condition of approval for this subdivision.

*This plan lies within the jurisdiction
of the Approving Officer for the
City of Salmon Arm*

*This plan lies within the Columbia Shuswap
Regional District*

The field survey represented by this plan was completed on the 25th day of June, 2018
Brad G. Cooper, BCLS (988)

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
File: 277-18 Fb.R130 p.59
277-18.row

CITY OF SALMON ARM

BYLAW NO. 4308

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and 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 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 Large Lot Single Family Residential Zone to R-8 Residential Suite Zone & R-1 Single Family 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4308

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4308**"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

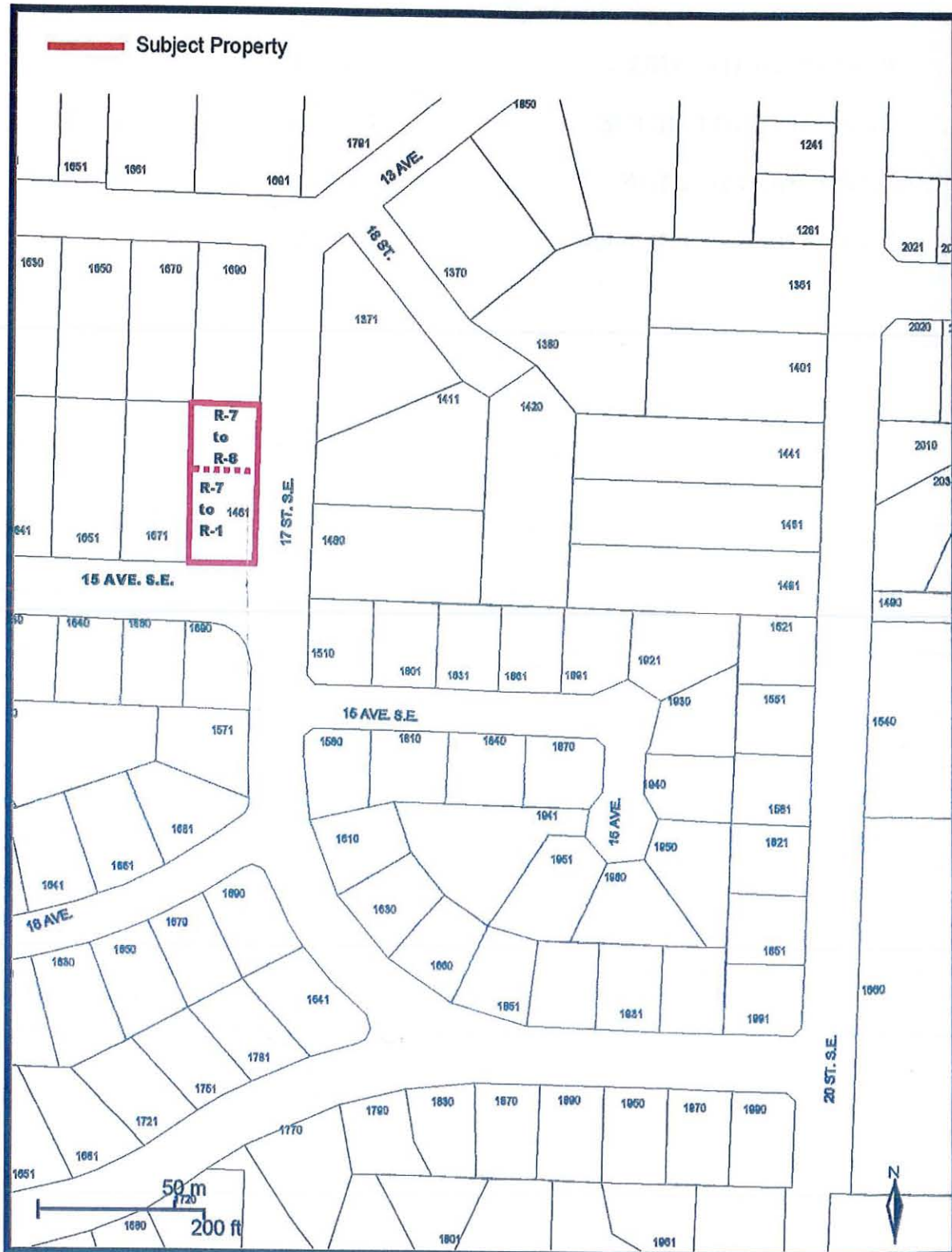
READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.6

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4309 be read a first and second time.

[ZON-1140; Tarnow, T. & K./Canoe Beach Properties Ltd/0753219 BC Ltd.; 4400 & 4600 Canoe Beach Drive NE; R-4 to R-6]

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: January 24, 2019

RE: Zoning Bylaw Amendment Application No. 1140

Subject Properties: Lots 1 & 2, Sec. 6, Twp. 21, Rge. 9, W6M, KDYD, Plan 3538
Civic Address: 4400 & 4600 Canoe Beach Drive NE
Owners: Canoe Beach Properties Ltd. & 0753219 BC Ltd.
Applicant: T. & K. Tarnow

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 1 & 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 from R-4 - Medium Density Residential Zone to R-6 - Mobile Home Park Zone.

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Section 11 (R-6 - Mobile Home Park Zone) of Zoning Bylaw No. 2303 as follows:

Section 11.5 Minimum Parcel Area – Add the following sub-section and renumber accordingly:

.2 Notwithstanding, the minimum *parcel area* for a *mobile home park* may be reduced to an area not less than 1.0 hectare (2.47 acres) when land dedication is provided for road widening or when a road reserve covenant is secured by the *municipality* for road widening.

Section 11.7 Maximum Density – Add the following sub-section:

.1 Notwithstanding, the maximum *density* may be increased higher than 17 *dwelling units* per hectare (6.8 dwelling units per acre) to a limit not exceeding the maximum *density* policies of the *Official Community Plan*.

AND FURTHER THAT: Final reading of the bylaw be withheld subject to the following:

Registration of a Section 219 Land Title Act covenant that would secure a 20 m wide road reserve connecting 45 Street NE to Canoe Beach Drive and the land needed for road widening along Canoe Beach Drive to an ultimate width of 20 m, with the two road alignments to match plan EPP5948 prepared by Browne Johnson Land Surveyors (File No. 306-09).

STAFF RECOMMENDATION

THAT Council approve first and second readings, with Public Hearings and consideration of third readings withheld subject to the following:

- 1) Submission of a detailed landscaping plan for the development; and
- 2) Completion of the City staff report for variance application No. DVP-491.

PROPOSAL

This application proposes to: 1) rezone two lots from Medium Density Residential (R-4) to Mobile Home Park (R-6) so as to facilitate the use and development of a 60 unit mobile home park (MHP); and 2) amend the R-6 zone in order to modernize the regulations for consistency with the Official Community Plan. The proposed development concept and written proposal from the applicant are attached as APPENDIX 1 and an area map is attached as APPENDIX 2. Note that the site plan attached in APPENDIX 1 has been updated a number of times since November 2018, and now includes details such as boulevard and on-site landscaping, fencing, on-site parking, space areas, setbacks and other details.

BACKGROUND

The properties each front Canoe Beach Drive while 45 Street NE terminates at the southern boundary of the two lots. Lot 1 is presently 1.5 ha (3.8 acres) in area and Lot 2 is 2.0 ha (5.0 acres) in area. The properties are located in the Urban Containment Boundary (UCB), Residential Development Area "A" and designated "Medium Density Residential" (MDR) in the Official Community Plan (OCP). The MDR land use designation supports R-6 zoning and a maximum density of 40 dwelling units per hectare. The maximum density permitted in the R-6 zone is 17 dwelling units per hectare. Based on the combined, gross lot area of 3.5 ha (8.8 acres):

Maximum density supported by OCP	140 units
Maximum density permitted by R-6 Zone	60 units
Maximum density proposed	60 units
Maximum density permitted based on <u>net parcel area</u> *	55 units
Maximum density of the lots were zoned R-1 based on <u>net parcel area</u> *	68 units

* Technically, density calculations are to be based on the net parcel area, generally meaning the residual area of a lot measured after all necessary road dedications. The proposed text amendments to the R-6 zones, discussed in more detail further on in this report, would recognize the approximate 4,000 m² (0.98 acre) area of the two lots that would be needed; either dedicated to or acquired by the City, to construct 45 Street NE to a width of 20 m and widen Canoe Beach Drive (CBD) from its present width of approximately to 12 - 13 m to 20 m (Plan EPP5948 showing the ultimate 45 Street and CBD alignments is attached as APPENDIX 3).

The two vacant lots have a combined frontage length of approximately 330 m along CBD and depths ranging from 97 m to 167 m. The land is relatively flat and slopes slightly upward from east-to-west by approximately 3 - 4%. The land uses surrounding the properties are a combination of low density residential development, public parks and recreation, lakeshore and a forested trail network:

North: CBD / CP Rail / single family lots / Shuswap Lake - zoned R-1
 South: Residential subdivision (Lakeside Pines) - zoned R-1
 East: Single family residential - zoned R-1
 West: Elks campsite and Canoe ball diamonds on City parkland - zoned P-1

OCP land use and zoning maps are attached as APPENDIX 4 and APPENDIX 5. There are several other mobile home parks (MHPs) in Canoe including Canoe Creek Estates and Cedar Crescent. Many of the homes built in the first phases of the adjacent Lakeside Pines conventional subdivision are double wide modular units. APPENDIX 6 is a map showing all of the MHP properties in Salmon Arm with R-6. Note that Canoe Creek Estates is still zoned R-1 and subject to a 40 year old Land Use Contract.

The subject properties have been designated MDR and zoned R-4 for more than a decade. Development Permits DP-332 and DP-360 were approved in 2006 and 2010 for a 50 unit townhouse development on Lot 1. DP-360 was the same 50 unit concept as DP-332, but the latter DP was approved with numerous bylaw variances, which would have allowed for increased building heights, decreased setbacks, the phasing of works and services with the end result including full construction of CBD and an extension of 45 Street NE to intersect with CBD.

Development of a MHP is subject to the City's MHP Bylaw which regulates the internal development parameters of a mobile home park. In order to achieve a density of 60 mobile home pads, the proposal would need Council's approval of a number of variances pertaining to buffer zones, setbacks and minimum space areas. The applicant is contemplating a fully serviced park with both single and double wide manufactured homes.

The applicant has applied for a development variance permit (DVP) proposing a number of variances to the MHP Bylaw and the Subdivision and Development Servicing (SDS) Bylaw. The timing for Council's review of the DVP application and its Hearing is intended to coincide with a Public Hearing for the rezoning if Council grants first and second readings to the rezoning bylaw. The staff report for the DVP application is anticipated to be completed sometime in February 2019.

COMMENTS

For this rezoning application, the primary technical considerations are the proposed land use, density and supporting OCP policies. For the development to succeed, Council's approval of the rezoning from R-4 to R-6, the proposed text amendments, and at least 10 variances to the MHP is needed. The proposed servicing variance to the SDS Bylaw is a request for Council to waive the requirement to upgrade CBD to the RD-14 urban road standard along the 125 m frontage of Lot 1, with the applicant prepared to upgrade the 205 m frontage of Lot 2. Details of the proposed variances in relation to the MHP Bylaw requirements and the off-site servicing requirements will be addressed in the associated DVP application report. Other aspects of the proposal relevant to both applications are discussed in this report.

OCP Policies

The proposed use, development and unit density are consistent with the OCP. Generally, Policies 8.2 and 8.3 broadly support a variety of housing types and densities throughout Residential Development Area A. As mentioned, the MDR land use designation supports residential development at a density of 40 units per hectare, which would equate to a maximum of 140 units on the two lots.

Mobile Home Parks and R-6 Zone

There are approximately 10 mobile home parks in the City today with R-6 zoning (identified in APPENDIX 6). Most are located either within or on the fringe of the UCB and serviced by City water. Most were developed in the era between the 1960s - 1990s and not all are serviced by City sanitary sewer. The most recent MHPs developed and redeveloped in the last 10 years include the Carriage Lane and Lakeland MHPs, both near Haney Park.

Carriage Lane closely resembles a single family residential subdivision with modern double wide modular homes sited on subdivided, bare land strata lots. Numerous variances have been approved to allow for permanent basements on all lots within Carriage Lane, and several have been granted variances to increase parcel coverage. The developer of Carriage Lane extended a 2 km long connection to the City's sanitary sewer system and brought the property within the UCB with approvals by Council and the Agricultural Land Commission (ALC), and contrary to the City's OCP at the time. It is essentially an R-1, single family, bare land strata development on historically zoned R-6 property, and still within the ALR (non-farm use was granted by the ALC for a mobile home park on this lot in 1977).

