



AGENDA

City of Salmon Arm
Regular Council Meeting

Tuesday, April 14, 2020
1:00 p.m.

[Public Session Begins at 2:30 p.m.]
By Electronic means as authorized by
Ministerial Order M083

| Page # | Item # | Description |
|---------|--------|--|
| | 1. | CALL TO ORDER |
| 1 - 2 | 2. | IN-CAMERA SESSION |
| | 3. | ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i> |
| | 4. | ADOPTION OF AGENDA |
| | 5. | DISCLOSURE OF INTEREST |
| | 6. | CONFIRMATION OF MINUTES |
| 3 - 12 | 1. | Regular Council Meeting Minutes of March 23, 2020 |
| 13 - 16 | 2. | Special Council Meeting Minutes of April 6, 2020 |
| | 7. | COMMITTEE REPORTS |
| 17 - 24 | 1. | Development and Planning Services Committee Meeting Minutes of April 6, 2020 |
| | 8. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| | 9. | STAFF REPORTS |
| 25 - 52 | 1. | Director of Development Services - Agricultural Land Commission Application No. ALC-391 [Lakeland Farms; 6710 50 Avenue SW; Non-Farm Use] |
| 53 - 56 | 2. | Director of Engineering & Public Works - Canoe Beach Public Use Tenure |
| | 14. | PRESENTATIONS / DELEGATIONS |
| 57 - 58 | 1. | Presentation 2:45 - 3:00 p.m. (approximately) A. Spencer, BDO Canada LLP - 2019 Audited Financial Statements |

9. **STAFF REPORTS – Continued**
- 59 – 62 3. Chief Financial Officer – 2019 Financial Statements
- 63 – 64 4. Chief Financial Officer – 2020 Assessments/ New Construction – For Information
10. **INTRODUCTION OF BYLAWS**
- 65 – 70 1. City of Salmon Arm Canoe Pond Watercourse and Drainage System Bylaw No. 4388 – First, Second and Third Readings
- 71 – 88 2. City of Salmon Arm Zoning Amendment Bylaw No. 4375 [ZON-1169; Lewis, S.F.; 710 10 Street SW; R-1 to R-5] – First and Second Readings
- 89 – 104 3. City of Salmon Arm Zoning Amendment Bylaw No. 4389 [ZON-1173; Shantz, C.; 2760 30 Street NE; R-1 to R-8] – First and Second Readings
- 105 – 118 4. City of Salmon Arm Zoning Amendment Bylaw No. 4381 [ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8] – First and Second Readings
- 119 – 136 5. City of Salmon Arm Zoning Amendment Bylaw No. 4377 [ZON-1170; Gilmore, C.; 390 6 Street SE; R-1 to R-8] – First and Second Readings
- 137 – 154 6. 2020 Final Budget
- a. City of Salmon Arm 2020 – 2024 Financial Plan Amendment Bylaw No. 4391 – First, Second and Third Readings
- b. City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392 – First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
- 155 – 176 1. 2019 Final Budget
- a. City of Salmon Arm 2019 – 2023 Financial Plan Bylaw No. 4380 – Final Reading
- b. City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4382 – Final Reading
- c. City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4383 – Final Reading
- d. City of Salmon Arm Development Cost Charge Parks Reserve Fund Expenditure Bylaw No. 4384 – Final Reading
- e. City of Salmon Arm Community Center Major Maintenance Reserve Fund Expenditure Bylaw No. 4385 – Final Reading
- f. City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4386 – Final Reading
- g. City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4387 – Final Reading
- 177 – 196 2. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 [OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SW; INS to HDR] – Final Reading
- 197 – 202 3. City of Salmon Arm Zoning Amendment Bylaw No. 4347 [ZON-1153; Muto Holdings Ltd.; 130 Shuswap Street SW; P-3 to R-5] [See item 11.2 for Staff Report] – Final Reading
- 203 – 226 4. City of Salmon Arm Zoning Amendment Bylaw No. 4372 [ZON-1166; Westside Farms Ltd., Inc. No. BC 1075703; 1490 10 Avenue SW; A-1 and R-1 to C-3] – Final Reading
- 227 – 310 5. City of Salmon Arm Zoning Amendment Bylaw No. 4370 [ZON-1165; 628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3] – Final Reading

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| | 12. | CORRESPONDENCE |
| 311 – 312 | 1. | Informational Correspondence |
| 313 – 328 | 2. | WH Laird, 151 Hudson Holdings Ltd. – letter dated April 8, 2020 – Hanoi 36 Restaurant application for a Sidewalk Patio at 141 Hudson Street |
| | a. | Director of Engineering and Public Works – report dated April 23, 2014 – Sidewalk Café Extension Program |
| 329 – 334 | 3. | A. Bostock, The Shuswap Trail Alliance – letter received April 8, 2020 – Shuswap Memorial Cemetery Trails, Upper Slope |
| | 13. | NEW BUSINESS |
| | 15. | COUNCIL STATEMENTS |
| | 16. | SALMON ARM SECONDARY YOUTH COUNCIL |
| | 17. | NOTICE OF MOTION |
| | 18. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 19. | OTHER BUSINESS |
| | 20. | QUESTION AND ANSWER PERIOD |

7:00 p.m.

| Page # | Item # | Description |
|-----------|------------|--|
| | 21. | DISCLOSURE OF INTEREST |
| | 22. | HEARINGS |
| 335 – 346 | 1. | Development Variance Permit Application No. VP-513 [Labbe, S. & J.; 4731 75 Avenue NE; Setbacks] |
| 347 – 370 | 2. | Development Variance Permit Application No. VP-515 [Christensen, K./Christensen, M. & H.; 3220 20 Avenue SE; Fire Hydrant and Bike Lane] |
| | 23. | STATUTORY PUBLIC HEARINGS |
| 371 – 380 | 1. | City of Salmon Arm Zoning Amendment No. ZON-1167 [Domo Holdings Ltd.; 2761 & 2771 30 Avenue NE; R-1 to R-8] |
| | 24. | RECONSIDERATION OF BYLAWS |
| 381 – 384 | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4373 [ZON-1167; Domo Holdings Ltd.; 2761 & 2771 30 Avenue NE; R-1 to R-8] – Third and Final Readings |
| | 25. | QUESTION AND ANSWER PERIOD |
| 385 – 386 | 26. | ADJOURNMENT |

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Item 2.

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

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

Vote Record

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

Opposed:

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

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Item 6.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of March 23, 2020, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:30 p.m. 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, March 23, 2020.

PRESENT:

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

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson
 City Engineer J. Wilson
 Director of Development Services K. Pearson
 Acting Chief Financial Officer T. Tulak
 Fire Chief B. Shirley
 Manager of Human Resources S. Wood
 Recorder B. Puddifant

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0104-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

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 2:29 p.m.

Councillor Lindgren left the meeting at 2:30 p.m.

Council recessed until 2:35 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. **REVIEW OF AGENDA**

Addition under item 22.1 M. A. Mills – letter dated March 20, 2020 – Development Variance Permit No. VP-511.

Addition under item 22.1 J. Sawchuk and J. Halliday – email and attachments dated March 20, 2020 – Development Variance Permit No. VP-511.

Addition under item 22.1 I. McDiarmid, McDiarmid Construction – email dated March 23, 2020 – Development Variance Permit No. VP-511.

5. **DISCLOSURE OF INTEREST**

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of March 9, 2020**

0105-2020 Moved: Councillor Wallace Richmond
 Seconded: Councillor Flynn
 THAT: the Regular Council Meeting Minutes of March 9, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

2. **Special Council Meeting Minutes of March 18, 2020**

0106-2020 Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the Special Council Meeting Minutes of March 18, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of March 16, 2020**

0107-2020 Moved: Councillor Cannon
 Seconded: Councillor Lavery
 THAT: the Development and Planning Services Committee Meeting Minutes of March 16, 2020, be received as information.

CARRIED UNANIMOUSLY

2. **Greenways Liaison Committee Meeting Minutes of January 30, 2020**

0108-2020 Moved: Councillor Lavery
 Seconded: Councillor Cannon
 THAT: the Greenways Liaison Committee Meeting Minutes of January 30, 2020, be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS - continued**

3. **Court of Revision for the 2020 73 Avenue Water Main Extension Parcel Assessments Meeting Minutes of March 9, 2020**

0109-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Court of Revision for the 2020 73 Avenue Water Main Extension Parcel Assessments Meeting Minutes of March 9, 2020, be received as information.

CARRIED UNANIMOUSLY

4. **Court of Revision for the 2020 Transportation Parcel Tax Rolls Meeting Minutes of March 9, 2020**

0110-2020

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Court of Revision for the 2020 Transportation Parcel Tax Rolls Meeting Minutes of March 9, 2020, be received as information.

CARRIED UNANIMOUSLY

5. **Court of Revision for the 2020 Water and Sewer Frontage Tax Rolls Meeting Minutes of March 9, 2020**

0111-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Court of Revision for the 2020 Water and Sewer Frontage Tax Rolls Meeting Minutes of March 9, 2020, be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

Councillor Flynn provided an update on CSRD operations and closures.

9. **STAFF REPORTS**

1. **Director of Engineering and Public Works - Project Award - TCH - Water Main & Sanitary Replacement**

0112-2020

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the TCH - Watermain & Sanitary Replacement Upgrade in the amount of \$35,000.00 funded from PLC Radio Upgrades Project;

AND THAT: Council approve the award of the TCH- Watermain & Sanitary Replacement project to General Assembly Excavating Ltd., in accordance with the terms and conditions of their tender, excluding Optional Sanitary Sewer Works, in the amount of \$351,081.24 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued2. Acting Chief Financial Officer – 2019 Yearend Surplus – For Information

Received for information.

10. INTRODUCTION OF BYLAWS1. 2019 Final Budget

- a) City of Salmon Arm 2019 – 2023 Financial Plan Bylaw No. 4380 – First, Second and Third Readings
- b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4382 – First, Second and Third Readings
- c) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4383 – First, Second and Third Readings
- d) City of Salmon Arm Development Cost Charge Parks Reserve Fund Expenditure Bylaw No. 4384 – First, Second and Third Readings
- e) City of Salmon Arm Community Center Major Maintenance Reserve Fund Expenditure Bylaw No. 4385 – First, Second and Third Readings
- f) City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4386 – First, Second and Third Readings
- g) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4387 – First, Second and Third Readings

0113-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

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

- a) City of Salmon Arm 2019 – 2023 Financial Plan Bylaw No. 4380;
- b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4382;
- c) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4383;
- d) City of Salmon Arm Development Cost Charge Parks Reserve Fund Expenditure Bylaw No. 4384;
- e) City of Salmon Arm Community Center Major Maintenance Reserve Fund Expenditure Bylaw No. 4385;
- f) City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4386; and
- g) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4387.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4373 [ZON1167; Domo Holdings Ltd.; 2761 & 2771 30 Avenue NE; R-1 to R-8] – First and Second Readings

0114-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4373 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Parks Regulation Amendment Bylaw No. 4379 – Final Reading

0115-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4379 be read a final time.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS

1. Community Emergency Preparedness Fund Evacuation Route Planning – 2020 Application

0116-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council support the proposed activities outlined in the Community Emergency Preparedness Fund - Evacuation Route Planning Grant Application, dated March 10, 2020 and agree to provide overall grant management for the project.

Fire Chief Brad Shirley outlined the application and was available to answer questions from Council.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

1. E. McDonald, President, Shuswap Naturalist Club – letter received March 5, 2020 – Request to Plant 50 Trees in Blackburn Park

0117-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council direct staff to work with the Shuswap Naturalist Club to determine the best locations and type for the planting of the donated trees.

CARRIED UNANIMOUSLY

2. S. Witzky, ALIB Councillor, L. Chrisholm, Project Coordinator/Storyboard Assistant and J. Brett, Technical Lead – letter received March 11, 2020 – Secwépemc Landmarks Letter of Request

0118-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council authorize the Secwépemc Landmarks partners to replace the existing trailhead markers on the trail system within the City of Salmon Arm, as attached on the map and chart to the letter received March 11, 2020;

12. CORRESPONDENCE - continued

2. S. Witzky, ALIB Councillor, L. Chrisholm, Project Coordinator/Storyboard Assistant and J. Brett, Technical Lead - letter received March 11, 2020 - Secwépemc Landmarks Letter of Request - continued

AND THAT: Council authorize the Secwépemc Landmarks partners to install 3 Landmark Sculptures and Storyboards on trail systems within the City of Salmon Arm at the following locations:

- Marine Peace Park Main Landmark and Storyboard;
- Little Mountain Trails Sentinel Landmark and Storyboard; and
- RJ Haney Heritage Village Sentinel Landmark and Storyboard.

CARRIED UNANIMOUSLY

13. NEW BUSINESS14. PRESENTATIONS15. COUNCIL STATEMENTS16. SALMON ARM SECONDARY YOUTH COUNCIL17. NOTICE OF MOTION18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 3:16 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson
 City Engineer J. Wilson
 Fire Chief B. Shirley
 Director of Development Services K. Pearson

ABSENT:

Councillor Lindgren

21. DISCLOSURE OF INTEREST**22. HEARINGS****1. Development Variance Permit Application No. VP-511 [Nova Capital Ltd./McDiarmid, I.; 870 10 Street NE; Servicing]**

0119-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Development Variance Permit No. VP-511 be authorized for issuance for lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 10397 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 for the subdivision and development of a single family dwelling and secondary suite (or detached suite) as permitted under the current R-8 Residential Suite Zone regulations as follows:

1. Waive the requirement for road dedication along the lane frontage of the subject property;
2. Waive the requirement for road dedication along the 9 Avenue NE frontage of the subject property; and
3. Waive the requirement to upgrade the sanitary sewer main.

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

Submissions were called for at this time.

M. A. Mills – letter dated March 20, 2020 – Development Variance Permit No. VP-511.

J. Sawchuk and J. Halliday – email and attachments dated March 20, 2020 – Development Variance Permit No. VP-511.

I. McDiarmid, McDiarmid Construction- email dated March 23, 2020 – Development Variance Permit No. VP-511.

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

Amendment::

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Item 1. be deleted in its entirety;

AND THAT: Item 2. be deleted in its entirety;

22. HEARINGS – continued

1. Development Variance Permit Application No. VP-511 [Nova Capital Ltd./McDiarmid, I.; 870 10 Street NE; Servicing] – continued

AND FURTHER THAT: Item 3 read as follows:

3. Waive the requirement to upgrade the sanitary sewer main subject to payment of a 50% cash in lieu contribution.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-512 [Murray Campbell, A.; 3631 40 Street SE; Fire Hydrant]

0120-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Development Variance Permit No. VP-512 be authorized for issuance for the North ½ of Legal Subdivision 11 of Section 6, Township 20, Range 9, W6M, KDYD to vary Subdivision and Development Servicing Bylaw No. 4163 and waive the requirement to install a fire hydrant to the minimum 300 meter spacing.

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

Submissions were called for at this time.

B. Shirley, Fire Chief, spoke regarding the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:15 p.m. and the Motion was:

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council waive the requirement to install a fire hydrant subject to payment of a 50% cash in lieu contribution.

DEFEATED

Mayor Harrison, Councillors Flynn, Cannon, Eliason and Wallace Richmond Opposed

Motion as Amended:

DEFEATED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

24. RECONSIDERATION OF BYLAWS

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0121-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of March 23, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:22 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2020.

MAYOR

Item 6.2

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Special Council Meeting Minutes of April 6, 2020, be adopted as circulated.

Vote Record

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

Opposed:

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

SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm commenced by electronic means as authorized by Ministerial Order M083, at 9:30 a.m. on Monday, April 6, 2020:

PRESENT:

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

Chief Administrative Officer C. Bannister
 Director of Corporate Services E. Jackson
 Director of Development Services K. Pearson
 Acting Chief Financial Officer T. Tulak
 Director of Engineering & Public Works R. Niewenhuizen
 Manager of Human Resources S. Wood
 General Manager, Shuswap Recreation Society D. Boyd

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 9:30 a.m.

2. IN-CAMERA SESSION

0122-2020 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 9:30 a.m.
 Council returned to Regular Session at 12:48 p.m.
 Council recessed until 1:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. ADOPTION OF AGENDA

5. OTHER BUSINESS

1. City of Salmon Arm COVID-19 Economic Response / Recovery Plan

Council discussed the following Resolution which was released from In-Camera:

THAT: Council direct staff to execute the following measures, as identified in the City of Salmon Arm COVID-19 Economic Response/Recovery Plan, dated April 3, 2020:

1. (b) 0% Tax Increase for 2020 (for All Classes);
2. Extension of 2020 Tax Deadline Across All Classes to July 30, 2020 (and other Tax Measures);
3. Phased Workforce Reduction and Hiring Freeze Phase 1 (a) and (b) and 2 as early as April 17, 2020; and
4. Delay of Ross Street Underpass Tender Process to July 15, 2020 (with Fall 2020 construction).

6. ADJOURNMENT

0xxx-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Special Council Meeting of April 6, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 1:49 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2020.

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Item 7.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of April 6, 2020, be received as information.

Vote Record

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

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held by electronic means, as authorized under Ministerial Order M083, on Monday, April 6, 2020.

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor K. Flynn
 Councillor C. Eliason
 Councillor T. Lavery
 Councillor S. Lindgren
 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 B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 5.2 as the applicant is a client of his firm.

5. REPORTS

1. Agricultural Land Commission Application No. ALC-391 [Lakeland Farms; 6710 50 Avenue SW; Non-Farm Use]

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-391 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 8:05 a.m.

2. Zoning Amendment No. ZON-1169 [Browne Johnson Land Surveyors; 710 10 Street SW; R-1 to R-5]

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234, from R-1 (Single Family Residential) to R-5 (High Density Residential);

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

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:13 a.m.

3. Zoning Amendment Application No. ZON-1170 [Gilmore, C.; 390 6 Street SE; R-1 to R-8]

Moved: Councillor Eliason

Seconded: Councillor Lindgren

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 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone);

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

CARRIED UNANIMOUSLY

5. REPORTS – continued

4. Zoning Amendment Application No. ZON-1172 [Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8]

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone);

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

CARRIED UNANIMOUSLY

5. Zoning Amendment Application No. ZON-1173 [Shantz, C.; 2760 30 Street NE; R-1 to R-8]

Moved: Councillor Cannon

Seconded: Councillor Eliason

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 20, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

6. Development Variance Permit Application No. VP-513 [Labbe, S. & J.; 4731 75 Avenue NE; Setback requirements]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-513 be authorized for issuance for Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP26171, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) for the construction of a new single-family dwelling, as shown in Schedule A of the staff report dated March 24, 2020.

S. & J. Labbe, the applicants, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS – continued

7. Development Variance Permit Application No. VP-515 [Christensen, K./Christensen, M. & H.; 3220 20 Avenue SE, Fire Hydrant and Bike Lane requirements]

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages;
2. Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.

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

The Motion was split:

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a bike lane along the subject property's 20 Avenue frontage.

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a bike lane along the subject property's Auto Road frontage.

5. REPORTS – continued7. Development Variance Permit Application No. VP-515 [Christensen, K/Christensen, M. & H.; 3220 20 Avenue SE, Fire Hydrant and Bike Lane requirements] - continuedAmendment:

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Subdivision & Development Servicing Bylaw No. 4163 be varied as follows:

1. Waive the requirement to install a bike lane along the subject property's Auto Road frontage subject to payment of a 50% cash in lieu contribution.

CARRIED

Councillor Flynn Opposed

Motion as Amended:

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

2. Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.

CARRIED

Councillor Lavery Opposed

6. PRESENTATIONS7. FOR INFORMATION8. IN CAMERA9. LATE ITEMS

10. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee meeting of April 6, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:54 a.m.

Mayor Alan Harrison
Chair

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

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Item 9.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. ALC-391 be authorized for submission to the Agricultural Land Commission.

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: March 24, 2020

Subject: Agricultural Land Commission Application No. ALC-391
Non-Farm Use

Legal: NW ¼, Section 32, Township 19, Range 10, W6M, KDYD
Civic: 6710 – 50 Avenue SW
Owner: Lakeland Farms

MOTION FOR CONSIDERATION

THAT: Agricultural Land Commission Application No. ALC-391 be authorized for submission to the Agricultural Land Commission.

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

The subject property is located at 6710 50 Avenue SW as shown on Appendices 1 and 2. The applicant is proposing to construct an organic feed mill on the subject property. The footprint of the mill will be 334 m² (3,600 ft²). The intention is to provide feed for an existing poultry operation and future commercial feed production. For the mill to be considered a farm use the ALC requires that at least 50% of the raw materials are produced on-farm or at least 50% of the product is used on-farm. An approved Non-Farm Use would allow for raw materials to be imported and the product be sold off-farm.

The property is approximately 65 ha (160 ac) in size which contains two residences and agricultural buildings. The property is entirely within the Agricultural Land Reserve (ALR) as shown on Appendix 3. The application and background information from the applicant are attached as Appendix 4.

BACKGROUND

The subject property is designated Salmon Valley Agriculture in the Official Community Plan (OCP), outside the Urban Containment Boundary (UCB), and the property is zoned Agriculture (A-1) as shown on Appendices 5 and 6. A new chicken layer barn was constructed in 2018 and the use would be considered accessory to the existing permitted Intensive Agriculture Use in the Zoning Bylaw. As per historical city practice a building permit is not required for agricultural buildings.

The property supports both field crops and animal production. It is intended that the property will remain in the ALR and be used for an agricultural purpose.

Adjacent zoning and land uses include the following:

North: Agriculture (A-1) – Single Family Dwelling and Agriculture
South: Agriculture (A-1) – Single Family Dwelling and Agriculture
East: Agriculture (A-1) – Single Family Dwelling and Agriculture
West: Agriculture (A-1) – Single Family Dwelling and Agriculture

Agricultural Land Commission Act (ACLA)

The purposes of the commission as stated in Section 6 of the *Agricultural Land Commission Act* are:

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

Agricultural Land Reserve Use Regulation

11 (2) The use of agricultural land for storing, packing, preparing and processing farm products is designated as a farm use and may not be prohibited as described in section 4 if at least 50% of the farm product is

- (a) produced either on that agricultural land or by an association to which the owner of the agricultural land belongs, or
- (b) feed required for farm use on that agricultural land.

When the ALC is considering a non-farm use it is important that any non-agricultural use within the ALR is compatible and/or clearly justified. Once agricultural land is lost, it is rarely ever reclaimed to agricultural use. The ALC also considers whether that land is available for future farm use if circumstances change, often it may be difficult to reclaim or convert to agricultural use.

ALC Policy L-24 Development of Farm Structures for Farm-Related Commercial and Farm-Related Industrial Uses in the ALR is attached as Appendix 7. Those guidelines aim to ensure that:

- agriculture remains the principal use of land in the ALR;
- land taken out of agricultural production to accommodate farm-related commercial and farm-related industrial uses, if any, is minimized;
- regard is given to the long-term cumulative impact of structures on the ALR;
- proposed farm-related commercial and farm-related industrial uses are of a size and scale appropriate for the size of the farm operation; and,
- servicing requirements (e.g. water and wastewater, road access, parking, fire services, etc.) are appropriate and fit with the agricultural context.

Improved Soil Classification

The subject property has the Improved Soil Capability Rating of 70% Class 2 and 30% Class 3 with fertility and excess water being limiting factors as shown on Appendix 8. Soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

Planning Department Comments

City of Salmon Arm Official Community Plan Bylaw No. 4000

Section 7.2.4 Support agri-business opportunities in rural and agricultural areas that are complementary to local agriculture, including agri-tourism and agri-food business.

Section 7.2.5 Encourage and support the expansion of local food production.

Section 7.3.17 Encourage and support the development and expansion of alternative, smaller scale agricultural businesses, such as production and marketing of locally grown foods, organic farms, on-site sales of onsite and locally grown food, incentives for farmers to remain on their land, and support for new farmers to obtain land.

City of Salmon Arm Zoning Bylaw No. 2303

The A-1 zone as shown on Appendix 9 permits Intensive Agriculture such as the poultry layer barn; the feed mill would be considered a permitted accessory use.

Agricultural Advisory Committee

Due to the COVID-19 crisis and the suspension of all City Committees, Commissions and Panels this application was not referred to the Agricultural Advisory Committee.

CONCLUSION

The proposal is for approval of a feed mill as a non-farm use within the ALR. Agriculture and agricultural business are supported by the OCP in the Salmon Valley Agriculture designated areas. The feed mill supports the processing of local agricultural products and local food production. The use is permitted by Zoning Bylaw No. 2303 and is consistent with the surrounding agricultural uses. The proposal is consistent with the guidelines of ALC Policy L-24; agricultural remains the principal use of the land, impacts on agriculture are minimized and the use is of size and scale appropriate to the existing farm operation.

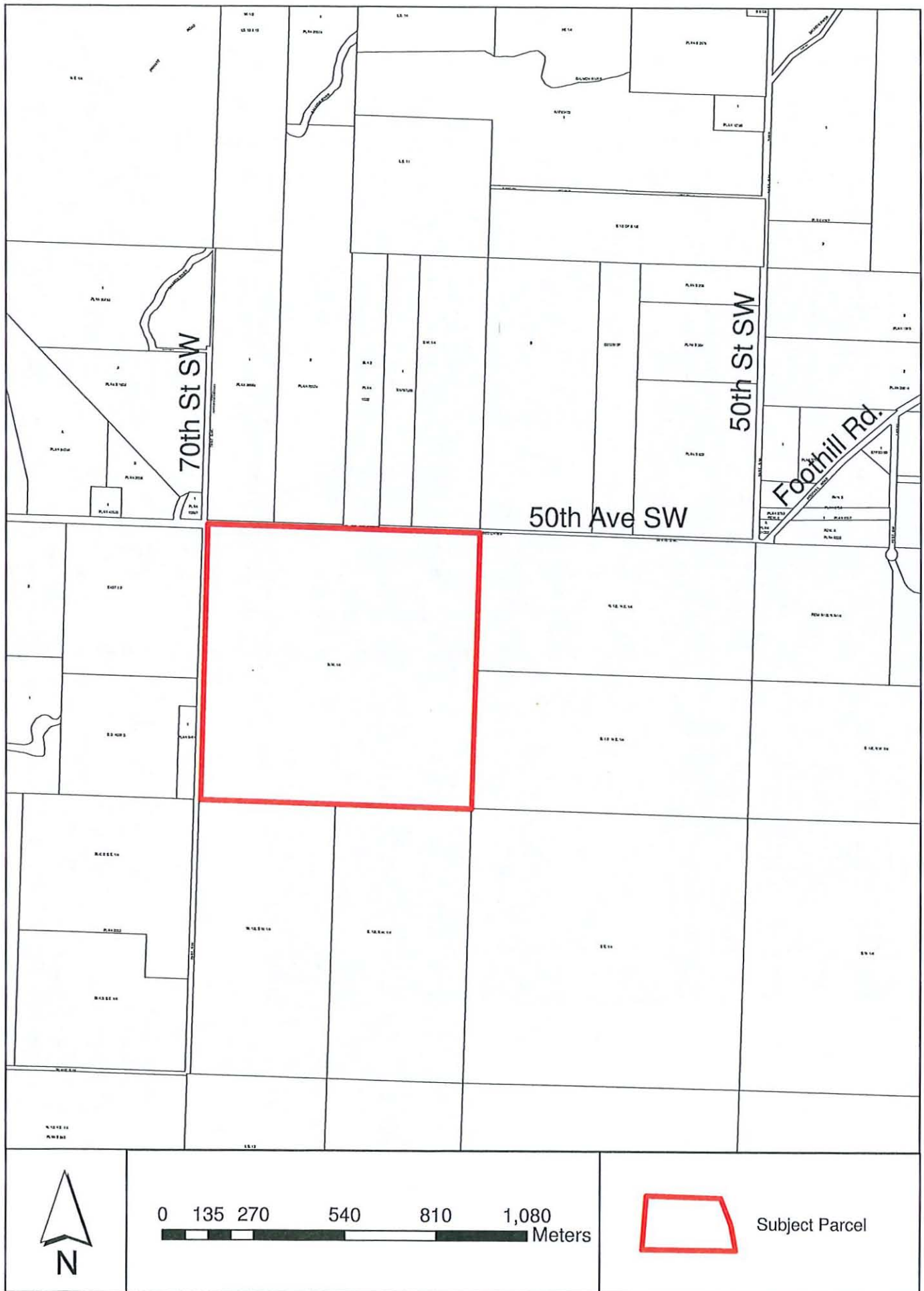
Staff recommends this application be forwarded on to the ALC for consideration for the above noted reasons. The proposed feed mill is an opportunity for increasing value-added agricultural production in the Salmon Valley and has the potential to support organic local food security. The demolition of previously unused structures and reclamation of fill areas has minimized the impact on the farm land.



Prepared by: Scott Beeching, MCIP, RPP
Senior Planner



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

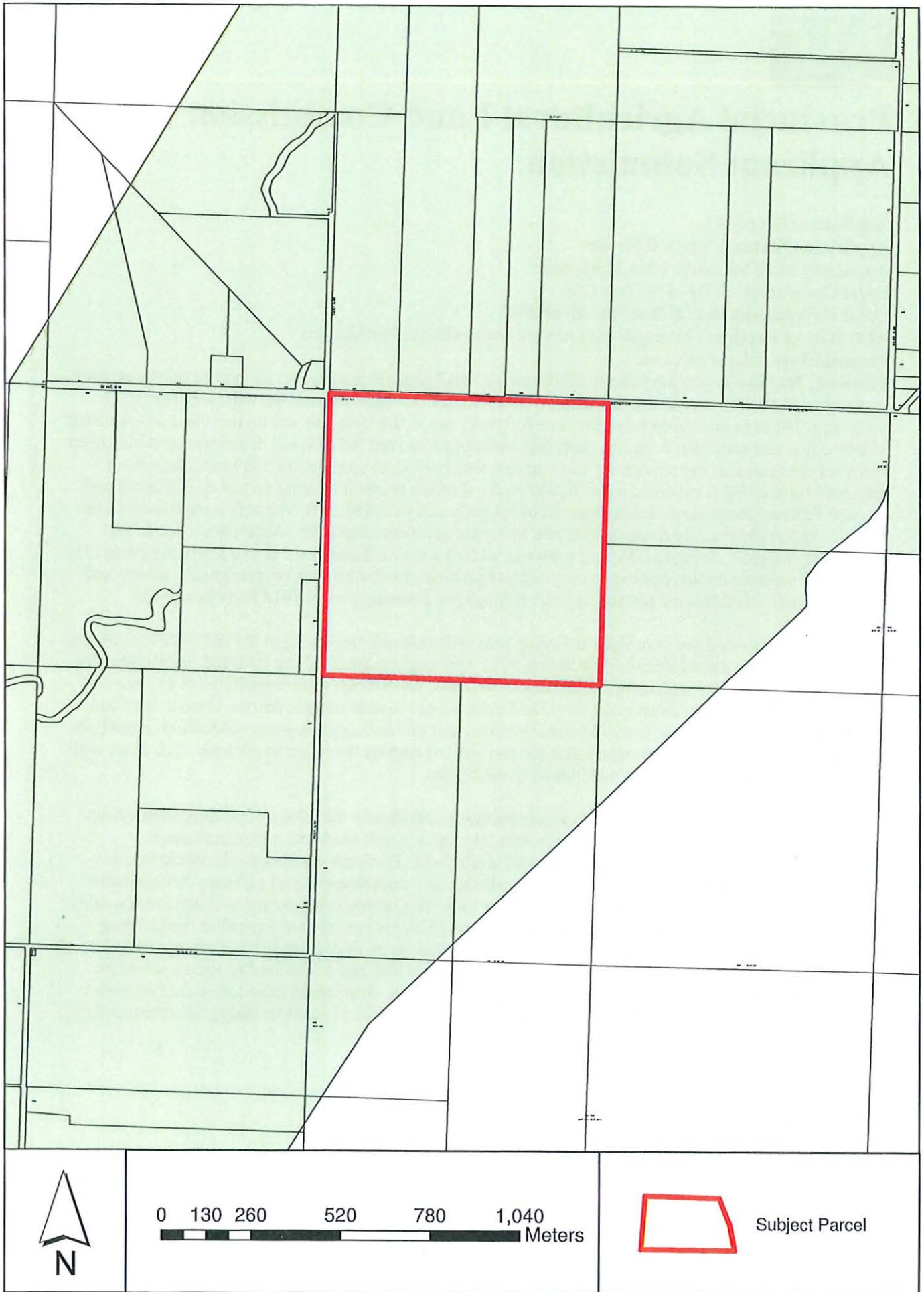




0 40 80 160 240 320 Meters



Subject Parcel





Provincial Agricultural Land Commission - Applicant Submission

Application ID: 60537

Application Status: Under LG Review

Applicant: Mike Schroeder , Sarah Schroeder

Local Government: City of Salmon Arm

Local Government Date of Receipt: 03/19/2020

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

Proposal Type: Non-Farm Use

Proposal: We have begun the process of planning a small organic feed mill to be located on the existing yard site at 6710 50th Ave SW next to our 2018 layer barn. To build the mill we will be removing an 8,200 sq ft 1950s or 60s sheep barn that is no longer of use to the farm, we will be recycling an estimated 30,000 cubic feet of fill from various parts (old buildings removed in 2018, old driveways, and old sheep barns) of the farm site and recovering much of that area back in to crop production land. The service driveway for the mill is expected to be 26,000 sq ft (of which much is existing driveway and lawn) and the mill building footprint including ingredient bin pads will be 3,600 sq ft. The mill equipment will be modular and professionally designed (10 year blueprint in attachments). The design allows us to add equipment and grain storage as demand grows as well as a very efficient load in and load out system. The design will incorporate ingredient pre-cleaning, automation, precise mixing, regular quality testing and tight biosecurity. Utilities are already in place through pre planning on our 2018 layer barn build.

Our intention is to feed our own flock of laying hens with this mill beginning in the fall of 2020 followed by commercial organic feed production spring 2021. Our target market will be bulk and bagged feed for certified organic poultry and unregistered backyard flocks; we also see some opportunities to clean our food grade grains, custom clean grain for other farms, supply feed to organic dairies, organic beef and organic broilers in the future. We will be using as much of our own organic grain production as possible (600 metric tonne in 2019). We expect that we can meet or surpass the required 50% per ALC rules with the rations developed through our nutritionist in most years.

The reason we are applying for a non-farm use permit is specifically the 50% self produced ingredient requirement for on farm processing. We may face shortages in self produced ingredients due to unforeseen circumstances like weather or loss of leased land. There are also yearly fluctuations in our crop rotations depending on soil and weather conditions and disease and insect pressure. We may also have opportunities on certain crops to sell as higher value food grade commodities and use lower quality feed grade ingredients from other farms. Lastly, we would like to create an independent feed milling company (Lakeland Feeds) for liability and accounting reasons as well as integrity of our organic certificate (should we be denied on one of our other products like eggs). The feed company would be owned by Mike and Sarah Schroeder and the land required long term leased from Lakeland Farms Inc. (also owned solely by Mike and Sarah Schroeder). I would also like to consider taking on investment in this business from family members and neighbours.

Mailing Address:

5151 50th St SW
Salmon Arm, BC
V1E 3C2
Canada

Primary Phone: (250) 804-5773

Applicant: Mike Schroeder , Sarah Schroeder

Email: mike@lakelandfarms.ca

Parcel Information

Parcel(s) Under Application

1. Ownership Type: Fee Simple

Parcel Identifier: 014-129-469

Legal Description: Part NW1/4, SECTION 32, TOWNSHIP 19, RANGE 10, MERIDIAN W6, KAMLOOPS DIV OF YALE LAND DISTRICT

Parcel Area: 64.8 ha

Civic Address: 6710 50th Ave SW

Date of Purchase: 01/31/2006

Farm Classification: Yes

Owners

1. Name: Mike Schroeder

Address:

5151 50th St SW

Salmon Arm, BC

V1E 3C2

Canada

Phone: (250) 804-5773

Email: mike@lakelandfarms.ca

2. Name: Sarah Schroeder

Address:

5151 50th St SW

Salmon Arm, BC

V1E 3C2

Canada

Phone: (250) 804-5773

Email: mike@lakelandfarms.ca

Ownership or Interest in Other Lands Within This Community

1. Ownership Type: Fee Simple

Parcel Identifier: 002-212-927

Owner with Parcel Interest: Mike Schroeder

Parcel Area: 32.3 ha

Land Use Type: Agricultural/Farm

Interest Type: Rental Agreement

Current Use of Parcels Under Application

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

The 160 acre property currently has 155 acres of cultivated land used for organic grain and forage production (both food grade and animal feed) by us, the owners. We are on a 3-4 year crop rotation of cereals, grain corn, beans and flax. We're also practice heavily with cover crops, intercroops and reduced tillage. In 2020 we will be starting a small beef herd on a rotational grazing schedule. Five acres of the property is yard site including 2 barns used for crop, manure and equipment storage. Also located on the yard site is our 2018 built layer barn housing 4,500 laying hens with quota awarded through BCEgg's

Applicant: Mike Schroeder , Sarah Schroeder

New Producer Program. We also lease and crop share an additional 120 acres for the same cropping rotation. We are a young farm family (started full time farming in 2017) working our way in to the industry and have strong goals in holistic management and regenerative agriculture.

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

When we began farming this property it was a very tired hay field with a history of heavy fallowing. We certified it as organic to add value to our products and switched to grain production to maximize the amount of organic matter we could return to the soil. We also began investing in targeted nutrients to rebalance our soil.

In 2017 we began experimenting with cover crops and reduced tillage to recover our heavily fallowed soil. We are seeing improvements in soil organic matter, water infiltration, crop health, weed density and nutrient cycling. As of winter 2019/2020 we are 80% covered and hope for 100% in 2020/2021.

In 2018 we removed several old, deteriorating barns from the main yard site and replaced them with a new and productive layer barn. We made an effort to utilize the old building sites, existing driveways and fill materials as much as possible during this project and for future growth. Manure from the layer barn is composted on site and spread on our fields to improve soil health. It has become a valuable source of nutrients for growing a variety of crops.

In 2019 we began fencing the perimeter of the property with a long term goal of rotational grazing on cover crops and perennial forage crops.

In 2020 we will be cleaning up the landscaping and planting trees around the buildings and possibly the perimeter of the property. We will also begin the process of an environmental farm plan for this property and our leased and crop shared fields.

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

No non-agricultural activities

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Dairy and hobby farms

East

Land Use Type: Agricultural/Farm

Specify Activity: Lakeland crop share - organic grain

South

Land Use Type: Agricultural/Farm

Specify Activity: Dairy, beef

West

Land Use Type: Agricultural/Farm

Specify Activity: Crop production - organic grain and forages

Proposal

1. How many hectares are proposed for non-farm use?

1 ha

2. What is the purpose of the proposal?

We have begun the process of planning a small organic feed mill to be located on the existing yard site at

Applicant: Mike Schroeder , Sarah Schroeder

6710 50th Ave SW next to our 2018 layer barn. To build the mill we will be removing an 8,200 sq ft 1950s or 60s sheep barn that is no longer of use to the farm, we will be recycling an estimated 30,000 cubic feet of fill from various parts (old buildings removed in 2018, old driveways, and old sheep barns) of the farm site and recovering much of that area back in to crop production land. The service driveway for the mill is expected to be 26,000 sq ft (of which much is existing driveway and lawn) and the mill building footprint including ingredient bin pads will be 3,600 sq ft. The mill equipment will be modular and professionally designed (10 year blueprint in attachments). The design allows us to add equipment and grain storage as demand grows as well as a very efficient load in and load out system. The design will incorporate ingredient pre-cleaning, automation, precise mixing, regular quality testing and tight biosecurity. Utilities are already in place through pre planning on our 2018 layer barn build.

Our intention is to feed our own flock of laying hens with this mill beginning in the fall of 2020 followed by commercial organic feed production spring 2021. Our target market will be bulk and bagged feed for certified organic poultry and unregistered backyard flocks; we also see some opportunities to clean our food grade grains, custom clean grain for other farms, supply feed to organic dairies, organic beef and organic broilers in the future. We will be using as much of our own organic grain production as possible (600 metric tonne in 2019). We expect that we can meet or surpass the required 50% per ALC rules with the rations developed through our nutritionist in most years.

The reason we are applying for a non-farm use permit is specifically the 50% self produced ingredient requirement for on farm processing. We may face shortages in self produced ingredients due to unforeseen circumstances like weather or loss of leased land. There are also yearly fluctuations in our crop rotations depending on soil and weather conditions and disease and insect pressure. We may also have opportunities on certain crops to sell as higher value food grade commodities and use lower quality feed grade ingredients from other farms. Lastly, we would like to create an independent feed milling company (Lakeland Feeds) for liability and accounting reasons as well as integrity of our organic certificate (should we be denied on one of our other products like eggs). The feed company would be owned by Mike and Sarah Schroeder and the land required long term leased from Lakeland Farms Inc. (also owned solely by Mike and Sarah Schroeder). I would also like to consider taking on investment in this business from family members and neighbours.

3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.

Building this project off our farm site would add \$600,000 to \$1,000,000 the project budget for property and commercial upgrades depending on the site. While the demand and volume for organic feed is increasing in the interior it does not justify that kind of expense, we would simply build the mill as planned for our own use and sell feed as we find we're able under the 50% ingredient rule. Off site would also decentralize our operations, increase our environmental impact and increase distances for transport of ingredients and finished feeds. We feel that a feed mill serving our needs and that of agricultural producers in the area is very much a farm use.

I have confirmed with the city of Salmon Arm that a Non Farm Use Permit would not trigger a building permit and subsequent upgrades to roads and services for this site.