Lakeland was redeveloped over the past five years and is an example of a more traditional MHP consisting of new single and double wide mobile homes, with the land titled under a single ownership and the 33 MHP spaces rented out. Lakeland is serviced by a septic filed on adjacent land under the ownership of the Ministry of Transportation and Infrastructure.

The intent of the proposed MHP for this rezoning application is for the traditional model of single land ownership with 60 pad spaces rented to owners of single and double wide mobile homes, similar to Lakeland, yet fully serviced with City water, sanitary and storm infrastructure.

R-6 Zone / MHP Bylaw

The City's bylaws pertaining to MHPs are somewhat old dating back to 1982 and 1995. With no new MHPs developed, except for the ones mentioned above, there has neither been a need nor the staff time required to modernize these bylaws in recent years. It could be argued that the R-6 zone and the MHP Bylaw were contemplated at a time when there was societal stigma attached to mobile home parks; generally negative neighbourhood perceptions of MHPs that still linger today. Basically, these two bylaws prescribe regulations that require large tracts of land as a starting point, excessive setbacks and buffers from neighbouring developments (excessive when compared to single family, R-1 and R-4 zoned strata developments), and measures that prevent residential unit densities that are supported by today's OCP.

One of the more technical reasons for the prohibitive nature of these regulations had to do with a need for large areas of land and lots sizes for septic fields as most of the MHPs are located out of reach from the City's sanitary sewer system.

The R-6 zone permits the use *mobile home park* and *mobile homes* defined (paraphrased) as factory-built *dwelling units* conforming to BC Building Code regulations CSA A277 or CSA Z240, but not including travel trailers and recreational vehicles, fifth wheels, park model homes or campers. This zone allows a maximum unit density of 17 units per hectare, defers to the MHP Bylaw for on-site servicing standards, minimum setbacks, minimum parcel coverage, minimum mobile home park space areas, buffer zones, on-site parkland and landscaping requirements, among many other regulations.

For off-site servicing, the MHP Bylaw defers to the City's SDS Bylaw, and for on-site servicing, adhering to best engineering practices (similar to any approved strata development).

As mentioned, for this development proposal to succeed, Council's approval of numerous variances to the MHP Bylaw and SDS Bylaw. For this rezoning application, two text amendments are proposed as written in the Motion for Consideration on Page 1:

Section 11.5 Minimum Parcel Area - this amendment would allow the minimum parcel size of a MHP to be reduced from 2.0 hectares to 1.0 hectare when road widening is provided. Land dedication for roads can only be acquired by the City without compensation to a land owner when a subdivision is involved. MHPs do not necessarily require subdivisions. A minimum lot size of 1.0 hectare (2.47 acres) seems to be a reasonable minimum to allow for a MHP. For the proposal now under review, with the dedications needed for 45 Street and Canoe Beach Drive, Lot 1 would remain approximately 1.5 hectares in area while Lot 2 would be reduced from 2.0 hectares to approximately 1.6 hectares.

Section 11.7 Maximum Density - this amendment would allow for an increase in density that is consistent with a lot's land use designation of the OCP (in this instance MDR) when road widening is provided either with a road reserve covenant or via outright dedication; similar to a density bonus but not as high as a bonus to what is supported for multi-family developments.

The above amendments are, in staff's opinion, reasonable and would provide fairness in the context of the City's OCP policies, supporting higher density residential development in general, and a slight modernization of the R-6 zone regulations.

Roads

Approximately 4,000 m² (11%) of the combined land area of Lots 1 and 2 would be dedicated in order to widen CBD and to also establish 45 Street NE. CBD is designated as an "Urban Arterial Road" in the OCP. Normally an urban arterial requires a 25 m dedicated width. Realizing the constraints of the adjacent CP Rail line to the north, CBD has a special design standard with a reduced width to 20 m and a multi-use pathway intended for pedestrian and cyclists (RD-14 design is attached as APPENDIX 7). The present road alignment of CBD ranges in widths between 9 m to 13 m along the two frontages.

The associated DVP application includes a request to waive the requirement to construct the CBD frontage of Lot 1 - approximately 120 m in length - to the RD-14 urban road standard. With that request, the applicant is hopeful the City would commit to completing those frontage upgrades within the next few years. Being an arterial road, CBD is intended to be partially funded by Development Cost Charges (DCCs); however the City's present capital plans do not address financing upgrades to CBD.

Road Reserve

The extension of 45 Street NE - highlighted in APPENDIX 3 - is a critical local road connection needed from the residential subdivision to the south to CBD. It is recommended by staff and agreed to by the applicant that registration of a road reserve covenant securing 45 Street NE along with securing the necessary widening for CBD be a condition for final reading of the rezoning bylaw. The preferred alignment for 45 Street mirrors the plan attached as APPENDIX 3 produced by Browne Johnson Land Surveyors for the previous development proposal DP-360.

If upgraded, the two roads would provide and improve on vital connectivity for vehicles, pedestrians and cyclists. During the public input process for the Canoe Beach Park Master Plan in 2017, improvements to CBD for better and safer access to the park/beach was deemed a priority of the local community.

Other

Full road construction of CBD and 45 Street, utility main extensions / upsizing and onsite works will be costly for any development on the properties. The applicant has provided some preliminary estimates which amount to approximately \$920,000 for off-site works, not including DCCs, and more than \$1,000,000 for on-site works. The listed price of the two lots in 2018 was \$999,000 and the assessed land value of both was \$896,000. The off-site costs and DCCs (\$9,529 per unit) have been cited by previous and current owners as being a barrier to development. Servicing costs are absorbed proportionally per unit based on density while DCCs are fixed per unit.

If the City needed to purchase land for the alignment of 45 Street and for the widening of CBD, the value of 4,000 m² of land, based simply on the 2018 land assessed value, would be \$98,560.

The properties are some of few remaining large, vacant and flat tracts in Canoe. In terms of achieving the highest residential density practical under the present R-4 zone, staff's opinion is that a phased and clustered townhouse development of 100 units would be the best outcome for the subject properties. The demand for multi-family residential is cyclical and possibly location specific. Back when DP 332 & DP-360 were approved, the market for multi-family residential was soft in Canoe and Salmon Arm's population growth was at a much slower rate compared to recent years. In the last five years Canoe has experienced resurgence in single family residential development.

Although there has been few new MHPs developed in the City for decades, there is a consistent demand in the community for mobile homes. MHPs provide a type of housing and financing arrangement that may offer more affordable options compared to traditional single family 'stick built' homes. Today's mobile homes are solidly manufactured to meet CSA and BC Building Code standards.

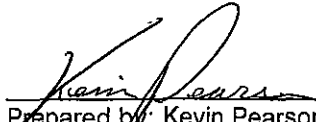
In terms of design, a form and character Development Permit is not required for a MHP development. The MHP Bylaw addresses landscaping and buffering in a relatively simple manner. The applicant has been encouraged by staff to have an upgraded site / landscaping plan showing the following:

- Landscaping plan showing the location of trees, shrubs and sod; and
- Perimeter fencing details identifying height and fencing materials;

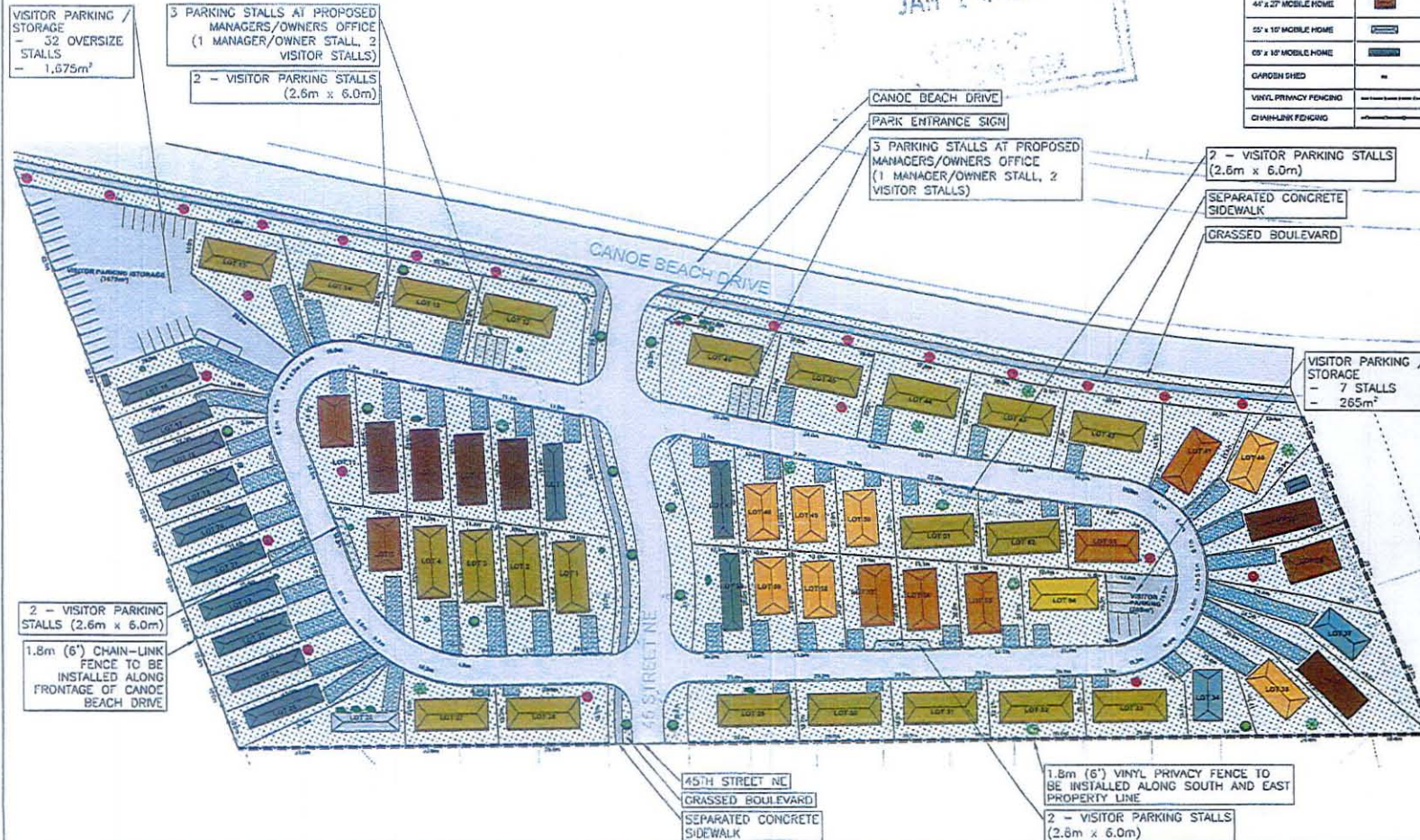
Note also that the RD-14 road design includes street trees required to be planted in the boulevard at intervals of 15 - 20 m.

CONCLUSION

It is recommended that, should Council approve first and second readings of the rezoning bylaw and text amendment bylaw, the Public Hearing and consideration of third readings be withheld until the associated DVP application report is completed and ready for the same Council meeting. Along with that, the applicant is encouraged to have a more detailed landscaping plan prepared for review by staff, the public and Council. The staff report for the associated DVP application should be completed in February 2019.


Prepared by: Kevin Pearson, MCIP, RPP
Planning and Development Officer

OVERALL MOBILE HOME PARK SITE LAYOUT OF 3538 LOT 1 & 2, SECTION 6, TOWNSHIP 21, RANGE 9, W6M, KDYD



RECEIVED
JAN 24 2019

LEGEND	
80' x 20' MOBILE HOME	
60' x 20' MOBILE HOME	
50' x 20' MOBILE HOME	
40' x 20' MOBILE HOME	
40' x 10' MOBILE HOME	
30' x 10' MOBILE HOME	
20' x 10' MOBILE HOME	
CARPORT SHED	
VINYL PRIVACY FENCING	
CHAIN-LINK FENCING	

LEGEND	
80'	80' x 20' MOBILE HOME
60'	60' x 20' MOBILE HOME
50'	50' x 20' MOBILE HOME
40'	40' x 20' MOBILE HOME
40'	40' x 10' MOBILE HOME
30'	30' x 10' MOBILE HOME
20'	20' x 10' MOBILE HOME
	CARPORT SHED
	VINYL PRIVACY FENCING
	CHAIN-LINK FENCING
	SEPARATED CONCRETE SIDEWALK
	GRASSED BOULEVARD
	1.8m (6') VINYL PRIVACY FENCE TO BE INSTALLED ALONG SOUTH AND EAST PROPERTY LINE
	1.8m (6') CHAIN-LINK FENCE TO BE INSTALLED ALONG FRONTAGE OF CANOE BEACH DRIVE

NOTES	
1)	CONSTRUCTION TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITHIN LOT & CITY COORDINATES
2)	CONSTRUCTION TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITHIN LOT & CITY COORDINATES
3)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
4)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
5)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
6)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
7)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
8)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
9)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES
10)	ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALT LAKE COUNTY ORDINANCES

DRAFT	
FOR CLIENT REVIEW	
DATE	JAN 17, 2019
CHECKED	DTL
DESIGNED	AGW
DRAWN	AGW
DATE	JAN 17, 2019
CHECKED	DTL

LAWSON	
2530 LAKEVIEW DRIVE W PO BOX 100 SALT LAKE CITY, UT 84142	
CANOE BEACH DRIVE MODULAR HOME PARK	
SALMON ARM, BC	
60 PAD MOBILE PARK SITE RENDERING	
PROJECT NO.	130-1
SHEET	1 OF 1
DATE	L-1
REV	0

Rezoning Application for 4400 and 4600 Canoe Beach Drive.

Salmon Arm has a shortage of affordable options for young families entering the market and retirement age people looking to downsize. Our proposed development will help make home ownership a viable option for Salmon Arm residents in all stages of life. We feel the neighborhood of Canoe is perfect for our desired use and will only benefit the surrounding residents by the upgrades we will provide at the development stage. The overall general intent that we are looking to achieve with this development is to provide a more affordable housing option to people in a family orientated neighborhood. In researching this objective, we have reviewed ways to bring housing affordability rates down by doing the following:

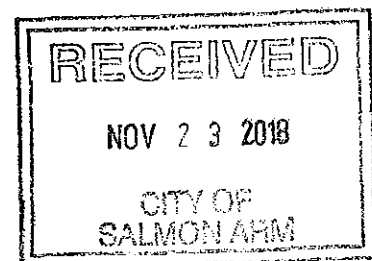
- Eliminating land cost for home owners by providing leasehold lots.
- Smaller individual parcels
- Smaller housing footprints
- Manufactured homes
- Moderate Finishings – Interior and Exterior
- Organized Construction Sequencing

To do this we are requesting to re-zone the property from R-4 Medium Density Residential to R6 Mobile Home Park Residential Zone. The Mobile Home Park Residential Zone would allow for a 60 lot manufactured home community with lots approximately 300-550m² in size. The development of these two parcels would allow us as the developer to finish 45 street NE through to Canoe Beach Drive as well as make improvements to Canoe Beach Drive. To make this development feasible there are certain variances required that we will be applying for at the same time:

- 4m setback around the whole community
- 300m² minimum lot size to increase density
- City assistance upgrading Canoe Beach drive along phase 2 of the proposed development
- A variance to omit the green space requirement since it is located beside a park

Upon successful re-zoning of these parcels, the developers would proceed to develop the land at an affordable rate and produce an affordable housing option for families in the Canoe neighborhood, with a target price point of \$140,000-\$200,000.00 for detached single family homes. Thank you

Kerry Tarnow



Dear Mr. Kevin Pearson:

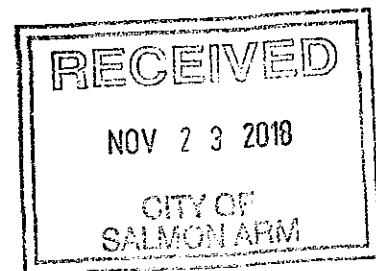
Further to our meetings with the planning and engineering department regarding the rezoning of 4400 and 4600 Canoe Beach drive we are requesting the following variances to allow for us to construct a financially feasible development. The variances we're proposing are:

- Minimum lot size of 300 meters squared
- A 4 meter setback around whole park ,with mobile homes put at the 4 meter mark
- No green space requirement as the development is beside a park.
- City assistance upgrading Canoe Beach Drive, along phase 2 of the proposed development

The proposed variance has us upgrading the larger section of Canoe Beach Drive to current city standards along what will be the first phase of our development as well as connecting 45th Street NE to Canoe Beach Drive. To keep the project financially feasible our request is for the city to finish the Canoe Beach Drive upgrade along the second phase of our development when the budget permits.

Thank you

Kerry Tarnow



AFFORDABLE HOUSING, PRIDE IN OWNERSHIP AND A SENSE OF COMMUNITY

THE CASE FOR A NEW MANUFACTURED HOME COMMUNITY IN SALMON ARM



SALMON ARM HAS A GOOD PROBLEM

- People have figured out that the Shuswap is an amazing place to live.
- From a community that supports the health and well-being of seniors in retirement, to a safe place to raise a family.
- Salmon Arm has it all and people want to live here.

UNFORTUNATELY, NOT EVERYONE CAN.

49% OF INCOME DEDICATED TO HOUSING IF USING SALMON ARM AVERAGE HOUSING AND INCOME DATA

The average family in Salmon Arm would need to spend **forty-nine percent of their gross income** on housing if they want to be homeowners in the town they live in.

That almost seems a bit unbelievable until we break it down.

- \$421,333 Average Residential Sale Price in Salmon Arm in December 2018 (\$409,500 - median)
- \$64,009 Median Household Income in the Columbia-Shuswap Census Area (2016) - Includes Vernon, Kelowna.
- \$31,510 estimated annual cost of home ownership in Salmon Arm with a mortgage.

THEY COULD ALWAYS RENT - OR CAN THEY?


According to the CMHC, Salmon Arm had a Blended Vacancy Rate (average of available rental types and areas) of ~0.75% in the Salmon Arm area in 2018.

- Meaning a property is theoretically on the market and available for less than 3 days a year.
- This number is down from ~2.55% (blended rate - Average between available datasets) in 2015 - meaning there is even less rental inventory available than even 4 years ago.

There are some new homes being built - 34 built last quarter


- Unfortunately due to the increased strictness of tenancy laws in BC, they are unlikely to be for rental purposes - due to the law changes there are easier and safer ways than real estate to get a reasonable rates of return on investment.

The reality is that home ownership in Salmon Arm has become difficult to achieve, and renting is not much easier.





**One option towards a Solution:
MANUFACTURED HOME COMMUNITY**

It may not be a fix-all solution, but it is a start



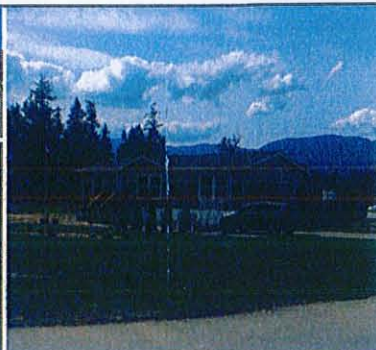

NOPE, NOT THIS

THIS IS PROBABLY THE FIRST THING YOU THOUGHT OF THIS TRAILER I USED TO DESIGN MY SOLUTION. THAT AND LIVING IN THE CREEK.



QUALITY HOMES

- Manufactured to the highest quality. Built to CSA (Canadian Standards Association) standards since 1992.
- Including modern electrical and plumbing systems.
- Completed build environment.
- High quality material.
- Low waste in build process. Better for the environment.



**THIS IS A MODERN
MANUFACTURED
HOME COMMUNITY**

When you give people the option to own their own home, you give them something they can take pride in.

LAKELAND HOME COMMUNITY
A model for modern Manufactured Home Communities



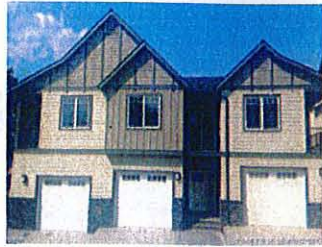
- Built in 2014 over two phases, and completed in 2017, the Lakeland Home Community is a great example of what happens when you start with a 'new' park.
- Today the park is occupied by proud home owners.
- All units are owned by their residents and it shows in the standard of care and maintenance shown to be taken in each unit.

A COMPARISON OF OPTIONS AVAILABLE IN SALMON ARM TODAY

Manufactured Home - \$180,000	Townhouse - \$349,000
	

TOWNHOUSE

- Currently for sale in Salinas Arm - \$249,000
- 3 bedrooms - 1713 sqft - built in 2013
- Monthly Cost of Ownership: \$2,138

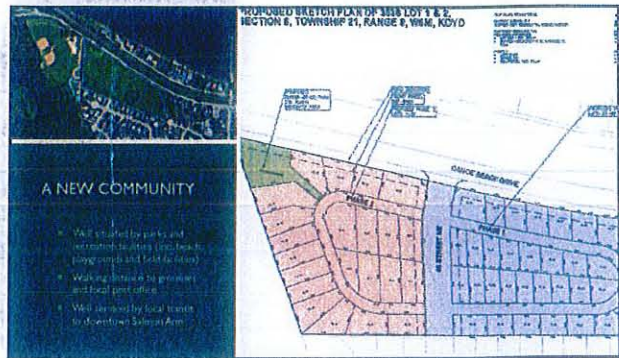


MODULAR HOME

- Priced from \$125k - \$225k
- Built to customer requirements
- 3 bedrooms - new build - 1500 sqft
- Monthly Cost of Ownership: \$1,388



Nowhere for them
to go.

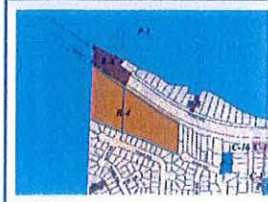


BENEFITS TO THE TOWN

- \$120,000/year in new property tax revenue
- Over \$1mm in financial benefits to the town through
 - Road Upgrades (Widening of Canoe Beach Drive & Road Lengthening)
 - Over 10% of total land area gifted for the purpose of widening CBD as well as lengthening 45 St. NE.
 - Extended Sidewalks
 - Other Development Cost Charges
- New infrastructure would provide better and safer auto, pedestrian and bicycle access for local residents to the nearby beach and park areas



FURTHER DETAILS



- Zoning proposal includes conversion from R4 (Medium Density) to R6 (MHP)
- Actual proposed housing density change is not substantial - the maximum density supported by the OCP is 140 units.
- Proposal instead requests 60 Manufactured Home Pads

TO CONCLUDE

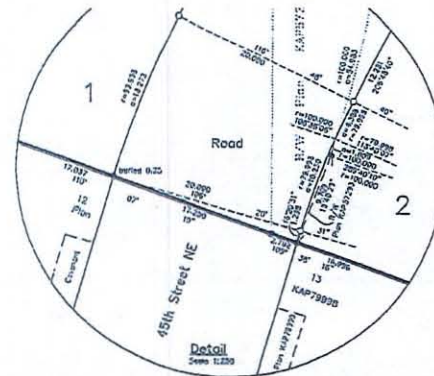




- Proposed Rezoning would benefit Salmon Arm by
 - Increasing much needed affordable housing options in the town by creating a new community
 - Allow dozens of families - who otherwise may not be able to - the opportunity to become homeowners
 - Redeveloping an otherwise ignored property in an up-and-coming area of the town
 - Providing to the town over \$1,000,000 in development benefits as well as an increase in tax revenue of over \$120,000/year