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

To our knowledge there are currently no commercially viable, CFIA recognized, organic feed mills producing high quality poultry feed located in the North Okanagan. There are currently, approximately, 20,000 organic commercial laying hens, 5 small lot egg producers, and estimated 915 unregistered backyard egg flocks, 700 organic dairy cows, an unknown amount of organic beef, and an unknown amount of organic broilers. There are also indications that the BC Egg Marketing Board may award organic layer quota to new interior farms in 2021. Lastly, as land values increase in the Fraser Valley there is and has always been interest from producers to relocate to the Interior. Ourselves and our neighbouring organic egg producers are currently trucking feed from the Lower Mainland adding an extra 10-15% in feed cost which is significant when feed is 50% of the cost of production. Small backyard flocks also don't have a locally produced organic bagged feed option. Shipping feed such a distance increases our risk of running out of feed due to weather delays, provides a consistent link for avian

diseases to make their way back and forth from the lower mainland to the interior, reduces our flexibility in flock nutrition, reduces our resource efficiency, increases our environmental impact and restricts our regional agricultural viability. In the case of a disease outbreak like the 2014 Avian Influenza outbreak in Abbotsford our feed supply may be completely quarantined. Often, the ingredients in our current feed pass us on their way from the Canadian Prairies to the Fraser Valley by train or truck, is milled, then turned around and sent all the way back on another truck. With the continued and anticipated growth in the organic market and the number of organic farms now located in the Interior the current situation is completely counterintuitive and uncomfortable to communicate to consumers. We believe our project supports regional agriculture by making it more efficient, reducing risk, adding value, and improving production flexibility. Our plan will support our rural economy through employment, materials, trades and contractors during the building phase and ongoing employment during production.

Our intention is to build this mill building and site as designed, regardless of the outcome of this application. Having increased ingredient flexibility and confidence in our ability to reliably supply feed to other producers through the challenges of weather and rotation listed above will improve our economic viability and let us invest in higher quality, more efficient and more automated equipment. These improvements will benefit us, our potential customers and future producers in our region.

5. Do you need to import any fill to construct or conduct the proposed Non-farm use?

Yes

Proposal dimensions

Total fill placement area (to one decimal place) 1 ha

Maximum depth of material to be placed as fill 1 m

Volume of material to be placed as fill 1060 m³

Estimated duration of the project. 6 Months

Describe the type and amount of fill proposed to be placed.

3 inch minus rock/gravel for the lower 2 ft of the driveway and building base. Driveway top 6 inches city spec 1" crush/gravel. Under concrete foundation of the building and bin pads will be sand.

Briefly describe the origin and quality of fill.

Fill source will be Blackburn Excavating's pit located on Mount Ida, 2 km from building site. This is a local pit using native rock material only.

Applicant Attachments

- Site Photo - Lakeland farm site 2010
- Site Photo - Lakeland farm site 2019
- Other correspondence or file information - Agent Authorization
- Site Photo - Looking south from 50th
- Site Photo - Looking south west
- Site Photo - Mill site looking north east
- Proposal Sketch - 60537
- Other correspondence or file information - Notice of Articles - Lakeland
- Professional Report - Mill Design 10 year Plan
- Certificate of Title - 014-129-469

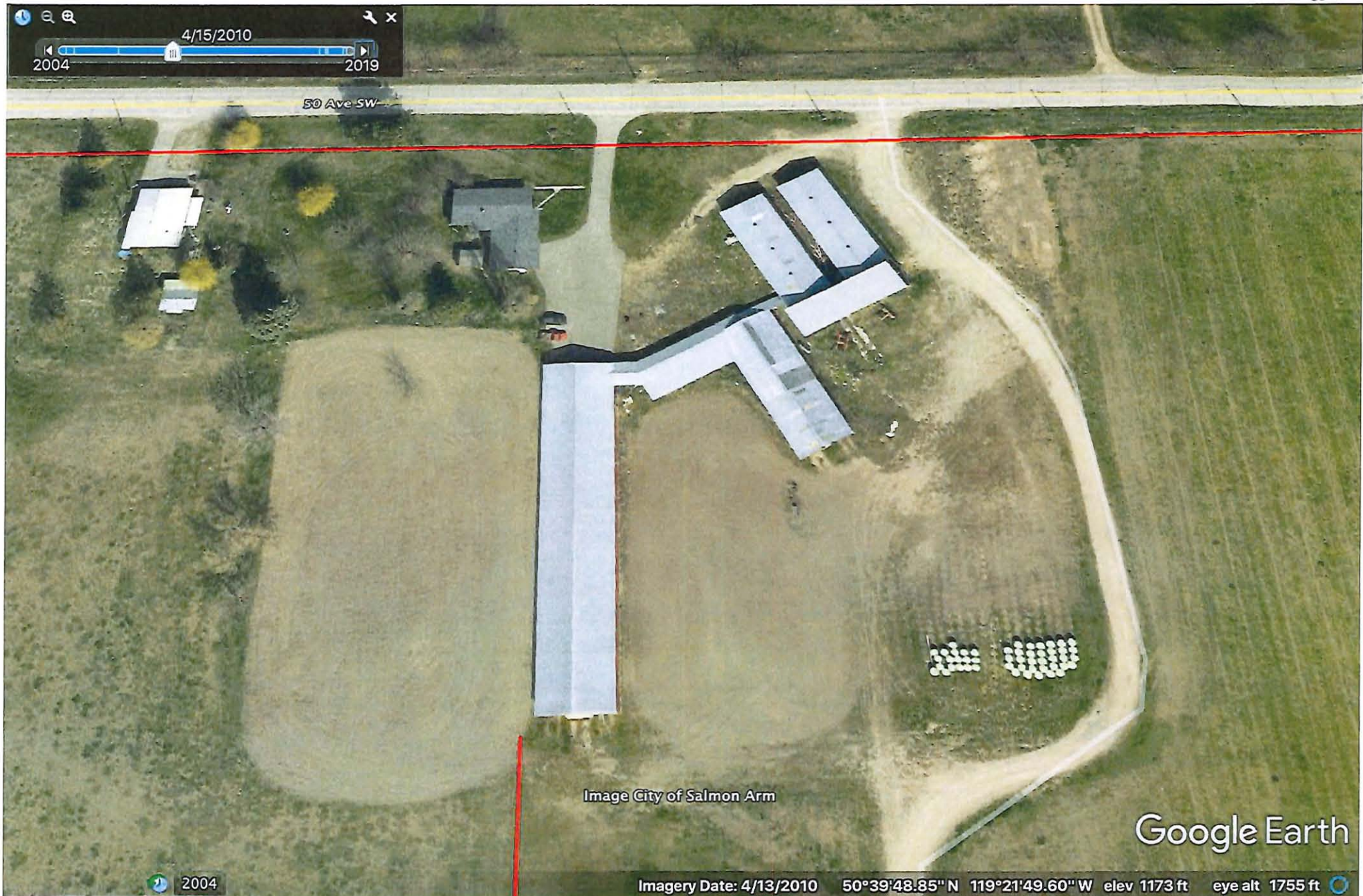
ALC Attachments

None.

Applicant: Mike Schroeder , Sarah Schroeder

Decisions

None.





8/21/2019 SW

6710 50th Ave SW

Utility Shed

Layer Barn

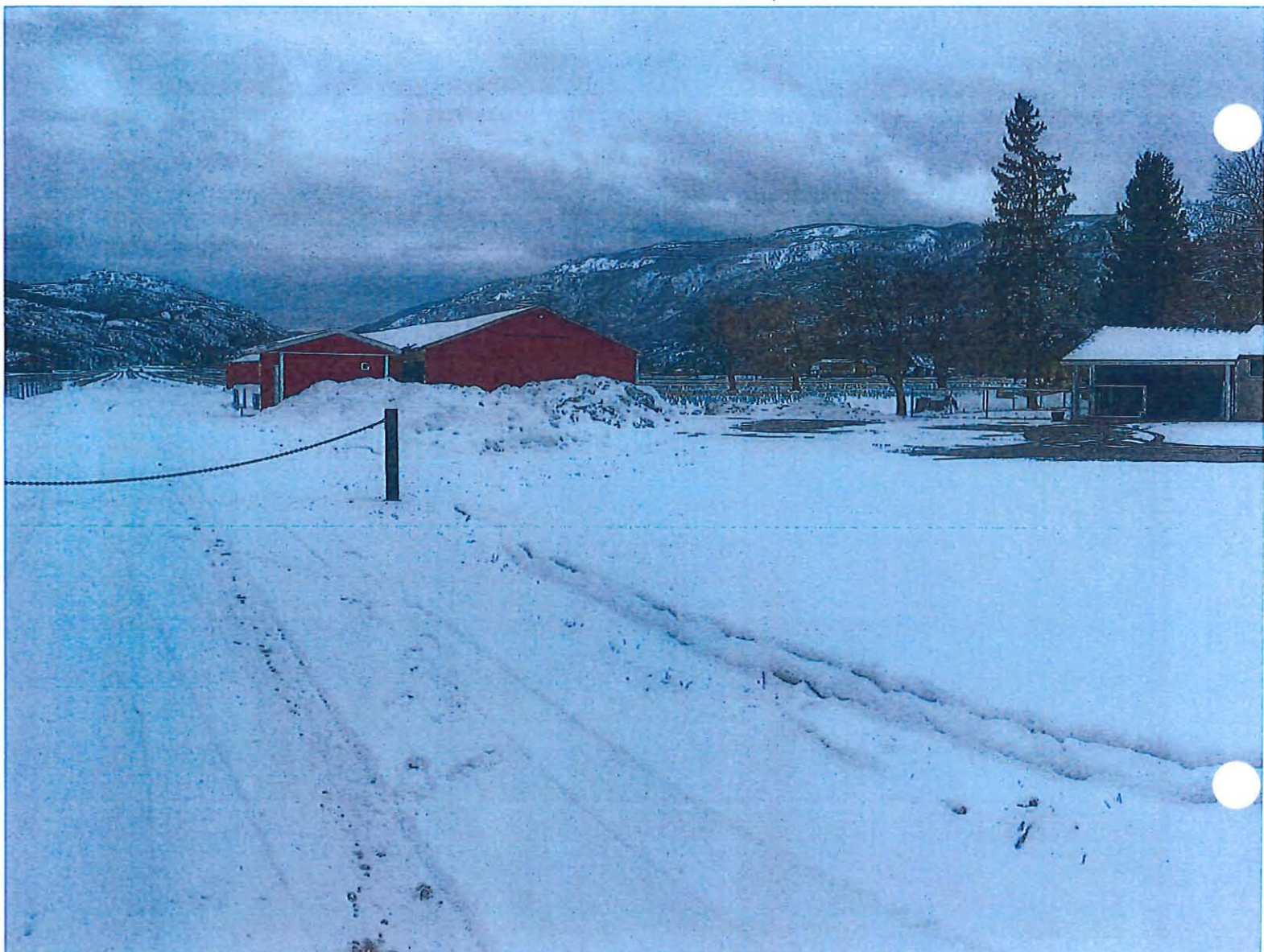
Sheep Barn to be Removed

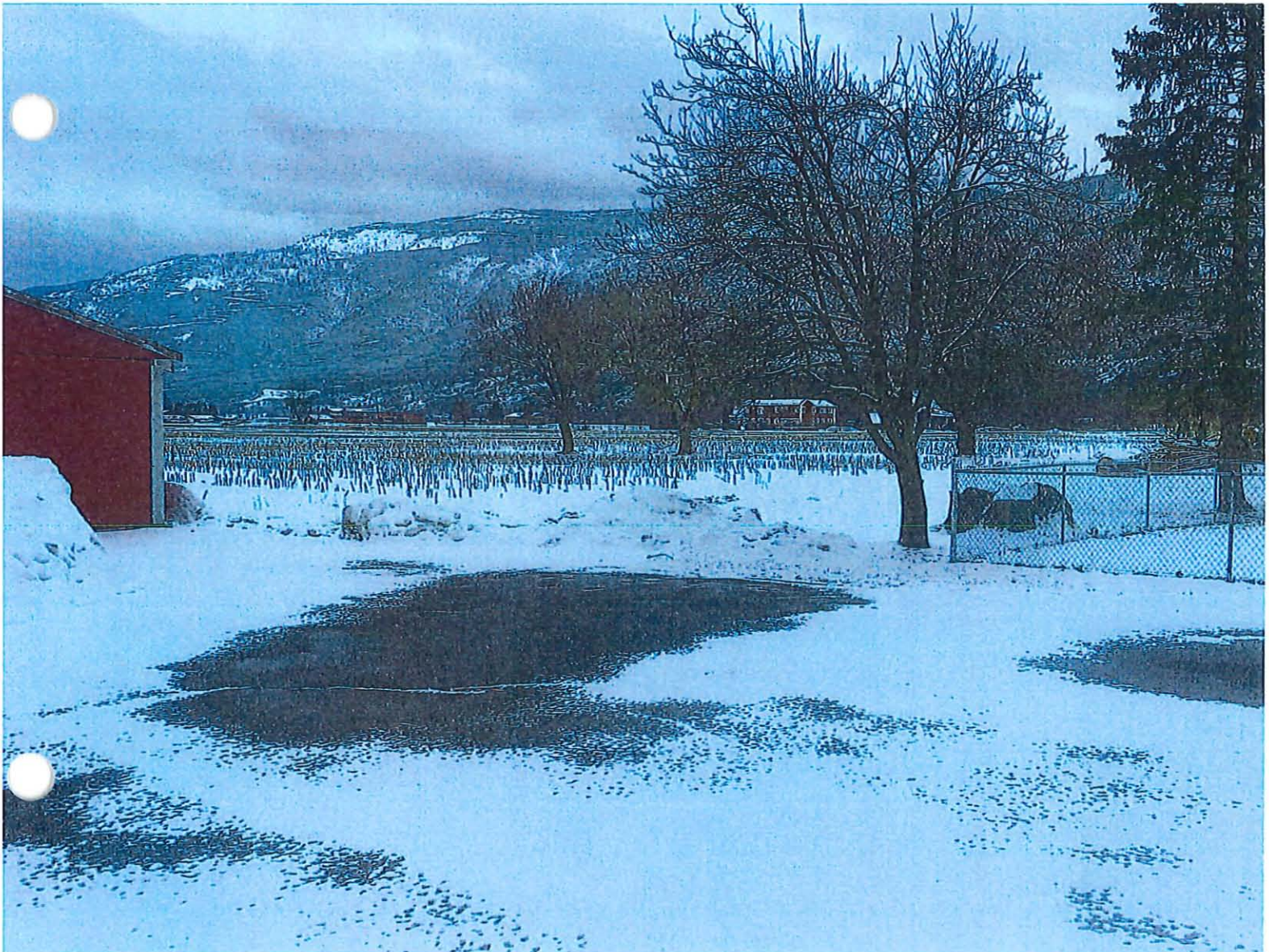
Image © 2020 CNES / Airbus

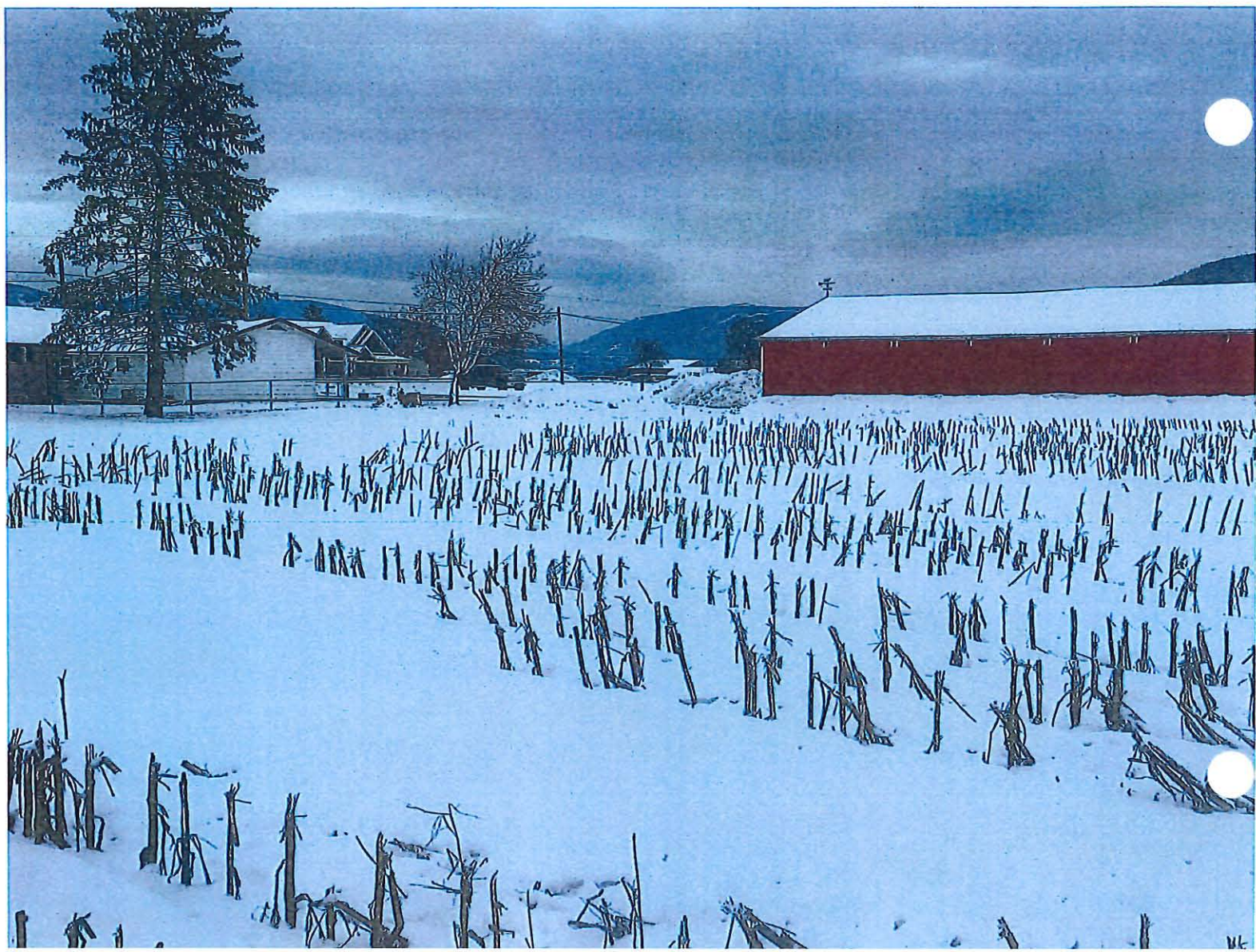
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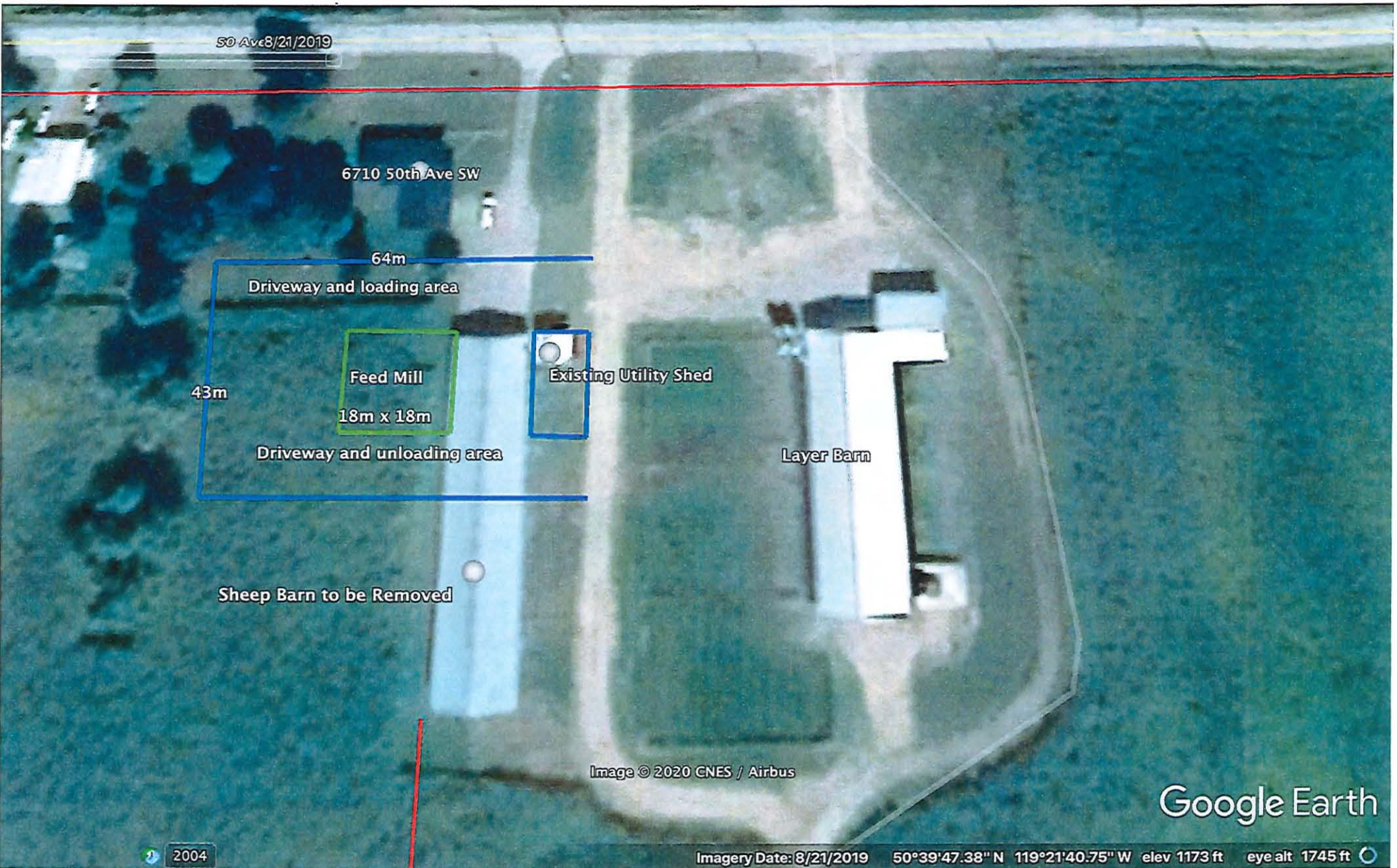
2004

Imagery Date: 8/21/2019 50°39'44.95"N 119°21'44.26"W elev 1173 ft eye alt 1724 ft



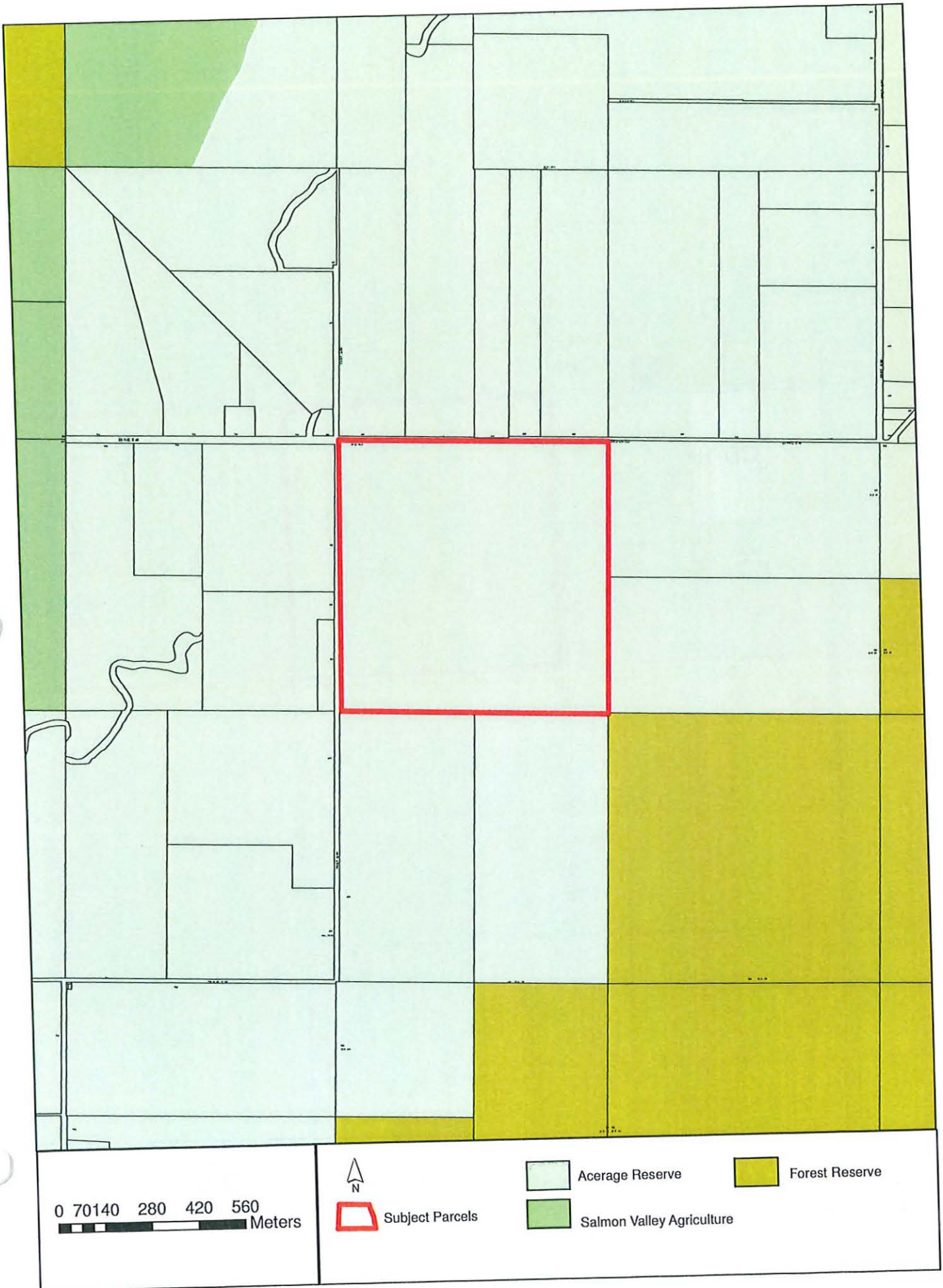


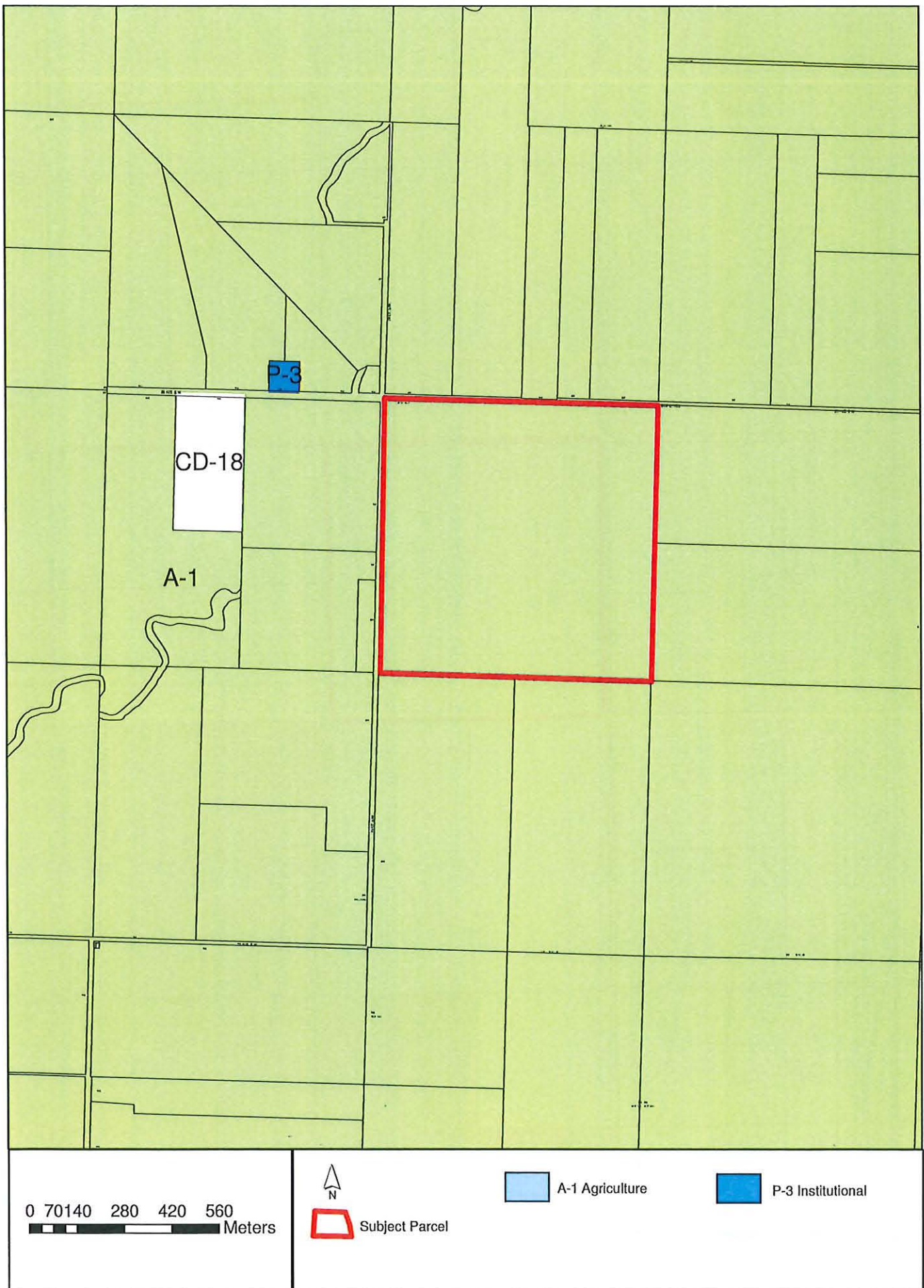







VIS ENTERPRISES INC.
140 PARKLAND RD. OAK BLUFF MB R4G 0A5
204-897-0949 WWW.VIS-AGGROWTH.COM





| | | |
|--|---|---|
|  <p>Agricultural Land Commission</p> | <p>DEVELOPMENT OF FARM STRUCTURES FOR FARM-RELATED COMMERCIAL AND FARM- RELATED INDUSTRIAL USES IN THE ALR</p> | <p>POLICY L-24</p> <p>October 2019</p> |
|--|---|---|

This policy provides general guidelines for Commission decision-making when considering the placement of fill, removal of soil, and applications for non-farm use pertaining to the development of farm structures for *farm-related commercial and farm-related industrial uses*, as applicable.

These guidelines aim to ensure that:

- agriculture remains the principal use of land in the ALR;
- land taken out of agricultural production to accommodate farm-related commercial and farm-related industrial uses, if any, is minimized;
- regard is given to the long-term cumulative impact of structures on the ALR;
- proposed farm-related commercial and farm-related industrial uses are of a size and scale appropriate for the size of the farm operation; and,
- servicing requirements (e.g. water and wastewater, road access, parking, fire services, etc.) are appropriate and fit with the agricultural context.

GENERAL GUIDELINES:

Infrastructure

Farm-related commercial and farm-related industrial uses should be appropriate for the available rural services and not require the level of road access, water and wastewater servicing, utilities, fire protection, and other public services typically found in urban areas.

High water use/effluent generating operations should be, whenever possible, located in urban areas where municipal services are available.

Farm-related commercial and farm-related industrial uses should be consistent with the Ministry of Agriculture's Guide for Bylaw Development in Farming Area's (the Minister's Bylaw Standard):

- Parking and loading areas should be permeable in nature, whenever possible, to reduce impervious cover and minimize the impacts of stormwater discharge on surrounding agricultural land; and,
- Stormwater and agricultural liquid waste management plans should be required where the total impervious area of buildings and structures exceeds 3,700 m² (approximately 40,000 ft²).

DEFINITIONS:

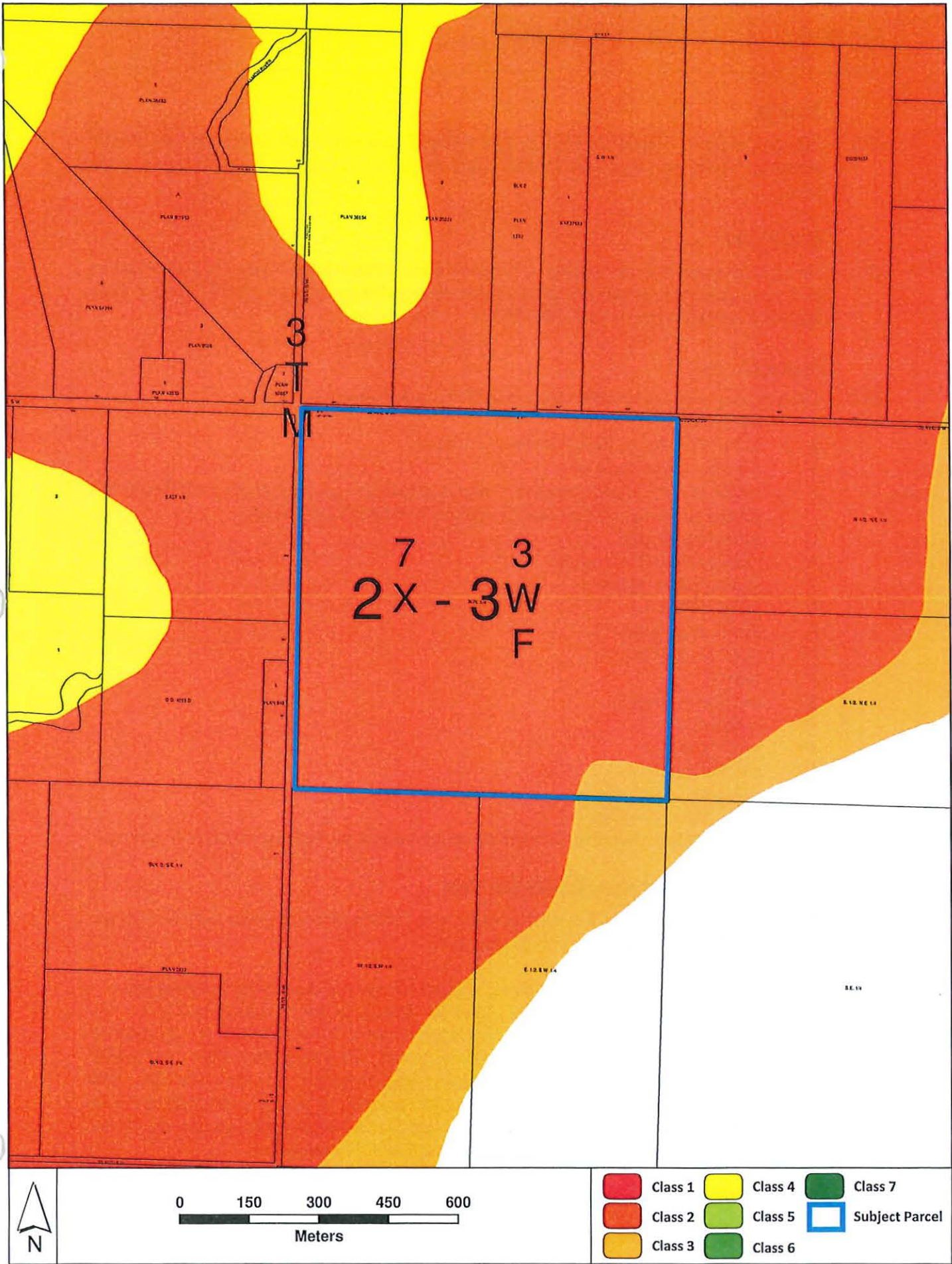
Agriculture means the growing and raising of plants, truffles, mushrooms, or animals, including aquaculture.

Farm-related commercial and farm related industrial uses means:

- Farm product processing facilities under section 11(2) of the ALR Use Regulation;
- Farm product retail sales buildings under section 11(3) of the ALR Use Regulation;
- Alcohol production facilities and their ancillary uses under section 13 of the ALR Use Regulation;
- Pet breeding and boarding facilities under section 23 of the ALR Use Regulation;
- Class A compost facilities under section 27(2) of the ALR Use Regulation;
- Permanent infrastructure to support agri-tourism activities if approved through application by the Commission under section 25 of the ALC Act; and,
- Permanent infrastructure to support gathering for events if approved through application by the Commission under section 25 of the ALC Act.

LOT COVERAGE LIMIT CALCULATION EXAMPLES:

| Parcel Area | 5% Lot Coverage Limit | | |
|--------------------|------------------------------|---------------|-------------------------|
| 40 ha (~100 acres) | 2 ha | (~5.0 acres) | (~20,000 square metres) |
| 20 ha (~50 acres) | 1 ha | (~2.5 acres) | (~10,000 square metres) |
| 10 ha (~25 acres) | 0.5 ha | (~1.25 acres) | (~5,000 square metres) |
| 8 ha (~17 acres) | 0.4 ha | (~1.0 acres) | (~4,000 square metres) |
| 4 ha (~10 acres) | 0.2 ha | (~0.5 acres) | (~2,000 square metres) |
| 2 ha (~5 acres) | 0.2 ha | (~0.5 acres) | (~2,000 square metres) |
| 0.8 ha (~2 acres) | 0.2 ha | (~0.5 acres) | (~2,000 square metres) |
| 0.4 ha (~1 acre) | 0.2 ha | (~0.5 acres) | (~2,000 square metres) |



SECTION 34 - A-1 - AGRICULTURE ZONE

Purpose

- 34.1 The A-1 Zone is intended to identify and preserve land with good agricultural or forestry potential. *Development* on land located in the A-1 Zone will respect the rural nature of the area.

Regulations

- 34.2 On a *parcel* zoned A-1, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the A-1 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 34.3 The following uses and no others are permitted in the A-1 Zone:
- .1 *agriculture*;
 - .2 *bed and breakfast*, limited to three let rooms;
 - #2767 .3 *boarders*, limited to two;
 - #4013, #4193 .4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations);
 - #3218 .5 *equestrian facility*;
 - #3218 .6 *equestrian facility campsite*;
 - #3426 .7 *family childcare facility*;
 - #3426 .8 *group childcare*;
 - .9 *home occupation*;
 - .10 *intensive agriculture*;
 - .11 *kennel*;
 - .12 *outdoor recreation*;
 - .13 *public use*;
 - .14 *public utility*;
 - .15 *silviculture*;
 - #3212 .16 *secondary suite*;
 - .17 *single family dwelling*;
 - .18 *accessory use*, including the retail sale of agricultural products produced on the *parcel*.

Maximum Number of Single Family Dwellings

- 34.4 .1 On *parcels* less than 8.0 hectares (19.8 acres) in area, the maximum number of *single family dwellings* shall be one (1) per *parcel*
- #3322 .2 On *parcels* 8.0 hectares (19.8 acres) or larger in area, a second dwelling is permitted provided the second dwelling is used for farm help and is a mobile home. The additional dwelling shall be for the exclusive use of a person employed full-time to work on the farm or for temporary farm help and, where applicable, shall comply with the provisions of the Agricultural Land Commission Act and amendments thereto. The property owner will sign a Declaration, substantially in the form attached hereto as Schedule "H" and forming part of this bylaw, that the second dwelling is to be for the exclusive use of a person employed full-time to work on the farm.
- .3 A second dwelling may be permitted under Section 4.13 of this bylaw.

SECTION 34 - A-1 - AGRICULTURE ZONE - CONTINUED

#4018 Maximum Number of Secondary Suites

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

#4223 Maximum Residential Building Area

34.6 The maximum combined building area for all dwelling units (single family dwelling, detached suite and farm help) shall be no greater than 500 m² (5,382ft²).

Maximum Height of Residential Buildings

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

Maximum Height of Accessory Buildings

34.8 The maximum *height* of an accessory *building* shall be 12.0 metres (39.4 feet).

Minimum Parcel Size

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

Minimum Parcel Width

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

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

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

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

#4018 Minimum Setback of Detached Suites

34.12 The minimum *setback* of a *detached suite* from all *parcel* lines shall be 6.0 metres (19.7 feet).

SECTION 34 - A-1 - AGRICULTURE ZONE - CONTINUED

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

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

#2811

Minimum Setback of Kennels

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

Minimum Setback of Feed Lots

34.15 The minimum *setback* of feed lots from:

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

Sale of Agricultural Products

34.16 The retail sale of agricultural products produced on the *parcel* is permitted provided the maximum *floor area* of the retail sale stand does not exceed 40.0 square metres (430.5 square feet).

Parking

34.17 Parking shall be required as per Appendix I.

Item 9.2

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council direct staff to work with the Province to obtain a Public Use Tenure Agreement for Canoe Beach Park including the proposed Boat Launch and all existing structures for a period of twenty-five (25) years.

Vote Record

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

Opposed:

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



File: 0920.20.06

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Jenn Wilson, City Engineer
DATE: March 31, 2020
SUBJECT: **CANOE BEACH PUBLIC USE TENURE**

STAFF RECOMMENDATION

THAT: Council directs staff to work with the Province to obtain a Public Use Tenure Agreement for Canoe Beach Park including the proposed Boat Launch and all existing structures for a period of twenty-five (25) years.

BACKGROUND

As part of the Canoe Beach Boat Launch capital project, staff requested and received direction from Council to apply for Public Use Tenure for the Boat Launch. During the application process, the Province noted that the City currently does not have a Public Tenure for any of the Canoe Beach Park area or structures.