AREA MAP

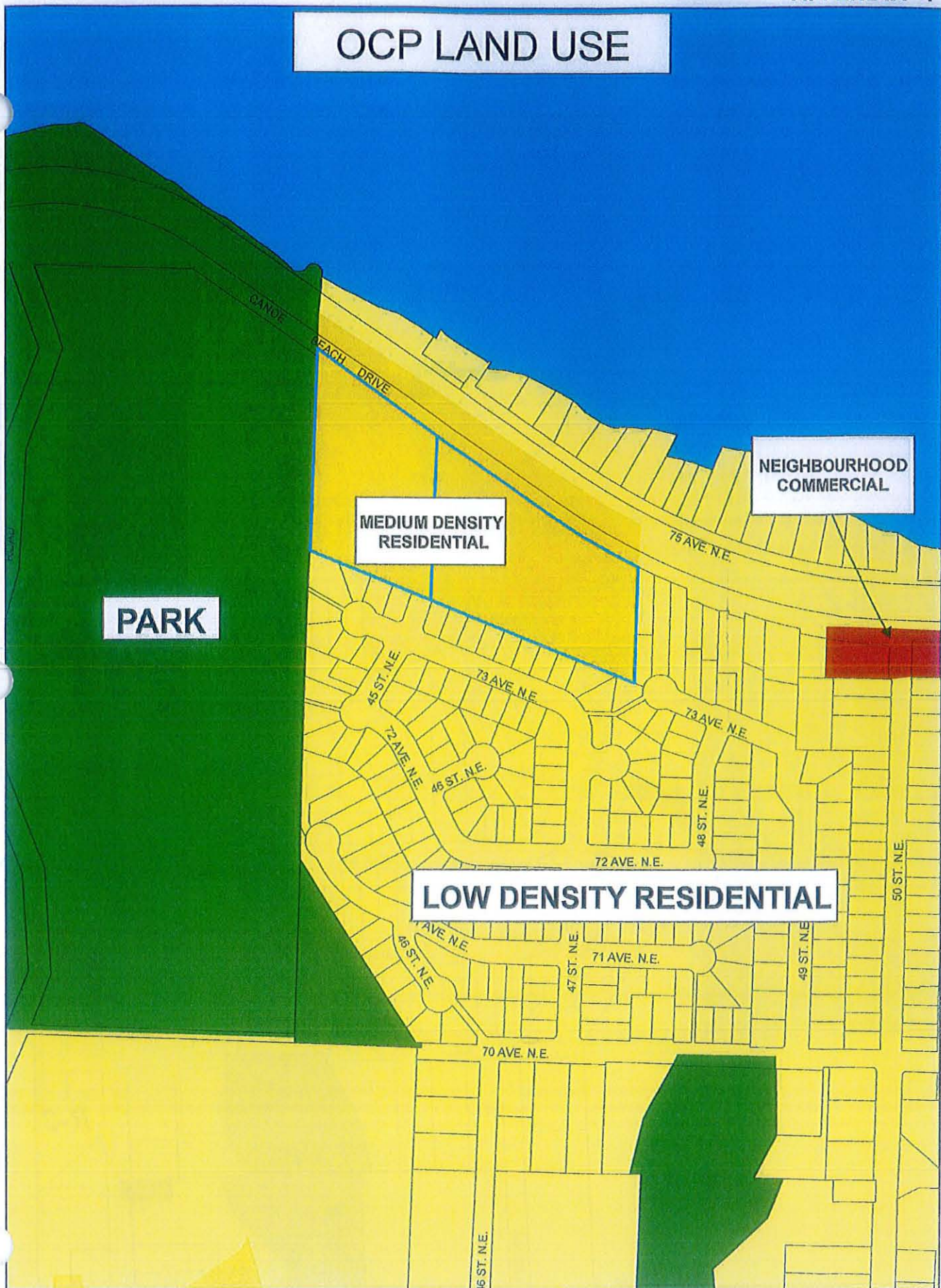


Plan EPP5948
Jan. 29, 2010

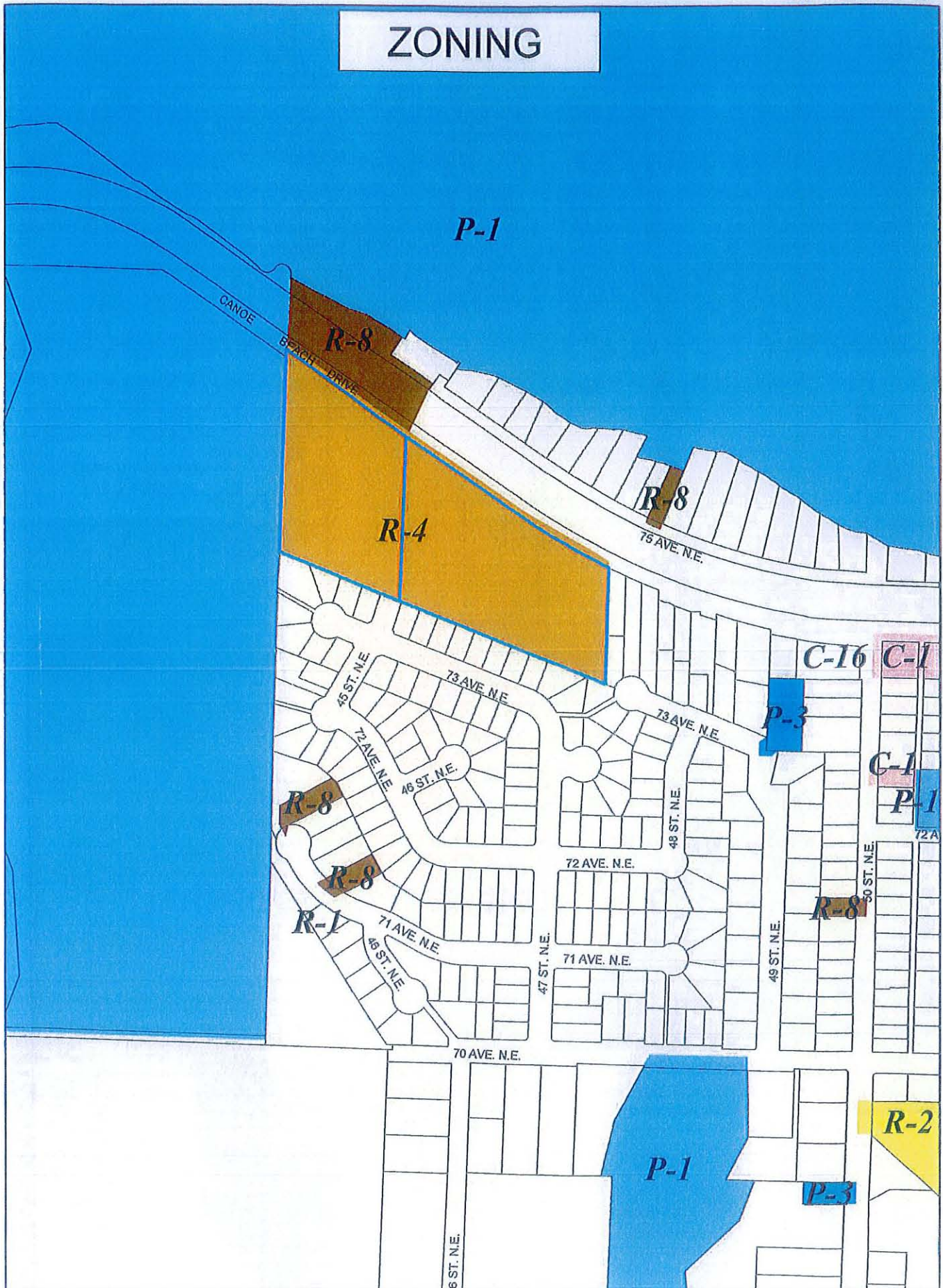


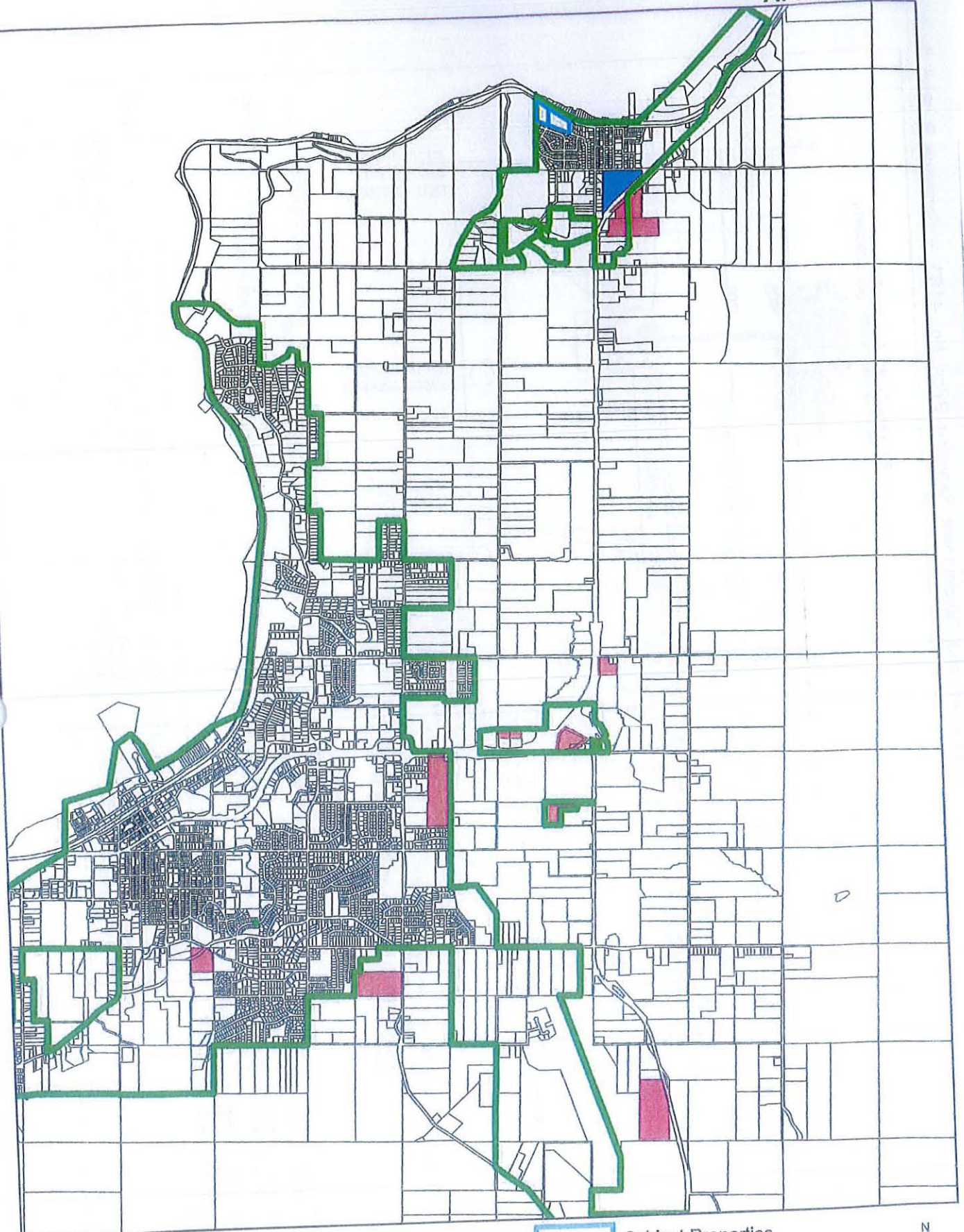
 Widening Needed for Canoe Beach Drive
 Land Needed for 45 St. NE.

OCP LAND USE



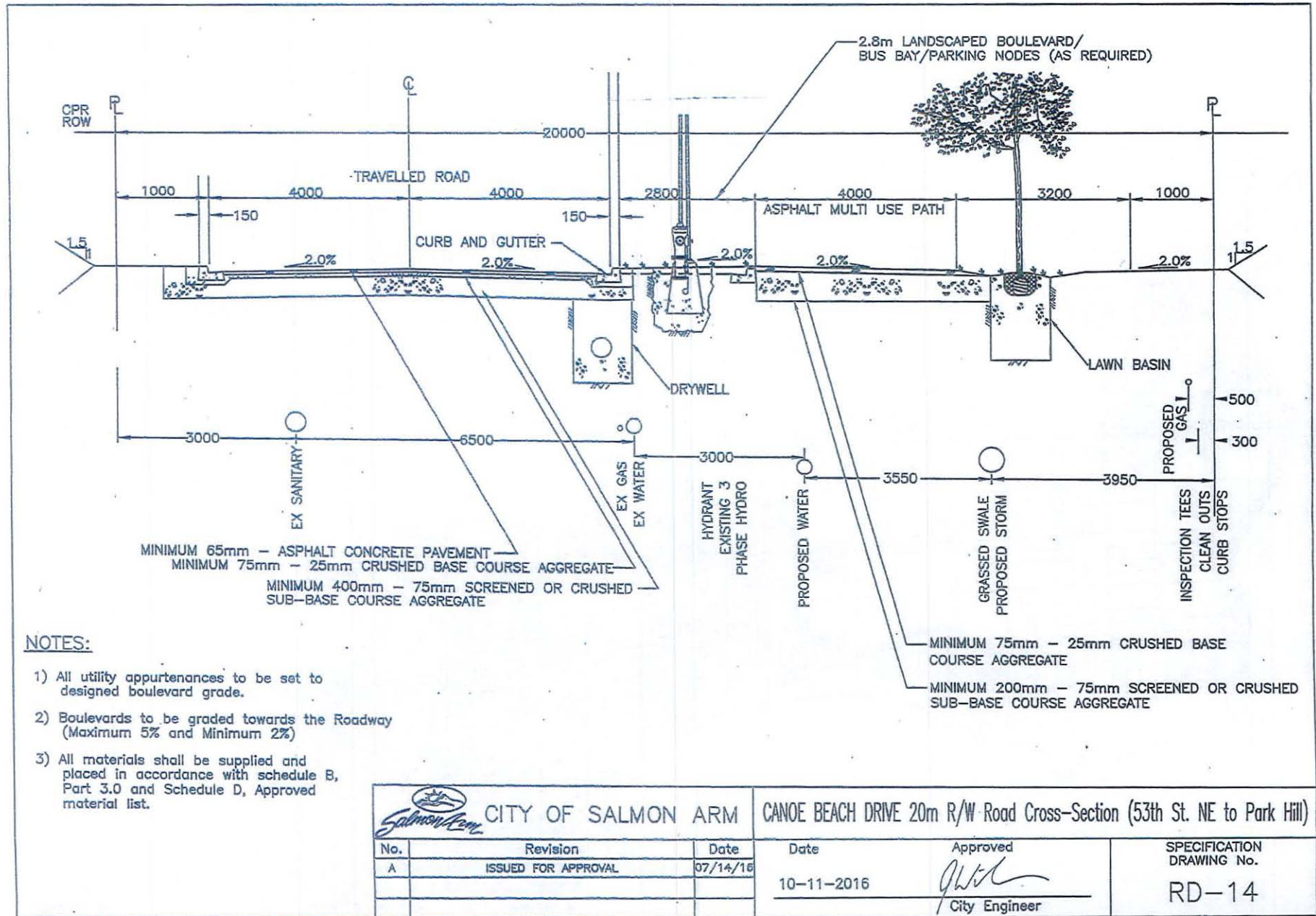
ZONING





-  Mobile Home Parks - Zoned R-6
-  Canoe Creek Estates - Zoned R-1 (Land Use Contract)
-  Subject Properties
-  Urban Containment Boundary