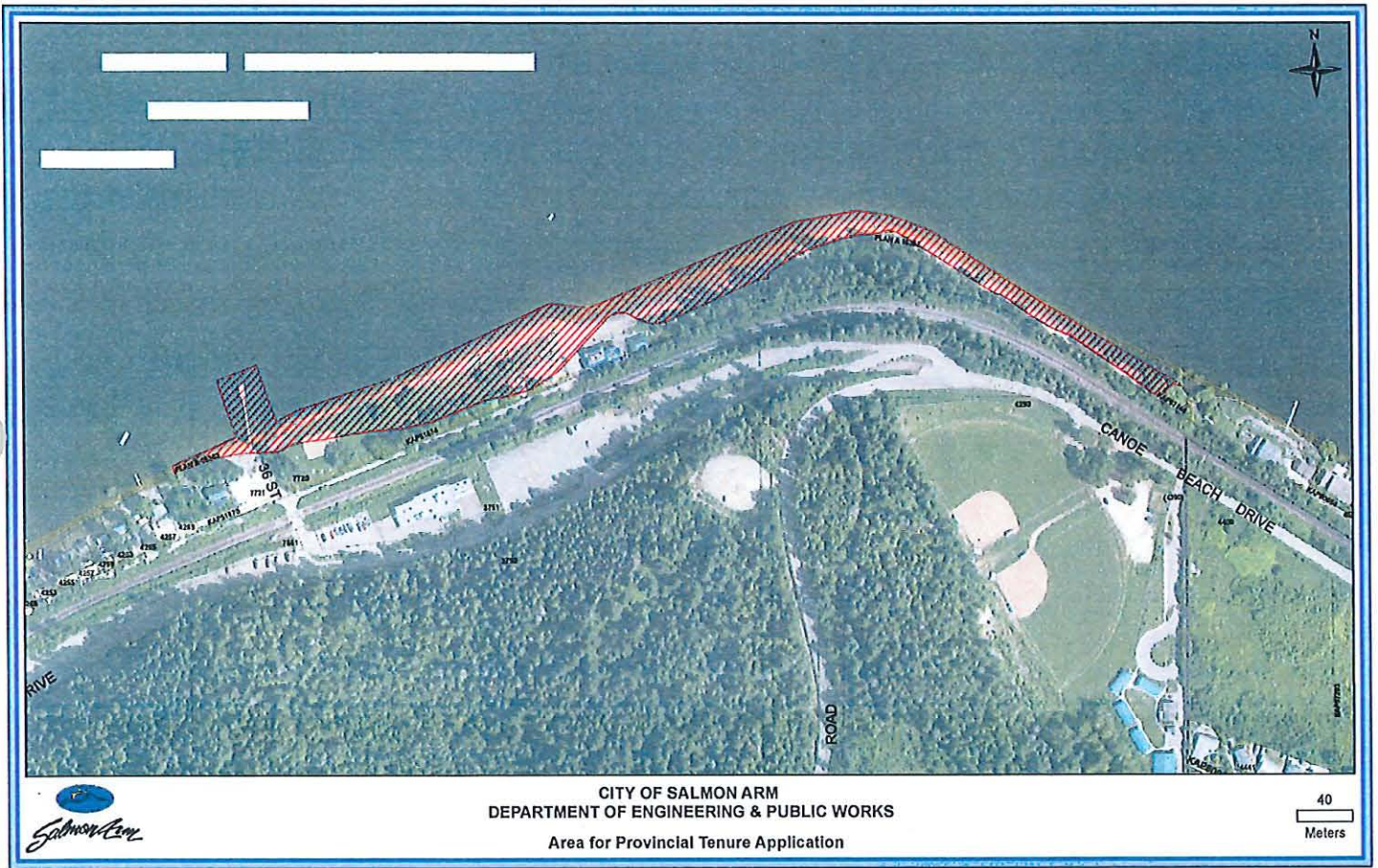
The City has retained Western Water to complete the Tenure Application on behalf of the City and a Council Resolution is a required document for application.

The 2020 approved budget contains adequate funding within the Canoe Beach Boat Launch project to fund the application.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "R. Niewenhuizen", written over a horizontal line.

Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



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Item 14.1

CITY OF SALMON ARM

Date: April 14, 2020

Presentation 2:45 p.m. (approximately)

NAME: A. Spencer, BDO Canada LLP
TOPIC: 2019 Audited Financial Statements

Vote Record

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

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

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Item 9.3

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the Financial Statements for the year ended December 31, 2019 be adopted as presented.

Vote Record

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

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

To: Mayor Harrison and Members of Council
 Date: April 14, 2020
 Subject: 2019 Financial Statements

Recommendation

That the Financial Statements for the year ended December 31, 2019 be adopted as presented.

Background

Draft Financial Statements for the year ended December 31, 2019 have been emailed. Provided below is a summary of changes between 2018 and 2019.

The following analysis encompasses all Operating, Capital, Reserve and Trust Funds (consolidated format):

The net Annual Surplus has increased by \$662,689.00 and is attributed to the following:

| | |
|---|-----------------|
| Tax Revenue | \$ 1,195,591.00 |
| Other Levies & Fees (<i>Largely attributed to Water and Sewer Connections and User Fees, Cemetery Sales, Investments and Community Centre (Offset by Decrease in Building Permits, Airport Sales and Recovery of Wildfire Assistance Costs)</i>) | 299,979.00 |
| Other Contributions (<i>Decrease in DCC Funds Used in Capital Projects and Developer Contributed Capital Assets (Offset by an Increase in Gains on Disposals of Capital Assets and Debt Retirement Payouts)</i>) | (379,697.00) |
| Grants (<i>Decrease attributed to Emergency Preparedness Grant, BC Air Access Grant, and Strategic Priorities & Innovations Fund Grant received in prior year (Offset by Increase in Food Hub Feasibility Grant, and Community Works Fund Grant)</i>) | (272,113.00) |
| Expenditures (overall increase)* | (181,071.00) |
| | \$ 662,689.00 |

* The overall expenditures increased by \$181,071.00 and is largely attributed to an increase in amortization expense, RCMP police force costs, R.R. Grade Crossings costs, solid waste and recycling program costs and wages and benefits, offset by decrease in community grants, debt costs, snow removal costs and tree encroachment costs.

The City's Net Financial Assets (the amount of assets greater than liabilities before capital assets) has increased by \$5,272,039.00 and is attributed to the following:

| | |
|---|-----------------|
| Annual Surplus (Does Not Include Principal Repayments or Reserve Transfers) | \$ 6,578,871.00 |
| Acquisition of Capital Assets | (9,308,640.00) |
| Amortization Expense | 7,915,698.00 |
| Disposal of Tangible Capital Assets | 99,739.00 |
| Decrease in Prepaid Expenses | (13,629.00) |
| | \$ 5,272,039.00 |

Reserve Funds, Developer Cost Charges and Reserve Accounts have increased by a net amount of \$4,740,972, largely attributable to developer cost charges, transfers to specific projects (such as, Emergency Apparatus, Recreation Amenities, Police Operating, Drainage, Blackburn Park, General Parking Lots, Underpass, Wharf Major Maintenance, Snow Removal, Shoemaker Hill, 4 Street Connector, Water Major Maintenance and Sewer Major Maintenance) and interest earned on deposit, offset by reduction to equipment replacement reserves.

Long Term Debt has increased by \$3,980,617.00 and is attributed to the following:

| | |
|--|-------------------|
| Principal Debt Repayments and Actuarial Payments | \$ (2,164,383.00) |
| Debt Issuance | 6,145,000.00 |
| | \$ 3,980,617.00 |



Tracy Tulak, CPA
Acting Chief Financial Officer

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Item 9.4

CITY OF SALMON ARM

Date: April 14, 2020

Chief Financial Officer – 2020 Assessments/ New Construction For Information

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

To: Mayor Harrison and Members of Council
 Date: April 14, 2020
 From: Tracy Tulak, Acting Chief Financial Officer
 Subject: 2020 Assessments / New Construction

For Information

Assessments/Property Taxation

City of Salmon Arm property owners have received their 2020 assessment notices.

Average inflationary/deflationary changes in assessment for 2020 for each property class are as follows:

| <i>Property Class</i> | <i>Increase (Decrease)</i> |
|-------------------------------|----------------------------|
| Class 1 (Residential) | 1.41% |
| Class 2 (Utilities) | 8.02% |
| Class 3 (Supportive Housing) | 0.00% |
| Class 4 (Major Industry) | 0.01% |
| Class 5 (Light Industry) | 10.39% |
| Class 6 (Business) | 4.00% |
| Class 7 (Managed Forest Land) | 0.00% |
| Class 8 (Rec Non Profit) | 1.87% |
| Class 9 (Farm) | 0.70% |

Moderate inflationary/deflationary changes to assessments are not unusual. For example, the average inflationary increase in residential assessments in 2019 was 5.91% as opposed to an inflationary increase in 2020 of 1.41%.

It is important to note that the tax rate will be adjusted and applied against current assessments to collect the same amount of revenue in 2019 plus a 0.00% tax increase approved by Council. The only time that property owners will see an increase/decrease in their general municipal levy is if their assessment increase/decrease is proportionately higher/lower than the average assessment change.

New Construction

The City has received the B.C. Assessment Authority's Authenticated Roll for 2020. The revenue from new construction or new growth was projected at 2% or \$365,026.09 the actual new construction estimates for 2020 is 2.03% or \$370,819.27.

Tracy Tulak, CPA, CMA

Item 10.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Canoe Pond Watercourse and Drainage System Bylaw No. 4388 be read a first, second and third time.

Vote Record

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

Opposed:

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



File: 8500.05

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: March 24, 2020

SUBJECT: **CANOE POND WATERCOURSE AND DRAINAGE SYSTEM
BYLAW NO. 4388**

STAFF RECOMMENDATION

THAT: Council adopt Canoe Pond Watercourse and Drainage System Bylaw No. 4388 under Section 69 (d) of the *Community Charter* making Canoe Pond part of the municipal drainage system.

BACKGROUND

The City has many natural drainage courses and ponds that act as part of the stormwater conveyance system for minor or major flows. In some cases, the City has ownership or a right-of-way over the land containing the drainage course or pond, but in many cases does not.

The use of natural drainage courses and ponds as part of the municipal drainage system is commonplace in most municipalities and if used responsibly can be much more favorable for the environment than piping water away from its natural drainage route.

Enactment of the bylaw would allow the City jurisdiction to approve use of natural systems for detention/retention, in this case Canoe Pond, and help prevent unnecessary infrastructure, subject to engineer review of the impact of increased flows on the pond level and adjacent properties.

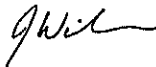
STAFF COMMENTS

Staff note that enactment of the bylaw will not negate the requirement for appropriate environmental permitting.

Bylaw No. 4388 – Canoe Pond Watercourse and Drainage System
Page 2

Staff recommend that Council adopt a bylaw under Section 69 (d) of the Community Charter making Canoe Pond part of the municipal drainage system. Furthermore, subject to Council approval of the bylaw, staff will be bringing forward further bylaws to incorporate other key natural watercourses and ponds into our stormwater management system.

Respectfully submitted,



Per: Robert Nieuwenhuizen, ASCT
Director of Engineering and Public Works

X:\Operations Dept\Engineering Services\5225-DRAINAGE AND FLOOD CONTROL\5225.12 Stormwater Retention Ponds\Canoe Pond\FWM - Canoe Pond bylaw.docx

CITY OF SALMON ARM**BYLAW NO. 4388****A Bylaw to make Canoe Pond part of the Municipal Drainage System**

WHEREAS the City operates a municipal drainage system as a municipal service under section 8 of the Community Charter;

AND WHEREAS under section 69 (d) of the *Community Charter*, the City is authorized to "make a watercourse part of the municipal drainage system";

AND WHEREAS under section 32 of the Community Charter, the City is authorized to undertake specified measures in relation to its drainage service or to construct works to protect highways from damage by water;

AND WHEREAS under section 154 of the Community Charter, the City may delegate powers to officers or employees of the City, including powers under section 32;

AND WHEREAS the City wishes to make Canoe Pond, and the watercourse of which it is a part, a part of the municipal drainage system;

AND WHEREAS the City wishes to delegate certain powers to the Director of Engineering to facilitate the proper functioning of the watercourse as part of the City's drainage system.

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

1. DEFINITION

In this Bylaw, the term "Canoe Pond Watercourse" means the watercourse of which Canoe Pond is a part.

2. INCORPORATION OF CANOE POND WATERCOURSE AS PART OF CITY'S DRAINAGE SYSTEM

The Canoe Pond Watercourse is hereby made part of the City's drainage system.

3. DELEGATION OF OPERATIONAL POWERS

The Director of Engineering is authorized to take on behalf of the City any action the Director considers necessary or desirable for the useful, proper or better functioning of the Canoe Pond Watercourse as part of the municipal drainage system, including any action referred to in section 32 of the *Community Charter*.

Canoe Pond Watercourse and Drainage System Bylaw No. 4388

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Canoe Pond Watercourse and Drainage System Bylaw No. 4388".

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

MAYOR

CORPORATE OFFICER

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Item 10.2

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4375 be read a first and second time;

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

[ZON-1169; Lewis, S.; 710 10 Street SW; R-1 to R-5]

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: March 20, 2020

Subject: Zoning Bylaw Amendment Application No. 1169

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234

Civic: 710 10 Street SW

Owner/ Applicant: S.F. Lewis

Agent: Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4375 be considered by Council, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234, from R-1 (Single Family Residential) to R-5 (High Density Residential).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 710 10th Street SW between 5th Avenue SW and 10th Avenue SW as shown on Appendix 1 and 2. The parcel area is 1910 m², is designated High Density Residential in the Official Community Plan (OCP) and is currently zoned R-1 Single Family Dwelling as shown on Appendix 3 and 4. The proposal is to rezone the subject parcel to R-5 High Density Residential Zone to facilitate future high density residential development; the R-5 Zoning regulations are attached as Appendix 5.

There is a subdivision application under review for this same parcel (File SUB 20.03) to subdivide a 450 m² parcel, including the existing single family dwelling, leaving a vacant 1460 m² parcel. The proposed sketch plan is attached as Appendix 6. The proposal meets the required minimum parcel size requirements of the R-5 zone; however, the new R-5 zoned lot would require a parcel width variance prior to subdivision. A single family dwelling is not permitted in the R-5 zone; however, in a rezoning and subdivision scenario the use may continue as a non-conforming use as per Section 528 of the Local Government Act.

The R-5 Zone allows for 100 residential units per hectare and there is potential for 14 dwelling units on this parcel; although, there is an opportunity for density bonusing if rental or accessible units are provided. The minimum parcel width in the R-5 zone is 30 m and the width of the R-5 zoned lot measured beyond the 8 m wide panhandle would be 22.9 m. Any new construction would require a development permit, building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

The surrounding properties are designated High Density Residential, City Centre Commercial and Park by the OCP. Land uses directly adjacent to the subject property include the following:

- North: Single-Family Residential (R-1) and Medium Density Residential (R-4)
- South: Single-Family Residential (R-1)
- East: Medium Density Residential (R-4) and Park and Recreational (P-1)
- West: 10 Street SW/Shopping Centre Commercial (C-7) and vacant land under application to Service Commercial (C-3)

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A. The proposed R-5 zone is consistent with the High Density land use designation. Residential Development Area A means that the land and surrounding infrastructure are the highest priority for City investment in capital works projects. The property is within the Urban Containment Boundary (UCB) and OCP Policy 4.4.1 supports new growth within the UCB.

The proposed density is consistent with OCP Policy 4.4.7, which supports a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments.

The proposed zoning aligns with the Urban Residential Policies listed in Section 8.3, supporting compact communities and opportunities to incorporate transportation plans, parks and greenways. The density is consistent with High Density Residential Policy 8.3.9 with a maximum density of 100 units per hectare. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services.

If rezoned to R-5, a form and character development permit application would be required, prior to building permit, to address building, site and landscaping designs. A development permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

COMMENTS

Engineering Department

Subdivision and development is subject to the requirements of the City's Subdivision and Development Servicing Bylaw No 4163. Engineering Comments are attached as Appendix 7.

Building Department

No concerns with the rezoning application.

Fire Department


No comments received at the time of writing this report.

Planning Department

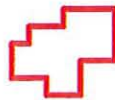
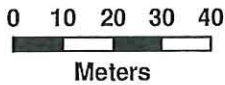
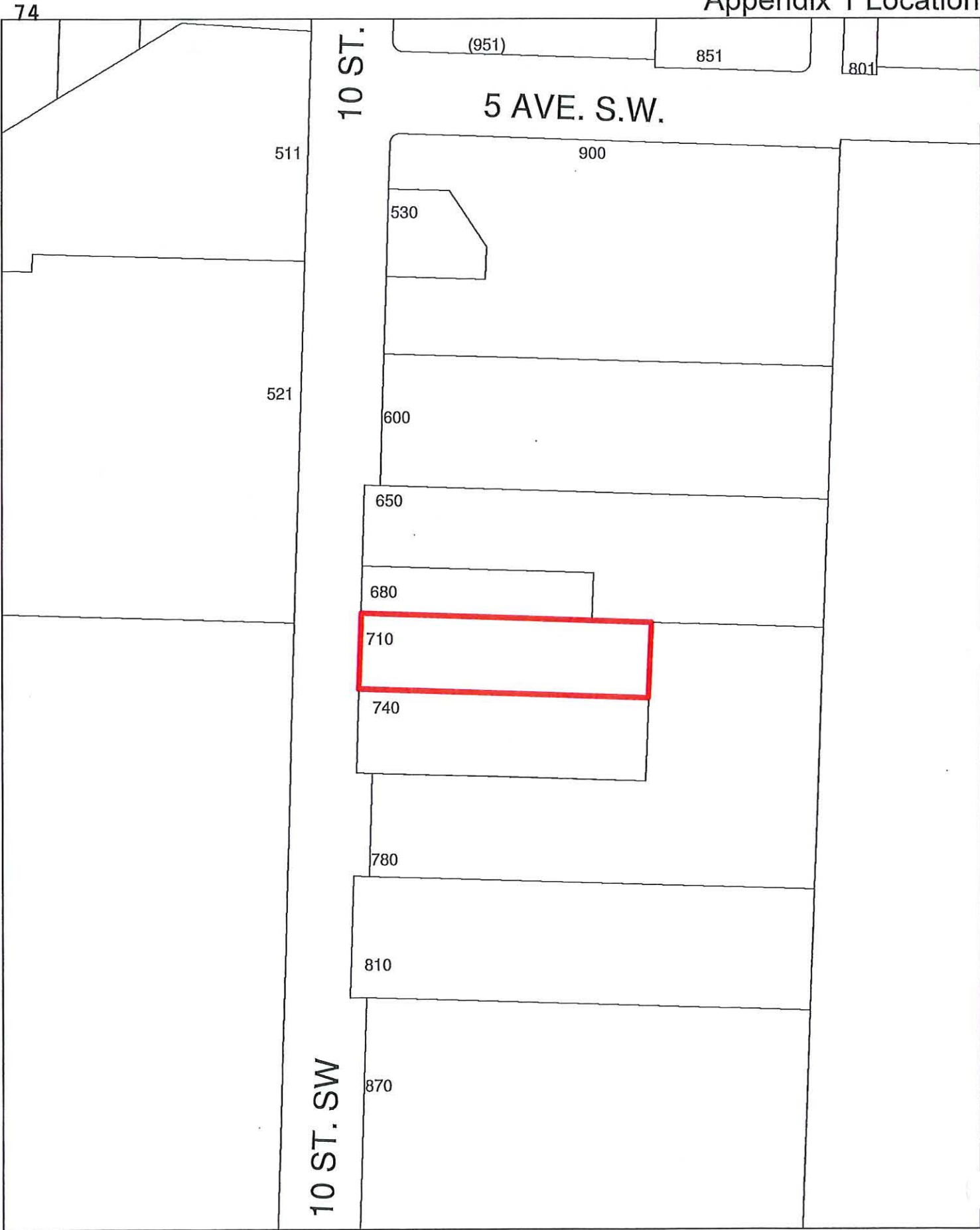
The development as proposed is consistent with the High Density Residential OCP designation. The proposed R-5 zoning is aligned with neighbouring land uses, including existing R-5 properties.

CONCLUSION

The proposed R-5 zoning is consistent with the OCP and is therefore supported by staff. It is reasonable to rezone the subject parcel prior to subdivision. The high density residential development as proposed is compatible with the surrounding land uses including commercial and medium density residential. This proposal would provide a high density residential housing option within walking distance of Piccadilly Mall and Blackburn Park.


Prepared by: Scott Beeching, MCIP, RPP
Senior Planner

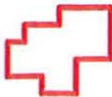

Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



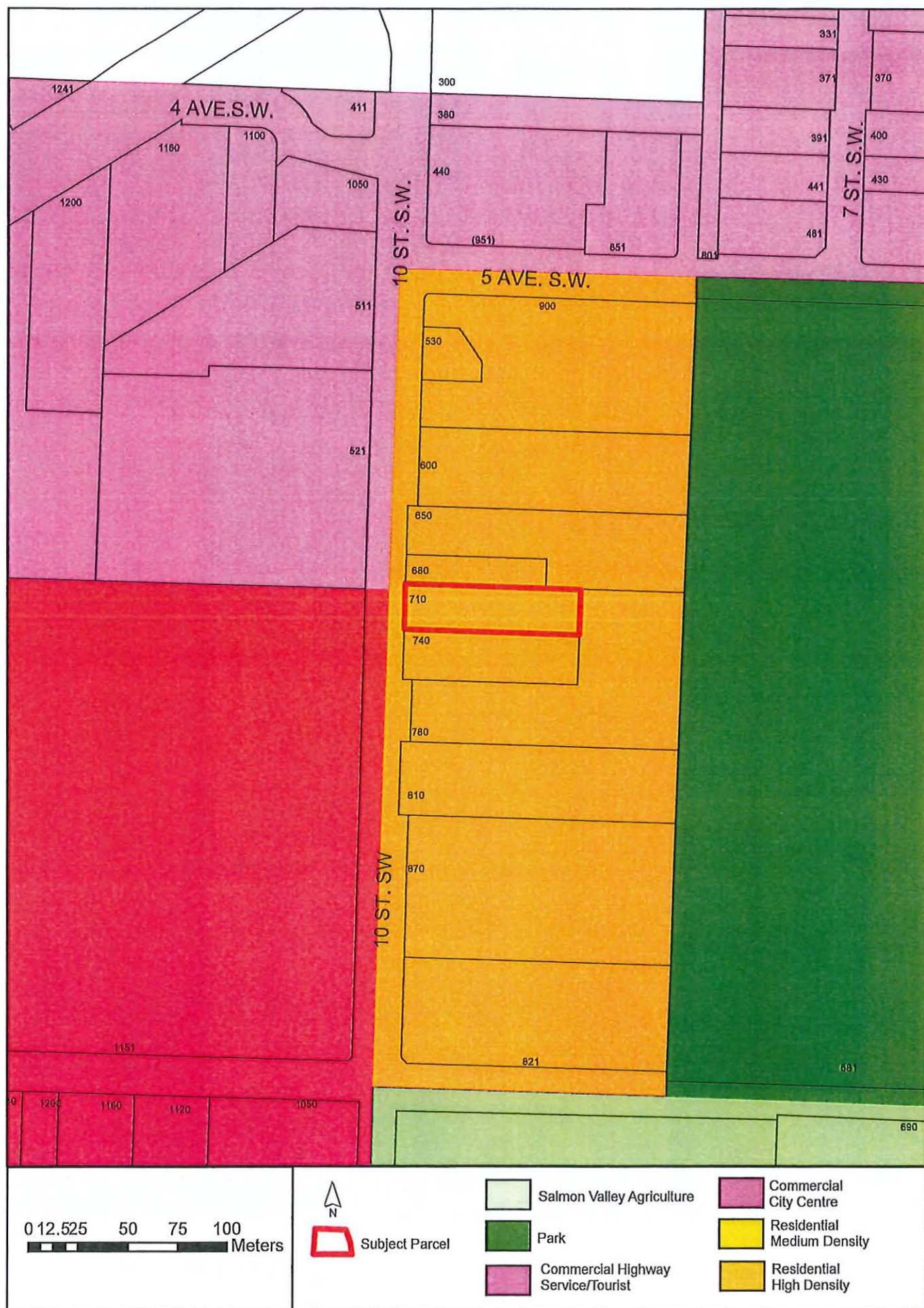
Subject Parcel

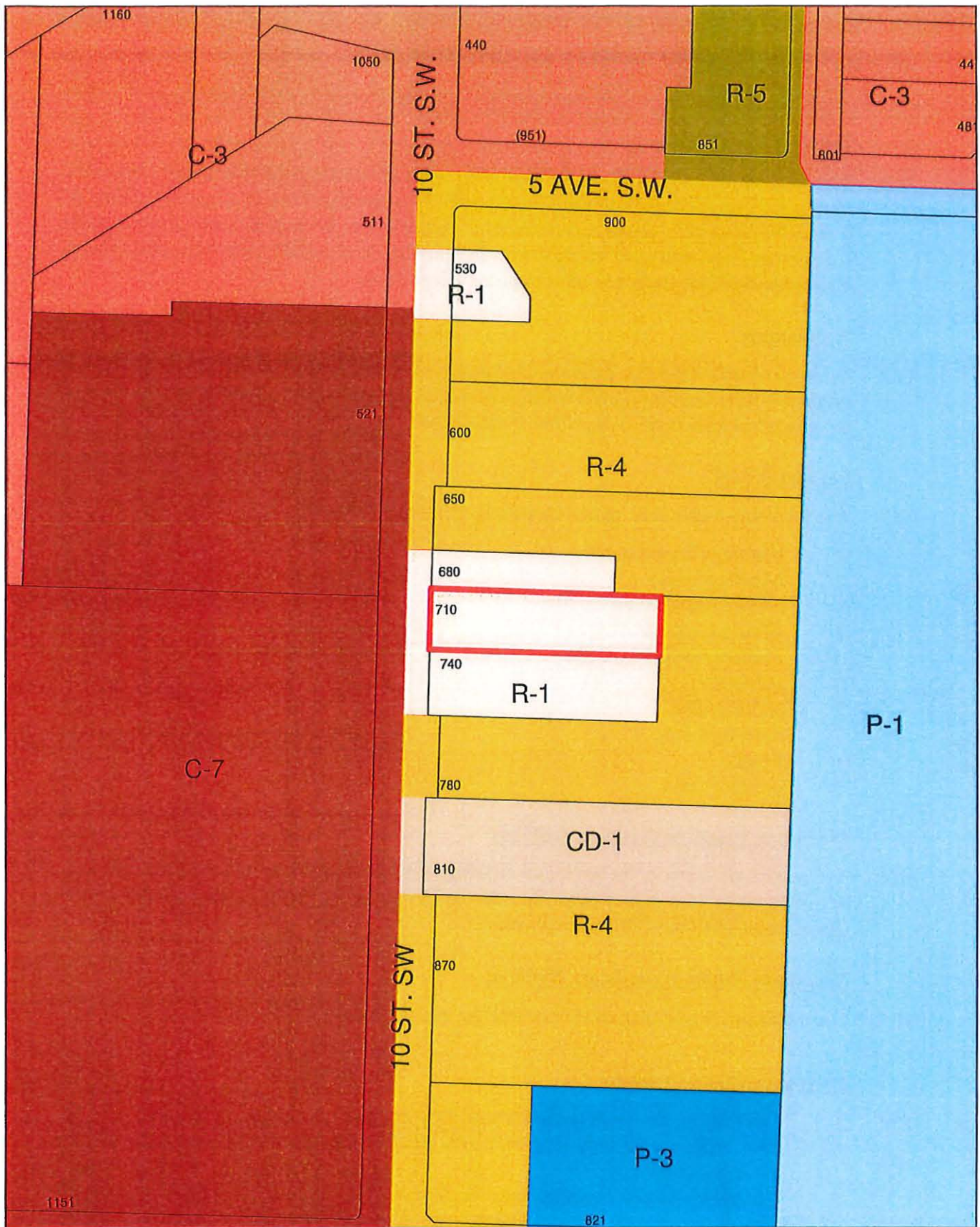


0 10 20 30 40
Meters



Subject Parcel





0 10 20 40 60 80 Meters



- | | |
|--------------------------------|--------------------------------|
| P-1 Park & Recreation | P-3 Institutional |
| R-1 Single Family Residential | C-3 Service Commercial |
| R-4 Medium Density Residential | C-7 Shopping Centre Commercial |

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE

Purpose

- #2789 10.1 The purpose of the R-5 Zone is to provide for high *density, multiple family* residential *development* in selected locations throughout the *Municipality*. New *developments* zoned R-5 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act, British Columbia Building Code*, and other applicable legislation.

Regulations

- 10.2 On a *parcel* zoned R-5, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-5 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 10.3 The following uses and no others are permitted in the R-5 Zone:
- .1 *boarders*, limited to two;
 - #2789 .2 *boarding home*;
 - .3 *commercial daycare facility*;
 - #2782 .4 *home occupation*;
 - .5 *multiple family dwellings*;
 - .6 *public use*;
 - .7 *public utility*;
 - #2789 .8 *rooming house*;
 - #3286 .9 *triplex*;
 - .10 *accessory use*.

Maximum Height of Principal Building

- 10.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet). This may be increased to 15.0 metres (49.2 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 3 are provided.

Maximum Height of Accessory Building

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

Maximum Parcel Coverage

- #2811 10.6 .1 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*.
- .2 The above *parcel coverage* may be increased to 70% of the *parcel area* if all requisite parking, except for visitors, is provided underground.

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

Minimum Parcel Area

- 10.7 The minimum *parcel area* shall be 775.0 square metres (8,342.3 square feet).

Minimum Parcel Width

- 10.8 The minimum *parcel width* shall be 30.0 metres (98.5 feet).

Minimum Setback of Principal Buildings

- 10.9 The minimum *setback* of *buildings* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 2.4 metres (7.8 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .5 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. | |

#2811

Minimum Setback of Accessory Buildings

- 10.10 The minimum *setback* of accessory *buildings* 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) |
| .5 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

#2811

Maximum Density

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

- 10.11 .1 The maximum *density* shall be a total of 100 *dwelling units* or *sleeping units* per hectare (40.5 *dwelling units* or *sleeping units* per acre).
- .2 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increased to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) in accordance with Table 3. In Table 3, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for each amenity.

#2789

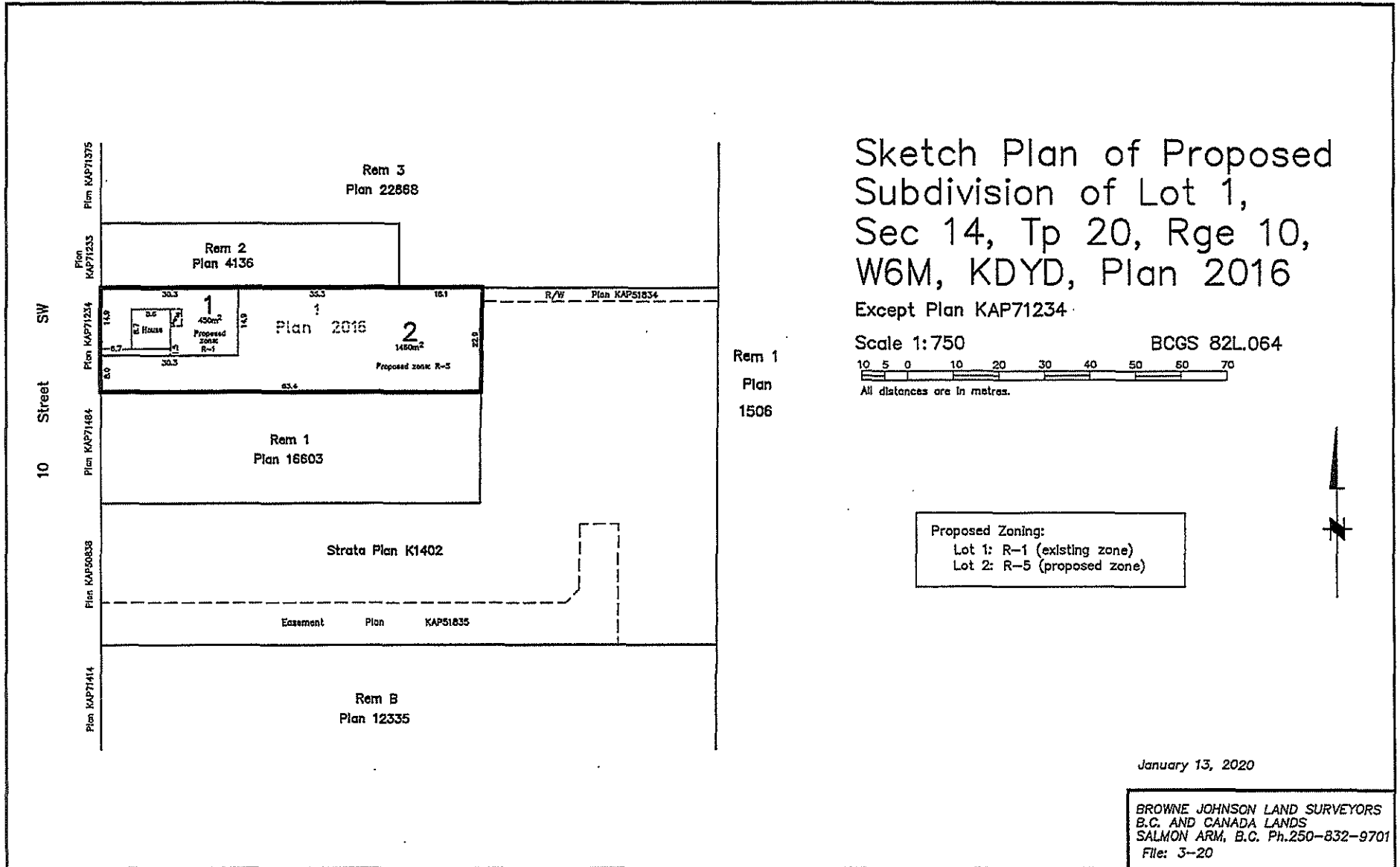
SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 3

| COLUMN I SPECIAL AMENITY TO BE PROVIDED | COLUMN II ADDED DENSITY |
|--|--|
| 1. Provision of each <i>dwelling unit</i> which caters to the disabled (e.g. wheelchair access) | ▪ 2 units per hectare (0.8 units per acre) |
| 2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children | ▪ 4 units per hectare (1.6 units per acre) ▪ 6 units per hectare (2.4 units per acre) ▪ 8 units per hectare (3.2 units per acre) |
| 3. Provision of below <i>grade</i> or <i>parkade</i> type parking for at least 50% of the required off street parking | ▪ 10 units per hectare (4.0 units per acre) |
| 4. Provision of each rental <i>dwelling unit</i> | ▪ 2 units per hectare (0.8 units per acre) |
| 5. Provision of affordable rental <i>dwelling unit</i> in accordance with special agreement under Section 904 (#3218) | ▪ 5 units per hectare (2.0 units per acre) |

Parking

10.12 Parking shall be required as per Appendix I.





*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 25 February 2020
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Lewis, Steven**, PO Box 72, Salmon Arm, BC V1E 4N2
 APPLICANT: **Browne Johnson Surveyors**, PO Box 362, Salmon Arm, BC V1E 4N5
 SUBJECT: **SUBDIVISION APPLICATION NO. SUB 20-03**
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
 LEGAL: Lot 1, Section 14, Township 10, Range 10, W6M KDYD, Plan 2016 Except Plan KAP71234
 CIVIC: **710 – 10 Street SW**

Further to your referral dated January 28 2020, we provide the following servicing information.

Engineering Department does not have any concerns related to the re-zoning and recommends that the Zoning be granted.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with 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

SUBDIVISION APPLICATION FILE: 20-03
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169

25 February 2020

Page 2

grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

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

Roads / Access:

1. 10 Street SW, on the subject properties western boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.38m of additional road dedication is required (to be confirmed by a BCLS).
2. 10 Street SW is constructed to a modified Collector Road standard from 5 Avenue SW to 10 Avenue SW. However, the frontage of the subject property is one of two properties that do not comply with this standard. Upgrading to the 10 St SW modified Collector Road standard is required, in accordance with the adjacent properties. Upgrading will include, but is not limited to, 2m wide boulevard with offset sidewalk and fire hydrant. Street lighting will not be required, due to limited boulevard space and three phase power lines. Owner / Developer is responsible for all associated costs.
3. As 10 Street SW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only 1 driveway access will be permitted onto 10 Street SW and a reciprocal access agreement will be required to service the remainder lot from the proposed pan handle access. All unused driveways shall be removed and the curb and gutter reinstated. Owner / Developer responsible for all associated costs.

Water:

1. The subject property fronts a 250mm diameter Zone 1 watermain on 10 Street SW. No upgrades will be required at this time.
2. The existing lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 12.5mm service from the 250mm diameter watermain on 10 Street SW. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 20-03
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
25 February 2020
Page 3

4. The proposed lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
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. Fire hydrant installation will be required. One additional fire hydrant is required to meet the medium density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Street SW. No upgrades will be required at this time.
2. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 450mm diameter storm sewer on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced by storm service. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. 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.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.

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ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
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Page 4

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

Geotechnical:

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



Chris Moore
Engineering Assistant



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

CITY OF SALMON ARM

BYLAW NO. 4375

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 _____, 2020 at the hour of 7:00 p.m. was published in the _____ and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone, Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4375"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.3

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4389 be read a first and second time.

[ZON-1173; Shantz, C.; 2760 30 Street NE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: March 27, 2020

Subject: Zoning Bylaw Amendment Application No. 1173

Legal: Lot 20, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220
 Civic: 2760 30 Street NE
 Applicant: Craig Shantz

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. by rezoning Lot 20, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

BACKGROUND

The subject parcel is located at 2760 30 Street NE at the corner of 28 Avenue NE in the South Broadview Neighbourhood as shown on Appendix 1 and 2. The proposal is to rezone the subject parcel to R-8 Residential Suite Zone to facilitate a single-family dwelling and secondary suite on each of three parcels.

The existing parcel is approximately 1385.96 m² is designated Low Density Residential in the Official Community Plan (OCP) as shown on Appendix 3, and is currently zoned R-1 Single Family Residential as shown on Appendix 4.

A subdivision application has been received, to create 3 parcels between 451-474 m². The proposed parcels meet the required minimum parcel size requirements of the R-8 zone. R-8 Zoning regulations are attached as Appendix 5. A conceptual drawing showing the 3 parcel subdivision, which is subject to change, has been provided as Appendix 6. Site photos are attached as Appendix 7.

A single family dwelling exists on the current parcel. The surrounding properties are designated Low Density Residential by the OCP and the area is comprised of R-1 zoned parcels containing single family dwellings and four R-8 zoned parcels in the vicinity. The R-8 Zone would allow for one single family dwelling and an accessory secondary suite on each new parcel. Any new construction would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

OCP POLICY

The subject parcel is designated Low Density Residential in the OCP, and is within Residential Development Area A. The proposed R-8 zone is consistent with the Low Density land use designation. Residential Development Area A means that the land and surrounding infrastructure are the highest priority for City investment in capital works projects. The property is within the Urban Containment Boundary (UCB) and OCP Policy 4.4.1 supports new growth within the UCB.

The proposed density is consistent with OCP Policy 4.4.7, which supports a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments.

The proposed zoning aligns with the Urban Residential Policies listed in Section 8.3 supporting compact communities. The density is consistent with Low Density Residential Policy 8.3.13 with a maximum density of 22 units per hectare. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services.

Secondary Suites

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

COMMENTS

Engineering Department

Engineering has no objections to the re-zoning. Detailed servicing comments were provided as part of the subdivision application.

Building Department

No building department concerns. Will be required to meet BC Building Code.

Fire Department

No Fire Department concerns.

Planning Department

The development as proposed is consistent with the Low Density Residential OCP designation. The proposed R-8 zoning is aligned with neighbouring R-1 and R-8 land uses.

The R-8 zone regulations of the Zoning Bylaw are attached as Appendix 5. The minimum parcel area permitted under R-8 zoning is 450 square metres, or 700 square metres for a parcel containing a detached suite. The proposed parcels can meet the requirements for a secondary suite including an off-street parking space.