Adopted by Council Octo 11, 2016

CITY OF SALMON ARM

BYLAW NO. 4309

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

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

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

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

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

Rezone Lots 1 & 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 from R-4 Medium Density Residential Zone to R-6 Mobile Home Park 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4309

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4309**"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

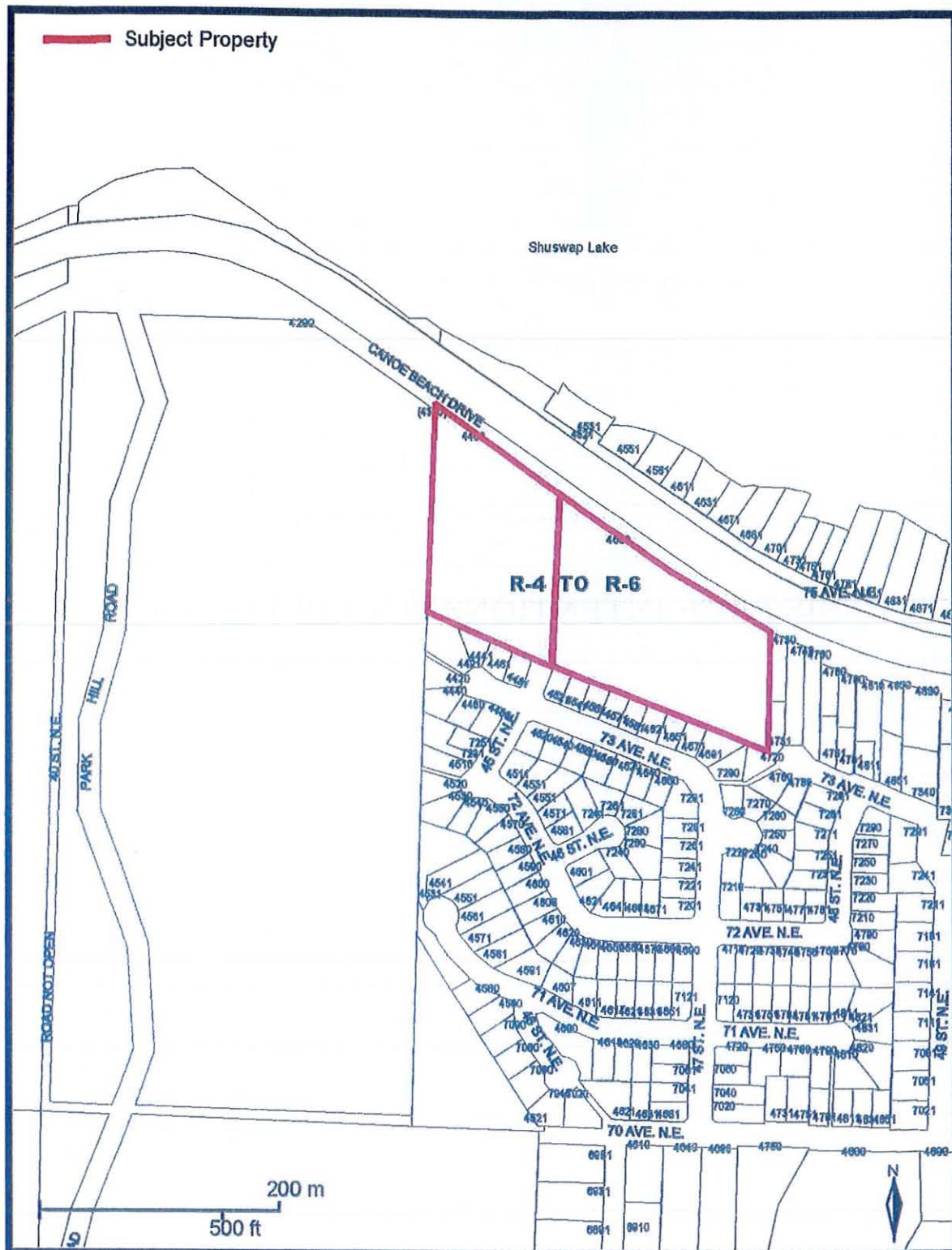
READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 9.7

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4310 be read a first and second time.

[Text Amendment]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4310

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, at the hour of 7:00 p.m. was published in the _____ and _____, 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:
 1. Section 11.5 Minimum Parcel Area – Add the following sub-section and renumber accordingly:
 - .2 Notwithstanding, the minimum *parcel area* for a *mobile home park* may be reduced to an area not less than 1.0 hectare (2.47 acres) when land dedication is provided for road widening or when a road reserve covenant is secured by the *municipality* for road widening.
 2. Section 11.7 Maximum Density – Add the following Subsection:
 - .1 Notwithstanding, the maximum *density* may be increased higher than 17 *dwelling units* per hectare (6.8 dwelling units per acre) to limit not exceeding the maximum *density* policies of the *Official Community Plan*.

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. 4310".

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

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Item 10.1

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment No 4305 be read a final time.

[Water Meter Rates]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

File: 2019-51

TO: Her Worship Mayor Cooper and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: January 22, 2019

SUBJECT: **AMENDMENT TO THE FEE FOR SERVICE BYLAW NO. 4305**

RECOMMENDATION

THAT: "City of Salmon Arm Fee for Services Amendment Bylaw No. 4305" be read a first, second and third time.

BACKGROUND:

Following review of the City of Salmon Arm Fee for Service charges for 5/8" x 3/4", 3/4" and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee For Service Bylaw is required in order to ensure full cost recovery. Staff are proposing a housekeeping amendment to establish new charge rates for the Residential water meters however the Commercial radio frequency head (RFH) water meters will be a new charge as show below:

Table 1: Residential Water Meter Costs

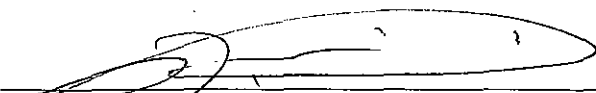
Water Meter Size	Previous Years Rates				New Charge	
	2013	2013	2014/16	2017/18	2019	% Increase
5/8" X 3/4"	\$202.00	\$220.00	\$220.00	240.00	\$260.00	(+) 8.33%
3/4"	\$272.00	\$315.00	\$315.00	340.00	\$370.00	(+) 8.82 %
1"	\$337.00	\$340.00	\$400.00	430.00	\$470.00	(+) 9.30 %

Table 2: Commercial RFH Water Meter Costs

Water Meter Size	New Charge
	2019
5/8" X 3/4"	\$520.00
3/4"	\$570.00
1"	\$700.00

Fee For Service Amendment – Water Meters

We respectfully recommend that section 6 of the Fee for Service Bylaw No. 2498 be amended to reflect the increase in costs associated with the sale of new water meters.



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

cc Chelsea Van de Cappelle, Chief Financial Officer

X:\Operations Dept\Engineering Services\Bylaws\Fee For Service Bylaw\HWM - Water Meters Rates 2019.docx

CITY OF SALMON ARM

BYLAW NO. 4305**A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"**

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

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

- Schedule "B", Appendix 1 - Miscellaneous Fee Schedule - Public Works of "District of Salmon Arm Fee for Service Bylaw No. 2498" subsection 6 is hereby deleted in its entirety and replaced with Schedule "B" Appendix 1 - Miscellaneous Fee Schedule - Public Works, attached hereto and forming part of this bylaw.

6.	Water Connection Charge	
	• Connection Fee - 3/4"	At cost
	• Connection Fee - 1"	At cost
	• Connection Fee - 1 1/2"	At cost
	• Connection Fee - 2"	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Residential, the charge will be as follows:	
	• 5/8" remote water meter	\$260.00
	• 3/4" remote water meter	\$370.00
	• 1" remote water meter	\$470.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Commercial RFH, the charge will be as follows:	
	• 5/8" remote water meter	\$520.00
	• 3/4" remote water meter	\$570.00
	• 1" remote water meter	\$700.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee

Gleneden Water System: Each property that connects to the Gleneden Water System (depicted as "Gleneden Water Service Area" on Figure 1 attached hereto and forming part of this bylaw), in addition to all other appropriate fees, must make a "one-time" payment to the City of a special Capital Cost Contribution for the parent property in an amount equivalent to the current single family development cost charge for water specified in Development Cost Charge Bylaw No. 2261 as amended, prior to connection to the water system.	
--	--

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4305".

READ A FIRST TIME THIS	28th	DAY OF	January	2019
READ A SECOND TIME THIS	28th	DAY OF	January	2019
READ A THIRD TIME THIS	28th	DAY OF	January	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER

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Item 10.2

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No 4300 be read a final time.

[ZON-1135; Stacer, J.; 661 – 21 Street NE; R-4 to R-8]

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: December 20, 2018

SUBJECT: Zoning Bylaw Amendment Application No. 1135 (R-4 to R-8)
Variance Permit Application No. 492 (Minimum Parcel Width)
Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79770
Civic Address: 661 – 21 Street NE
Owner/Applicant: Jeff Stacer

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-492 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79770 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 13.10.1 Minimum Parcel Width – decrease the minimum parcel width from 14.0 m (45.9 ft) to 13.7 m (44.9 ft) for proposed Lots 1 and 2 as shown on Appendix 5.

AND THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79770 from R-4 (Medium Family Residential Zone) to R-8 (Residential Suite Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 661 – 21 Street NE and is currently vacant (APPENDICES 1 and 2). The proposal is to rezone the parcel from R-4 (Medium Family Residential Zone) to R-8 (Residential Suite Zone) to accommodate a two lot subdivision. The applicant is also requesting a variance to reduce the minimum parcel width from 14.0 m to 13.7 m. The intent is to construct a single family dwelling with a suite on each of the two lots. The site plan is attached as APPENDIX 5.

SITE CONTEXT

The subject parcel has approximately 27.5 m on 21 Street NE and is 1,250 m² in size. The property is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned Medium Family Residential (R-4) in the Zoning Bylaw as shown in APPENDICES 3 and 4 respectively. A Preliminary Subdivision Review (18.24) was issued in November 2018 for a proposed two lot subdivision.

The adjacent land uses are described as follows:

North: Single Family Residential (R-1)
South: Medium Density Residential (R-4)
East: 21 Street NE / Medium Density Residential (R-4)
West: Medium Density Residential (R-4)

The subject property does have a Section 219 Land Title Act covenant (KP013969) registered on title from February 2000 restricting any further construction or development until approved by the Ministry of Transportation and Infrastructure. MOTI will have to approve the rezoning bylaw and has given preliminary approval.

COMMENTS

Ministry of Transportation & Infrastructure

MOTI has granted preliminary approval.

Fire Department

No concerns.

Building Department

No concerns with rezoning application.

Engineering Department

Comments pending.

Planning Department

The applicant is requesting to rezone the subject property in addition to requesting a variance to the Zoning Bylaw.