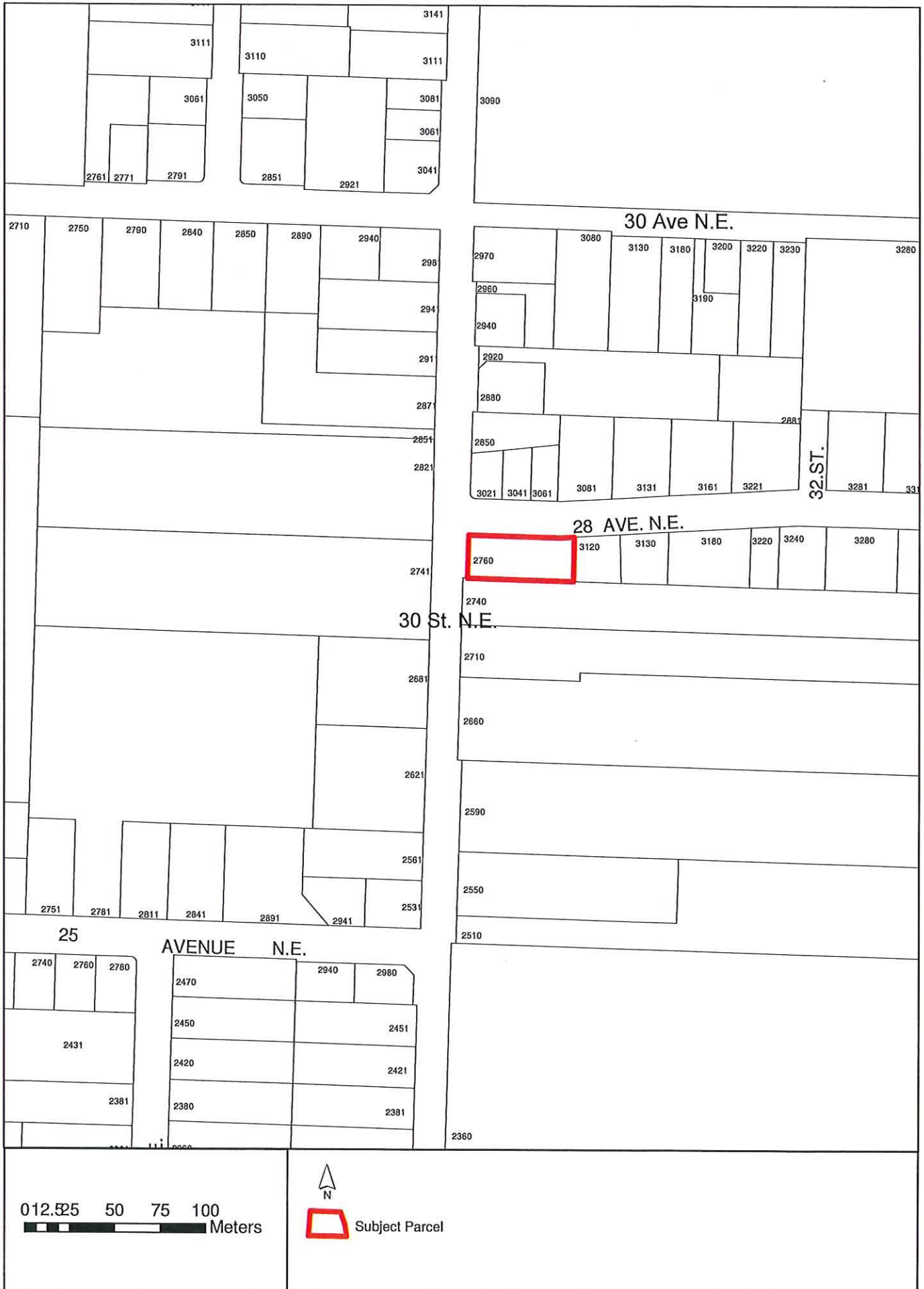
CONCLUSION

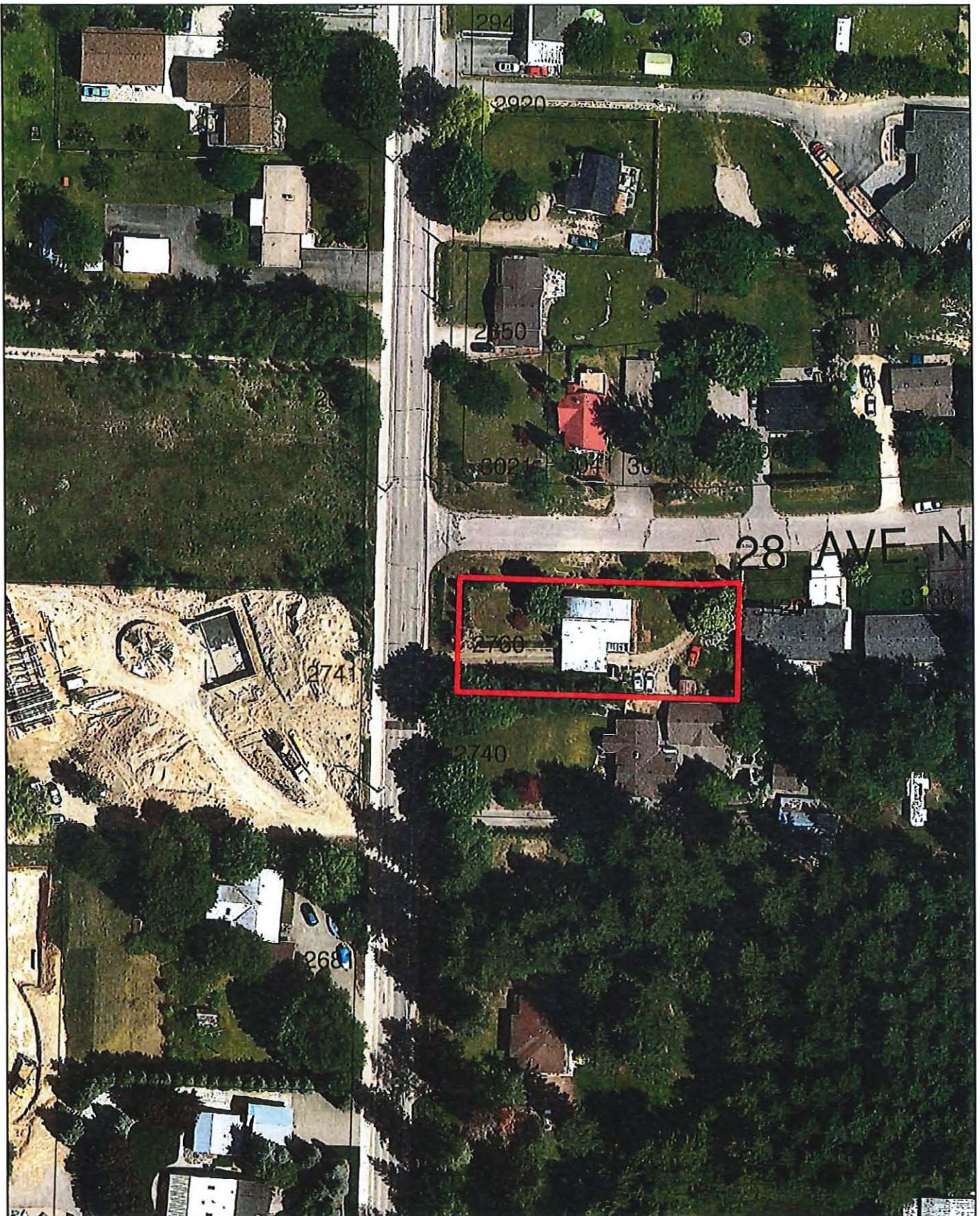
The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff.

1073 —

Prepared by: Scott Beeching, MCIP, RPP
Senior Planner


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

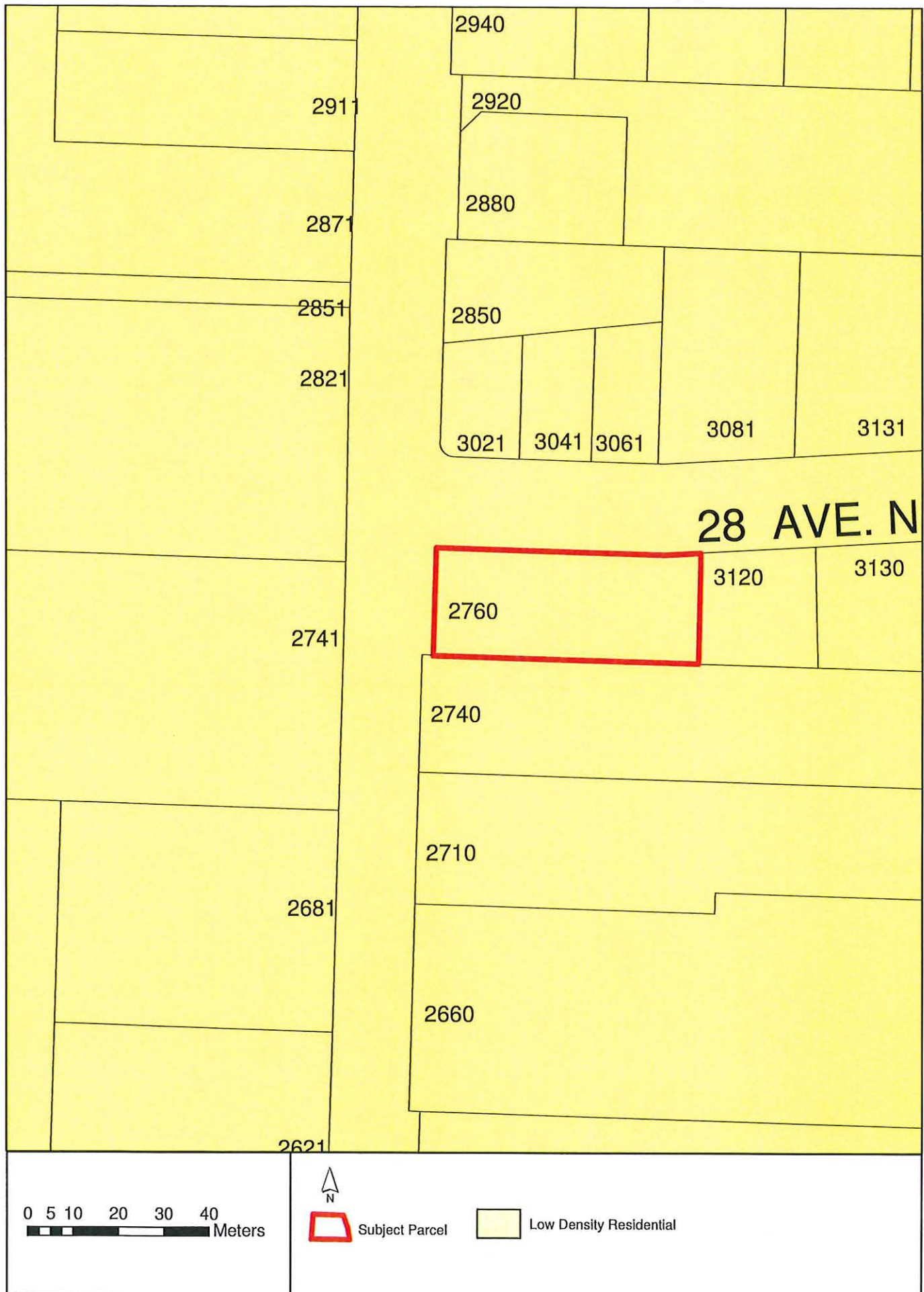


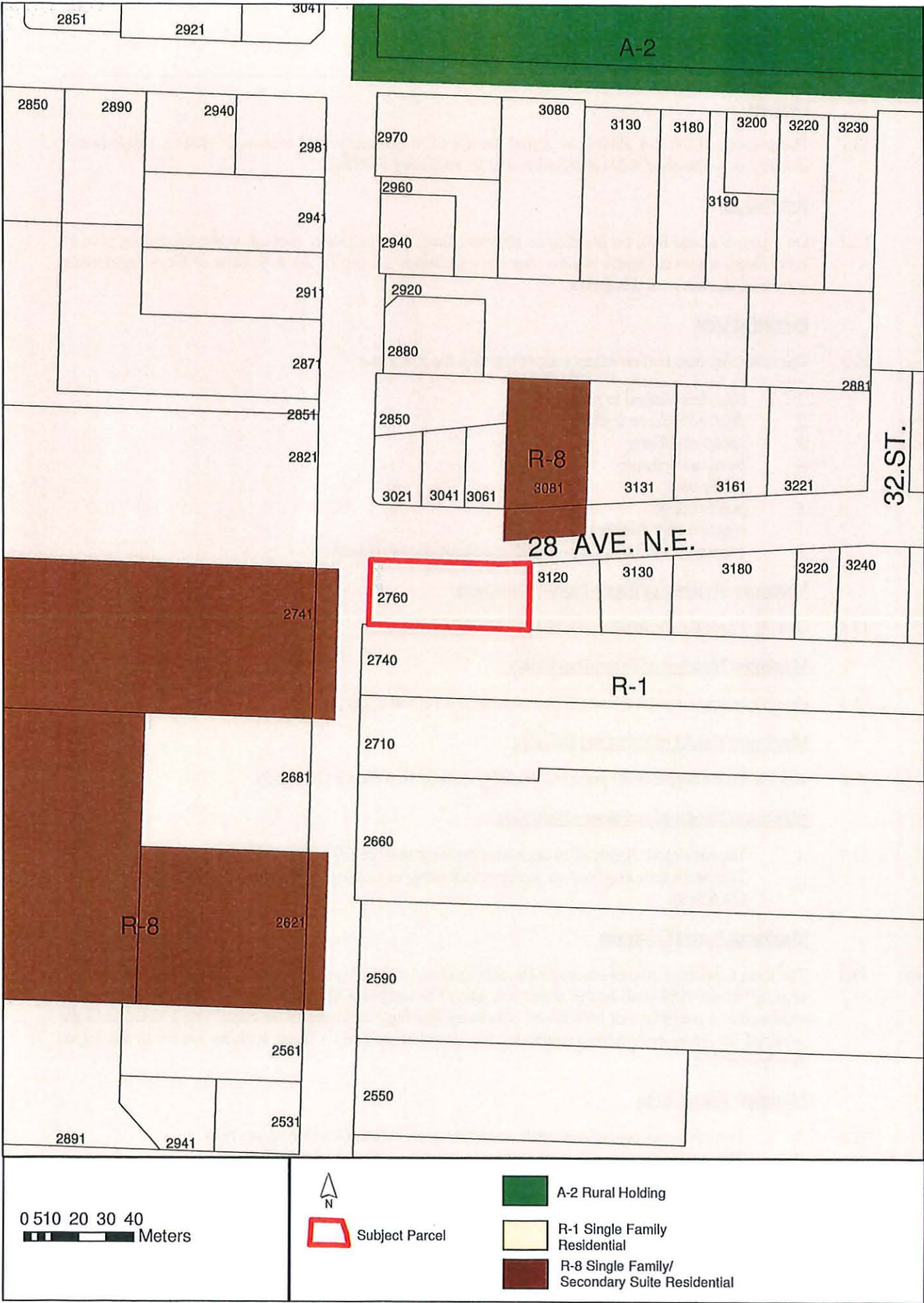


0 5 10 20 30 40
Meters



Subject Parcel





#3996

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE**Purpose**

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

Regulations

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

Permitted Uses

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

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

Maximum Number of Single Family Dwellings

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

Maximum Number of Secondary Suites

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

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

- #4272 13.8 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 45% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for all *accessory buildings*, which may be increased to a maximum of 15% for all *accessory buildings* including those containing a *detached suite* provided the *accessory building* containing the *detached suite* has a lesser *building area* than the *single family dwelling*.

Minimum Parcel Area

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

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

Minimum Parcel Width

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

Maximum Floor Area and Floor Area Ratio

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

Minimum Setback of Principal Building

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

Minimum Setback of Accessory Buildings

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

Minimum Setback of a Detached Suite

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

Parking

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

Detached Suite

- 13.16 Refer to Section 4.2 for General Regulations.

SECTION 6 - R-1 - SINGLE-FAMILY RESIDENTIAL ZONE

Purpose

- 6.1 The purpose of the R-1 Zone is to provide for *single-family* residential areas developed to an urban *density*.

Regulations

- 6.2 On a *parcel* zoned R-1, no *building* or *structure* shall be constructed located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-1 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 6.3 The following uses and no others are permitted in the R-1 Zone:

- .1 *bed and breakfast*, limited to two let rooms;
- .2 *boarders*, limited to two;
- .3 *family childcare facility*;
- .4 *group childcare*;
- .5 *home occupation*;
- .6 *public use*;
- .7 *public utility*;
- .8 *shelter*;
- .9 *single family dwelling*;
- .10 *accessory use*.

Maximum Number of Single-Family Dwellings

- 6.4 The maximum number of *single family dwellings* shall be one (1) per *parcel*.

Maximum Height of Principal Building

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

Maximum Height of Accessory Building

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

Maximum Parcel Coverage

- 6.7 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 45% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for *accessory buildings*.

SECTION 6 - R-1 - SINGLE-FAMILY RESIDENTIAL ZONE - CONTINUED

Minimum Parcel Area

- 6.8 The minimum *parcel area* shall be 450.0 square metres (4,843.9 square feet).

Minimum Parcel Width

- 6.9 The minimum *parcel width* shall be 14.0 meters (45.9 feet).

Minimum Setback of Principal Building

- 6.10 The minimum *setback* of the *principal building* from the:
- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
 - .2 *Rear parcel line* shall be 6.0 metres (19.7 feet)
 - .3 *Interior side parcel line* shall be 1.5 metres (4.9 feet)
 - .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
 - .5 Notwithstanding Sections 6.10.2 and 6.10.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
 - .6 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Accessory Buildings

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

Maximum Floor Area Ratio

- 6.12 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Parking

- 6.13 Parking shall be required as per Appendix I.



Looking south and west from 28th Avenue NE.



Looking south and east from 30th Street NE.

CITY OF SALMON ARM

BYLAW NO. 4389

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 April 27, 2020 at the hour of 7:00 p.m. was published in the _____, 2020 and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 20, Section 19, Township 20, Range 9, W6M, KDYD, Plan 18220 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. 4389

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4389"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

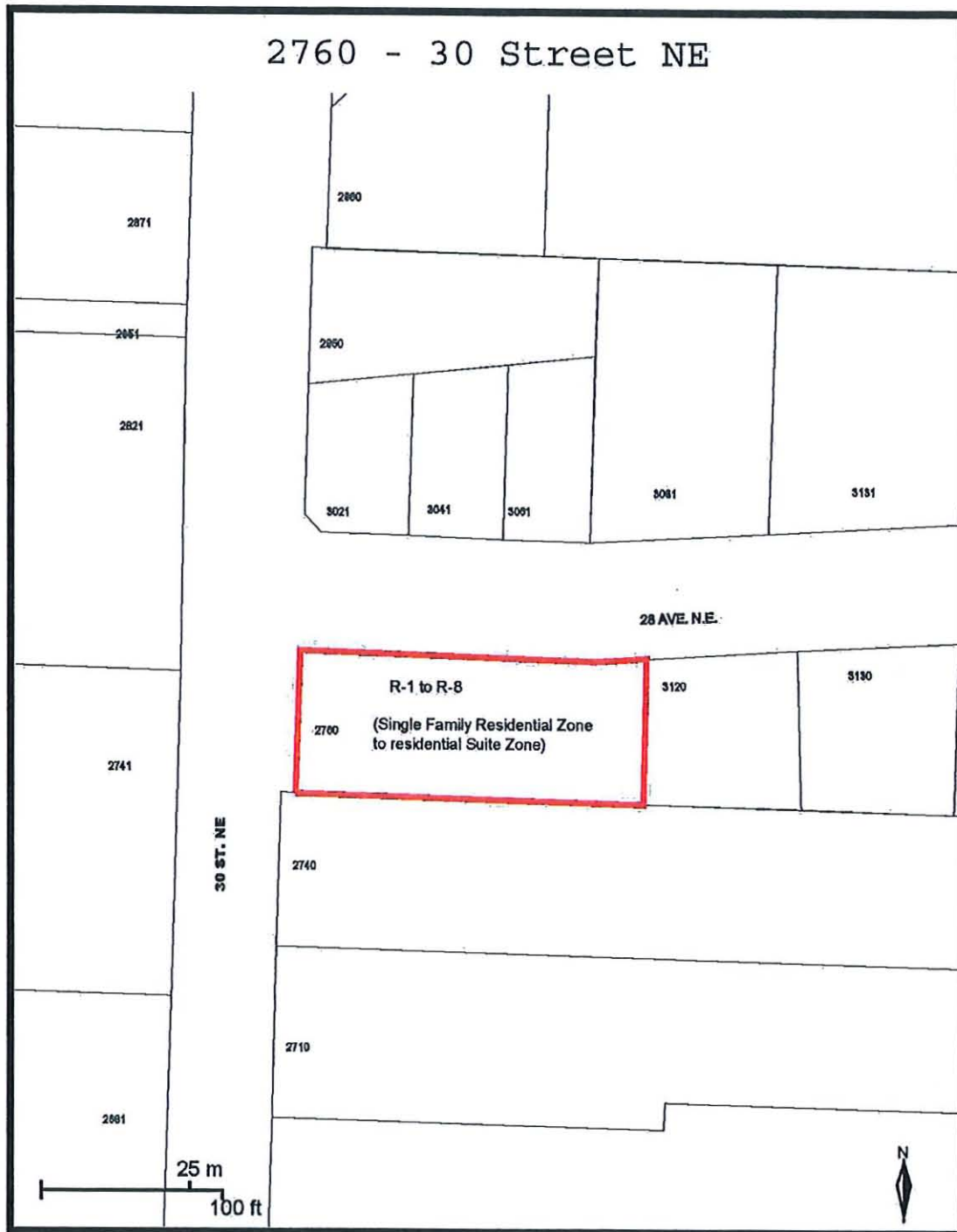
READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 10.4

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4381 be read a first and second time;

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

[ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: March 24, 2020

Subject: Zoning Bylaw Amendment Application No. 1172

Legal: Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392

Civic: 271 3rd Street SE

Applicant: Wild Blue Development Ltd.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcels are located at 271 3rd Street SE within the downtown neighbourhood as shown on Appendix 1 and 2. The proposal is to rezone the subject parcels to R-8 Residential Suite Zone to facilitate a single-family dwelling and secondary suite on each.

The parcels are each 465 m², 15 m wide and 30 m deep, are designated High Density Residential in the Official Community Plan (OCP) as shown on Appendix 3, and are currently zoned R-1 Single Family Residential as shown on Appendix 4. The proposal meets the required minimum parcel size and width requirements of the R-8 zone for a secondary suite or detached suites with lane access. R-8 Zoning regulations are attached as Appendix 5. Site photos are attached as Appendix 6.

The surrounding properties are designated High Density Residential by the OCP and the area is a mix of R-1 and R-5 zoned parcels. The properties are currently vacant, a single family dwelling was demolished in 2018. The R-8 Zone would allow for one single family dwelling and an accessory secondary suite on each of the subject parcels. Any new construction would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A. The proposed R-8 zone is consistent with the High Density land use designation. Residential Development Area A means that the land and surrounding infrastructure are the highest priority for City investment in capital works projects. The property is within the Urban Containment Boundary (UCB) and OCP Policy 4.4.1 supports new growth within the UCB.

The proposed density is consistent with OCP Policy 4.4.7, which supports a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments.

The proposed zoning aligns with the Urban Residential Policies listed in Section 8.3 supporting compact communities. The density is consistent with Low Density Residential Policy 8.3.13 with a maximum density of 22 units per hectare. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services

Secondary Suites

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

COMMENTS

Engineering Department

No engineering comments have been received.

Building Department

No building department concerns. Will be required to meet BC Building Code.

Fire Department

No Fire Department concerns.

Planning Department

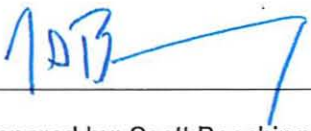
The development as proposed is consistent with the High Density Residential OCP designation although higher density development may be more consistent with current planning principles. The proposed R-8 zoning is aligned with neighbouring R-1 and R-5 land uses.

The minimum parcel area permitted under R-8 zoning is 450 m², or 465 m² for a parcel containing a detached suite with land and street frontage. At 465 m² the subject properties can meet the requirements for a secondary suite or detached suite including an off-street parking space.

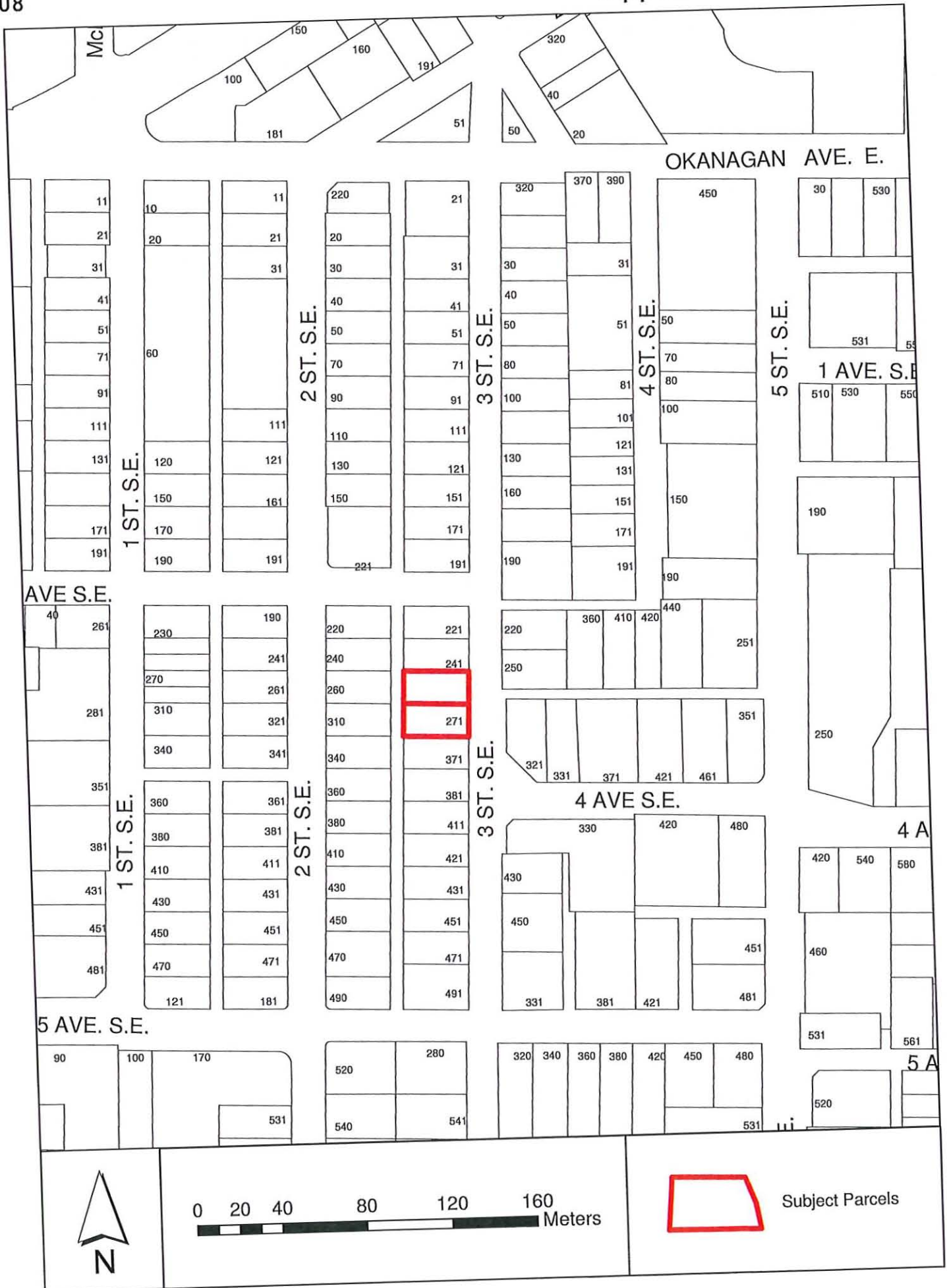
Detached suite construction would require the payment of Development Cost Charges, currently \$6,064 per unit.

CONCLUSION

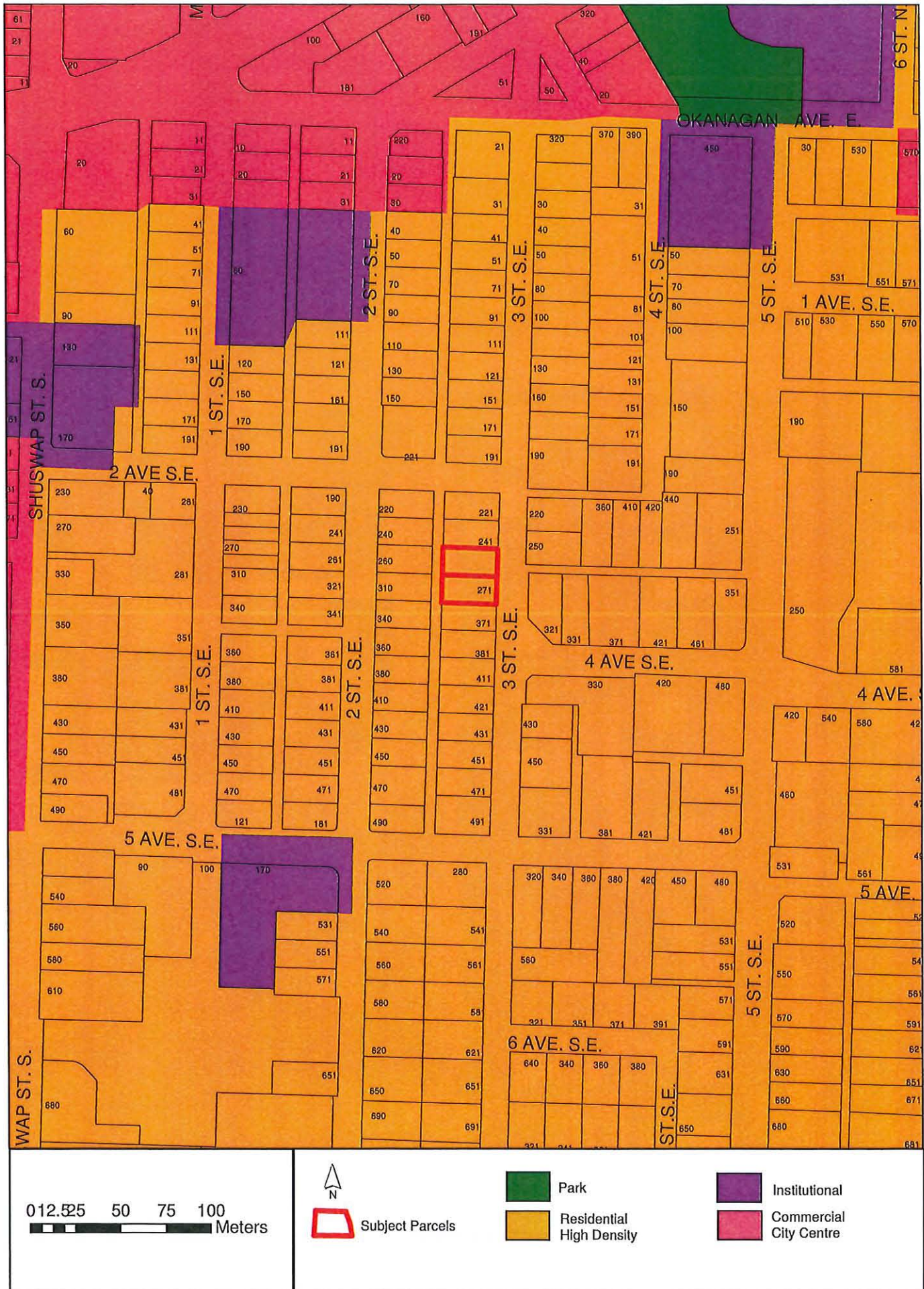
The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff.

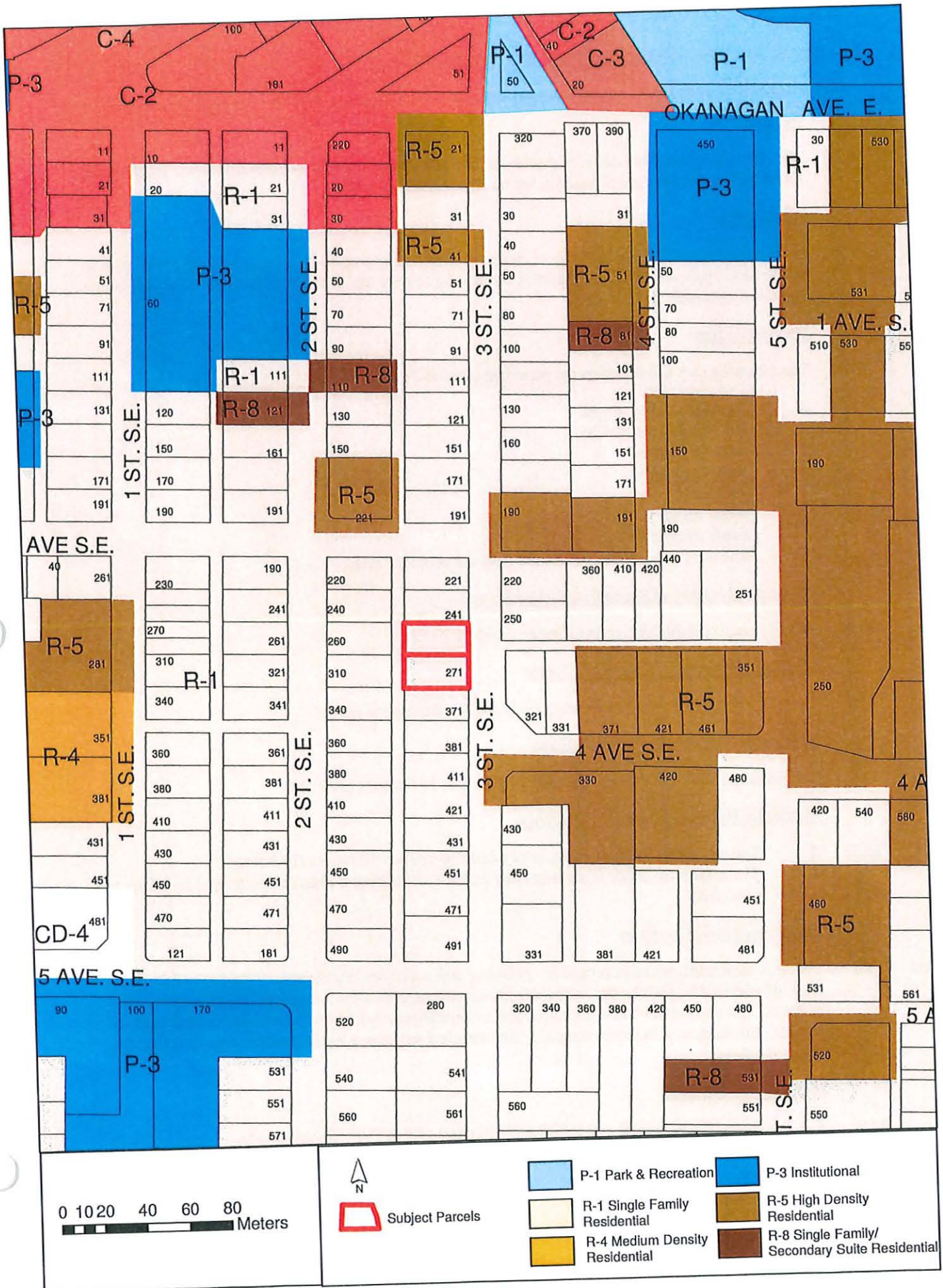

Prepared by: Scott Beeching, MCIP, RPP
Senior Planner


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









#3996

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE**Purpose**

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

Regulations

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

Permitted Uses

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

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

Maximum Number of Single Family Dwellings

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

Maximum Number of Secondary Suites

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

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

- | | | |
|-------|------|---|
| #4272 | 13.8 | The total maximum <i>parcel coverage</i> for <i>principal</i> and <i>accessory buildings</i> shall be 45% of the <i>parcel area</i> , of which 10% shall be the maximum <i>parcel coverage</i> for all <i>accessory buildings</i> , which may be increased to a maximum of 15% for all <i>accessory buildings</i> including those containing a <i>detached suite</i> provided the <i>accessory building</i> containing the <i>detached suite</i> has a lesser <i>building area</i> than the <i>single family dwelling</i> . |
|-------|------|---|

Minimum Parcel Area

- 13.9 .1 The minimum *parcel area* shall be 450.0 square metres (4,843.9 square feet).
 .2 The minimum *parcel area* of a *parcel* containing a *detached suite* shall be:
- | | | |
|----|---|---|
| .1 | With lane or second <i>street</i> frontage | 465.0 square metres (5,005.2 square feet) |
| .2 | Without lane or second <i>street</i> frontage | 700.0 square metres (7,534.7 square feet) |

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

Minimum Parcel Width

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

Maximum Floor Area and Floor Area Ratio

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

Minimum Setback of Principal Building

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

Minimum Setback of Accessory Buildings

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

Minimum Setback of a Detached Suite

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

Parking

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

Detached Suite

- 13.16 Refer to Section 4.2 for General Regulations.



View of the Property looking north and west.



View of the property looking south and west.

CITY OF SALMON ARM

BYLAW NO. 4381

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 April 27, 2020 at the hour of 7:00 p.m. was published in the _____, 2020 and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 382 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. 4381

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4381"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 10.5

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4377 be read a first and second time;

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

[ZON-1170; Gilmore, C.; 390 6 Street SE; R-1 to R-8]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: March 30, 2020

Subject: Zoning Bylaw Amendment Application No. 1170

Legal: Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644

Civic: 390 – 6 Street SE

Owner/Applicant: C. Gilmore

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644 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 Ministry of Transportation and Infrastructure approval.

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

The subject parcel is located at 390 – 6 Street SE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a detached suite on the property.

BACKGROUND

The property is designated High Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The property is located in a residential neighbourhood consisting primarily of R-1, Single Family Residential and R-5, High Density Residential directly to the west and north. There are presently six properties zoned R-8 (Residential Suite Zone) in the vicinity.

The subject property fronts onto 6th Street SE and backs onto a laneway. It is approximately 38 m x 17 m with an area of approximately 655 m². Site photos are attached as Appendix 5. The parcel area and width meet the following requirements as specified in the R-8 zone:

- Minimum parcel area (with lane or second street frontage): 465 m²
- Minimum parcel width (with lane or second street frontage): 15 m

The applicant has submitted a site plan (Appendix 6) which indicates there is an existing house with a footprint of approximately 98 m² located on the property 6.22 m from the front parcel line. The provided building plans, see Appendix 7, illustrates a 89.3 m² detached suite with crawlspace (maximum size permitted is 90 m²) to the rear of the existing house.

Based on the size of the property and the siting of the existing house, the property is well suited for development of a detached suite. The parking requirement for a detached suite could easily be achieved and has been shown on the site plan.

Secondary Suites

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

Any development of a secondary suite or detached suite would require a building permit and would be subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable at the time of Building Permit for detached suites in the amount of \$6,064.31.

COMMENTS

Engineering Department

No engineering concerns. For future building permit application, only one water, sanitary and sewer service is permitted per parcel.

Building Department

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

Fire Department

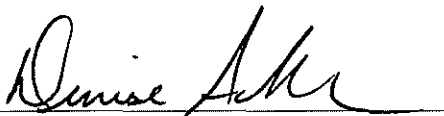
No concerns.

Planning Department

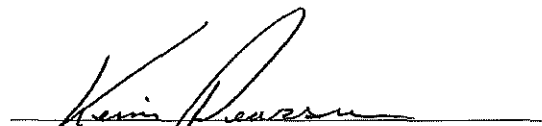
The proposed R-8 zoning of the subject property is consistent with the OCP. This application is supported by staff for the following reasons:

- the proposal meets the required minimum parcel area and width for a detached suite;
- the building plans indicate the suite will meet the size requirements; and,
- the site plan indicates the additional parking requirement for the suite can be met.