Medium Density Residential (R-4) to Residential Suite (R-8)

The subject property is designated Medium Density Residential in the City's OCP and zoned R-4 in the Zoning Bylaw. Both the R-4 and R-8 zones are supported within the Medium Density designation. Therefore the current proposal is consistent with the OCP land use designation; however the reduction in density does not reflect the highest and best use of the land from a long term planning perspective. With the R-8 zoning and development, no off-site servicing is required by the City's Subdivision and Development Servicing Bylaw; with the R-4 zoning and development, works and services are required along 21 Street NE (sidewalk and boulevard). Similar to other recent down-zonings approved by Council, staff understands that development costs and market demand are vital considerations to builders and no minimum density policies exist in the City's OCP.

Based on the property's size of 1,250 m² / 0.125 ha the maximum density with the R-4 designation would be five units. If the proposal moved forward, and was supported by Council, the property would net two units each with attached suites (each lot would be too small for a detached suite). Given the size and scale of the property the loss in density is considered minimal by staff.

Variance - Minimum Parcel Width

The applicant is requesting a variance to the minimum parcel width from 14.0 m to 13.7 m to accommodate a two lot subdivision. Each lot would be 30 cm less than the minimum width prescribed for a lot zoned R-8. No impacts are anticipated. Other zones including the R-4 (Medium Density Residential)

allow for a minimum 10 m parcel width in addition to some Comprehensive Development Zones which have been approved.

CONCLUSION

The requested zoning amendment to R-8 (Suite Residential) and the requested variance for minimum parcel width to accommodate a two lot subdivision is recommended for approval by staff for the above noted reasons.



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



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



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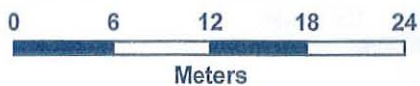
Meters



Subject Parcel



Orthophoto



 Subject Parcel

Official Community Plan Land Use Designation



Subject Parcel



Highway Service / Tourist



Park

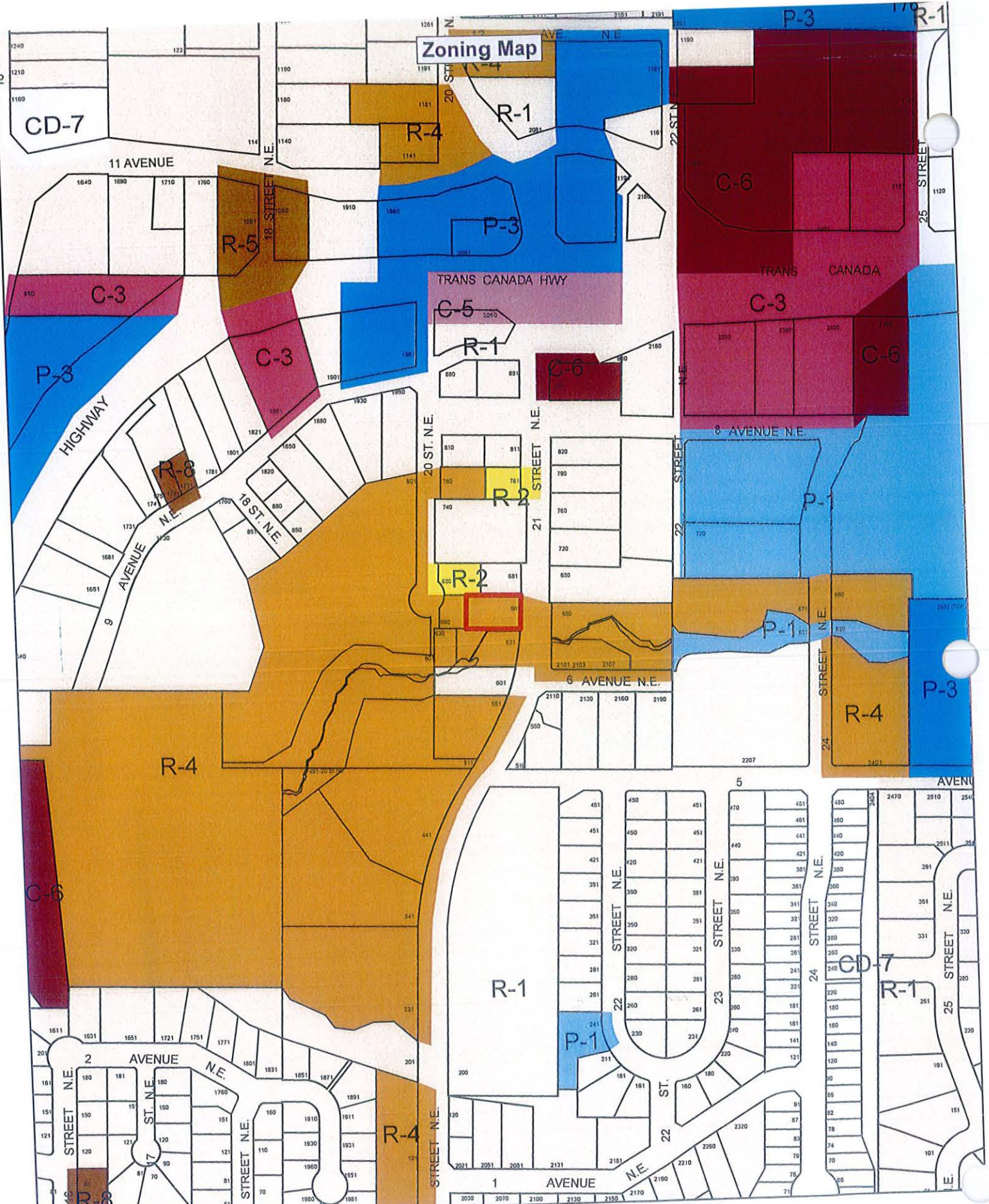


Residential Medium Density



Institutional

Zoning Map



Subject Parcel



Service Commercial



Single Family Residential



Park and Recreation



Medium Family Residential

[illegible]

22. STATUTORY PUBLIC HEARING**2. Zoning Amendment Application ZON-1137; Arsenault, A. & Beaulieu, S.; 4080 - 20 Street NE; R-7 to R-8**

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

Submissions were called for at this time.

A. Arsenault, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4299 was declared closed at 8:07 p.m.

CITY OF SALMON ARM

BYLAW NO. 4300

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on January 28, 2019 at the hour of 7:00 p.m. was published in the January 16 and 23 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79770 from R-4 (Medium Density 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4300

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4300"

READ A FIRST TIME THIS 14th DAY OF January 2019

READ A SECOND TIME THIS 14th DAY OF January 2019

READ A THIRD TIME THIS 28th DAY OF January 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 31st DAY OF January 2019



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

[illegible]

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INFORMATIONAL CORRESPONDENCE - FEBRUARY 11, 2019

1.	Building Department - Building Statistics - January 2019	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	C. Leite - letter dated January 21, 2019 - Tour Busses Parking adjacent to 450 Okanagan Avenue SE (United Church)	A
4.	J. Dodds - letter dated January 27, 2019 - Plastic Doggie Bags	A
5.	W. Welter - letter dated January 30, 2019 - Salmon Arm Brand	N
6.	Haney Heritage Village and Museum - newsletter - Heritage Week 2019 Celebrates "Heritage" The Tie That Binds" February 18 - 23, 2019	N
7.	M. Cairn, North Okanagan/Shuswap Crime Stoppers - email dated January 31, 2019 - Request for Installation of Crime Stoppers Signage	A
8.	T. Peasgood, Salty Street Festival Organizing Committee/Skookum Cycle and Ski - letter dated January 30, 2019 - 2019 Salty Dog Festival, May 11, 2019 Street Closure 7:00 a.m. - 5:00 p.m.	A
9.	K. Mark, Regional Planner, Agricultural Land Commission - email dated January 24, 2019 - Agricultural Land Commission Regional Seminars - Save the Date!	N
10.	B.D. Haugli, C/Supt., District Commander, Southeast District 'E' Div, RCMP, email dated February 1, 2019 - April 4, 2019 Southeast District Mayors and CAOs/City Managers Workshop with the RCMP	N
11.	B. Sperling, Chair, Peace River Regional District - letter dated November 29, 2018 - Caribou Recovery Update to UBCM resolution B116 from Peace River Regional District	N
12.	2018 Shuswap Salmon Symposium - Final Report	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 13.1

CITY OF SALMON ARM

Date: February 11, 2019

Presentation 4:00 p.m.

NAME: Staff Sergeant West, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report – October – December 2018

Vote Record

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

Opposed:

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



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

NCO i/c Salmon Arm Detachment
1980 11th Ave NE,
Salmon Arm, BC.
V1E 2V5

Your File - Votre référence

Our File - Notre référence

195-7

Date

February 5, 2018

Mayor and Council City of Salmon Arm

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report -- October through December 2018

Dear Mayor and Council and CSRD Directors,

I provide you this report on our detachment's efforts in policing the Salmon Arm and greater area. The report covers the period of October through December, 2018.

Detachment News

Detachment staffing of regular members has seen one position over the quarter run vacant. This is due to the timing of transfers in and out. Presently we are fully staffed with two members on transfer notice and we are working with our staffing department to fill these vacancies. Our municipal employee staffing will reach a full complement as we complete security clearances for two new staff members who have been offered positions within the detachment. We continue to engage in training opportunities for our municipal and victim services staff. The training sessions continue to be covered under the RCMP budget as a whole.

In addition to our regular policing services, we enjoy forensic investigation services, police dog service and air services at no cost to the city while on regular duty. While on overtime these services do charge their overtime to the jurisdiction in which they incur the investigative time. Please do not confuse this with laboratory services and computer investigative services which bill out cost centers based on the hours they spend assisting our Detachment in specific investigations.

In the detachment area Criminal Code files we attended were up just over 20% as were property crime files. We have seen seeing a 60% increase over 2017 in Break and Enter files and reductions in some other minor property crimes. This translates to an increase of 13 Break and Enter files to Businesses, Residential Break and Enters and to other structures. As a direct result

Canada

RCMP GRC 2823 (2002-11) WPT

of specific arrests we have seen our property crime drop off in December.

Violent person's crime remains low over the detachment area and has not reached levels seen in the summer and fall of 2016. To put this in perspective this translates to approximately 16 to 17 instances per month over the quarter. Of note in early 2019 we have seen two robberies which we believe are related to a transient criminal.

In the quarter we responded to 1577 calls for service. 1151 or 73 % of these calls for service were within our city and 27 % were in the rural area. Our calls for service within the city were up 4.8% from last year in the same quarter. A reduction in calls to traffic collisions due to enforcement and a mild winter thus far.

In the detachment area we had 66 collisions with injuries or damage to vehicles in excess of \$1000 in the quarter. We saw 84 in the same quarter in 2017. In my experience the downward trend is in part due to environmental factors such as a mild winter and better driving conditions but continued enforcement is also a factor may be due to:

- 356 traffic tickets and warning we wrote,
- 13 high risk driving charges,
- 14 impaired drivers officers took off the road,
- 13 traffic enforcement blitz's we conducted locally.

Our officers have all have made a concerted effort to make local roads as safe as they can be.

Investigative highlights from the past quarter:

- 20 Downtown Foot Patrols,
- 18 Curfew checks of priority offenders,
- Arrest of a cereal break and enter suspect,
- Arrest of a habitual auto thief.

During times of a shortage of Municipal Staff due to vacancies on the administrative staff side of our house. I have seen our present Municipal Employee's working side by side with Public Service Employees as a team. Together they have ensured that we meet our operational requirements and service to our justice partners. While at the expense of some administrative functions they have worked hours of overtime to ensure statements and crown documentation have been processed in a timely manner.

Yours in Service,


Scott West, S/Sgt.

NCO i/c Salmon Arm RCMP Detachment



SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 4, 2018

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

Telephone (250) 832-6044 Fax (250) 832-6842

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

January 4, 2019

Dear Mayor Alan Harrison,

RE: Quarterly Crime Statistics - October / November / December

CRIME CATEGORIES	CITY Q4 2017	CITY Q4 2018	RURAL Q4 2017	RURAL Q4 2018
Homicide / Attempted Homicide	0	0	0	0
Assaults	8	19	4	4
Sexual Offences	1	4	1	2
Robbery	0	5	1	1
Auto Theft	5	14	5	5
Break and Enters	2	15	3	6
Theft From Motor Vehicle	35	30	10	7
Drug Investigations	13	9	2	0
Motor Vehicle Collisions	61	53	34	32
Motor Vehicle Collisions W Fatality	1	0	0	1
Impaired Driving - CC	2	3	2	0
Impaired Driving - MVA (IRPs)	13	10	5	0
TOTAL PERSONS/VIOLENT CC	20	41	10	8
TOTAL PROPERTY CC	93	150	33	41
TOTAL OTHER CC	37	48	10	8
TOTAL CRIMINAL CODE (CC)	150	239	53	57

TOTAL CALLS FOR SERVICE	1098	1151	463	426
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COMMUNITY	CITY Q4 2017	CITY Q4 2018	RURAL Q4 2017	RURAL Q4 2018
Files with youth negative contacts	11	12	0	0
Mental Health Related Calls	77	86	21	20
Files involving Alcohol / Drugs	182	158	69	37
Domestic Violence	23	49	10	14

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-832-6044.

Yours truly,

Scott West, S/Sgt., NCO I/C

Item 13.2

CITY OF SALMON ARM

Date: February 11, 2019

Presentation 4:15 p.m.

NAME: Phil McIntyre-Paul

TOPIC: Shuswap Trail Alliance Update

Vote Record

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

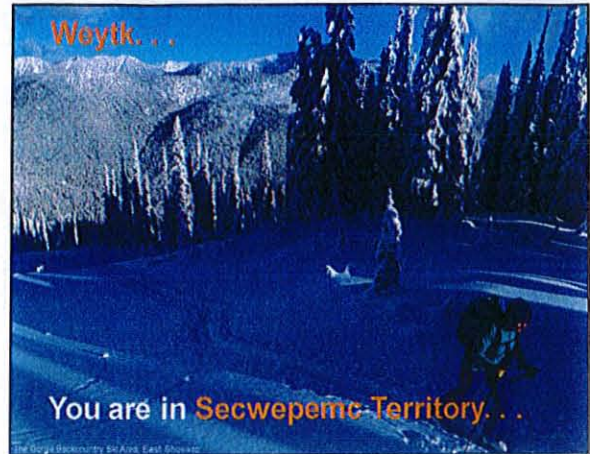
Opposed:

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

Shuswap Trails 14th Annual 2018/2019 - Progress Report

Updated: February 05, 2019

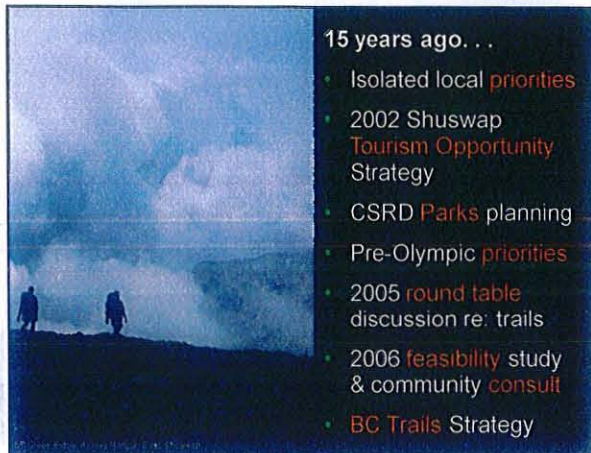
Presented by: The Shuswap Trail Alliance
www.shuswaptrailalliance.com



Waytk...

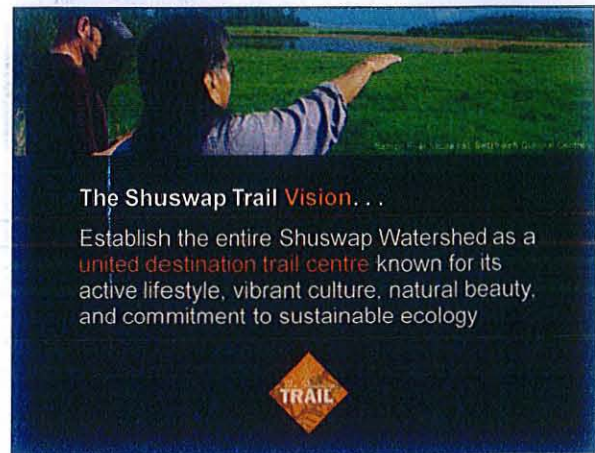
You are in Secwepemc Territory...

The Secwepemc Shuswap East Shuswap



15 years ago...

- Isolated local **priorities**
- 2002 Shuswap **Tourism Opportunity Strategy**
- CSRD **Parks** planning
- Pre-Olympic **priorities**
- 2005 **round table** discussion re: trails
- 2006 **feasibility study** & community **consult**
- **BC Trails Strategy**



The Shuswap Trail **Vision**...

Establish the entire Shuswap Watershed as a **united destination trail centre** known for its active lifestyle, vibrant culture, natural beauty, and commitment to sustainable ecology



**Well designed,
Well signed,
Well maintained,
Well promoted**



Our **Approach**...

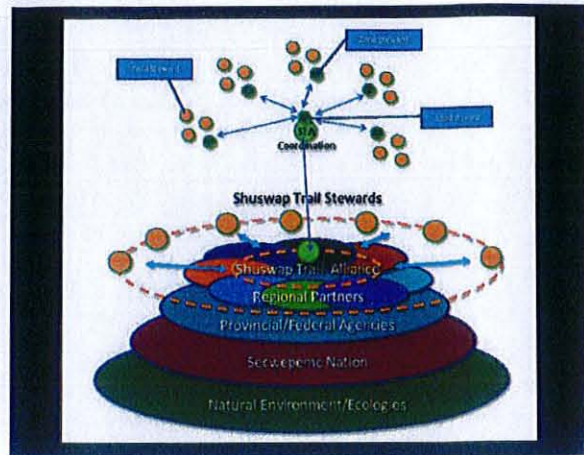
...to use a participatory, relationship-based, community-development model



The Shuswap Trail Alliance...

the organizational body (formed in 2005) through which **local and regional leadership work together** to develop and implement the Shuswap Trails Strategy...

... as First Nations, stewardship, government, industry, business, and community stewardship organizations and individuals.



5 Core Pillars...

1. Regional **Collaboration**
2. Trail **Stewardship**
3. Environmental **Adaptive Planning**
4. **Experience** Development
5. Capital **projects/technical** trail services



Shared tools...

- Regional trail **strategy**
- Shuswap Trail **Protocol**
- Design **standards**
- **Sign** standards
- Environmental **adaptive plan**
- Trail **development team & tool room**
- Trail **stewardship** program
- Experience **programs**
- Shuswap trail **guide & website**
- www.shuswaptrails.com
- trailreport@shuswaptrails.com



Shuswap Trails Strategy and Roundtable

The **purpose** of the strategy is to protect, enhance and recognize trails as an integral part of the Shuswap lifestyle, culture and economy

- ensure trails are appropriately **authorized, mapped, developed, maintained, and promoted**,
- protect and promote **First Nations interests**,
- reduce/repair **ecological damage** from all trail use,
- manage **land access** appropriately
- demonstrate **collaborative management**
- provide **stability and security** to all who invest in them



Working Together...



... **Y'icwetsutce** (taking care of the land)

The Shuswap Trail Protocol

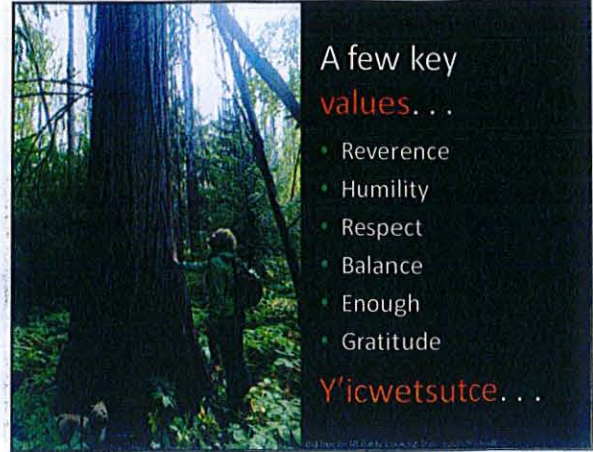
- Weaving it Green for Generations in a spirit of respect, cooperation, and stewardship



A few key values...

- Reverence
- Humility
- Respect
- Balance
- Enough
- Gratitude

Y'icwetsutce...



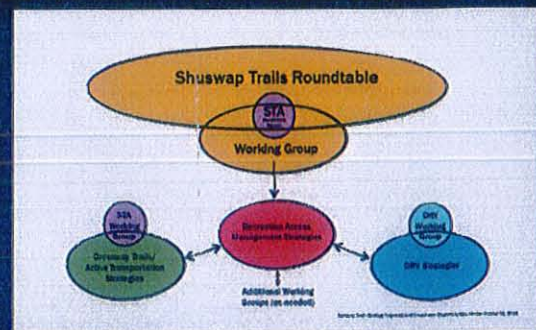
Letter of Understanding

- Work together
- Y'icwetsutce (Stewardship)
- Recognize First Nations Title & Rights
- Collaboration
- Respect

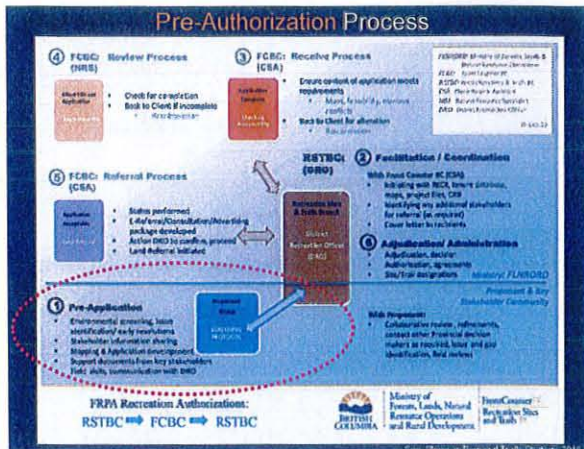


Shuswap Trail Strategy and Roundtable

Shuswap Trail Strategy and Roundtable

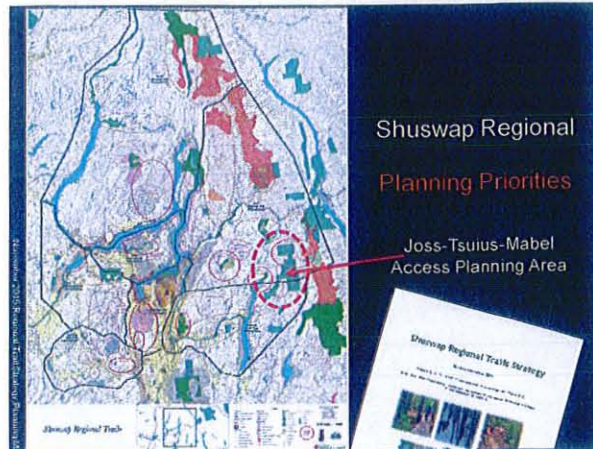


Pre-Authorization Process

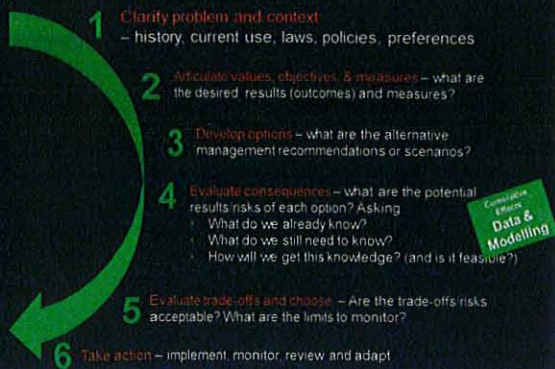


Shuswap Regional Planning Priorities

Joss-Tsuius-Mabel Access Planning Area



Structured Decision-Making:



Shuswap Regional Trails Roundtable



Next Roundtable – Feb. 13th at Sicamous Rec Centre

The **outcome** ~ with partners ~ since 2006. . .

- Over **350** greenway trail projects together. . .
- **11** signature trail systems, **100** regional trails
- **125 km** of new trails **valued** over **\$2.25 million**
- Over **1560** trail **signs**, 6000 blazes, 25 kiosks
- Emerging four-season trail based **marketing**
- \$4,860,000 in **leveraged cash/in-kind** investment



And in **2018** we worked on. . .