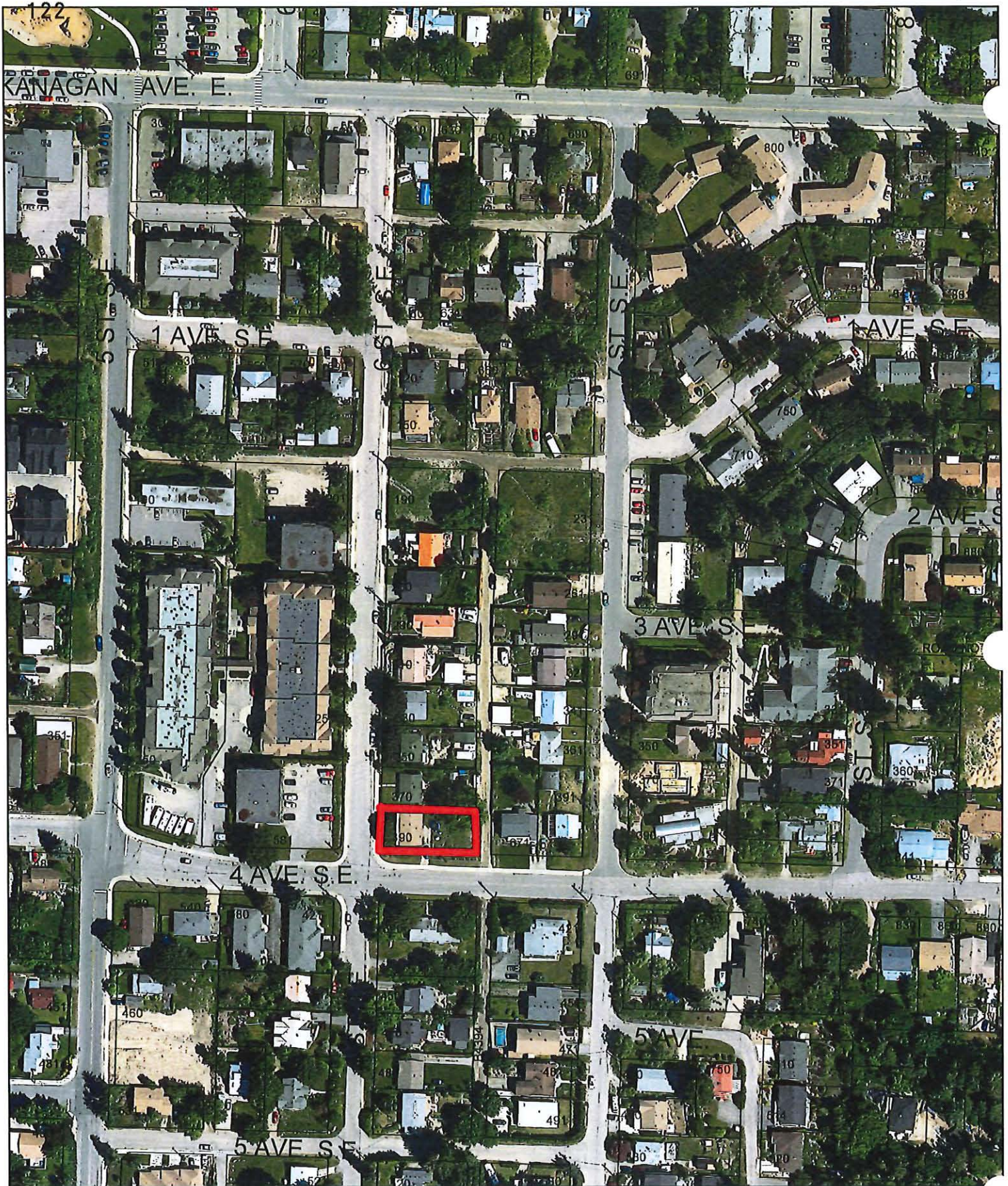
Any development of a secondary suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



0 10 20 40 60 80
Meters



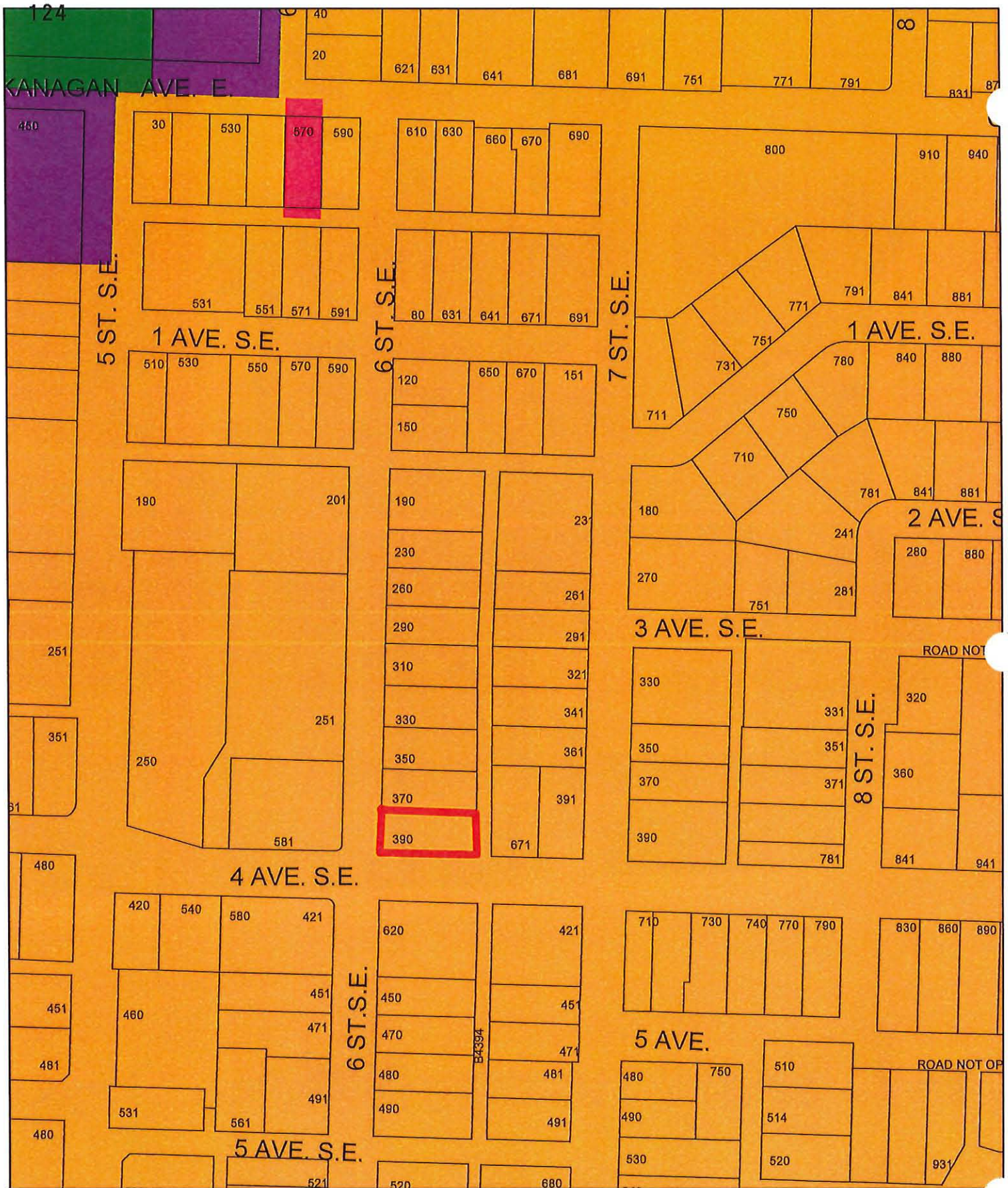
Subject Parcel



0 1.5 3 6 9 12
Meters



Subject Parcel



Subject Parcel

0 10 20 40 60 80
Meters

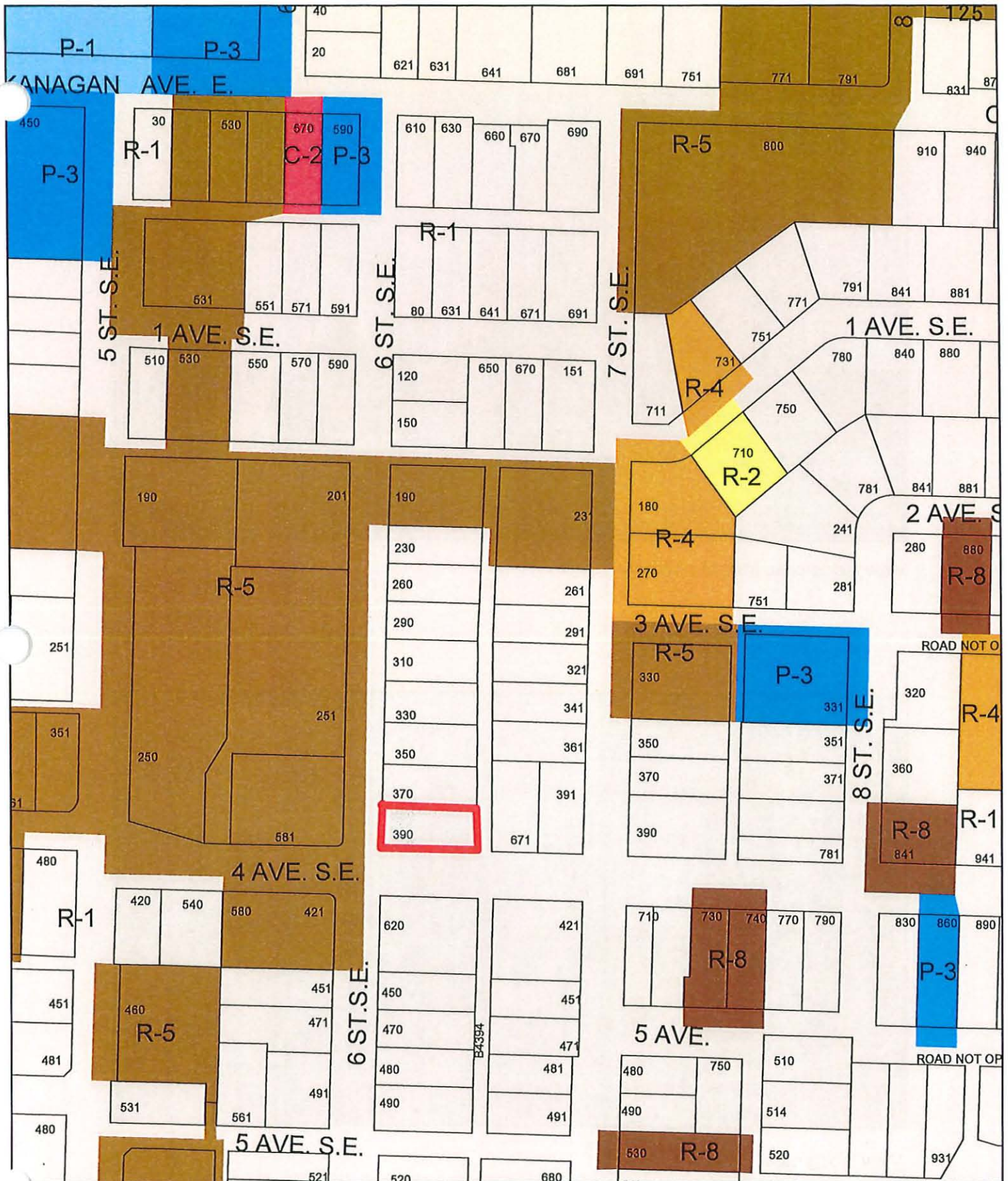
High Density Residential

Commercial - City Centre

Institutional

Park

APPENDIX 4: Zoning Map



Subject Parcel

0 10 20 40 60 80
Meters

- | | |
|--------------------------------|-----------------------|
| R-1 Single Family Residential | R-2 Duplex |
| R-5 High Density Residential | R-8 Residential Suite |
| R-4 Medium Density Residential | P-3 Institutional |



View facing east, front of property.



View facing north.



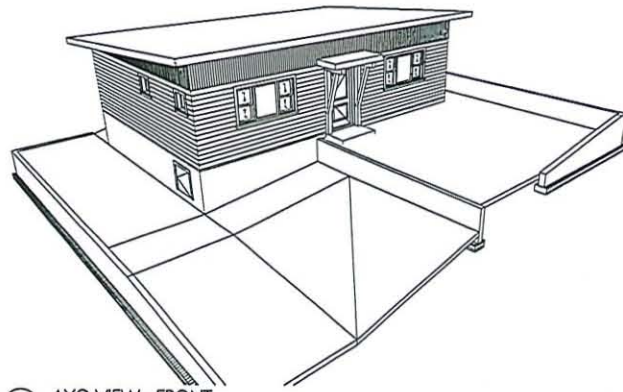
View facing northeast.



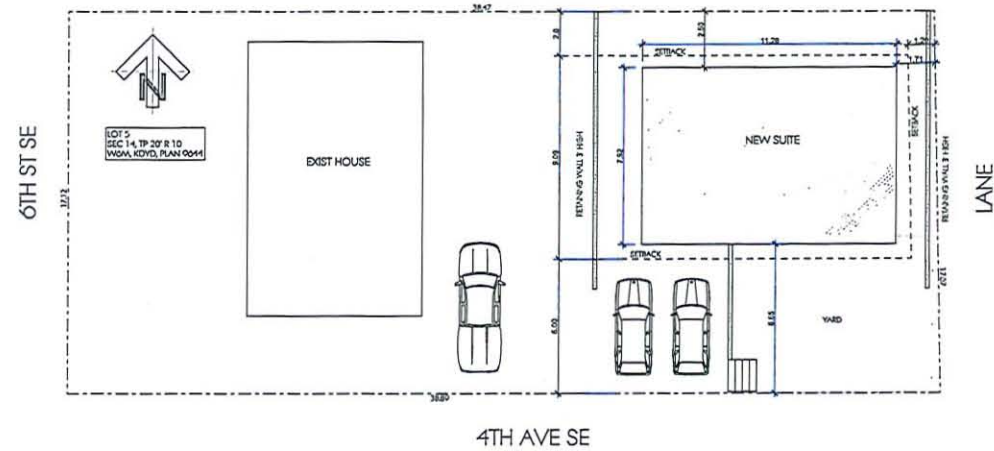
View facing west, rear of property.

SECONDARY SUITE

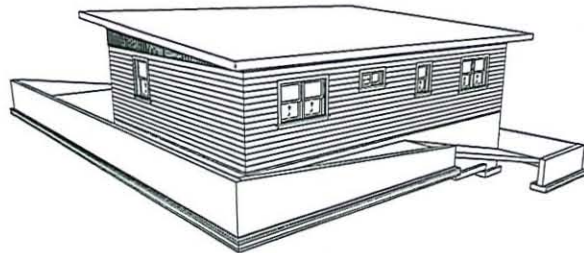
390 6 ST SE SALMON ARM, BC V1E 4E8



4 AXO VIEW - FRONT
SCALE: 1:300



3 SITE PLAN
SCALE: 1:100



5 AXO VIEW - BACK
SCALE: 1:300

| AREA SCHEDULE | | |
|----------------------|-------|--|
| AREA NAME | SCFT | |
| 001 MAIN FLOOR SUITE | 062 | |
| 002 EXIST HOUSE | 1,053 | |
| 003 LOT AREA | 2,115 | |

| DRAWING LIST | |
|--------------|--|
| # | SHEET NAME |
| A00 | COVER SHEET, SITE PLAN |
| A01 | GENERAL NOTES, BUILDING CODE |
| A02 | BUILDING CODE |
| A10 | MAIN FLOOR PLAN, LOWER FLOOR PLAN, SCHEDULES |
| A20 | ELEVATIONS |
| A30 | FOUNDATION PLAN, ROOF DRAWING |
| A40 | SECTIONS, TYP SECTION |

KHM DESIGN
3200 20 ST NE
SALMON ARM, BC
V1E 3X7
TEL: (250) 517-7131
www.khmdesign.ca
kris@khmdesign.ca

PROJECT
SECONDARY SUITE
390 6 ST SE
SALMON ARM BC
V1E 4E8

SHEET NAME
COVER SHEET, SITE PLAN

THESE DESIGNS AND DRAWINGS
ARE THE EXCLUSIVE PROPERTY
OF KHM DESIGN AND MAY NOT
BE USED OR REPRODUCED
WITHOUT CONSENT.
DATE 12/30/2010
DRAWN KHM
JOB #

A0.0

KHM DESIGN

3200 28 ST NE
SALMON ARM, BC
V1E 3K7
TEL: (250) 517-7131
www.khmdesign.ca
khs@khmdesign.ca

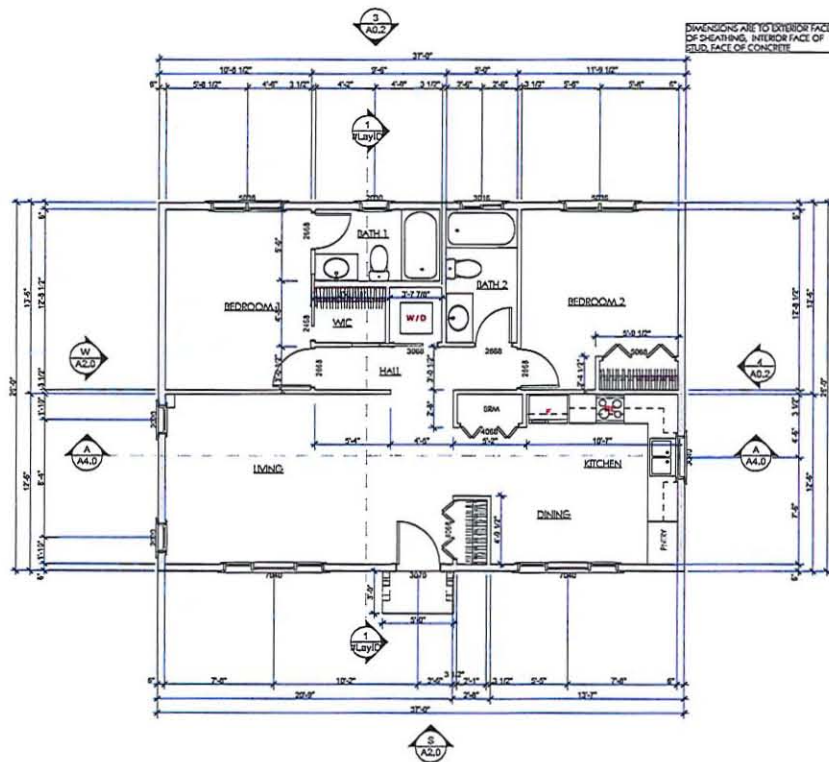
PROJECT
SECONDARY SUITE

390 6 ST SE
SALMON ARM, BC
V1E 4E8

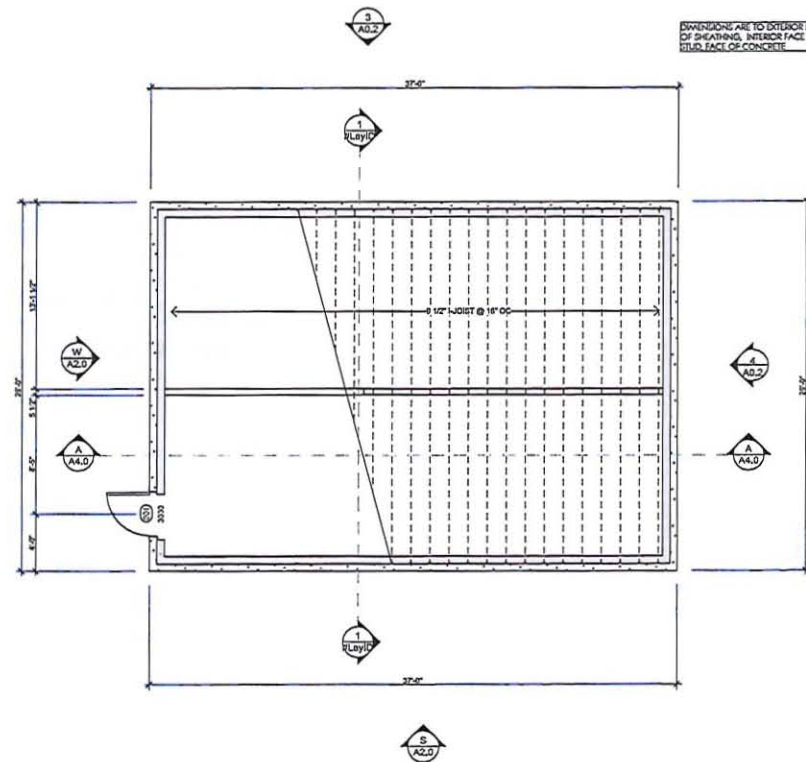
SHEET NAME
MAIN FLOOR PLAN, LOWER FLOOR PLAN,
SCHEDULES

DATE 12/30/2010
DRAWN KHM
JOB #

A1.0



1 MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"



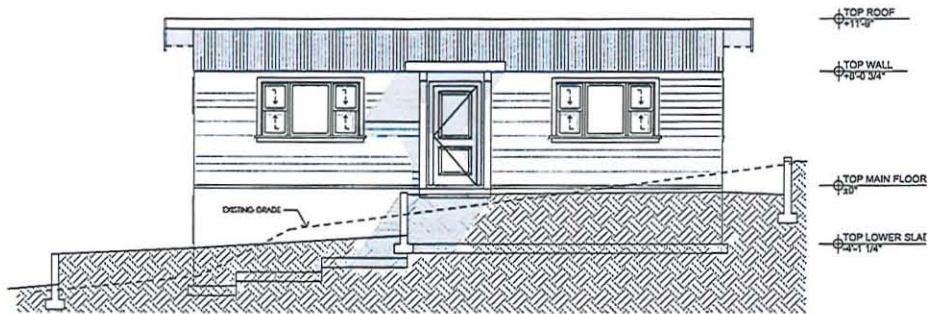
2 LOWER FLOOR PLAN
SCALE: 1/4" = 1'-0"

DOOR SCHEDULE

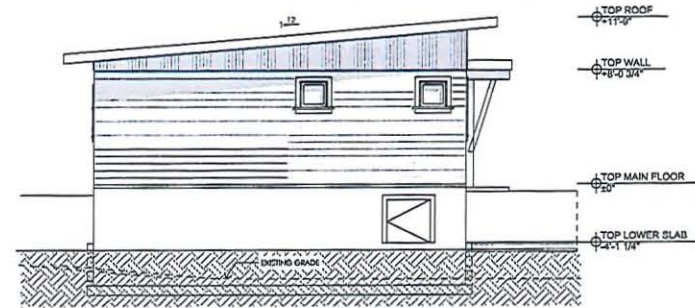
| ID | WIDTH | HEIGHT | NOTES |
|-----|-------|--------|-----------------------|
| 001 | 3'-0" | 3'-0" | CRAWL SPACE |
| 101 | 3'-0" | 7'-0" | FRONT ENTRY |
| 102 | 2'-0" | 6'-8" | BATH 1 |
| 103 | 2'-4" | 6'-8" | BED 1 W/C - POCKET |
| 104 | 2'-8" | 6'-8" | BEDROOM 1 |
| 105 | 3'-0" | 6'-8" | LAUNDRY - POCKET |
| 106 | 4'-0" | 6'-8" | ENTRY CLOSET - BIFOLD |
| 107 | 4'-0" | 6'-8" | BRM CLST - BIFOLD |
| 108 | 2'-0" | 6'-8" | BATH 2 |
| 109 | 2'-8" | 6'-8" | BEDROOM 2 |
| 110 | 3'-0" | 6'-8" | BED 2 CLOSET - BIFOLD |

WINDOW SCHEDULE

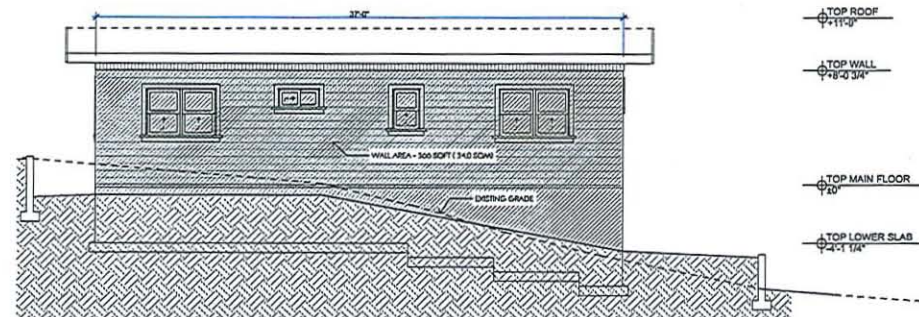
| ID | WIDTH | HEIGHT | NOTES |
|-----|-------|--------|-------|
| 101 | 7'-0" | 4'-0" | — |
| 102 | 2'-0" | 2'-0" | — |
| 103 | 2'-0" | 2'-0" | — |
| 104 | 3'-0" | 3'-0" | — |
| 105 | 2'-0" | 3'-0" | — |
| 106 | 3'-0" | 1'-0" | — |
| 107 | 3'-0" | 3'-0" | — |
| 108 | 3'-0" | 4'-0" | — |
| 109 | 7'-0" | 4'-0" | — |



S SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



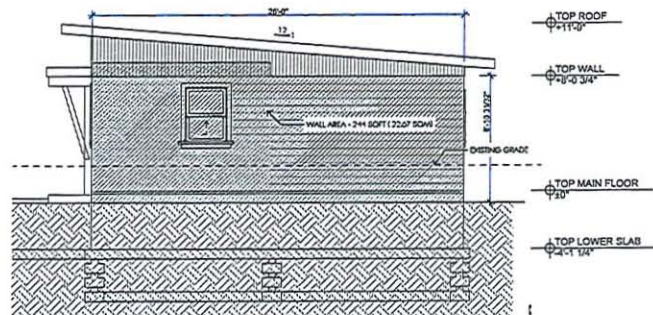
W WEST ELEVATION
SCALE: 1/4" = 1'-0"



N NORTH ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

WALL FINISH -
HARDI BOARD SIDING
CORUGATED METAL SIDING
ROOF FINISH -
3 PLY TYPICAL SIDING



E EAST ELEVATION
SCALE: 1/4" = 1'-0"

KHM DESIGN

3200 28 ST NE
SALMON ARM, BC
V1E 3G7

TEL: (250) 517-7131
WWW.KHMDSIGN.CO
KRS@KHMDSIGN.CO

PROJECT
SECONDARY SUITE

3906 ST SE
SALMON ARM, BC
V1E 4E8

SHEET NAME
ELEVATIONS

THESE DESIGNS AND DRAWINGS
ARE THE EXCLUSIVE PROPERTY
OF KHM DESIGN AND MAY NOT
BE USED OR REPRODUCED
WITHOUT CONSENT.

DATE 12/30/2019
DRAWN KHM
JOB #

A2.0

KHM DESIGN
 3300 28 ST NE
 SAUMON ARMY BC
 V1E 2G7
 TEL: (250) 517-7131
 www.khmdesign.ca
 info@khmdesign.ca

PROJECT
 SECONDARY SUITE
 3000 ST SE
 SAUMON ARMY BC
 V1E 4E8

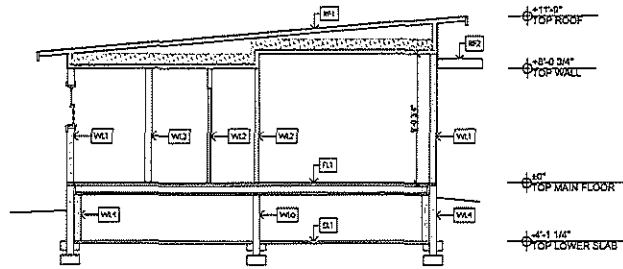
SECTIONS, TYP SECTION

DATE 12/30/2019
 DRAWN KHM
 JOB #

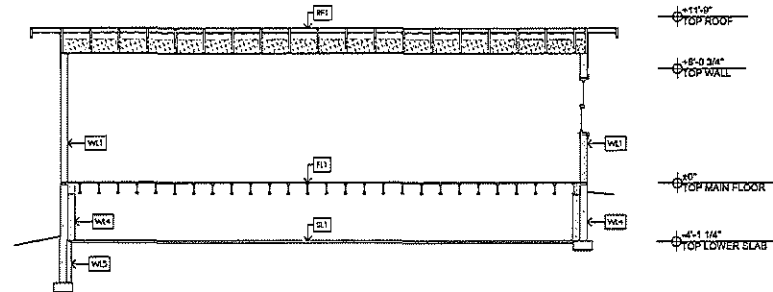
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SECTION NOTES

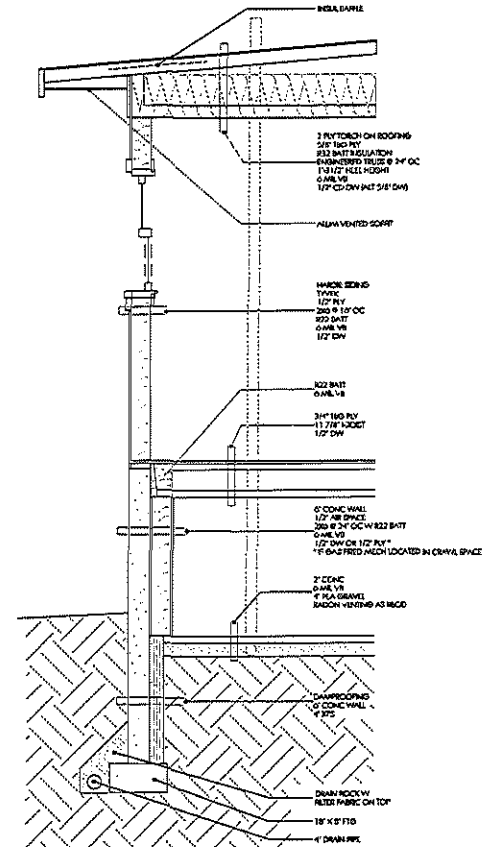
- W11 HARDCORE DRIVING
 THICK
 1/2" RY
 2X6 @ 24" OC W R22 BATT
 6 MIL V8
 1/2" DW
- W12 1/2" DW
 2X4 R 16" OC
 1/2" DW
- W13 1/2" DW
 2X6 @ 16" OC
 1/2" DW
- W14 6" CONC WALL
 1/2" AIR SPACE
 2X6 @ 24" OC W R22 BATT
 6 MIL V8
 1/2" DW OR 1/2" RY*
 *IF GAS FRED MACH LOCATED IN CRAWL SPACE
- W15 6" CONC
 1" XPS INSULATION
- W16 2X6 @ 16" OC
- F11 3/4" RY
 6 1/2" X JOIST @ 16" OC
- S11 2" CONC SLAB
- R11 2 RY TOSCH ON ROOFING
 2X8 TNG RY
 UNWATERED TRUSS @ 24" OC
 R33 INSUL
 6 MIL V8
 1/2" CD DW
- R12 2 RY TOSCH ON ROOFING
 1/2" RY
 2X6 @ 16" OC
 ALUM SOFFIT



SECTION 1
 SCALE 1/4" = 1'-0"



SECTION A
 SCALE 1/4" = 1'-0"



TYPICAL WALL SECTION
 SCALE 3/4" = 1'-0"

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DEVELOPMENT SERVICES DEPARTMENT
Box 40, 500 - 2 Avenue NE,
Salmon Arm, BC, V1E 4N2
Phone: 250-803-4010 // FAX: 250-803-4041

TO:**PRINT****SUBMIT FORM**

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

REFERRAL:

DATE: February 28, 2020
OWNER: Gilmore, C., 57 Sage Hill Court NW, Calgary, AB T3R 0H2
APPLICANT: Owner
AGENT: Chris Muller, 1040 Stockwell Avenue, Kelowna, BC V1Y 6W5
SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1170
LEGAL: Lot 5, Section 14, Township 20, Range 10, W6M KDYD, Plan 9644
CIVIC: 390 - 6 Street SE

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

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

Thank you.

Denise Ackerman
Development Services Planner

COMMENTS for ZON-1170:

No Engineering concerns.
For future building permit application: Only one water, sanitary and sewer service is permitted per parcel.

SIGNATURE & DEPARTMENT: Matt Gienger

DATE: Mar 12 2020

CITY OF SALMON ARM**BYLAW NO. 4377****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 April 27, 2020 at the hour of 7:00 p.m. was published in the _____, 2020 and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644 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. 4377

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4377**"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 10.6

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm 2020 – 2024 Financial Plan Amendment Bylaw No. 4391 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392 be read a first, second and third time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Date: April 14, 2020
 To: Mayor Harrison and Members of Council
 Subject: 2020 Final Budget

Recommendation

That: Bylaw No. 4391 cited as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4391" be given 3 readings;

And That: Bylaw No. 4392 cited as "City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392" be given 3 readings.

Background

The 2020 – 2024 Financial Plan was adopted by Council in October, 2019. A re-visitation of the Financial Plan is required in April of each year to provide for outstanding items such as:

- 2019 Capital Carry Forward Projects;
- 2019 Operational Carry Forward Projects;
- Authenticated Assessment Roll;
- Tax Requisitions from Other Governments (MFA, Regional District, Regional Hospital, BC Assessment Authority, etc.);
- Council Resolutions;
- Grants; and
- Other budget adjustments as noted below.

The 2020 Final Budget reflects a 0.00% tax increase and a 2.03% "new construction" factor. As per Council's resolution from February 24, 2020, \$50,000.00 in taxation revenue has been shifted from Class 4 (Major Industry) to Class 1 (Residential). Also, in keeping with Council's resolution in 2017, the Light Industry (Class 5) and Business (Class 6) property tax rate has been re-equalized resulting in a shift in general municipal property taxes of \$24,524.32 from the former to the latter.

The property tax increase impact to a Residential (Class 1) and Business (Class 6) assessment per \$100,000.00 of assessed value is \$0.00. In addition, Business (Class 6) will experience a slight decrease of \$5.20/\$100,000 (2019 – decrease of \$3.94/\$100,000) of assessed value as a result of a shift of general municipal property tax revenue and Light Industry (Class 5) will experience an increase of \$56.66/\$100,000 (2019 – increase of \$47.39/\$100,000) of assessed value.

In August 2019 the City received a letter from the Local Government Finance Director for the Ministry of Municipal Affairs and Housing advising that the ratios to be used when setting the Library Tax Rates must in be in accordance with s.197(3) of the Community Charter. The Library Tax Rates for 2020 have been set as such.

Budget Revisions

Council resolutions made thus far in 2020 and projects that commenced in 2019 have been included in the 2020 Final Budget for completion. Several O & M (i.e. various studies and assessments [Pedestrian Crosswalk Signals, Gravel Pit Assessment, Pavement Management, Lakeshore Road Rehabilitation, Superior Tanker Shuttle Accreditation, etc.], Police Station – Cell Block and Storage Bay Design projects, Cemetery – Digitizing of Records, Cemetery – Software, Park Major Maintenance projects, etc.) and capital projects (i.e. Fire – Hall 3 Exhaust System, Hall 4 Roof Repair, Police Building – Prison Cell Improvements, Hazardous Chemical Room, Transfer Switch, Mt. Ida Cemetery – Cemetery Mapping, and Lower Road Upgrade, Shuswap Memorial Cemetery – Road Widening & Parking, Development of Turner Creek Connector Trail, Canoe Boat Launch Improvements, Blackburn Park Covered Structure, Blackburn Park Bike Skills Project, Jackson Park – Bike Skills Park, a couple pieces of equipment (funded from Reserve), Asphaltic Overlays, Hudson Street Revitalization Project, Underpass Design and Construction, and Taxiway Charlie Design, various road, drainage, sidewalk, equipment, water and sewer projects, incomplete/not started gas tax projects, etc.) have been included in the 2020 budget revision.

With the exception of the above noted, changes to the 2020 Final Budget are largely attributed to the following items:

General Fund

Revenue

| | |
|--|----------------|
| General Municipal Tax Revenue (To reduce tax increase to 0%, as resolved by Council. | |
| Offset with Transfer from Reserve – Surplus) | \$(470,460.00) |
| Special Assessments – SIR Parcel Tax (To reflect actual - offsets with expenditure for same) | 2,605.00 |
| Grant in Lieu of Taxes – BC Hydro (To reflect actual, redirected to Future Expenditure Reserve) | 5,380.00 |
| Grant in Lieu of Taxes – Fortis BC (To reflect actual) | (2,900.00) |
| Grant in Lieu of Taxes – Telus (To reflect actual) | (1,600.00) |
| Franchise Fee – Fortis BC (To reflect actual, redirected to Future Expenditure) | 17,600.00 |
| Airport – Rental – Telus Communications Inc. (To reflect actual) | (1,750.00) |
| Parks – Blackburn Park Concession (To reflect actual) | 600.00 |
| Traffic Fine Revenue Sharing Grant (To reflect actual, offsets with reduction in Grant in Lieu of Taxes – Fortis & Telus) | 17,890.00 |
| Other (ICBC – Pedestrian Crossing) (To reflect grant approval, offsets with expenditure for same) | 15,000.00 |
| Community Child Care Grant (To reflect grant approval, offsets with expenditure for same) | 10,000.00 |
| Rogers Hometown Hockey – EDS – MRDT (To reflect grant approval, offsets with expenditure for same) | 8,000.00 |
| Transfer from Reserve – Surplus (To reflect carry forward 2019 operational projects and offset to General Municipal Tax Revenue as resolved by Council, 0% tax increase) | 511,450.00 |
| Transfer from Reserve – Climate Action (To reflect 2019 carry forward project) | 15,000.00 |
| Transfer from Reserve – Canada 150 Celebration (To reflect 2019 carry forward project) | 8,300.00 |
| Transfer from Reserve – Affordable Housing (To reflect 2019 carry forward project) | 50,990.00 |
| Transfer from Reserve – Airport Major Maint. (To reflect 2019 carry forward projects) | 29,150.00 |
| Transfer from Reserve – Specified Area Parking (To reflect 2019 carry forward projects) | 13,300.00 |
| Transfer from Reserve – Heritage Related Activities (To reflect 2019 carry forward projects) | 2,675.00 |

| | |
|--|------------|
| Okanagan Regional Library Tax Requisition (To reflect actual, offsets with expenditure for same) | 5,000.00 |
| Regional Hospital District Tax Requisition (To reflect actual, offsets with expenditure for same) | 297,450.00 |
| BC Assessment Authority Tax Requisition (To reflect actual, offsets with expenditure for same) | 24,000.00 |
| Regional District Tax Requisition (To reflect actual, offsets with expenditure for same) | 66,315.00 |
| Regional District SIR Tax Requisition (To reflect actual, offsets with expenditure for same) | (390.00) |
| Municipal Finance Authority Tax Requisition (To reflect actual, offsets with expenditure for same) | 40.00 |

Expenses

| | |
|--|--------------|
| Civic Building Maint. – Jan. (To reflect actual) | 925.00 |
| Salaries and Benefits (To reflect actual, offsets with Other expenditure) | 10,800.00 |
| Other (To reflect actual, offsets with Various Salary and Wage expenditures for same) | (25,000.00) |
| Safety Coordinator – Wages & Benefits (To reflect actual, offsets with Other expenditure) | 1,400.00 |
| Other Grants – Lakeside Community Church – Permissive Property Taxes (As resolved by Council) | 2,700.00 |
| Fire – Station #3 – Bldgs & Grounds - Mats. (COVID Bunk Beds, offset with Fire Fighting Equipment for same) | 3,500.00 |
| Administration Fire – Wages & Benefits (To reflect actual, offsets with Other expenditure) | 5,000.00 |
| Fire Fighting Equipment – (COVID Bunk Beds, offset with Station #3 – Bldgs & Grounds – Mats. for same) | (3,500.00) |
| Transportation – Shop & Yard - Janitor (To reflect actual) | 350.00 |
| Transportation – Administration Wages & Benefits (To reflect actual, offsets with Other expenditure) | 5,500.00 |
| Transportation – Wages & Benefits – PW Foremen (To reflect actual, offsets with Other expenditure) | 1,500.00 |
| Transportation – Engineering Wages & Benefits (To reflect actual, offsets with Other expenditure) | 1,100.00 |
| Planning – Salaries & Benefits (To reflect actual, offsets with Other expenditure) | 4,200.00 |
| Engineering – Wages & Benefits (To reflect actual, offsets with Other expenditure) | 2,000.00 |
| Heritage Information Board Program (As resolved by Council, amalgamate accounts) | (4,500.00) |
| Historic Road Name Program (As resolved by Council, amalgamate accounts) | (1,000.00) |
| Community Heritage Register (As resolved by Council, amalgamate accounts) | (1,000.00) |
| BC Heritage Week (As resolved by Council, amalgamate accounts) | (500.00) |
| Heritage Projects (As resolved by Council, amalgamate accounts) | 9,675.00 |
| Parks – Wages & Benefits (To reflect actual, offsets with Other expenditure) | (6,500.00) |
| Rogers Hometown Hockey (To reflect grant approval, offsets with revenue for same) | 8,000.00 |
| Trans. Capital – Elgin Sweeper (Unit No. 35) (As resolved by Council) | 38,000.00 |
| Airport Capital – Runway Paving (As resolved by Council, provision for BC Air Access Grant application and Airport Taxiway Runway Reserve funding) | 1,500,000.00 |
| Shaw Capital – Chillers (As resolved by Council) | 134,140.00 |
| Parks Capital – Fall Fair Grounds Power Supply (As resolved by Council) | 64,000.00 |
| Parking Capital – Pay Parking Stations (As resolved by Council) | 40,000.00 |
| Transfer to Reserve – Future Expenditure (Reallocated from Traffic Fine Revenue Grant, Franchise Fee – Fortis BC) | 32,045.00 |
| Regional Hospital District Tax Requisition (To reflect actual, offsets with revenue for same) | 297,450.00 |

Mayor Harrison and Members of Council
 Memorandum – 2020 Final Budget
 April 14, 2020

Page 4

| | |
|--|-----------|
| BC Assessment Authority Tax Requisition (To reflect actual, offsets with revenue for same) | 24,000.00 |
| Regional District Tax Requisition (To reflect actual, offsets with revenue for same) | 66,315.00 |
| Regional District SIR Tax Requisition (To reflect actual, offsets with revenue for same) | (390.00) |
| Regional District SIR Parcel Requisition (To reflect actual, offsets with revenue for same) | 2,605.00 |
| Okanagan Regional Library Tax Requisition (To reflect actual, offsets with revenue for same) | 5,000.00 |
| Municipal Finance Authority Tax Requisition (To reflect actual, offsets with revenue for same) | 40.00 |

Water FundRevenue

| | |
|---|-----------|
| Other – Infrastructure Planning Grant (To reflect 2019 carry forward project) | 10,000.00 |
| Transfer from Reserve – Surplus (To reflect 2019 carry forward project) | 34,000.00 |

Expenses

| | |
|---|-----------|
| Water Conservation/Education – Lab. (To reflect 2019 carry forward project) | 14,000.00 |
| Secondary Water Supply Assessment (To reflect 2019 carry forward project) | 30,000.00 |

Sewer FundRevenue

| | |
|--|------------|
| Transfer from Reserve – Asset Management Reserve (To reflect reduced 2019 carry forward project) | (5,000.00) |
|--|------------|

Expenses

| | |
|--|-------------|
| Asset Management Plan (To reflect reduced 2019 carry forward project) | (5,000.00) |
| Sewer Capital – 75 Ave NE Design (As resolved by Council) | 11,885.00 |
| Sewer Capital – Sanitary Relining (49 St-50 St NE) (As resolved by Council) | (11,885.00) |
| Sewer Capital – Canoe Sanitary Extension (TCH East) (As resolved by Council) | 15,775.00 |
| Sewer Capital – Sanitary Relining (49 St-50 St NE) (As resolved by Council) | (15,775.00) |

Respectfully Submitted,

Tracy Tulak, CPA, CMA

CITY OF SALMON ARM

BYLAW NO. 4391

A bylaw to amend the 2020 to 2024 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2020 to 2024;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

NOW THEREFORE the Council of the City of Salmon Arm, in the Province of British Columbia, in an open meeting assembled, hereby enacts as follows:

- 1. "Schedule "A" of "City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4358 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4391".

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

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4391

City of Salmon Arm**2020 - 2024 Financial Plan**

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|--|---------------------|---------------------|----------------------|----------------------|----------------------|
| Consolidated Revenues | | | | | |
| Property and MRDT Taxes - Net | \$ 19,299,580 | \$ 19,685,572 | \$ 20,079,283 | \$ 20,480,869 | \$ 20,890,486 |
| Frontage & Parcel Taxes | 3,634,055 | 3,706,736 | 3,780,871 | 3,856,488 | 3,933,618 |
| Sales of Service | 8,321,865 | 8,488,302 | 8,658,068 | 8,831,229 | 9,007,854 |
| Revenue From Own Sources | 2,518,330 | 2,568,697 | 2,620,071 | 2,672,472 | 2,725,921 |
| Rentals | 788,665 | 804,438 | 820,527 | 836,938 | 853,677 |
| Federal Government Transfers | - | - | - | - | - |
| Provincial Government Transfers | 395,990 | 403,910 | 411,988 | 420,228 | 428,633 |
| Other Government Transfers | 226,980 | 231,520 | 236,150 | 240,873 | 245,690 |
| Transfer From Prior Year Surplus | 1,054,105 | 1,075,187 | 1,096,691 | 1,118,625 | 1,140,998 |
| Transfer From Reserve Accounts | 998,060 | 1,018,021 | 1,038,381 | 1,059,149 | 1,080,332 |
| Transfer From Reserve Funds | - | - | - | - | - |
| Total Consolidated Revenues | \$37,237,630 | \$37,982,383 | \$ 38,742,030 | \$ 39,516,871 | \$ 40,307,209 |
| Consolidated Expenditures | | | | | |
| General Government Services | \$ 3,744,175 | \$ 3,819,059 | \$ 3,895,440 | \$ 3,973,349 | \$ 4,052,816 |
| Protective Services | 5,948,340 | 6,067,307 | 6,188,653 | 6,312,426 | 6,438,675 |
| Transportation Services | 5,663,870 | 5,777,147 | 5,892,690 | 6,010,544 | 6,130,755 |
| Environmental Health Services | 83,622 | 85,294 | 87,000 | 88,740 | 90,515 |
| Environmental Development Service | 2,863,305 | 2,920,571 | 2,978,982 | 3,038,562 | 3,099,333 |
| Recreation and Cultural Services | 4,567,520 | 4,658,870 | 4,752,047 | 4,847,088 | 4,944,030 |
| Fiscal Services - Interest | 1,434,243 | 1,462,928 | 1,492,187 | 1,522,031 | 1,552,472 |
| Fiscal Services - Principal | 1,162,910 | 1,186,168 | 1,209,891 | 1,234,089 | 1,258,771 |
| Capital Expenditures | 3,718,230 | 2,943,280 | 2,332,092 | 3,034,371 | 2,929,967 |
| Transfer to Surplus | - | - | - | - | - |
| Transfer to Reserve Accounts | 2,333,365 | 3,229,348 | 3,963,989 | 3,387,631 | 3,620,474 |
| Transfer to Reserve Funds | 1,195,200 | 1,219,104 | 1,243,486 | 1,268,356 | 1,293,723 |
| Water Services | 2,491,650 | 2,541,483 | 2,592,313 | 2,644,159 | 2,697,042 |
| Sewer Services | 2,031,200 | 2,071,824 | 2,113,260 | 2,155,525 | 2,198,636 |
| Total Consolidated Expenditures | \$37,237,630 | \$37,982,383 | \$ 38,742,030 | \$ 39,516,871 | \$ 40,307,209 |

Schedule "A" - Bylaw #4391

2020 - 2024 Financial Plan**City of Salmon Arm**

| 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|----------------|----------------|----------------|----------------|----------------|
|----------------|----------------|----------------|----------------|----------------|

Capital Projects**Finances Acquired**

| | | | | | |
|------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Operating Fund | \$ 2,338,230 | \$ 1,953,280 | \$ 1,305,092 | \$ 1,959,371 | \$ 1,954,967 |
| Water Operating Fund | 670,000 | 490,000 | 500,000 | 500,000 | 800,000 |
| Sewer Operating Fund | 710,000 | 500,000 | 527,000 | 575,000 | 175,000 |
| Federal Government Grants | 2,430,800 | - | - | - | - |
| Provincial Government Grants | 3,750,800 | - | - | - | - |
| Prior Year Surplus | 50,000 | 510,000 | - | - | - |
| Reserve Accounts | 11,159,913 | 690,000 | 15,000 | 340,000 | 1,200,000 |
| Reserve Funds | 2,325,000 | 2,808,750 | 710,000 | 550,000 | 1,122,000 |
| Development Cost Charges | 604,000 | 2,307,500 | 3,335,000 | 3,445,000 | 3,373,000 |
| Short Term Debt | - | - | - | - | - |
| Long Term Debt | 2,348,000 | - | - | - | 500,000 |
| Developer Contributions | 1,270,000 | 40,000 | 44,000 | 40,000 | 40,000 |

Total Funding Sources

| | | | | |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| \$ 27,656,743 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |
|----------------------|---------------------|---------------------|---------------------|---------------------|

Finances Applied

| | | | | | |
|-------------------------------|---------------|--------------|--------------|--------------|--------------|
| Transportation Infrastructure | \$ 18,227,980 | \$ 4,222,000 | \$ 3,622,000 | \$ 3,619,500 | \$ 5,219,500 |
| Buildings | 418,793 | 197,000 | 144,000 | 458,500 | 140,000 |
| Land | - | - | - | 300,000 | - |
| IT Infrastructure | 97,600 | 721,500 | 55,000 | 65,000 | 185,000 |
| Machinery and Equipment | 1,799,425 | 1,192,780 | 513,092 | 443,871 | 397,967 |
| Vehicles | 655,000 | 35,000 | - | - | - |
| Parks Infrastructure | 1,418,120 | 966,250 | 260,000 | 262,500 | 782,500 |
| Utility Infrastructure | 5,039,825 | 1,965,000 | 1,842,000 | 2,260,000 | 2,440,000 |

Total Capital Expense

| | | | | |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| \$ 27,656,743 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |
|----------------------|---------------------|---------------------|---------------------|---------------------|

Departmental Summary:

| 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|----------------|----------------|----------------|----------------|----------------|
|----------------|----------------|----------------|----------------|----------------|

| | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| General Government Services | \$ 40,970 | \$ 193,500 | \$ 122,500 | \$ 138,500 | \$ 208,500 |
| Protective Services | 991,800 | 805,000 | 140,000 | 55,000 | 55,000 |
| Transportation Services | 19,225,825 | 4,523,500 | 3,918,500 | 4,233,500 | 5,518,500 |
| Environmental Health Services | 56,510 | 2,500 | 2,500 | 327,500 | 27,500 |
| Environmental Development Services | - | - | - | - | - |
| Recreation and Cultural Services | 2,115,428 | 1,235,030 | 335,592 | 319,871 | 840,467 |
| Water Services | 3,506,000 | 2,040,000 | 1,390,000 | 1,760,000 | 2,340,000 |
| Sewer Services | 1,720,210 | 500,000 | 527,000 | 575,000 | 175,000 |

Total by Department

| | | | | |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| \$ 27,656,743 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |
|----------------------|---------------------|---------------------|---------------------|---------------------|

08/04/2020

2020-2024 FP Bylaw (Cap)

Schedule "B" – Bylaw #4391
2020 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2020. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad velorum tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also receives a Municipal Regional District Tax (MRDT) which is levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Shaw Centre, Cemeteries and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.

Schedule "B" – Bylaw #4391
2020 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

| Revenue Source | Percentage to Total Revenue Includes Conditional Government Transfers | Percentage to Total Revenue Excludes Conditional Government Transfers |
|---|--|--|
| Property Taxes | 42.90% | 51.79% |
| Parcel Taxes | 8.08% | 9.75% |
| User Fees, Charges and Interest Income | 25.85% | 31.20% |
| Other Sources | 17.95% | 0.96% |
| Proceeds From Borrowing | 5.22% | 6.30% |
| | 100.00% | 100.00% |

2. Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

The City has reviewed the property tax multiple structure and adjusted the property tax multiple for Class 4 (Major Industry) by shifting \$50,000.00 in general municipal taxes from Class 4 (Major Industry) to Class 1 (Residential) for the taxation year 2020 in keeping with its objective to maintain tax stability while maintaining equality between property classes.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes from Class 5 (Light Industry) to Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.

Schedule "B" – Bylaw #4391
2020 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

| Property Class | 2020 Tax Rate | Class Multiple | Percentage to Total Property Tax | Percentage to Total Property Assessment Value |
|-------------------------|---------------|----------------|----------------------------------|---|
| Residential | 3.8984 | 1.00:1 | 66.25% | 85.27% |
| Utilities | 23.7386 | 6.09:1 | 0.83% | 0.18% |
| Supportive Housing | 0.000 | 0.00:1 | 0.00% | 0.00% |
| Major Industry | 66.4164 | 17.04:1 | 2.81% | 0.21% |
| Light Industry | 10.6288 | 2.73:1 | 2.47% | 1.17% |
| Business | 10.6288 | 2.73:1 | 26.93% | 12.72% |
| Managed Forest Land | 7.9356 | 2.04:1 | 0.00% | 0.00% |
| Recreational/Non Profit | 2.8219 | 0.72:1 | 0.12% | 0.22% |
| Farm | 12.7025 | 3.26:1 | 0.59% | 0.23% |

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2019 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

| Organization | General Municipal Tax Exemption | Other Government Tax Exemption | Total |
|----------------------|---------------------------------|--------------------------------|------------------------|
| Churches | \$ 46,063.50 | \$ 36,955.00 | \$ 83,018.50 |
| Non Profit Societies | 392,803.00 | 222,863.00 | 615,666.00 |
| Senior Centers | 19,338.00 | 9,601.00 | 28,939.00 |
| Other | 13,754.00 | 10,356.00 | 24,110.00 |
| Sports Clubs | 290,408.00 | 149,213.00 | 439,621.00 |
| Total | \$ 762,366.50 | \$ 428,988.00 | \$ 1,191,354.50 |

Schedule "B" – Bylaw #4391
2020 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

| Area | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption |
|---|--|--|--|--|--|--|
| C-2 "Downtown Commercial Zone" | \$ 45,846.66 | \$ 34,828.47 | \$ 29,851.20 | \$ 24,304.74 | \$ 24,657.03 | \$ 18,939.56 |

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Schedule "B" – Bylaw #4391
2020 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

| Area | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption |
|-------------------|---|---|---|---|---|
| "Industrial Zone" | \$ 0.00 | \$ 0.00 | \$ 5,425.51 | \$ 5,400.26 | \$ 7,614.60 |

CITY OF SALMON ARM**BYLAW NO. 4392****A bylaw to set the rate of taxation for the year 2020**

WHEREAS in accordance with the provisions of Section 197 of the *Community Charter*, SBC, 2003, Chapter 26 the Council is required, by bylaw, to impose property value taxes for the year by establishing tax rates for Municipal, Hospital, Library, Regional District, Off-Street Parking and Business Improvements purposes for the year 2020;

AND WHEREAS pursuant to Section 235 of the *Community Charter* Council must establish an Alternative Municipal Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by such bylaw;

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

1. The following rates are hereby imposed and levied for the year 2020:
 - a) For all lawful general and debt purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - b) For Regional Hospital District purposes on the value of land and improvements taxable for Hospital purposes rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
 - c) For Columbia Shuswap Regional District purposes on the value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof.
 - d) For Columbia Shuswap Regional District - SIR purposes on the value of land taxable for Hospital purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part hereof.
 - e) For Business Improvement Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part hereof.
 - f) For Off-Street Parking Specified Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "F" of Schedule "A" attached hereto and forming a part hereof.

- g) For Okanagan Regional Library purposes on the value of lands and improvements taxable for General Municipal purposes, rates appearing in Column "G" of Schedule "A" attached hereto and forming a part hereof.
 - h) For BC Assessment Authority purposes the rates have been established by legislation and rates appearing in Column "H" of Schedule "A" attached hereto and forming a part hereof.
 - i) For Municipal Finance Authority purposes the rates have been established by legislation and rates appearing in Column "I" of Schedule "A" attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
 3. Unless Section 4 applies, the rates and taxes named under this Bylaw are due and shall be paid in accordance with Sections 3, 4, 5 and 6 of this Bylaw on or before July 30, 2020.
 4. An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the General Tax Collection Scheme established under Part 7: Division 10 of the *Community Charter* by giving written notice of that election to the Chief Financial Officer at their office at the City of Salmon Arm offices on or before June 19, 2020.
 5. If an owner does not make an election under Section 4, the Alternate Municipal Tax Collection Scheme applies to the rates and taxes payable to that owner.
 6. Upon the 31st day of July, 2020, or as soon thereafter as is practicable, the Chief Financial Officer shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City of Salmon Arm for 2020, ten per cent (10%) of the amount unpaid as of the 30th day of July, 2020.
 7. Despite Section 3, taxes resulting from a supplementary assessment roll which remain unpaid 30 days after sending of the notice of the taxes payable to the assessed owner are to incur and bear a penalty for that year of ten percent (10%) of the amount of such taxes.
 8. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remaining portions of this bylaw.
 9. 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.

2020 Annual Rate of Taxation
Bylaw No. 4392

10. EFFECTIVE DATE

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

11. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392".

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

City of Salmon Arm
2020 Property Tax
Rates

Bylaw No.
4392

Schedule "A"

| | Column A | Column B | Column C | Column D | Column E | Column F | Column G | Column H | Column I |
|-------------------------|----------------------|----------------------------------|----------------------|-----------------------------|--|--|---------------------|-------------------------------|-----------------------------------|
| Property Class | General Municipal | Regional Hospital District | Regional District | Regional District SIR | Specified Area Business Improvement | Specified Area Off-Street Parking | Regional Library | BC Assessment Authority | Municipal Finance Authority |
| Residential | 3.8984 | 0.3402 | 0.2265 | 0.0312 | - | 0.2629 | 0.1602 | 0.0426 | 0.0002 |
| Utilities | 23.7386 | 1.1909 | 0.7926 | 0.1093 | - | 0.9201 | 0.9753 | 0.4788 | 0.0007 |
| Supportive Housing | - | - | - | - | - | - | - | - | 0.0002 |
| Major Industry | 66.4164 | 1.1568 | 0.7700 | 0.1061 | - | - | 2.7290 | 0.4788 | 0.0007 |
| Light Industry | 10.6288 | 1.1568 | 0.7700 | 0.1061 | - | - | 0.4372 | 0.1099 | 0.0007 |
| Business/Other | 10.6288 | 0.8336 | 0.5548 | 0.0765 | 1.3763 | 0.6440 | 0.4372 | 0.1099 | 0.0005 |
| Managed Forest Land | 7.9356 | 1.0207 | 0.6794 | 0.0936 | - | - | 0.3267 | 0.2242 | 0.0006 |
| Recreational/Non Profit | 2.8219 | 0.3402 | 0.2265 | 0.0312 | - | - | 0.1153 | 0.0426 | 0.0002 |
| Farm | 12.7025 | 0.3402 | 0.2265 | 0.0312 | - | - | 0.5221 | 0.0426 | 0.0002 |

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Item 11.1

CITY OF SALMON ARMDate: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the following bylaws be read a final time:

- a) City of Salmon Arm 2019 – 2023 Financial Plan Bylaw No. 4380;
- b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4382;
- c) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4383;
- d) City of Salmon Arm Development Cost Charge Parks Reserve Fund Expenditure Bylaw No. 4384;
- e) City of Salmon Arm Community Center Major Maintenance Reserve Fund Expenditure Bylaw No. 4385;
- f) City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4386; and
- g) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4387.

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4380**A bylaw to amend the 2019 to 2023 Financial Plan**

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2019 to 2023;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

NOW THEREFORE the Council of the City of Salmon Arm, in the Province of British Columbia, in an open meeting assembled, hereby enacts as follows:

1. "Schedule "A" of "City of Salmon Arm 2019 to 2023 Financial Plan Bylaw No. 4363 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2019 to 2023 Financial Plan Amendment Bylaw No. 4380".

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4380

City of Salmon Arm**2019 - 2023 Financial Plan**

| | 2019 Budget | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Consolidated Revenues | | | | | |
| Property and MRDT Taxes - Net | \$ 18,991,635 | \$ 19,771,765 | \$ 20,167,200 | \$ 20,570,544 | \$ 20,981,955 |
| Frontage & Parcel Taxes | 3,603,450 | 3,631,450 | 3,704,079 | 3,778,161 | 3,853,724 |
| Sales of Service | 8,511,395 | 8,321,865 | 8,488,302 | 8,658,068 | 8,831,229 |
| Revenue From Own Sources | 2,771,950 | 2,500,730 | 2,550,745 | 2,601,760 | 2,653,795 |
| Rentals | 828,045 | 789,815 | 805,611 | 821,723 | 838,157 |
| Federal Government Transfers | - | - | - | - | - |
| Provincial Government Transfers | 440,100 | 343,100 | 349,962 | 356,961 | 364,100 |
| Other Government Transfers | 217,975 | 218,980 | 223,360 | 227,827 | 232,384 |
| Transfer From Prior Year Surplus | 600,875 | 508,655 | 518,828 | 529,205 | 539,789 |
| Transfer From Reserve Accounts | 930,195 | 883,645 | 901,318 | 919,344 | 937,731 |
| Transfer From Reserve Funds | - | - | - | - | - |
| Total Consolidated Revenues | \$ 36,895,620 | \$ 36,970,005 | \$ 37,709,405 | \$ 38,463,593 | \$ 39,232,864 |
| Consolidated Expenditures | | | | | |
| General Government Services | \$ 3,478,174 | \$ 3,717,160 | \$ 3,791,503 | \$ 3,867,333 | \$ 3,944,680 |
| Protective Services | 5,147,520 | 5,943,340 | 6,062,207 | 6,183,451 | 6,307,120 |
| Transportation Services | 4,972,555 | 5,578,145 | 5,689,708 | 5,803,502 | 5,919,572 |
| Environmental Health Services | 89,872 | 67,872 | 69,229 | 70,614 | 72,026 |
| Environmental Development Services | 2,802,695 | 2,829,630 | 2,886,223 | 2,943,947 | 3,002,826 |
| Recreation and Cultural Services | 4,160,765 | 4,538,105 | 4,628,867 | 4,721,444 | 4,815,873 |
| Fiscal Services - Interest | 1,356,393 | 1,434,243 | 1,462,928 | 1,492,187 | 1,522,031 |
| Fiscal Services - Principal | 1,316,705 | 1,162,910 | 1,186,168 | 1,209,891 | 1,234,089 |
| Capital Expenditures | 2,664,885 | 3,718,230 | 2,943,280 | 2,332,092 | 3,034,371 |
| Transfer to Surplus | - | - | - | - | - |
| Transfer to Reserve Accounts | 4,651,051 | 2,301,320 | 3,196,661 | 3,930,649 | 3,353,623 |
| Transfer to Reserve Funds | 1,570,705 | 1,195,200 | 1,219,104 | 1,243,486 | 1,268,356 |
| Water Services | 2,656,600 | 2,447,650 | 2,496,603 | 2,546,535 | 2,597,466 |
| Sewer Services | 2,027,700 | 2,036,200 | 2,076,924 | 2,118,462 | 2,160,831 |
| Total Consolidated Expenditures | \$ 36,895,620 | \$ 36,970,005 | \$ 37,709,405 | \$ 38,463,593 | \$ 39,232,864 |

2019 - 2023 Financial Plan**City of Salmon Arm**

| 2019 Budget | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget |
|----------------|----------------|----------------|----------------|----------------|
|----------------|----------------|----------------|----------------|----------------|

Capital Projects**Finances Acquired**

| | | | | | |
|------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Operating Fund | \$ 1,836,685 | \$ 2,338,230 | \$ 1,953,280 | \$ 1,305,092 | \$ 1,959,371 |
| Water Operating Fund | 544,500 | 670,000 | 490,000 | 500,000 | 500,000 |
| Sewer Operating Fund | 283,700 | 710,000 | 500,000 | 527,000 | 575,000 |
| Federal Government Grants | 2,808,865 | 2,169,000 | - | - | - |
| Provincial Government Grants | 2,975,620 | 2,264,000 | - | - | - |
| Prior Year Surplus | 81,000 | 50,000 | 510,000 | - | - |
| Reserve Accounts | 5,960,630 | 5,066,380 | 690,000 | 15,000 | 340,000 |
| Reserve Funds | 2,471,500 | 2,325,000 | 2,808,750 | 710,000 | 550,000 |
| Development Cost Charges | 624,000 | 604,000 | 2,307,500 | 3,335,000 | 3,445,000 |
| Short Term Debt | - | - | - | - | - |
| Long Term Debt | 6,092,000 | 7,845,000 | - | - | - |
| Developer Contributions | 1,206,800 | 1,250,000 | 40,000 | 44,000 | 40,000 |

Total Funding Sources

| | | | | |
|----------------------|----------------------|---------------------|---------------------|---------------------|
| \$ 24,885,300 | \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 |
|----------------------|----------------------|---------------------|---------------------|---------------------|

Finances Applied

| | | | | | |
|-------------------------------|---------------|---------------|--------------|--------------|--------------|
| Transportation Infrastructure | \$ 18,286,360 | \$ 16,392,335 | \$ 4,222,000 | \$ 3,622,000 | \$ 3,619,500 |
| Buildings | 793,075 | 356,970 | 197,000 | 144,000 | 458,500 |
| Land | 750,000 | - | - | - | 300,000 |
| IT Infrastructure | 206,750 | 97,600 | 721,500 | 55,000 | 65,000 |
| Machinery and Equipment | 1,709,900 | 1,657,500 | 1,192,780 | 513,092 | 443,871 |
| Vehicles | 300,000 | 655,000 | 35,000 | - | - |
| Parks Infrastructure | 840,200 | 1,168,395 | 966,250 | 260,000 | 262,500 |
| Utility Infrastructure | 1,999,015 | 4,963,810 | 1,965,000 | 1,842,000 | 2,260,000 |

Total Capital Expense

| | | | | |
|----------------------|----------------------|---------------------|---------------------|---------------------|
| \$ 24,885,300 | \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 |
|----------------------|----------------------|---------------------|---------------------|---------------------|

Departmental Summary:

| 2019 Budget | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget |
|----------------|----------------|----------------|----------------|----------------|
|----------------|----------------|----------------|----------------|----------------|

| | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| General Government Services | \$ 905,970 | \$ 40,970 | \$ 193,500 | \$ 122,500 | \$ 138,500 |
| Protective Services | 523,300 | 956,000 | 805,000 | 140,000 | 55,000 |
| Transportation Services | 20,195,360 | 17,341,835 | 4,523,500 | 3,918,500 | 4,233,500 |
| Environmental Health Services | 68,940 | 66,660 | 2,500 | 2,500 | 327,500 |
| Environmental Development Services | - | - | - | - | - |
| Recreation and Cultural Services | 1,077,865 | 1,702,335 | 1,235,030 | 335,592 | 319,871 |
| Water Services | 1,250,705 | 3,509,000 | 2,040,000 | 1,390,000 | 1,760,000 |
| Sewer Services | 863,160 | 1,674,810 | 500,000 | 527,000 | 575,000 |

Total by Department

| | | | | |
|----------------------|----------------------|---------------------|---------------------|---------------------|
| \$ 24,885,300 | \$ 25,291,610 | \$ 9,299,530 | \$ 6,436,092 | \$ 7,409,371 |
|----------------------|----------------------|---------------------|---------------------|---------------------|

Schedule "B" – Bylaw #4380
2019 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2019. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad valorem tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also receives a Municipal Regional District Tax (MRDT) which is levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Shaw Centre, Cemetery and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.

Schedule "B" – Bylaw #4380
2019 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

| Revenue Source | Percentage to Total Revenue Includes Conditional Government Transfers | Percentage to Total Revenue Excludes Conditional Government Transfers |
|---|--|--|
| Property Taxes | 39.20% | 46.09% |
| Parcel Taxes | 7.44% | 8.75% |
| User Fees, Charges and Interest Income | 25.00% | 29.40% |
| Other Sources | 15.79% | 0.97% |
| Proceeds From Borrowing | 12.57% | 14.79% |
| | 100.00% | 100.00% |

2. Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes from Class 5 (Light Industry) to Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.

Schedule "B" – Bylaw #4380
2019 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

| Property Class | 2019 Tax Rate | Class Multiple | Percentage to Total Property Tax | Percentage to Total Property Assessment Value |
|-------------------------|---------------|----------------|----------------------------------|---|
| Residential | 3.9378 | 1.00:1 | 66.01% | 85.69% |
| Utilities | 25.6419 | 6.51:1 | 0.83% | 0.16% |
| Supportive Housing | 0.000 | 0:1 | 0.00% | 0.00% |
| Major Industry | 72.7672 | 18.48:1 | 3.14% | 0.22% |
| Light Industry | 11.1080 | 2.82:1 | 2.25% | 1.03% |
| Business | 11.1080 | 2.82:1 | 27.03% | 12.44% |
| Managed Forest Land | 7.9356 | 2.02:1 | 0.01% | 0.01% |
| Recreational/Non Profit | 2.8745 | 0.73:1 | 0.12% | 0.21% |
| Farm | 12.7915 | 3.25:1 | 0.61% | 0.24% |

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2017 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

| Organization | General Municipal Tax Exemption | Other Government Tax Exemption | Total |
|----------------------|---------------------------------|--------------------------------|------------------------|
| Churches | \$ 45,996.50 | \$ 37,726.50 | \$ 83,723.00 |
| Non Profit Societies | 409,140.00 | 243,030.00 | 652,170.00 |
| Senior Centers | 19,019.00 | 9,965.00 | 28,984.00 |
| Other | 15,104.00 | 11,523.00 | 26,627.00 |
| Sports Clubs | 271,559.00 | 146,616.00 | 418,175.00 |
| Total | \$ 760,818.50 | \$ 448,860.50 | \$ 1,209,679.00 |

Schedule "B" – Bylaw #4380
2019 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

| Area | 2014 General Municipal Tax Exemption | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption |
|---|--|--|--|--|--|--|
| C-2 "Downtown Commercial Zone" | \$ 47,032.50 | \$ 45,846.66 | \$ 34,828.47 | \$ 29,851.20 | \$ 24,304.74 | \$ 24,657.03 |

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Schedule "B" – Bylaw #4380
2019 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

| Area | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption |
|-------------------|---|---|---|---|---|
| "Industrial Zone" | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,425.51 | \$ 5,400.26 |

CITY OF SALMON ARM

BYLAW NO. 4382

**A bylaw authorizing the expenditure of monies in the
Equipment Replacement Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Equipment Replacement Reserve Fund for the purpose of purchasing machinery and equipment;

AND WHEREAS there is an unappropriated balance in the Equipment Replacement Reserve Fund established under District of Salmon Arm Equipment Replacement Reserve Fund Bylaw, 1973 (Bylaw No. 1080) of \$3,656,868.52 as at December 31, 2019, which amount has been calculated as follows:

| | |
|--|------------------------|
| Balance in Equipment Replacement Reserve Fund at December 31, 2018 | \$3,060,491.99 |
| Add: Additions to fund including interest earnings for current year to date | 596,376.53 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Equipment Replacement Reserve Fund at December 31, 2019 | <u>\$ 3,656,868.52</u> |

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

1. The sum of one million three hundred and twelve thousand four hundred and fifty-eight dollars and two cents (\$1,312,458.02) is hereby appropriated from the Equipment Replacement Reserve Fund for the following purchases:

| | |
|--------------------------------------|---------------|
| Backhoe – Unit No. 62 & 66 | \$ 175,565.35 |
| Tandem Dump/Plow Truck – Unit No. 63 | 276,419.21 |
| Double Drum Roller – Unit No. 8 | 61,000.70 |
| Flusher Truck – Unit No. 69 | 463,319.24 |
| Truck, Crane & Dump – Unit No. 46 | 96,926.69 |
| Hybrid SUV – Unit No. 90 | 26,475.28 |
| Toro Mower – Unit No. 85 | 122,792.48 |

Equipment Replacement Reserve
Fund Expenditure Bylaw No. 4382

| | |
|---------------------------|-----------------------|
| ½ Ton Truck – Unit No. 37 | 44,547.90 |
| ½ Ton Truck – Unit No. 96 | 45,411.17 |
| | <u>\$1,312,458.02</u> |

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Equipment Replacement Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4382".

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4383

**A bylaw authorizing the expenditure of monies in the
General Capital Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm General Capital Reserve Fund for the purposes of capital works;

AND WHEREAS there is an unappropriated balance in the General Capital Reserve Fund established under District of Salmon Arm Bylaw No. 1, 1979, (Bylaw No. 1304) of \$593,746.10 as at December 31, 2019, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in General Capital Reserve Fund at December 31, 2018 | \$ 332,733.20 |
| Add: Additions to fund including interest earnings for current year to date | 261,012.90 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in General Capital Reserve Fund at December 31, 2019 | <u>\$ 593,746.10</u> |

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

1. The sum of twenty-five thousand dollars (\$25,000.00) is hereby appropriated from the General Capital Reserve Fund to be expended on the Blackburn Park – Covered Structure.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the General Capital Reserve Fund.

5. ENACTMENT

6. EFFECTIVE DATE

7. CITATION

READ A FIRST TIME THIS 23rd DAY OF March 2020

READ A SECOND TIME THIS 23rd DAY OF March 2020

READ A THIRD TIME THIS 23rd DAY OF March 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4384

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Parks Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Parks Reserve Fund for the purposes of acquisition or development of parkland;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Parks Reserve Fund of \$542,192.06 as at December 31, 2019, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in Development Cost Charge Parks Reserve at December 31, 2018 | \$ 454,197.27 |
| Add: Additions to fund including interest earnings for current year to date | 87,994.79 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Development Cost Charge Parks Reserve Fund at December 31, 2019 | <u>\$ 542,192.06</u> |

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

1. The sum of fifty thousand dollars (\$50,000.00) is hereby appropriated from the Development Cost Charge Parks Reserve Fund to be expended on Property Acquisition - 341/391 Fraser & 350 Narcisse.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Parks Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Development Cost Charge Parks Reserve Fund Expenditure Bylaw No. 4384".

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4385**A bylaw authorizing the expenditure of monies in the
Community Centre Major Maintenance Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the Community Centre Major Maintenance Reserve Fund for the purposes of capital project expenditures and purchase of land, machinery or equipment at the Community Centre;

AND WHEREAS there is an unappropriated balance in the Community Centre Major Maintenance Reserve Fund established under District of Salmon Arm Community Centre Major Maintenance Reserve Fund Bylaw No. 3149 of \$698,130.30 As at December 31, 2019 which has been calculated as follows:

| | |
|---|----------------------|
| Balance in General Capital Reserve Fund at December 31, 2018 | \$ 685,450.40 |
| Add: Additions to fund including interest earnings for current year to date | 12,679.90 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in General Capital Reserve Fund at December 31, 2019 | <u>\$ 698,130.30</u> |

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

1. The sum of twelve thousand and thirteen dollars and ninety-four cents (\$12,013.94) is hereby appropriated from the Community Centre Major Maintenance Reserve Fund to be expended on capital upgrades to the SASCU Recreation Centre – Access Door – Auditorium.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Community Centre Major Maintenance Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Community Centre Major Maintenance Reserve Fund Expenditure Bylaw No. 4385".

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4386

**A bylaw authorizing the expenditure of monies in the
Parks Development Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Parks Development Reserve Fund for the purposes of park development;

AND WHEREAS there is an unappropriated balance in the Parks Development Reserve Fund established under District of Salmon Arm Parks Development Reserve Fund Bylaw No. 2404 of \$626,642.85 as at December 31, 2019, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in General Capital Reserve Fund at December 31, 2018 | \$ 509,358.29 |
| Add: Additions to fund including interest earnings for current year to date | 117,284.56 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in General Capital Reserve Fund at December 31, 2019 | <u>\$ 626,642.85</u> |

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

1. The sum of ninety thousand dollars (\$90,000.00) is hereby appropriated from the Parks Development Reserve Fund to be expended on the Klahani Park - Playground.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Parks Development Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4386".

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4387

**A bylaw authorizing the expenditure of monies in the
Development Cost Charge Sewer Reserve Fund**

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Sewer Reserve Fund for the purposes of sewer capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Sewer Reserve Fund of \$3,307,761.88 as at December 31, 2019, which amount has been calculated as follows:

| | |
|--|------------------------|
| Balance in Development Cost Charge Sewer Reserve at December 31, 2018 | \$ 2,927,216.66 |
| Add: Additions to fund including interest earnings for current year to date | 380,545.22 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Development Cost Charge Sewer Reserve Fund at December 31, 2019 | <u>\$ 3,307,761.88</u> |

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

1. The sum of three hundred and fourty thousand dollars (\$340,000.00) is hereby appropriated from the Development Cost Charge Sewer Reserve Fund to be expended on Property Acquisition – 341/391 Fraser & 350 Narcisse.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Sewer Reserve Fund.

5. ENACTMENT

6. EFFECTIVE DATE

7. CITATION

| | | | | |
|-------------------------|------|--------|-------|------|
| READ A FIRST TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A SECOND TIME THIS | 23rd | DAY OF | March | 2020 |
| READ A THIRD TIME THIS | 23rd | DAY OF | March | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

CORPORATE OFFICER

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Item 11.2

CITY OF SALMON ARMDate: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345 be read a final time.

[OCP4000-39; Muto Holdings Ltd.; 130 Shuswap Street SW; INS to HDR]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: August 27, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-39
Zoning Amendment Application No. 1153

Legal: Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506
Civic: 130 Shuswap Street SE
Owners/Applicant: Muto Holdings LTD.

MOTION FOR CONSIDERATION

- THAT: A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from INS (Institutional) to HDR (High Density Residential);
- AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT: Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Waste Management Plan of the City of Salmon Arm.
- AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from P-3 (Institutional) to R-5 (High Density Residential);
- AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval; and
 - 2) Adoption of the associated Official Community Plan Amendment Bylaw.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

PROPOSAL

The subject parcel is located at 130 Shuswap Street NE, just south of the Trans Canada Highway (Appendices 1 and 2). It is designated Institutional (INS) in the City's Official Community Plan (OCP) and zoned P-3 (Institutional) in the Zoning Bylaw (Appendix 3 and 4). The parcel is currently vacant (site photos are attached as Appendix 5).

The purpose of this application is to amend the OCP and rezone the subject parcel to accommodate a multi family residential use. As discussed in more detail, a high density land use designation is deemed to be the most appropriate designation of the OCP.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential and Institutional (R-1, R-4, and R-5, as well as P-3), with Commercial zones to the north and further west. Land uses adjacent to the subject parcel include the following:

North: Residential (R-1 Single Family and R-5 High Density Residential beyond)
South: Institutional (P-3 Institutional with R-1 Single Family Residential beyond)
East: Residential (R-1 Single Family Residential)
West: Institutional (P-3 Institutional with C-2 Commercial beyond)

A conceptual site plan (Appendix 6) has been submitted to illustrate the development proposal featuring 10 residential units in the form of two 4-plex buildings and a duplex building. While the details of the attached plans are not final, they represent the intent of the applicant at this time and would be subject to detailed review at the Development Permit stage.

If rezoned to R-5, a form and character residential development permit application would be required prior to development to address building forms, site plan, lot grading, and landscaping designs. A Development Permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

Staff note that preliminary analysis indicates that site configuration may present challenges in achieving the development scenario as indicated by the applicant. Some form of underground or under-building parking may be required to meet parking requirements at the proposed density. Additionally, a screened refuse/recycling area would be required. Site plans submitted at the development permit stage would be required to address such requirements.

OCP POLICY

The proposed OCP amendment from Institutional (INS) to HR (High Density - Residential) would place the subject parcel in Residential Development Area A, considered the highest priority for development. The proposed amendment would align with the OCP's Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (consultation during OCP amendments), the proposed OCP amendments were referred to the following organizations on July 8, 2019:

| | |
|-------------------------------|---------------------|
| Adams Lake Indian Band: | No response to date |
| Neskonlith Indian Band: | No response to date |
| Economic Development Society: | No response to date |
| School District No. 83: | No response to date |
| (pursuant to Section 476) | |

Section 477 - Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for an OCP amendment), prior to Second Reading of the bylaw, Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTSMinistry of Transportation & Infrastructure

MOTI has granted preliminary approval (Appendix 7).

Engineering Department

Servicing information provided to applicant in advance of any future development (Appendix 8).

Staff note that the parcel does not currently have a vehicular access to Shuswap Street, a designated Urban Arterial, and that future vehicular access will not be permitted by the City Engineer.

Building Department

Potential limiting distance concerns. BC Building Code applies.

Fire Department

No concerns.

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, institutional and commercial development. The subject parcel is located in an area well-suited for higher density residential development featuring sidewalks and transit routes, being within close walking distance of the commercial City Centre. As noted, the High Density - Residential (HD) designation in the City's Official Community Plan (OCP) supports the proposed development scenario, which in the opinion of staff aligns with broad OCP policies.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the subject property is 0.105 hectares in area, the maximum permitted density would be 10 dwelling units. With a density bonus under R-5 zoning, the maximum density is 130 units per hectare, or 13 units, with a potential height increase to 15 m. The minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex. The applicant is currently proposing a 10 unit development subject to a Development Permit application.

Table 1 – R-5 Zoning Analysis (0.105 hectare area)

| | <u>R-5 Permitted/Required</u> | <u>R-5 with Bonus</u> | <u>Proposed</u> |
|--------------------------------|--------------------------------------|------------------------------|------------------------|
| Density | 10 units | 13 units | 10 units |
| Height | 12 m | 15 m | tbd |
| Parcel Coverage | 55 % | 70 % | tbd |
| Setback – front | 5 m | 5 m | tbd |
| Setback – interior side | 2.4 m | 2.4 m | tbd |
| Setback – rear | 5 m | 5 m | tbd |
| Parking | 12 | 16 | tbd |
| Small Car Spaces | 20 % (2) | 20 % (3) | tbd |

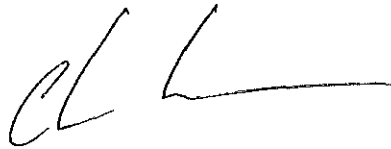
Considering the proposed development concept, a 10 unit development would be required to provide 12 parking stalls. The provision of on-site parking is practical and necessary, as the opportunity for on-street parking at this site is very limited. With Shuswap Street designated as an Urban Arterial road and expected to carry greater traffic flows into the future, access from development is expected to be kept at a minimum under the provisions of the Subdivision and Development Servicing Bylaw.

If rezoned as proposed, a form and character development permit application would be required prior to development. Detailed site plans, building renderings, a landscape plan provided by a landscape architect, and a lot grading plan submitted at the development permit stage are all required. Specific details regarding building design including heights, and site planning including the requisite screened refuse/recycling area, fencing and landscaping have not yet been determined.

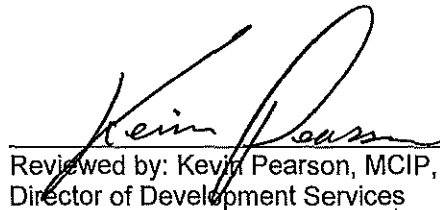
Staff note that as vehicular access will not be permitted to Shuswap Street, the site configuration presented by the applicant's preliminary site plan would not be feasible. Parking and access details eliminating access to Shuswap Street would be required with a Development Permit application. Parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

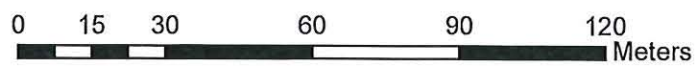
CONCLUSION

The proposed High Density - Residential (HR) OCP land use designation and R-5 zoning of the subject properties is consistent with OCP residential policy, and is therefore supported by staff.