- over **70** projects with over **50** partners
- built **5** new trails totaling **4003** meters
- **250,375** m maintenance/**790** m repaired
- **3** new boardwalks & bridges, **2** set stairs
- **73** new trail signs, **4** retain walls, **1** culvert
- **82,426** meters planned, **34** new trails
- **62** volunteer days, **424** people, **200** youth
- **5** recreational access plans
- **4** conservation projects
- **2** legacy trail concept proposals
- **1** international partnership

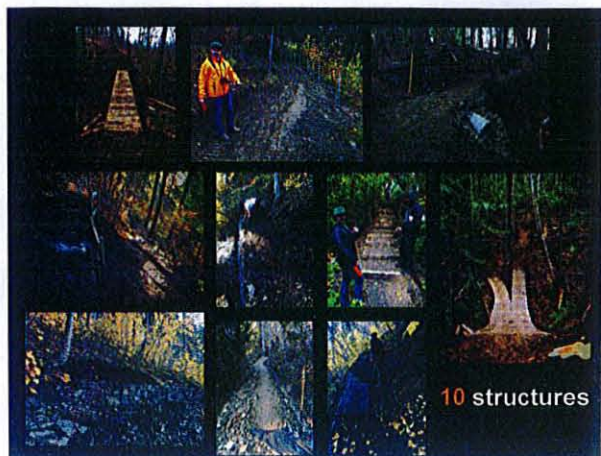


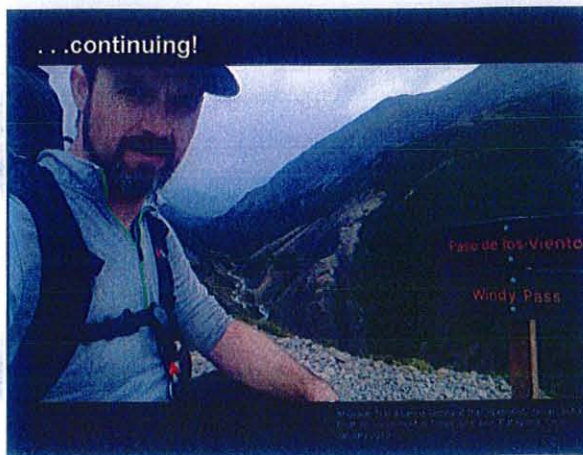
5 new trails

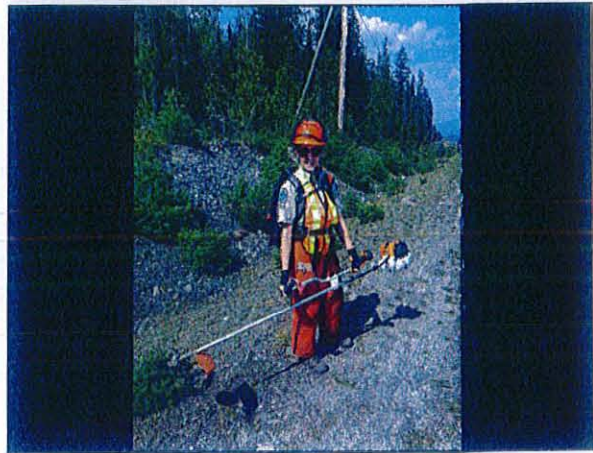
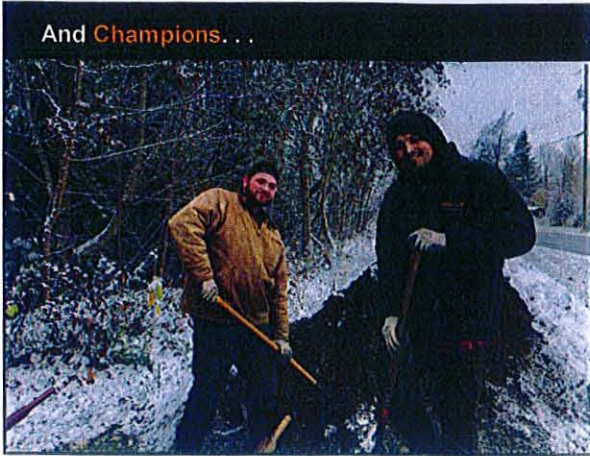


73 new signs

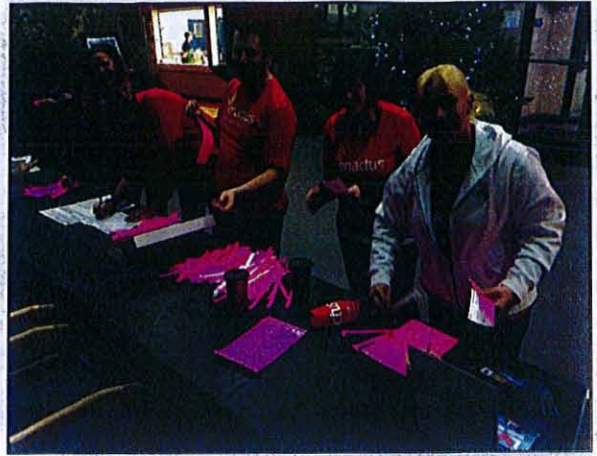




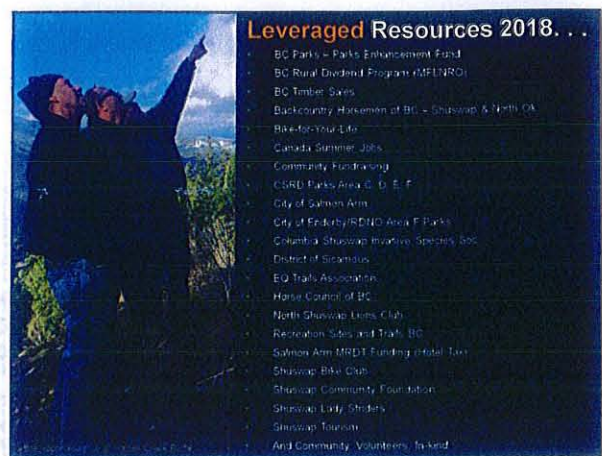




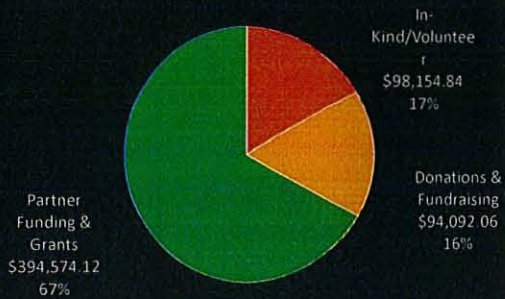








2018 Total Value: \$586,821



STA Operational Fixed Costs: \$170,000/year

		STATUS
City of Salmon Arm	\$40,000	confirmed
Columbia Shuswap Regional District Areas C, D, E, F	\$40,000	confirmed
City of Enderby/RDNO Area F	\$10,000	confirmed
District of Sicamous	\$5,000	confirmed
Other Partners Needed	\$15,000	confirmed
Operational Contribution from Projects & Fundraising	\$40,000	confirmed
Annual Operational Funding Commitment	\$170,000.00	

A 4-year annual collaborative agreement

Regional Trails Roundtable: \$19,000/year

Proposed Contributing Partners	Annual Budget	STATUS
Secwepemc Lakes Governments	\$1000	confirmed
Province – Rec Sites & Trails BC	\$2500	confirmed
Province – Other Ministries	\$2500	confirmed
CSRD	\$1500	confirmed
RDNO	\$1500	confirmed
Salmon Arm	\$1500	confirmed
Chase	\$500	confirmed
Sicamous, Enderby...	\$1000	confirmed
Other Partners – funding	\$1000	confirmed
Non-Government Sectors & Stewardship Organizations (in-kind)	\$6000	confirmed

Total Revenue: \$19,000.00

x 4-year annual shared commitment

Looking Ahead...



2016 - 2020 Priorities...

- Mobilize Regional Trail Roundtable and Implement Access Management Priorities
- Grow the Volunteer Trail Stewardship Program and Local Trail Advisories
- Update Shuswap Greenway Trail Strategy, Business Plan, and Marketing Plan
- Develop and Implement Community Active Transportation Plans
- Advance Community-to-Community Trail Connectors

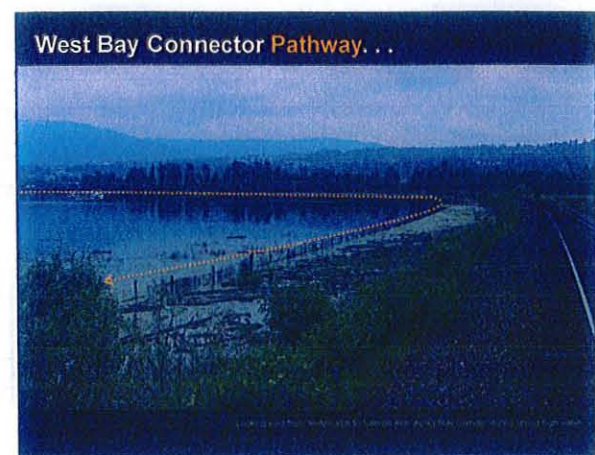
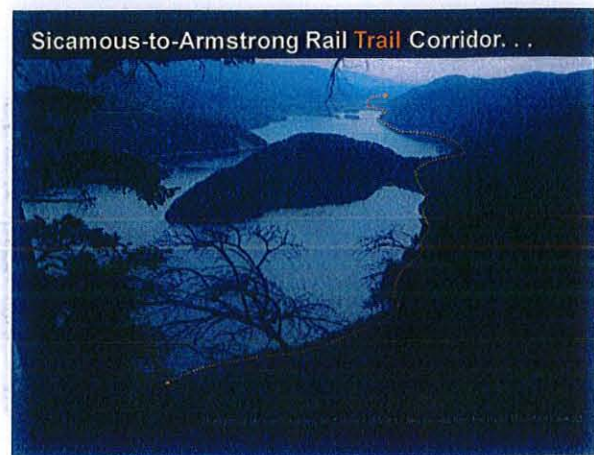
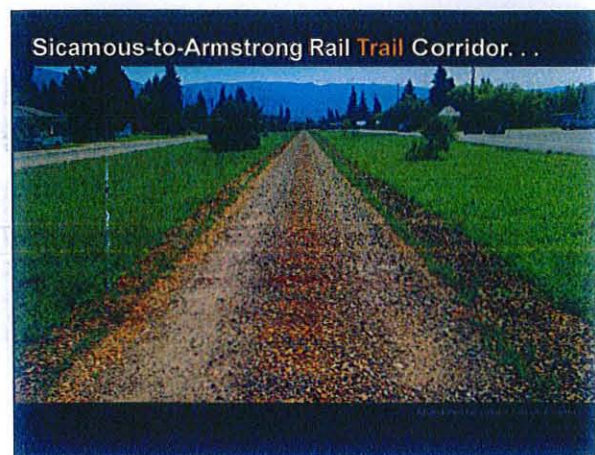
Project Targets in 2019...

- Sicamous-Armstrong Rail Trail
- Secwepemc Landmarks Project
- South Shuswap Destination Trails Plan
- East Shuswap Alpine Rec Access Plan
- Enderby Cliffs Tplaqin Trail repairs
- Larch Hills Traverse East Trailhead
- South Canoe Trailhead & Additions
- Rubberhead Additions
- Kela7scen (Mt Ida) Plan
- West Bay Trail Corridor Plan
- Glenemma Trails Plan
- Scatchard Mtn Rocky Road Trail
- North Shuswap Lee Creek Trail Plan
- Shuswap Mountain Bike Mini-Guide
- Enderby & Area
- and more, watch for updates



Calendar Highlights 2019...

- Roundtable Working Group - quarterly
- Trail Planning - in progress
- Trail Crew Hiring - March/April
- Trail Stewards Training - April/May
- Volunteer Trail Days Start - April
- Shuswap Trail Crew active - May-Oct
- Fall Trail Stewards Review - Nov 2
- Shuswap Trails Roundtable - Nov TBA
- And...



West Bay Connector Pathway...



Active Transportation Planning...



Secwepemc Landmarks Project...



ACTION

- Use the trails
- Tell others about the trails
- Join a local trail organization
- Speak with our elected officials
- Become an Alliance member
- Volunteer – become a steward
- Make a charitable contribution



Join the Collaboration

- Shuswap Trails Roundtable LoU
- 4-year Roundtable Co-Funder
- 4-year STA Operational Partner
- Leverage Project Partnerships

Shuswap Trail Legacy Fund



www.shuswapfoundation.ca






Love Your Trails. . .

Help build trails in 2019

- \$5 posts a blaze
- \$10 digs the tread
- \$20* buffs a whole metre
- \$50* caps it in gravel
- \$100* decks it with boardwalk

Make your contribution at. . .

www.shuswaptrails.com



www.shuswaptrails.com



Kukwstsemc ~ Thank you!

Please visit. . .

ShuswapTrails.com

Item 20.

CITY OF SALMON ARM

Date: February 11, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 11, 2019, be adjourned.

Vote Record

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

Opposed:

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

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