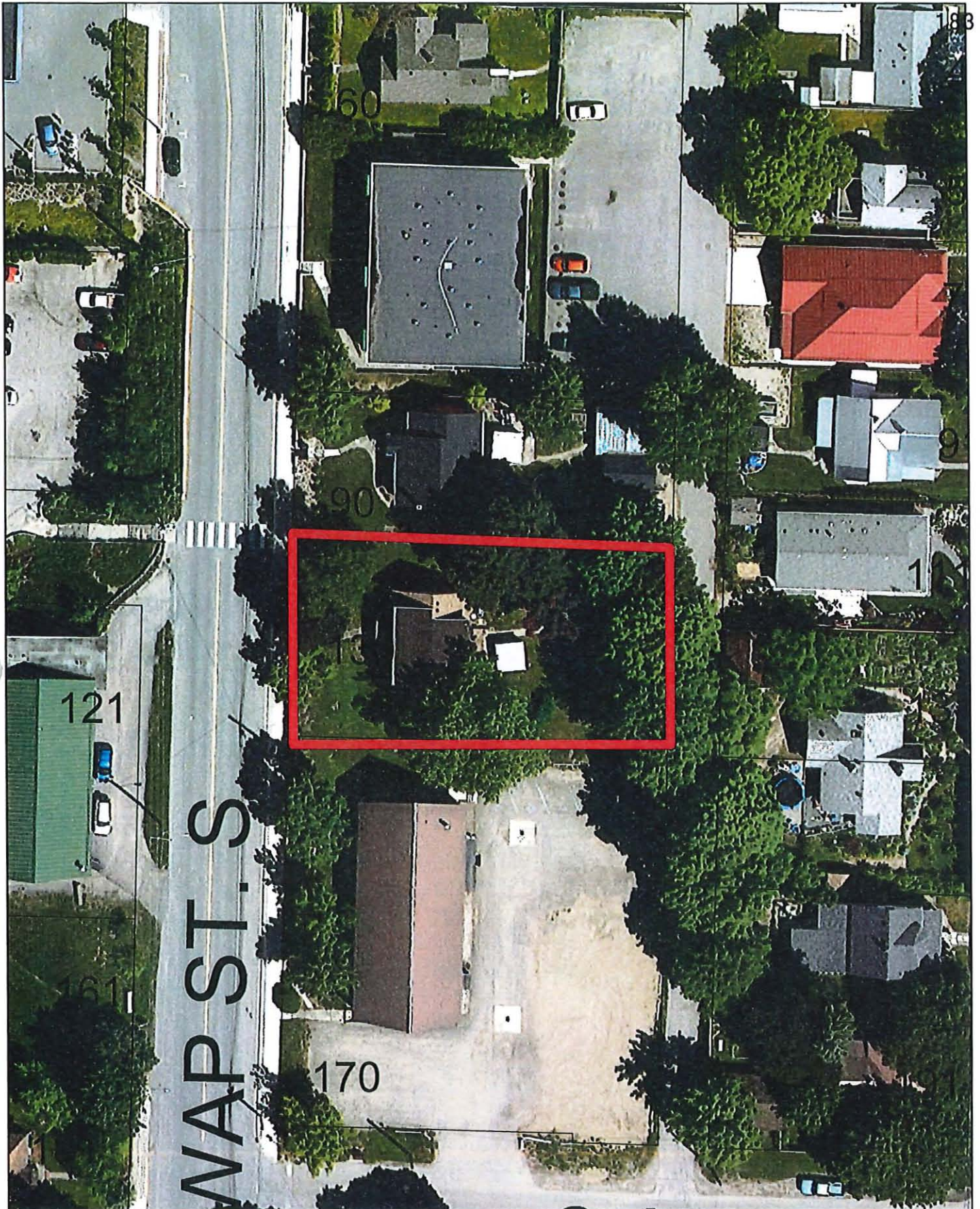


Prepared by: Chris Larson, MCP
Planning and Development Officer


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



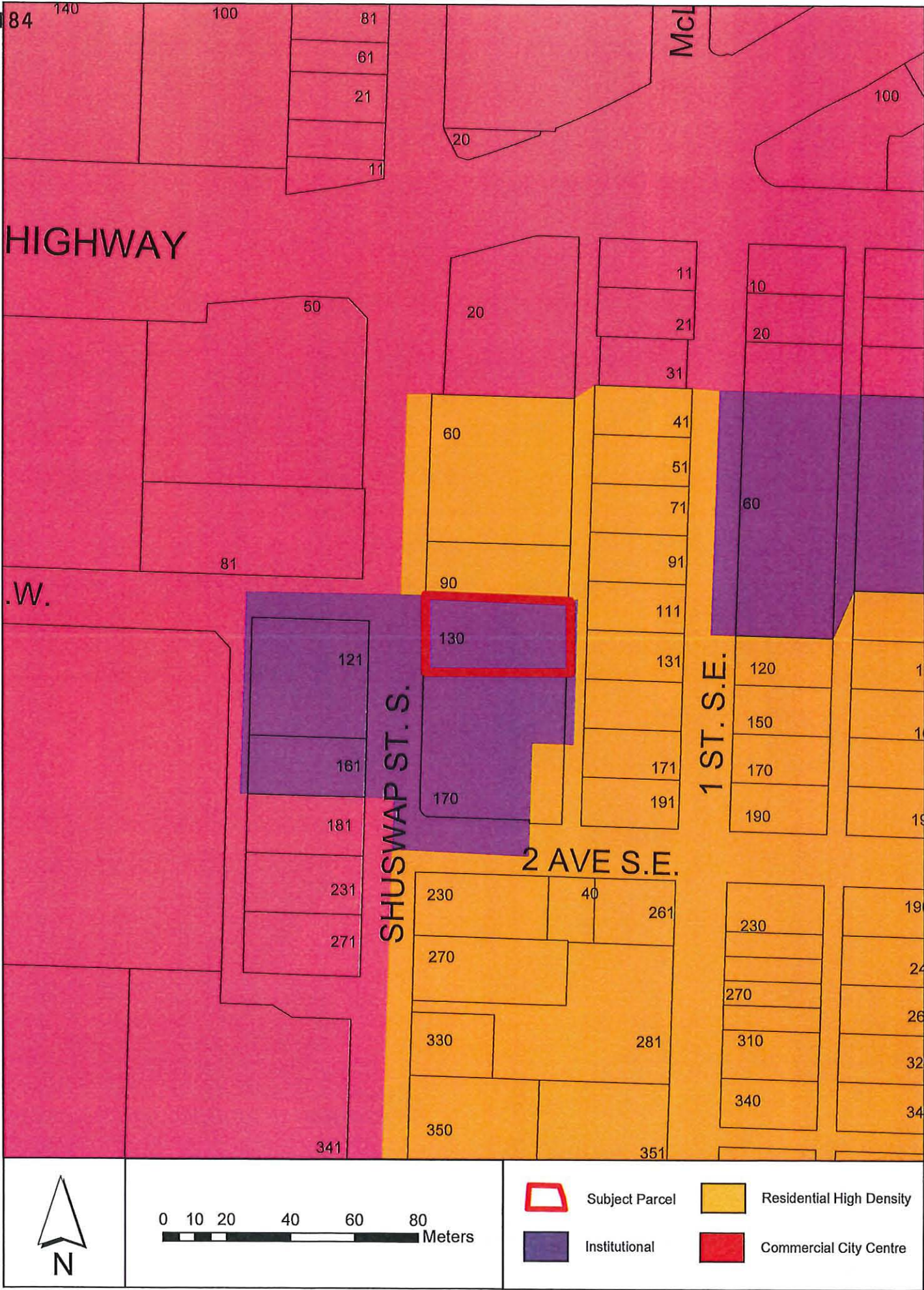
Subject Parcel



0 5 10 20 30 40 Meters



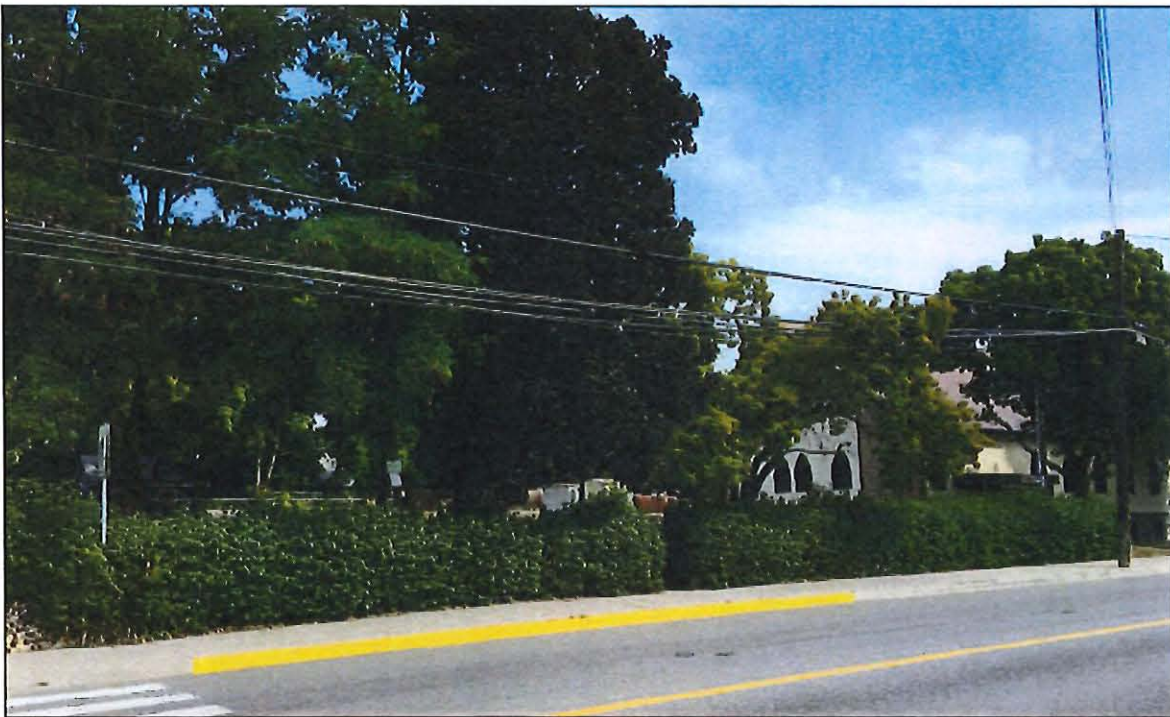
Subject Parcel



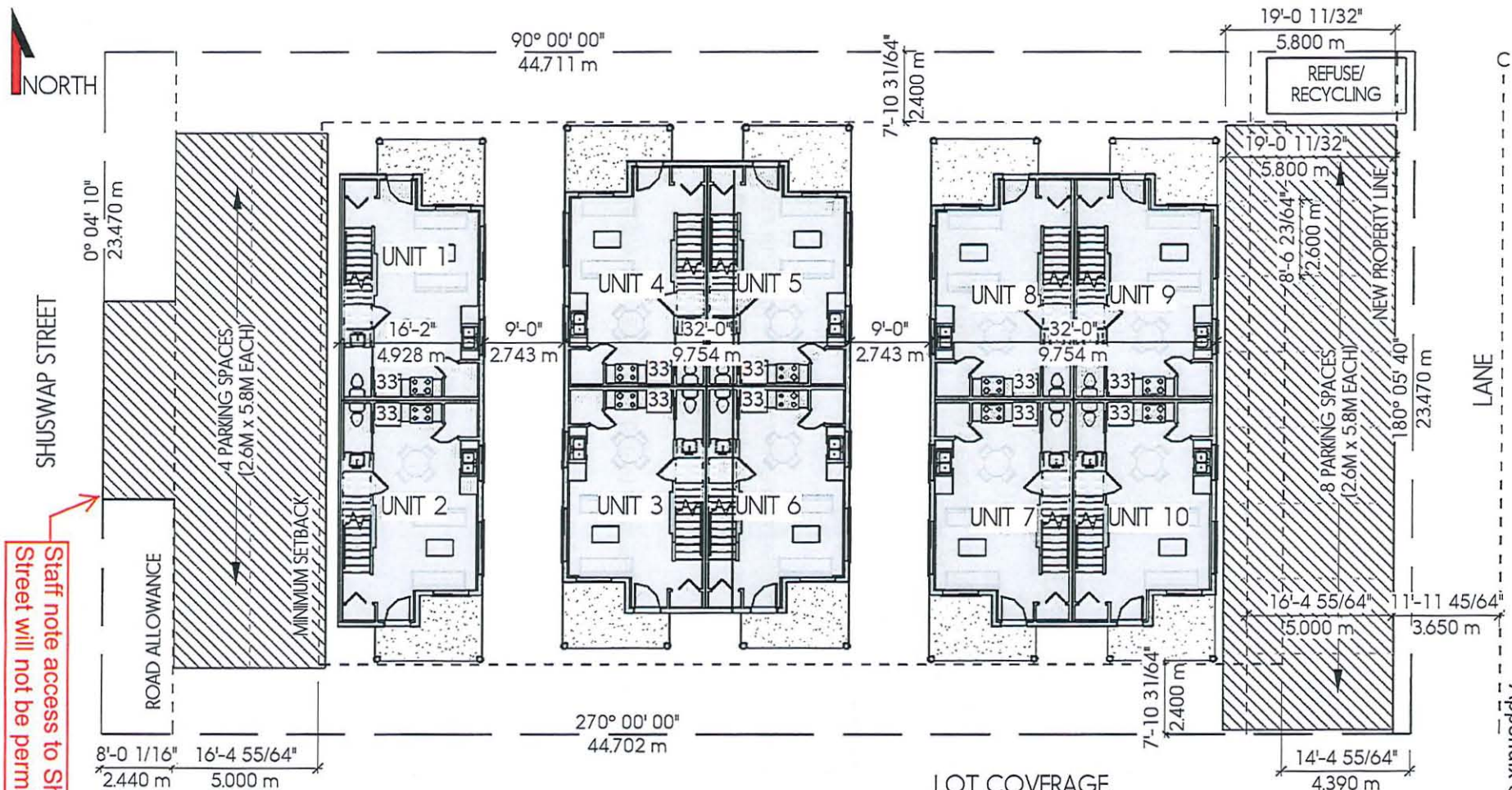




View of subject property looking south-west from lane.



View of subject property looking south-east from Shuswap Street.



Staff note access to Shuswap Street will not be permitted.

SITE
1 : 200

MUTO FOURPLEXES
130 SHUSWAP STREET N.E.
SALMON ARM, B.C.
JUNE 12 2019



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

Appendix 7: MOTI
**DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1153
eDAS File #: 2019-03817
Date: Jul/16/2019

City of Salmon Arm, Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm, Development Services

Re: **Proposed Bylaw 4348** for:
Lot 2, Section 14, Township 20, Range 10 W6M, KDYD, Plan 28506
130 Shuswap Street SE, Salmon Arm

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

It is recommended that the City of Salmon Arm consider imposing development cost charges towards intersection improvements with the Trans-Canada Highway, as warranted.

If you have any questions please feel free to call Tara Knight at (250) 833-3374.
Yours truly,

Tara Knight
Development Officer

| Local District Address |
|---|
| <p>Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380</p> |

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO: Kevin Pearson, Director of Development Services
 DATE: 2 August 2019
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Muto Holdings Ltd. Inc. No. BC0235957, 381 HWY 97B NE,
 Salmon Arm, BC V1E 1X5
 SUBJECT: OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1153
 LEGAL: Lot 2, Section 14, Township 20, Range 10, W6M KDYD, Plan 28506
 CIVIC: 130 Shuswap Street SE

Further to your referral dated July 5 2019, we provide the following servicing information. **The following comments and servicing requirements are not conditions for OCP or Zoning Applications; 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. At the time of building permit 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.
8. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39
ZONING AMENDMENT APPLICATION FILE NO. ZON-1153**

2 August 2019

Page 2

Roads / Access:

1. Shuswap Street, on the subject properties western boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS).
2. Shuswap Street is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, street lighting and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. The Lane on the subject properties eastern boundary, is designated as a Lane standard, requiring 7.3m road dedication (3.65m on either side of lane centerline). Available records indicate that 0.65m of additional road dedication is required (to be confirmed by a BCLS).
4. The Lane is currently constructed to a Lane standard. No upgrades are anticipated at this time.
5. As Shuswap Street is designated as an Arterial Road and is a significant connection between 10 Avenue and the TCH, no vehicular access onto Shuswap Street will be permitted.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on Shuswap Street. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service connection, installed in a pit at property line (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost.
3. Records indicate that the existing property is serviced by a 19mm service from the 200mm diameter watermain on Shuswap Street. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on Shuswap Street and partially fronts a 150mm diameter sanitary sewer on the Lane on the east property line. Upgrading this sanitary 150mm diameter sewer to 200mm diameter is required.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-39**ZONING AMENDMENT APPLICATION FILE NO. ZON-1153**

2 August 2019

Page 3

2. The subject property 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 property is serviced by a 100mm service from the sanitary sewer located in the Lane on the eastern property line. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The site does not front on an enclosed storm sewer system.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
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 subject property 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 is to identify a suitable existing City storm sewer to receive the proposed discharge from the development and offsite extension of the City storm sewer will be required. 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) is required.



Chris Moore
Engineering Assistant



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



Sept 13, 2019

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-39

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 130 Shuswap Street SE, Salmon Arm, from Industrial to High Density Residential. The Board has no objections to the application, based on the information provided.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Lana Fitt".

Lana Fitt, Economic Development Manager
Salmon Arm Economic Development Society

22. STATUTORY PUBLIC HEARINGS

1. Official Community Plan Amendment Application No. OCP4000-39 [Muto Holdings Ltd.; 130 Shuswap Street SE; INS to HDR]

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

Submissions were called for at this time.

R. Muto, the applicant, outlined the application and was available to answer questions from Council.

J. Young, on behalf of the Anglican Church, 170 Shuswap Street SE, expressed concerns for parking, drainage and snow removal.

D. Revel, 40 2 Avenue SE outlined concerns regarding the number of structures being proposed and concerns with increase in traffic and parking.

J. Sawatzky, 41 1 Street SE outlined concerns for the width of the existing laneway.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:31 p.m.

CITY OF SALMON ARM

BYLAW NO. 4345

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

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

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

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

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

1. Re-designate Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from INS (Institutional) to HDR (High Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Official Community Plan Amendment Bylaw No. 4345".

READ A FIRST TIME THIS 9th DAY OF September 2019

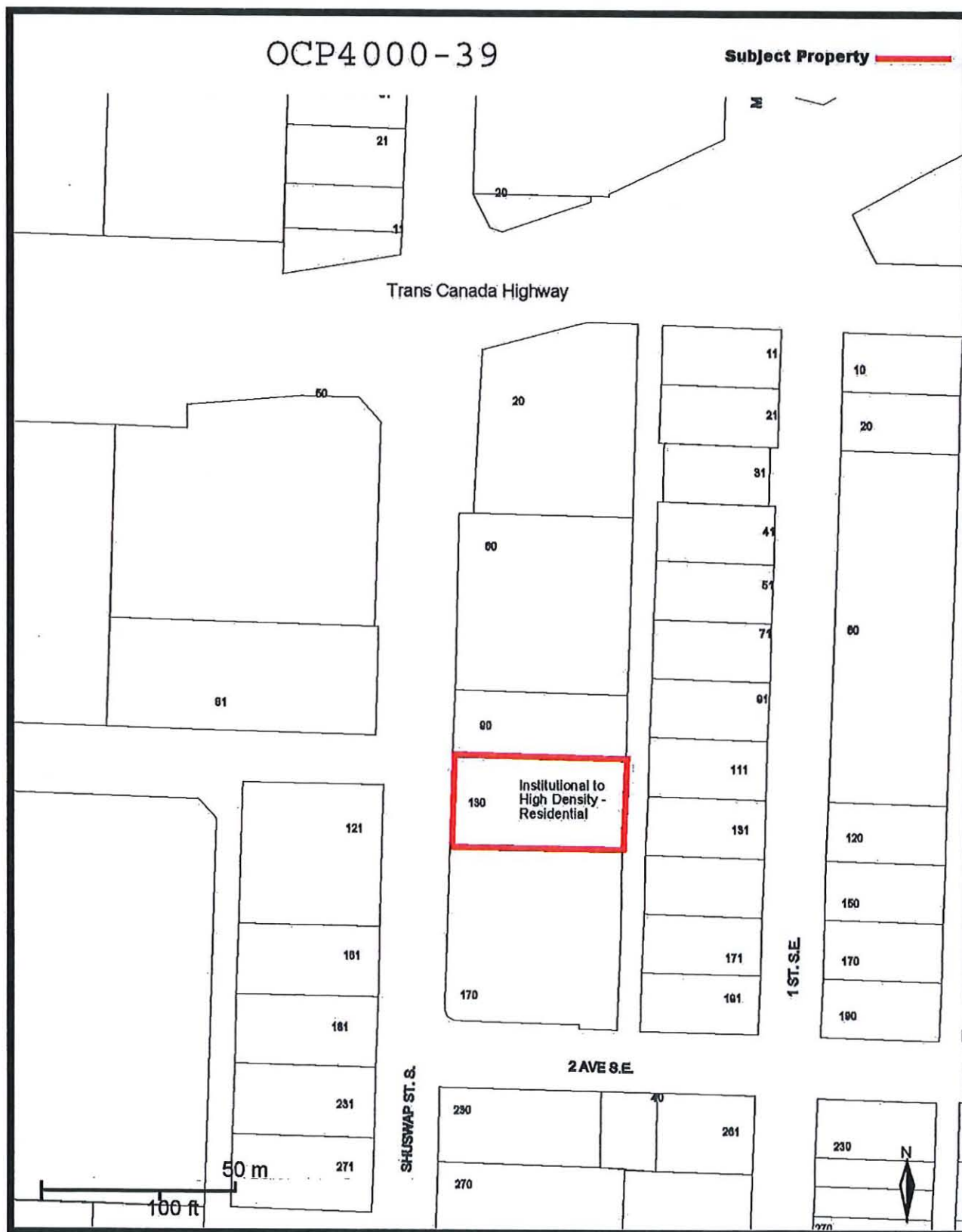
READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS 28th DAY OF October 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER



Item 11.3

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4347 be read a final time.

[ZON-1153; Muto Holdings Ltd.; 130 Shuswap Street SW; P-3 to R-5]

Vote Record

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

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

22. STATUTORY PUBLIC HEARINGS

2. Zoning Amendment Application No ZON-1153 [Muto Holdings Ltd.; 130 Shuswap Street SE; P-3 to R-5]

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

Submissions were called for at this time.

R. Muto, the applicant, was available to answer questions from Council.

D. Revel, 40 2 Avenue SE, asked if the proposed units would be rentals or for purchase.

R. Muto, the applicant, advised that a decision has not been made but that the developer is leaning toward rentals.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:33 p.m.

CITY OF SALMON ARM

BYLAW NO. 4347

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 October 28, 2019 at the hour of 7:00 p.m. was published in the October 16 and 23, 2019 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 14, Township 20, Range 10, W6M, KDYD, Plan 28506 from P-3 (Institutional) to R-5 (High Density Residential) , as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4347"**

READ A FIRST TIME THIS 9th DAY OF September 2019

READ A SECOND TIME THIS 15th DAY OF October 2019

READ A THIRD TIME THIS 28th DAY OF October 2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 6th DAY OF March 2020

"T. KNIGHT"

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

ZON-1153

Trans Canada Highway

190 P-3 to R-5

2 AVE S.E.

SHRUSWAP ST. S.

1ST. S.E.

50 m

100 ft



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Item 11.4

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4372 be read a final time.

[ZON-1166; Westside Farms Ltd., Inc. No. BC 1075703; 1490 10 Avenue SW; A-1 and R-1 to C-3]

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: February 6, 2020

FROM: Director of Development Services

RE: Zoning Bylaw Amendment Application No. 1166
Development Variance Permit Application No. 510

Subject Property: Proposed Lot 1, Plan EPP99304
Civic Address: 1490 - 10 Avenue SW
Owner/Applicant: Westside Farms Ltd., Inc. No. BC 1075703

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4372 be considered, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the northerly 2.77 hectares of that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20 Range 10 W6M, KDYD, shown on Schedule A, from A-1 (Agricultural Zone) and R-1 (Single Family Residential Zone) to C-3 (Service Commercial Zone);

AND THAT: Final reading Bylaw No. 4372 be withheld subject to the following:

- 1) Ministry of Transportation and Infrastructure approval;
- 2) Registration of a Section 219 Land Title Act Covenant addressing the City's Floodplain Regulations and the Provincial Riparian Areas Protection Regulation;

AND THAT: Development Variance Permit No. 510 be authorized for issuance for that part of the NE ¼ of Section 10 included in plan attached to absolute fees parcel book volume 5, folio 614; Township 20 Range 10 W6M, KDYD, which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

Section 4.0 – waive all City of Salmon Arm works and services requirements;

AND THAT: Issuance of Development Variance Permit No. 510 be withheld subject to Registration of a Section 219 Land Title Act Covenant on titles stipulating the following:

- 1) No further subdivision or development of Proposed Lot 1, Plan EPP99304 or the Remainder until fully serviced to City of Salmon Arm Standards; and
- 2) No development on Proposed Lot 1, Plan EPP99304 until fencing is adequately installed along the ALR boundary, in a phased manner and to be approved by a future Development Permit.

PROPOSAL

The rezoning application (ZON-1166) proposes Bylaw No. 4372 intended to rezone the northerly 2.77 ha portion of the subject property (Proposed Lot 1) from Agriculture (A-1) and Single Family Residential (R-1) to Service Commercial (C-3) in order to: 1) facilitate a single lot subdivision along the ALR boundary; and 2) allow for future service commercial land uses and development on Proposed Lot 1.

The second application, Development Variance Permit (DVP-510), is a request for Council to waive all servicing bylaw related requirements to the proposed subdivision; mainly to not upgrade the 10 Avenue SW frontage to the Urban Arterial Street Standard.

The owner/applicant is agreeable to the subject conditions outlined in the Motion for Consideration.

Schedule A and the sketch plan of subdivision "Proposed Lot 1, Plan EPP99304" are attached as APPENDIX 1 and various reference maps are attached as APPENDIX 2. The C-3 zone regulations are attached as APPENDIX 3.

BACKGROUND

The owner/applicant intends to sell the proposed remainder in the ALR to a local, large scale farming operation. There are no immediate plans to further subdivide or develop Proposed Lot 1 and farming activity on the 2.77 ha portion is likely continue over the short-term. The remaining 9.19 ha southern portion in the ALR is to remain zoned A-1 (Agriculture).

Proposed Lot 1 cannot be subdivided under the current A-1 / R-1 zoning due to the minimum parcel size requirement of 8.0 ha for an A-1 zoned lot.

The subject property has a long history of farm use. Proposed Lot 1 and the lots to the east and west have been designated for "Highway Commercial" (HC) land use in the Official Community Plan (OCP) since at least the 1990s. Long standing farm operations have occurred on the lands to the south, southwest and southeast for generations.

Site / Context

The subdivision plan for Proposed Lot 1 shows a 15 m wide panhandle access from 10 Ave. SW to the southern remainder along the present west parcel boundary. It also shows 2.4 m of road dedication along the 273 m length of the 10 Ave. SW frontage. The panhandle and lot depth is approx. 110 m. Within the panhandle is a proposed 6.5 m wide statutory right of way for a drainage ditch that is subject to the Provincial Riparian Areas Protection Regulation (RAPR) and needed by the City for its master drainage planning; mostly for Residential Development Area B to the southeast.

The subject property is relatively flat, a large portion of which lies below the 200-Year Floodplain Elevation (< 352 m Geodetic Survey Coordinate). Tenth Ave. SW has acted somewhat as a dike throughout Salmon Arm's urbanized history as the north side of this road is not within the floodplain. Although excellent land for agriculture with Class 2 soils, it may also be well suited for commercial development with stabilized, raised and drained surface conditions.

Properties across 10 Ave. SW to the north and those to the east and west that are not in the ALR include a mix of service commercial, regional mall (zoned C-3, C-7) and low to medium density residential land uses and developments (zoned R-1 and R-4).

OCP / Zoning

The Highway Commercial land use policies of the OCP applicable to Proposed Lot 1 support C-3 zoning. No development is proposed at this time. If rezoned to C-3, development on Proposed Lot 1 would be subject to a Development Permit application to address architectural form and character; the "Highway Commercial Development Permit Area" guidelines of the OCP and zoning regulations would be applicable.

Proposed Lot 1 was entirely zoned Rural Residential (RR-1) in the mid 1970s and it appears that the ALR boundary today is the original alignment from the early 1970s. The remaining 9 ha portion in the ALR proposed to be severed is to remain designated "Salmon Valley Agriculture" and zoned Agriculture (A-1).

The subject property is designated "Potential Hazardous Areas Development Permit Area - Floodplain". The registration of a Floodplain Covenant as detailed in the Motion for Consideration will satisfy the OCP's policies in this regard. The covenant will generally restrict new development to an elevation above the minimum flood construction level, require favourable geotechnical review prior to development, and save the City harmless from liability.

In terms of the RAPR, the subject property is designated "Environmentally Sensitive Riparian Areas Development Permit Area" in the OCP due to the drainage ditch traversing south to north and mostly aligned with the eastern parcel boundary of the adjacent lot to the west. The default RAPR setback or "Streamside Protection and Enhancement Area" (SPEA) is 30 m. The associated Assessment Report (No. 6034 - January 20, 2020) by Jeremy Ayotte, RP. Bio, Qualified Environmental Professional states:

"This Riparian Areas Regulation assessment report was triggered by a subdivision proposal that also requires dedication of a City of Salmon Arm Right of Way (6.5 m width), and road access to the remaining lot (4.5 m width). The City of Salmon Arm Right of Way will be within the 10 m SPEA on this stream. The road access to the remaining lot will be outside of the 10 m SPEA (see site plan). There is no requirement for any development within the SPEA (soil disturbance or vegetation removal) as a consequence of this proposed development. Establishing a 10 m SPEA on this stream will lead to improved streamside vegetation potential."

The registration of a Riparian Areas Covenant will satisfy the OCP policies in this regard. It will have the effect of prohibiting any development or disturbance of the SPEA on the subject property's proposed panhandle, but it will not apply to the adjacent property where the drainage ditch is primarily located.

A SPEA width less than 30 m needs to be approved by the Ministry of Environment and Climate Change (MOE). Staff understands from the owner/applicant's QEP that MOE will allow a 10 m wide SPEA as proposed; however, as of this date, official notification of approval from MOE has not been received.

The owner/applicant has been cooperating with staff for almost a year with plan to secure a City statutory right of way over the entire length of this critical drainage ditch that would cross over 1,000 m of farmland to the south. The right of way still requires ALC and possibly MOE approval through technical application processes which do not require City Council's approvals.

Servicing Variances

The owner/applicant is requesting that Council waive all servicing requirements for the related subdivision, which would primarily involve road upgrades to the Urban Arterial Standard along the 10 Ave. SW frontage. The related 2016 cross-section from the Subdivision and Development Servicing (SDS) Bylaw shows a 25 m wide (12.5 m wide from centerline) road intended to accommodate on the south side: 7.5 m of asphalt, curb and gutter, street-lighting, 3 m wide multi-use path, fire hydrants and underground utility connections.

The present alignment of 10 Ave. SW is not constructed to the current standard along most of its north and south frontages; newer developments have been subject to an interim Urban Arterial standard of the SDS Bylaw. Recent road works costs for those developments along the north side of 10 Ave. SW have been a minimum of \$1000 / m of frontage, not including hydro and utilities.

The sketch plan of subdivision indicates 2.4 m width of road dedication to achieve a width of 10 m from centerline for a total dedicated area of 657 m². Additional road width may need to be negotiated and secured by a statutory right of way in the future.

The existing water main and sanitary sewer mains within 10 Ave. SW are consistent with the SDS Bylaw standards and do not require upgrading at this time. The existing storm sewer main, however, is at capacity and an alternate storm water management solution is needed for this area which will need to be addressed prior to commercial development proceeding on the subject property.

Staff recommend approval of DVP-510 subject to the registration of a covenant stipulating:

No further subdivision or development of Proposed Lot 1, Plan EPP99304 or the Remainder until fully serviced to City of Salmon Arm Standards

The above covenant would defer all servicing requirements to the next subdivision or development, whichever is applied for first.

Engineering Department

Comments are attached.

Ministry of Transportation and Infrastructure

Ministry approval of the Rezoning Bylaw is required as the subject property is within 800 m of the Trans Canada Highway.

Agricultural Advisory Committee

The AAC's mandate includes reviewing planning / development applications for properties in the ALR and along its fringe. The AAC reviewed the rezoning application on February 5, 2020 and unanimously recommended approval.

ALR Buffering

To be somewhat consistent with the OCP policies for agricultural land, the City's Approving Officers have consistently required the installation of fencing along ALR boundaries for past proposals under similar circumstances. At a minimum, fencing should be installed to separate agricultural uses from commercial, residential and other non-compatible activities. The C-3 zone allows for a broad range of commercial uses and accessory residential development on upper floors.

The fencing work is requested to be deferred to future Development Permit approvals and potentially in a phased manner depending on how Proposed Lot 1 is subdivided and developed. The fencing requirements are to be addressed in the same Covenant as the servicing requirements associated with the DVP. Staff support this request. The type and height of fencing can be reviewed in the future with reference to the Ministry of Agriculture's / ALC's Fencing and Buffering Guidelines and relative to the proposed C-3 uses.

CONCLUSION

The proposed rezoning is consistent with the OCP and supported by City staff. The proposed variance will defer off-site servicing and fencing along the ALR boundary to a later date when future development or subdivision is applied for. The owner/applicant is agreeable to the subject conditions outlines in the Motion for Consideration.


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



The intended plot size of this plan is 560mm in width by 656mm in height (D size) when plotted at a scale of 1:1000

DMS 5428
 Plan EP91546

DMS 5428
 NAD83(CSRS) 2002.0
 W6 Zone II
 S-S411044.741
 S-S41022.540
 Estimated of 1994
 Section 10, Rge 10

DMS 3306
 Plan DP91546

DMS 3306
 NAD83(CSRS) 2002.0
 W6 Zone II
 S-S411044.741
 S-S41022.540
 Estimated of 1994
 Section 10, Rge 10

10 Avenue SW
 Road 657.7m

1
 2.77 ha
 6.850 acres
 That Part of
 NE1/4 Sec 10
 (Absolute Fees Parcel Book
 Volume 5, Folio 614)

1
 22.73 ha
 56.50 acres
 Rem That Part of
 NE1/4 Sec 10
 (Absolute Fees Parcel Book
 Volume 5, Folio 614)

Sec 10
 Tp 20
 Rge 10
 W6M

Rem Parcel B
 NE1/4
 Sec 10

Plan 34735
 Plan 28562
 Rem 2
 Plan 4309
 1
 Plan 10420
 3
 Plan 4309
 Rem 1
 Plan 3757
 A
 Plan 1043
 B/A
 Plan KAP56825
 1/4 Sec 10
 Plan 3451791
 Rem A
 Plan 17415
 Rem A
 Plan 1549

Plan 3759
 3759
 3991
 3992

Plan 29584
 Plan 29584
 Plan 29584

Plan 34735
 Plan 28562
 Rem 2
 Plan 4309
 1
 Plan 10420
 3
 Plan 4309
 Rem 1
 Plan 3757
 A
 Plan 1043
 B/A
 Plan KAP56825
 1/4 Sec 10
 Plan 3451791
 Rem A
 Plan 17415
 Rem A
 Plan 1549

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 13.

This plan shows horizontal ground-level distances, unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.5598763. The average combined factor has been determined based on an ellipsoidal elevation of 338.1 meters.

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
- Standard Iron Post Placed
- ▲ Traversa Hub Found
- W Denotes Witness
- Rm Denotes Reminder

Note: This plan shows one or more witness posts which are not set on the true corner(s)

This plan lies within the Agricultural
Land Reserve

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

This plot lies within the Columbia Shuswap
Regional District

The field survey represented by this plan was completed on the 15th day of December, 2019
Joseph Charles Johnson, BOLS (804)

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
FAX: 655-18 655-1800

SCHEDULE A BYLAW NO. 4372

TRANS CANADA HIGHWAY No. 1

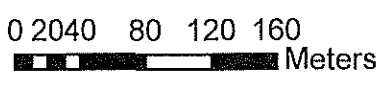
2.77 ha Proposed to be Rezoned

R-1
TO
C-3
A-1
TO
C-3
R-1
TO
C-3

To Remain A-1 & ALR

N.E.1/4

Rem. Parcel B
N.E.1/4



Subject Parcel

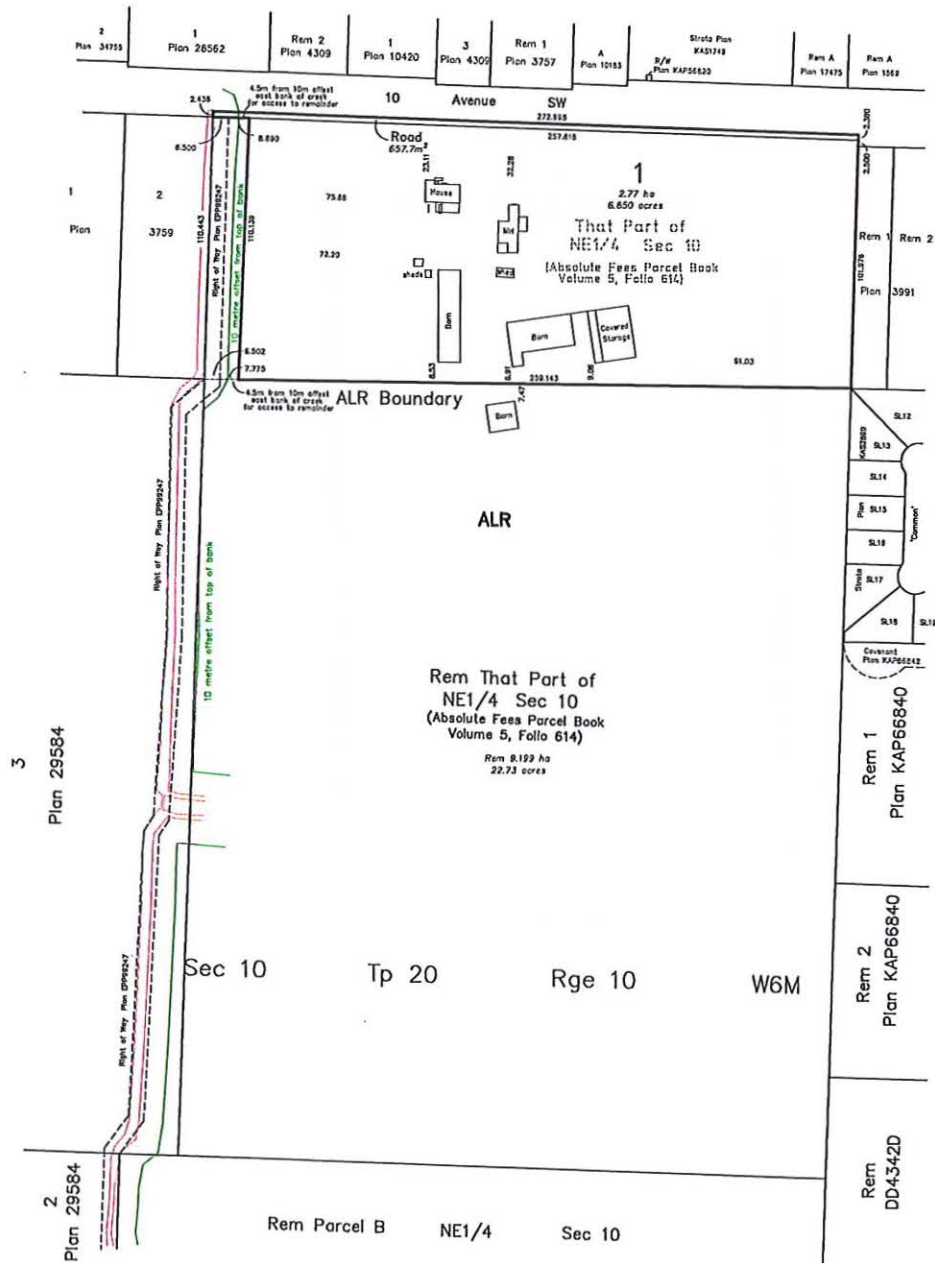


ALR Boundary

Sketch Plan of Proposed Subdivision of Part of
That Part of the NE1/4 of Sec 10 included in
Plan attached to Absolute Fees Parcel Book
Volume 5 Folio 614, LTP 20, Rge 10,
W6M, KDYD

BCGS 82L.064

50 0 50 100
All distances are in metres.
The intended plot size of this plan is 560mm in width by
864mm in height (D size) when plotted at a scale of 1:1000



Approval pursuant to Section 10(1)(d) of
Agricultural Land General Regulation
171/2002 - Subdivision along an ALR boundary

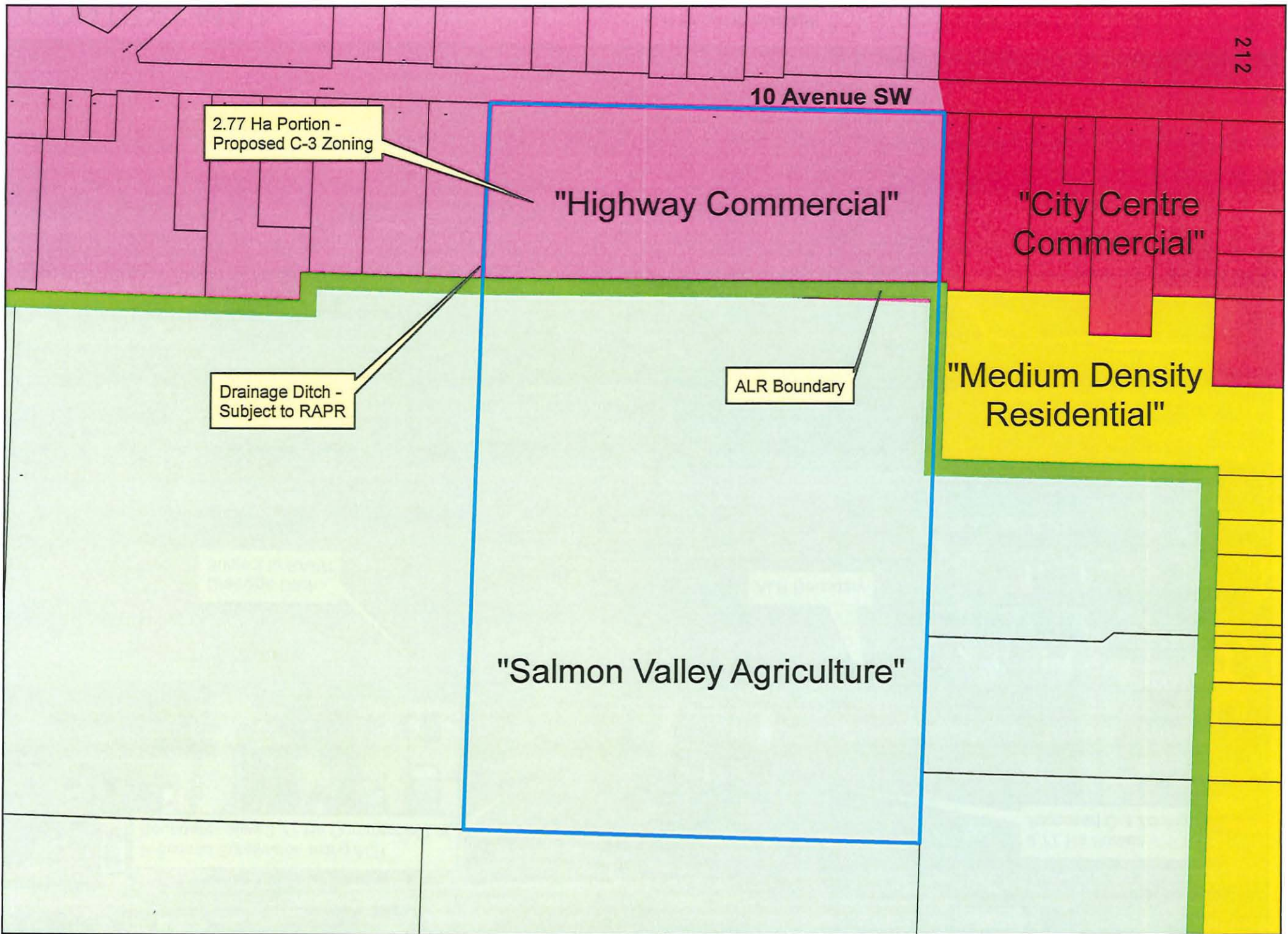


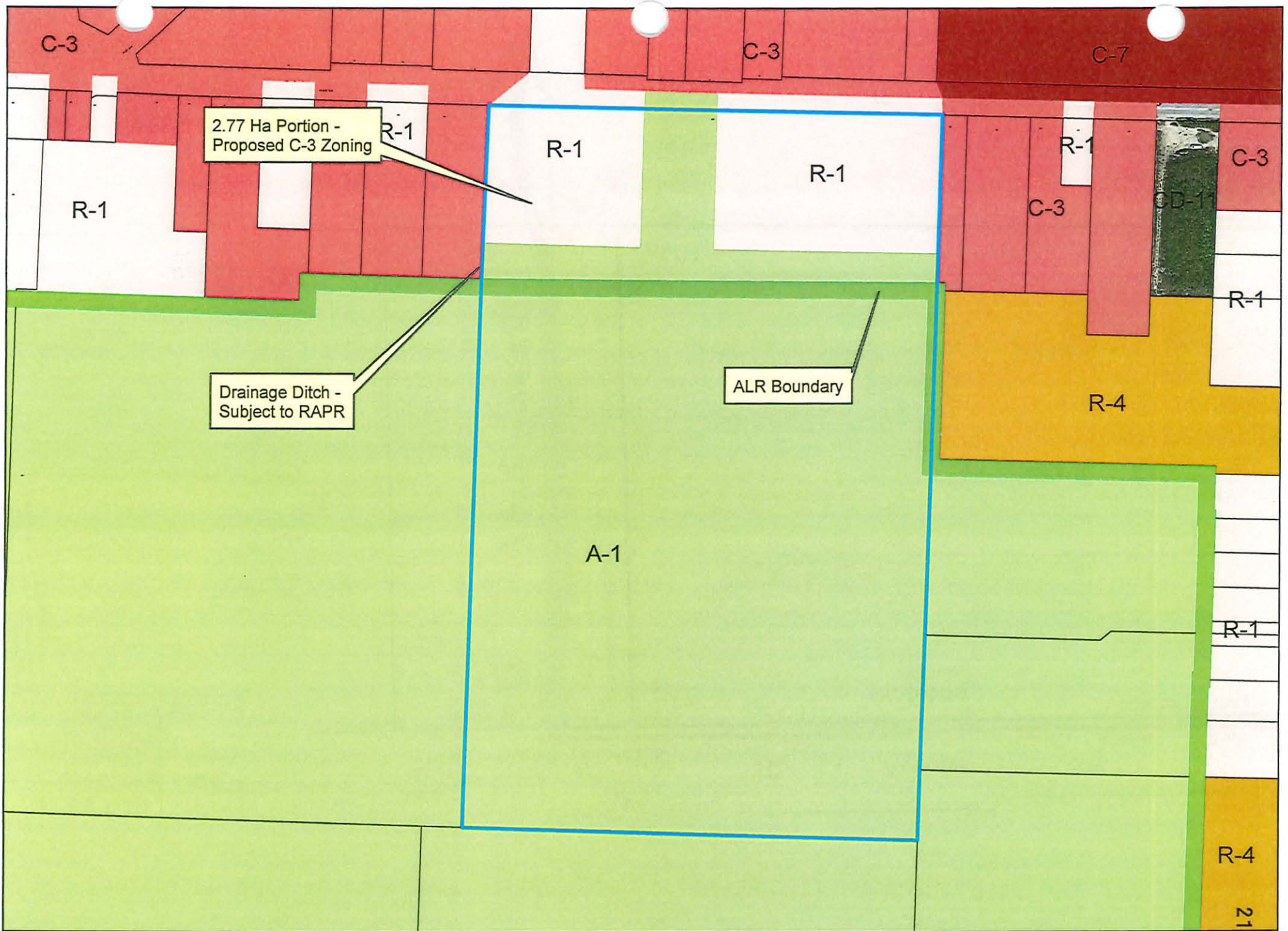
CONTEXT MAP

ALR Boundary

Subject Property







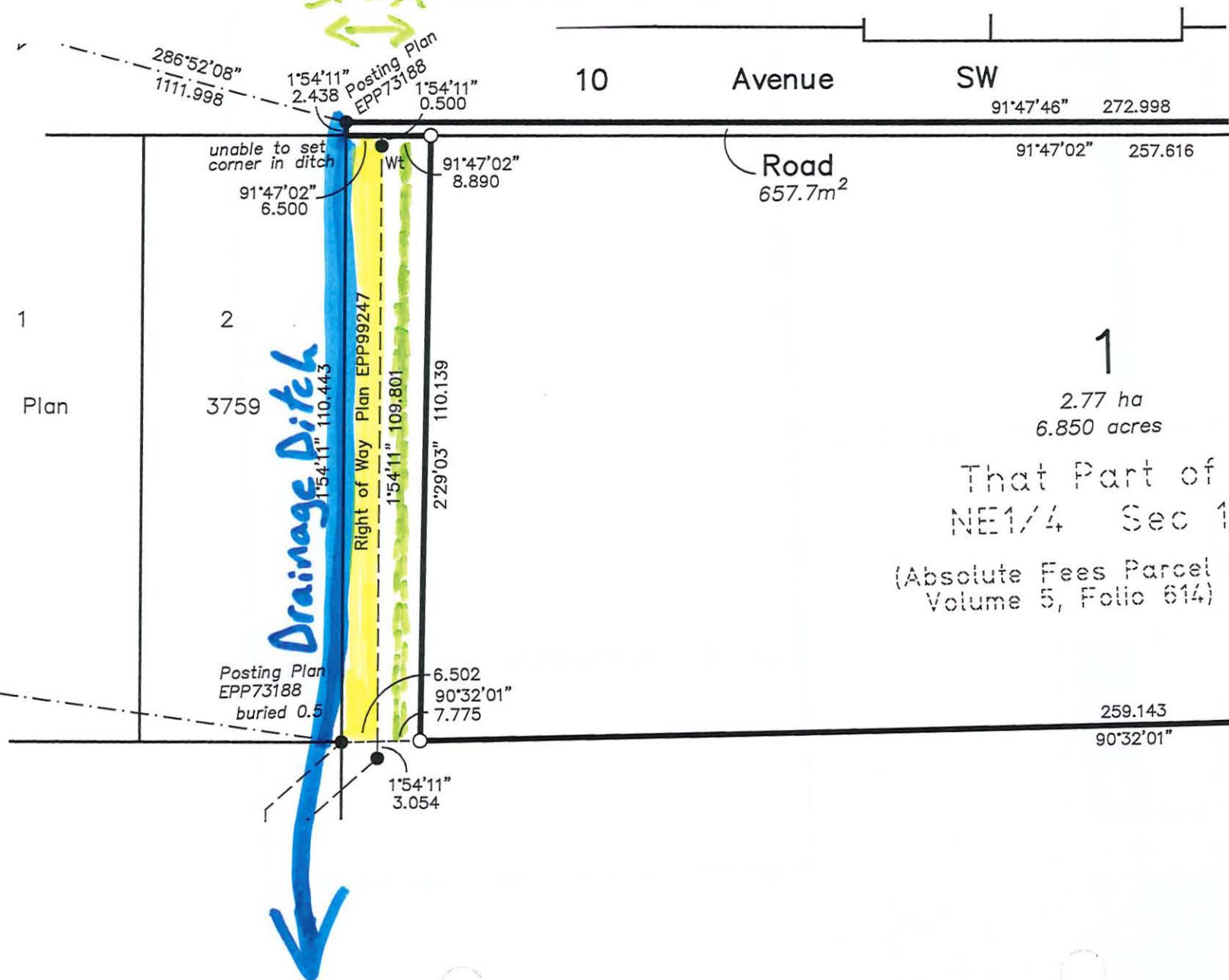
ZONING

Subject Property



GNSS 5428
NAD83(CSRS) 2002.0
UTM Zone 11
N=5618488.761
E=336201.540
Estimated absolute
accuracy= 0.06m

GNSS 5206
Plan EPP61546

$$\begin{array}{r} 6 \\ \hline \text{RS) } 2002.0 \\ 11 \\ \hline -0.145 \\ 222 \end{array}$$


216

Purpose

- 17.1 The C-3 Zone is intended to accommodate commercial uses which are oriented towards vehicular traffic and require large areas of land for storage and/or display purposes and/or to accommodate large *buildings*. New *developments* zoned C-3 may be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*.

Regulations

- 17.2 On a *parcel zoned C-3*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-3 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 17.3 The following uses and no others are permitted in the C-3 Zone:

- .1 auto parts and accessories (new) sales;
- .2 automotive repair shop, excluding *fuel service stations*;
- .3 automotive sales and rental lots and showroom (new and used);
- .4 boat and trailer sales and rental showrooms, including minor repairs;
- .5 *building* supply establishment;
- .6 *cafe*; #2736
- .7 car wash;
- .8 *commercial daycare facility*;
- .9 *craft distillery and brewery*
- .10 electrical appliance repair shop;
- .11 farm equipment sales and rental;
- .12 frozen food lockers, including retail sales;
- .13 funeral home including accessory crematorium;
- .14 greenhouses and nurseries, including retail sales;
- .15 *high technology research and development*; #4368
- .16 *home occupation*; #2782
- .17 laboratory, scientific and research;
- .18 laundromat;
- .19 locksmith shop;
- .20 *licensee retail store*; #3223
- .21 *mini warehousing*;
- .22 *mobile food vending*; #4240
- .23 *mobile home* sales; #2736
- .24 moving and storage establishment;
- .25 *neighbourhood pub*; #3223
- .26 *offices*;
- .27 *outside vending*; #2837
- .28 *personal service establishment*; #4049
- .29 print shop;
- .30 *public use*;
- .31 *public utility*;
- .32 radiator repair shop;
- .33 *recreation facility-indoor*;
- .34 recreation vehicle sales, repair, rental and assembly on parcels greater than 1.0 hectare with maximum 25% of gross floor area to be used for *parts assembly*. #2596
- .35 rental and repair of tools, small equipment; #2736
- .36 *restaurant*;
- .37 *retail store*; #4049
- .38 tire sales and repair establishment;

- .39 *transportation use;*
- .40 *truck sales and rental lots and showroom;*
- .41 *upholstery shop;*
- .42 *upper floor dwelling units;*
- .43 *veterinary hospital;*
- .44 *accessory use;*

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

17.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.68 feet).

Minimum Parcel Size or Site Area

17.6 The minimum *parcel* size or *site* area shall be 465.0 square meters (5,005.4 square feet).

Minimum Parcel or Site Width

17.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal Buildings

17.8 The minimum *setback* of the *principal buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line*
 - adjacent to a residential *zone* shall be 3.0 metres (9.8 feet)
 - all other cases shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line*
 - adjacent to a residential *zone* shall be 3.0 metres (9.8 feet)
 - all other cases shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)

Minimum Setback of Accessory Buildings

17.9 The minimum *setback* of *accessory buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)

Outside Storage

17.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

17.11 Parking and loading shall be required as per Appendix I.

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: DATE
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Westside Farms Ltd., PO Box 1022, Salmon Arm, BC V1E 4P2
 APPLICANT: Owner - W. H. Laird
 SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1166
 VARIANCE PERMIT APPLICATION NO. VP-510
 SUBDIVISION APPLICATION NO. SUB-20.01
 LEGAL: THAT PART OF THE NORTH EAST ¼ OF SECTION 10 INCLUDED IN
 PLAN ATTACHED TO ABSOLUTE FEES PARCEL BOOK VOLUME 5
 FOLIO 614; TOWNSHIP 20, RANGE 10, W6M, KDYD (PID: 014-070-464)
 CIVIC: 1490 - 10 Avenue SW

Further to your referral dated 15 January 2020, we provide the following servicing information.

Engineering Department does not have any concerns related to the re-zoning and recommends that the Zoning be granted.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties 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.

SUBDIVISION APPLICATION FILE: 20-01

06 February 2020

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8. At the time of development, the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
 9. For the off-site improvements at the time of development, the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, the City will require a right of way to allow construction of City services within the additional 2.5m. Additional road dedication may be required to achieve the 20m road dedication, exact extent to be confirmed by BCLS.
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4 (currently being amended.) Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

Since the owner does not plan to develop either of the proposed lots at this time, the Engineering Department would support:

- Proposed Lot 1: Deferring the upgrades on 10 Avenue SW until development, subject to a covenant preventing further development until full upgrades are completed.
- Remainder Lot: Cash in lieu payment for future upgrade of 10 Avenue SW (work to be carried out with Lot 1 frontage improvements.)

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Proposed Lot 1 is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. However since there are no immediate plans to develop this lot, lot servicing may be deferred to the development stage, subject to covenant. Records indicate that Proposed Lot 1 is currently serviced by two un-metered residential 19mm services from the 200mm main on 10 Ave SW. Only one service will be permitted per lot. A water meter shall be installed on the existing service to remain in a meter pit at property line prior to subdivision. All inadequate / redundant

SUBDIVISION APPLICATION FILE: 20-01

06 February 2020

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services are to be disconnected at the watermain, Owner / Developer is responsible for all associated costs.

3. The Remainder Lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). However since there are no immediate plans to develop this lot, lot servicing may be deferred to the development stage, subject to covenant. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. One additional hydrant is required to meet the commercial density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Avenue SW. No upgrades will be required at this time.
2. Proposed Lot 1 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's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Remainder Lot 2 is outside the Urban Containment Boundary and cannot therefore connect to the City sanitary sewer without requesting consent from Council and the payment of DCC equivalents. Subject to the required approvals from Interior Health Authority, a private on-site disposal systems may be used for lot 2.

Drainage:

1. The subject property fronts a 1500mm diameter storm sewer on 10 Avenue SW. This storm sewer is currently at full capacity and the City is investigating options to mitigate upsizing of the main which may result in changes to the future cross-section of 10 Avenue SW. Deferring construction of the frontage to development is advantageous to the City to allow the final cross-section to be determined.

SUBDIVISION APPLICATION FILE: 20-01

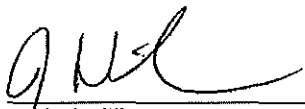
06 February 2020

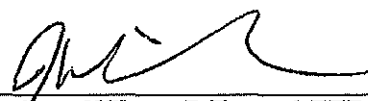
Page 4

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2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
 3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
 4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Due to the existing capacity issues, if not resolved, post-development flows shall be restricted to the 2 year pre-development flow. 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 may be deferred to development stage, subject to covenant.


for: **Chris Moore**
Engineering Assistant


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

24. STATUTORY PUBLIC HEARINGS

1. City of Salmon Arm Zoning Amendment Application No. ZON-1166 [Westside Farms Ltd., Inc. No. BC 1075703; 1490 10 Avenue SW; A-1 and R-1 to C-3]

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

Submissions were called for at this time.

W.H. Laird, the applicant, was available to answer questions from Council.

P. Pudwell, on behalf of his mother located at 10 – 1231 10 Street SW, spoke to concerns with increased noise, potential future operations, and property values.

P. Pudwell, on behalf of his mother located at 10 – 1231 10 Street SW, asked questions regarding the proposed fence along the ALC boundary.

Staff confirmed that another notification process would ensue if and when a Development Permit application is made for the subject property.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:38 p.m. and the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4372

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 March 9, 2020 at the hour of 7:00 p.m. was published in the February 26 and March 4, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone that part of the north east $\frac{1}{4}$ of Section 10 included in plan attached to absolute fees parcel book volume 5 folio 614; Township 20, Range 10, W6M, KDYD from R-1 & A-1 (Single Family Residential Zone & Agriculture Zone) to C-3 (Service Commercial Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4372"

READ A FIRST TIME THIS 24 DAY OF February 2020

READ A SECOND TIME THIS 24 DAY OF February 2020

READ A THIRD TIME THIS 9 DAY OF March 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 12 DAY OF March 2020

"E. KEAM"

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

[illegible]

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Item 11.5

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4370 be read a final time.

[ZON-1165; 628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3]

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: February 11, 2020

Subject: Zoning Bylaw Amendment Application No. 1165
Development Permit Application No. 423 (Highway Service / Tourist Commercial)

Legal: Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251
Civic: 521 – 10 Street SW
Owner & Applicant: 628746 BC LTD. / Laird, B.

MOTION FOR CONSIDERATION

- THAT:** Bylaw No. 4370 be considered, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 – 10 Street SW) from C-7 (Shopping Centre Commercial Zone) to C-3 (Service Commercial Zone);
- AND THAT:** Final reading of Bylaw No. 4370 be withheld subject to:
1. Approval by the Ministry of Transportation and Infrastructure, and
 2. The modification of Covenant CA3712464 – CA3712465 to allow for subdivision and the construction of a furniture store in accordance with the elevations and site plan attached in Appendix 3;
- AND THAT:** Development Permit No. 423 be authorized for issuance for Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 (521 – 10 Street SW) in accordance with the elevations and site plan attached in Appendix 3;
- AND FURTHER THAT:** Issuance of Development Permit No. DP-423 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The proposal is to rezone and develop the parcel located at 521 – 10 Street SW (Appendix 1 and 2) for a new 19,000 square foot commercial furniture store building. Rezoning will allow for a planned subdivision (SUB-19.20) as shown in the attached site plans. The proposed building design is for a single storey commercial building on the northeast corner of the parcel, with a showroom, storage and office space.

Public parking will be located in the front of the building, with loading and staff parking located at the rear of the building.

Letters of Intent, elevations and site plan drawings are attached as Appendix 3.

SITE CONTEXT

The site is designated Highway Service / Tourist Commercial in the City's Official Community Plan (OCP) and is zoned Shopping Centre Commercial (C-7) in the Zoning Bylaw (Appendix 4 and 5). The parcel is subject to the guidelines of the OCP's Highway Service / Tourist Commercial Development Permit Area as described further in this report.

The site is currently vacant of any buildings (site photos attached as Appendix 6). The property under consideration has a gross area of 3.6 acres and has approximately 43 m of frontage along 10 Street SW.

The adjacent land uses are described as follows:

| | |
|--------|--|
| North: | C-3 - Service Commercial |
| South: | C-7 - Shopping Centre Commercial |
| East: | 10 Street SW with R-1 & R-4 – residential beyond |
| West: | C-3 - Service Commercial |

In support of their Development Permit application, the applicant has provided a detailed site plan (Appendix 3) to demonstrate their concept for the property, and elevations depicting the proposed building design.

Traffic Impact Analysis

This site was before Council in 2013/2014 related to the subdivision and development of the neighbouring Kal Tire parcel. Due to the potential traffic increase related to the proposed development impacting the intersection of 10 Street and 5 Avenue, a Traffic Impact Analysis (TIA – Appendix 7) was required and a subsequent covenant restricting future development was placed on the remaining undeveloped property (Appendix 8). The TIA considered the highest practical use of the site, assuming an ultimate build out of over 105,000 square feet of gross floor area under C-3 (Kal Tire, 11,300 square feet) and C-7 zoning (94,500 square feet), and a peak trip generation of 352 per hour.

Some of the TIA recommended improvements have been completed, however concerns remain regarding the adjacent intersection and roadways which are expected to see increased traffic volumes related to future development. The applicant has requested an amendment to the covenant (Appendix 9) which would allow for the building of the proposed furniture store and single lot subdivision without an update to the TIA, while the requirement would remain on title to be triggered by future development.

COMMENTS

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

Comments attached as Appendix 10.

Ministry of Transportation and Infrastructure

The subject property is located within 800 m of the Trans Canada Highway therefore the zoning bylaw amendment requires approval by MOTI pursuant to the Transportation Act. The application was referred to MOTI for comment on January 9, 2020. Approval from MOTI will be required prior to final adoption of the zoning bylaw. Preliminary approval of the zoning bylaw amendment has been granted.

The MOTI comments and covenant are attached as Appendix 11.

Design Review Panel

A Design Review Panel (DRP) meeting was held on January 23, 2020 to discuss the form and character of the proposed development (meeting minutes attached - Appendix 12). The DRP was supportive of the proposal as presented. Noting their support of the proposal as presented and the design features proposed, the panel did mention an opportunity to potentially enhance the design of the north and south elevations.

Staff noted that from initial pre-application discussions with the applicant, that the design has been enhanced with the vertical features brought in to break up the north and south elevations.

Planning Department

OCP Commercial Policy - Zoning

The OCP's Highway Service / Tourist Commercial designation supports the proposed C-3 zone. The current C-7 – Shopping Centre zone has a minimum parcel size of 1.0 hectares. Rezoning to C-3, which has a minimum parcel size of 465 square metres, is required to support the proposed subdivision.

Staff are supportive of allowing the City's "no build / no subdivision" covenant to be amended to allow a Building Permit for the furniture store and the related single lot subdivision. Without amending the covenant, a Building Permit can not be issued. The amendment would allow for a furniture store only, and compared to the full build out of a shopping mall, the development of a 19,000 square foot furniture store should generally produce limited impact in terms of traffic generation.

The City's covenant would remain on title, meaning that an updated TIA would be required for any further development proposal.

Form and Character Development Permit

The proposed development is subject to the "Highway Service/Tourist Commercial Development Permit Area" design guidelines of the OCP, suggesting characteristics under the topics of siting and building, landscape and screening, as well as access, circulation and parking area guidelines.

Siting and Building

The one storey, rectangular shaped building will be approximately 7.0 m in height (10 m maximum is permitted), presenting architectural interest with an enhanced facade divided into three elements by an elevated central entrance feature. The building is oriented to the street frontage as main entry way and multiple windows face 10 Avenue SW, complimented with awnings and fascia signage.

Landscape and Screening

The proposed site plan (Appendix 3) shows two general sites for landscaping: an island located adjacent the proposed building and a boulevard strip including two parking area islands adjacent 10 Street SW helping to define the edge of the site. The refuse containers are located at the rear of the site.

Access, Circulation and Parking Area

Vehicle access is via a let down shared with Kal Tire from 10 Street SW with an access route along the north parcel line to the rear parking area. Future access routes may be created in the future over the adjacent property to the south. There are a total of 28 parking stalls proposed: 22 parking stalls proposed in the front area with 6 stalls at the rear of the site. The front parking area is broken by landscaping.

There are two loading areas: one at the rear of the building and one at the entrance way. Furthermore, the proposal shows an asphalt parking surface.

The subject property is proposed for commercial use including retail, office and storage/warehouse space. A strict interpretation of the Zoning Bylaw would require 81 parking spaces for a retail uses, while 28 parking spaces are proposed. The Zoning Bylaw requires a range of parking spaces for different retail uses, however "furniture store" is not amongst the uses contemplated. In the opinion of staff, the most appropriate category for the proposed use would be "Equipment, Machinery, Tool and Appliance Sales, Rental and Repair."

The applicant has included a letter from the prospective tenant (and potential owner) indicating that the 28 proposed parking spaces would exceed their needs (Appendix 3). Staff have reviewed local furniture stores as well as recent applications in adjacent communities, and concur that the parking proposed appears sufficient for the use intended. Related to parking requirements, the "Equipment, Machinery, Tool and Appliance Sales, Rental and Repair" category appears to largely align with existing furniture stores of similar format.

Servicing and Future Road Widening / Building Setbacks

10 Street SW is designated as an Urban Collector Road in the OCP, and is currently constructed with a 20 m dedicated width. The proposed building is setback over 25 m from the front parcel line, far exceeding the required setback. The proposed location is in conformance with zoning regulations and any relocation would need to meet appropriate setback and regulatory requirements.

CONCLUSION

The proposed C-3 zone is consistent with the OCP Highway Service / Tourist Commercial designation, and is therefore supported by staff.

The proposal involves the development of the subject property with a commercial retail building. The application substantially aligns with the "Highway Service/Tourist Commercial Development Permit Area" guidelines of the OCP. The form and character proposed is consistent with these guidelines. The applicant has been forthcoming and co-operative, working with staff to ensure alignment with OCP guidelines. Overall, staff is satisfied with the design proposed.

Zoning Bylaw Amendment Application No. 1165 and Development Permit No. 423 are recommended for approval by staff.




Prepared by: Chris Larson, MCP
Planning and Development Officer

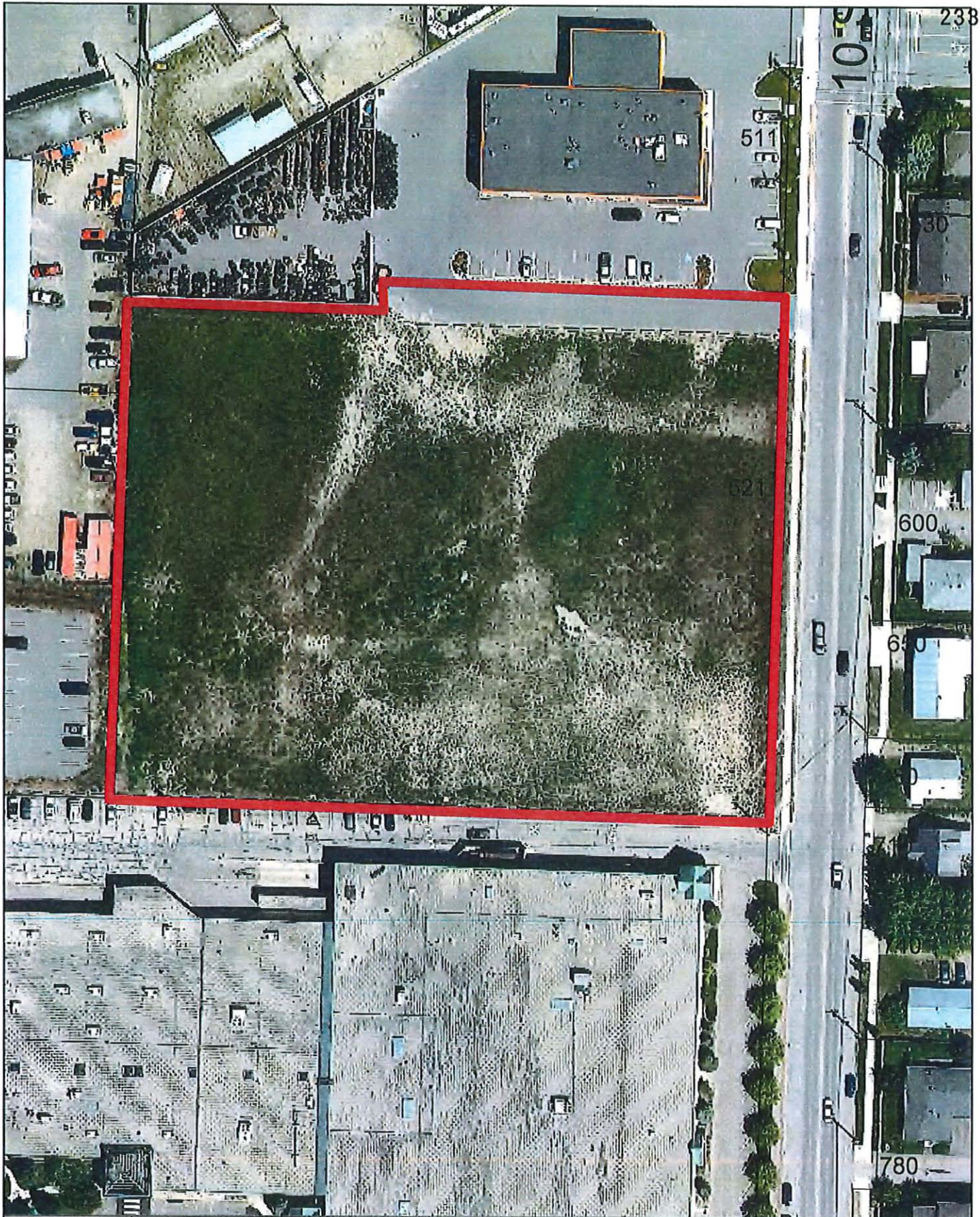


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 25 50 100 150 200 Meters

 Subject Parcel



0 10 20 40 60 80 Meters

 Subject Parcel

628746 B.C. Ltd.
Box 1022
Salmon arm BC.
V1E 4P2

Dec. 27, 2019
Mayor and Council
Re: development of 521 10th ST SW

The undersigned will be representing the owner during construction of a proposed 20,000 sq. ft. building to accommodate a new Ashley Furniture store. It is the intent of the developer to subdivide and rezone this property from C-7 to C-3 as current zoning restricts lot size. Access to the new lot will be via the existing service road from 10th street, shared with Kal Tire. The owner has provided a letter requesting a parking variance based on their experience at 2 other stores.

Ashley corporate will not own the building but has influence re design and finishes. Attached are proposed elevations which include considerable glazing, stone, durable fiber cement and metal siding elements which are compatible with and exceed the character of neighbouring buildings. Landscaping will include bricks between the sidewalk and 10th, matching the existing Kal Tire and Piccadilly sites.

We believe this proposed building will add substantially to the existing street scape and retail opportunities in Salmon Arm.

Yours truly,



W. H. Laird.



3202-28TH STREET, VERNON, B.C. V1T 4Z8
PHONE, 250-545-0535 GST R100836121

September 9, 2019

This letter is to advise pertinent departments and/or other stakeholders that based on previous parking requirements in both our Penticton and Vernon stores that we will require a peak parking need for **17 customer stalls and 6 staff parking stalls** for the location in Salmon Arm.

We have more staff in both Penticton and Vernon but we are expecting customer numbers to be slightly lower but basically in the realm of these two stores.

If you require anything further with regard to this, please feel free to contact me at the above phone number, or via email cturcotte@ashleyok.ca.

Regards,

A handwritten signature in cursive script that reads "Cheryl Turcotte".

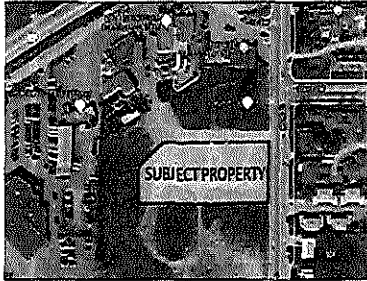
Cheryl Turcotte, CPA, CGA
Controller
Case Furniture Ltd./Ashley Homestores

/ct



ASHLEY'S FURNITURE WH LAIRD HOLDINGS LTD. SALMON ARM, BC

LOCATION MAP



CONSULTANTS:

ARCHITECTURAL:
GARRY TOMPOROWSKI ARCHITECT LTD.
CONTACT: GARRY TOMPOROWSKI
4243 - 1889 SPRINGFIELD ROAD
KELOWNA, B.C. V1Y 1S3
PHONE: (250) 879-1668, FAX: (250) 879-4366
EMAIL: garry@garch.ca

STRUCTURAL: (SLAB ONLY)
R & A ENGINEERING (1997) LTD.
CONTACT: GREG WYUKE
202-3401 33 RD. STREET
VICTORIA B.C. V8T 7X7
PHONE: (250) 545-1357, FAX: (250) 545-1358
EMAIL: admin@raengineering.ca

ELECTRICAL:
REQUIRE

SURVEYOR:
BROWNE JOHNSON LANE SURVEYORS
CONTACT: JOE JOHNSON
371 ALEXANDER ST. NE. #201
SALMON ARM, B.C. V1E 4N5
PHONE: (250) 872-9701
EMAIL: joe@brownejohnson.com

LANDSCAPE:
INTERIOR TESTING SERVICES LTD.
CONTACT: ERIC REYNARD
277 SALMON ARM DRIVE
SHERRILL, B.C. V1E 1V3
PHONE: (250) 804-6440
EMAIL: eric.reynard@interiortesting.com

STRUCTURAL:
KD KETCHEN & ASSOCIATES LTD.
CONTACT: KLINT KETCHEN
SUITE 123, 800 - 15355 24th AVENUE
STRASBURG, B.C. V1A 2H9
PHONE: (250) 560-5540
EMAIL: ketchen@shaw.com

MECHANICAL:
HPF ENGINEERING LTD.
CONTACT: NEIL ROGERS, P. ENG.
101 - 1402 MCGILL ROAD
SALMON ARM, B.C. V1E 1L3
PHONE: (250) 878-0984
EMAIL: neil@hpfengineering.com

GEOTECHNICAL:
INTERIOR TESTING SERVICES LTD.
CONTACT: PETER HANENBURG P. ENG.
#1 - 1365 MOSS COURT
KELOWNA, B.C. V1Y 9L3
PHONE: (250) 860-6540
EMAIL: info@interiortesting.com

CIVIL:
GENTECH ENGINEERING INC.
CONTACT: BRIAN HILLSON
BOX 328, #3 - 551 TRANS CANADA HIGHWAY NE
SALMON ARM, B.C. V1E 4N5
PHONE: (250) 872-7602
EMAIL: gentech@gentechengineering.com

LIST OF DRAWINGS:

ARCHITECTURAL:
DP 0.0 COVER SHEET
DP 1.0 B.C. BUILDING CODE REVIEW
DP 1.1 OVERALL SITE PLAN
DP 1.2 ENLARGED SITE PLAN
DP 2.1 MAIN FLOOR PLAN
DP 2.2 FRONT ENTRY DETAIL
DP 2.3 MEZZANINE PLAN & STAIR DETAIL
DP 2.4 ROOF PLAN
DP 3.1 ELEVATIONS
DP 3.2 ELEVATIONS
DP 4.1 BUILDING SECTIONS
DP 5.1 SIGNAGE DETAILS

PROJECT INFO:

CIVIC ADDRESS:
321, 10th STREET SW, SALMON ARM, B.C.

LEGAL ADDRESS:
PART OF LOT 5, SEC. 15, TP. 20
R.10, W6M, E0Y0, PLAN 12305

ZONING:
C7

SITE AREA:
3.694 AC (157,000.0 sq ft)

GROSS FLOOR AREA (SF (m2)):

MAIN FL. 19,202.0 sf (1,853.68 sq m)
MEZZANINE (15.5M) 680.0 sf (63.17 sq m)
TOTAL GFA 19,882.0 sf (1,916.85 sq m)

FOR INFORMATION ONLY

CITY OF SALMON ARM ZONING BYLAW (No. 2303) ANALYSIS:

SECTION 21: C-7 SHOPPING CENTRE COMMERCIAL ZONE

| REQUIRED | PROVIDED |
|--|----------------------|
| PURPOSE | PURPOSE |
| 21.1 C-7 ZONE IS INTENDED TO PROVIDE FOR THE DEVELOPMENT OF SHOPPING CENTRES | 21.1 SHOPPING CENTRE |

REGULATIONS
21.2 C-7 ZONE REGULATIONS TO APPLY.

PERMITTED USES
21.3 FOLLOWING USES PERMITTED SHOPPING CENTRES

MAX. HEIGHT OF PRINCIPAL BUILDING
21.4 MAX. HEIGHT 12.0m (39.4 ft)

MIN. PARCEL SIZE
21.5 MIN. PARCEL SIZE 1.0ha (2.5 ac)

MIN. PARCEL WIDTH
21.6 MIN. PARCEL 75.0m (243.1 ft)

MIN. SETBACK OF PRINCIPAL BUILDING
21.7 MIN. SETBACK FROM ALL PARCEL LINES 6.0m (19.7 ft)

OUTSIDE STORAGE
21.8 NOT PERMITTED

PARKING AND LOADING
21.9 PARKING REQUIRED 1 PER 24 sqm = 1057 / 24 = 43.5

LOADING REQUIRED
2 PER 1057sqm

REGULATIONS
21.2 C-7 ZONE REGULATIONS

PERMITTED USES
21.3 FOLLOWING USES PROPOSED SHOPPING CENTRES

MAX. HEIGHT OF PRINCIPAL BUILDING
21.4 MAX. HEIGHT 7.01m (23.0 ft)

MIN. PARCEL SIZE
21.5 PARCEL SIZE 1.46ha (3.6 ac)

MIN. PARCEL WIDTH
21.6 PARCEL 109.24m (358.4 ft)

MIN. SETBACK OF PRINCIPAL BUILDING
21.7 SETBACK FROM PARCEL LINES
NORTH 9.75m (32.0 ft)
WEST 62.56m (205.25 ft)
SOUTH 82.8m (271.6 ft)
EAST 25.0m (82.0 ft)

OUTSIDE STORAGE
21.8 NONE

PARKING AND LOADING
21.9 PARKING PROVIDED 28 STALLS
LOADING REQUIRED 2 BAYS

VARIANCES REQUIRED

1) PARKING FROM 81 TO 28 STALLS

B.C. BUILDING CODE (2018) ANALYSIS:

| MAJOR OCCUPANCY CLASSIFICATION: | GROUP E |
|--|-----------------------------|
| GOVERNING CODE PART: <td>PART 3</td> | PART 3 |
| BUILDING HEIGHT: <td>23.0' (7.01m)</td> | 23.0' (7.01m) |
| BUILDING FOOTPRINT: <td>19,202.0 sf (1,783.68 sq m)</td> | 19,202.0 sf (1,783.68 sq m) |
| SPRINKLERS: <td>NO</td> | NO |
| FACING NO. OF STREETS: <td>1 STREET</td> | 1 STREET |

BC BUILDING CODE

3.2.2.68. GROUP E UP TO 2 STOREYS
SPRINKLERED

1) A BUILDING CLASSIFIED AS GROUP E IS PROVIDED TO CONFORM TO SENTENCE 2 PROVIDED:
a) SPRINKLERED THROUGHOUT
b) NOT MORE THAN 2 STOREYS IN HEIGHT
c) BUILDING AREA NOT MORE THAN 6,300 sqm IF 1 STOREYS

2) THE BUILDING IS PERMITTED TO BE COMBUSTIBLE CONSTRUCTION OR NONCOMBUSTIBLE CONSTRUCTION USED SINGLY OR IN COMBINATION AND
a) FLOOR ASSEMBLIES SHALL HAVE A FIRE SEPARATION WITH A FRR NOT LESS THAN 45 MIN. AND
b) LOADBEARING WALLS, COLUMNS SHALL HAVE A FRR NOT LESS THAN THAT REQUIRED FOR THE SUPPORTING ASSEMBLY

SPATIAL SEPARATION

3.2.2.68. GROUP E, UP TO 2 STOREYS SPRINKLERED

| NORTH ELEVATION | SOUTH ELEVATION |
|---------------------------|---------------------------|
| AREA 343.8sqm | AREA 343.8sqm |
| LIMITING DISTANCE 9.75m | LIMITING DISTANCE 18.29m |
| OPENINGS 0.0m | OPENINGS 0.0m |
| OPENING ALLOWED 48.0% | OPENING ALLOWED 100.0% |
| OPENING PROVIDED 0.0% | OPENING PROVIDED 0.0% |
| WALL RATING REQUIRED 1 HR | WALL RATING REQUIRED 1 HR |

| WEST ELEVATION | EAST ELEVATION |
|---------------------------|---------------------------|
| AREA 258.6sqm | AREA 305.3sqm |
| LIMITING DISTANCE 30.12m | LIMITING DISTANCE 24.95m |
| OPENINGS 13.0m | OPENINGS 41.8m |
| OPENING ALLOWED 100.0% | OPENING ALLOWED 100.0% |
| OPENING PROVIDED 5.0% | OPENING PROVIDED 13.7% |
| WALL RATING REQUIRED 1 HR | WALL RATING REQUIRED 1 HR |

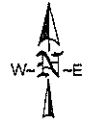
PROPOSED

3.2.2.68. GROUP E UP TO 2 STOREYS
SPRINKLERED

1) A BUILDING CLASSIFIED AS GROUP E IS PROVIDED TO CONFORM TO SENTENCE 2 PROVIDED:
a) SPRINKLERED THROUGHOUT
b) 1 STOREYS IN HEIGHT
c) BUILDING AREA (1) 1,783.68 sqm

2) THE BUILDING IS OF COMBUSTIBLE CONSTRUCTION AND NONCOMBUSTIBLE CONSTRUCTION USED SINGLY OR IN COMBINATION AND
a) FLOOR ASSEMBLIES HAVE A FIRE SEPARATION WITH A 45 MIN. FRR
b) LOADBEARING WALLS, COLUMNS HAVE A 60 MIN. FRR

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| 2019/10/10 | DB | A | ISSUE FOR REVIEW |

SCALE

BUILDING BY:

ECONOSPAN
STRUCTURES CORP.

PLANT: 172 JAYLOR ROAD, CHICAGO, IL 60641
PHONE: 256 719-2400
FAX: 256 479-3421

gta

GTA ARCHITECTURE LTD.
243-1889 Springfield Road
Kelowna, British Columbia
V1Y 5V5
Fax: 250.979.4366
Telephone: 250.979.1668

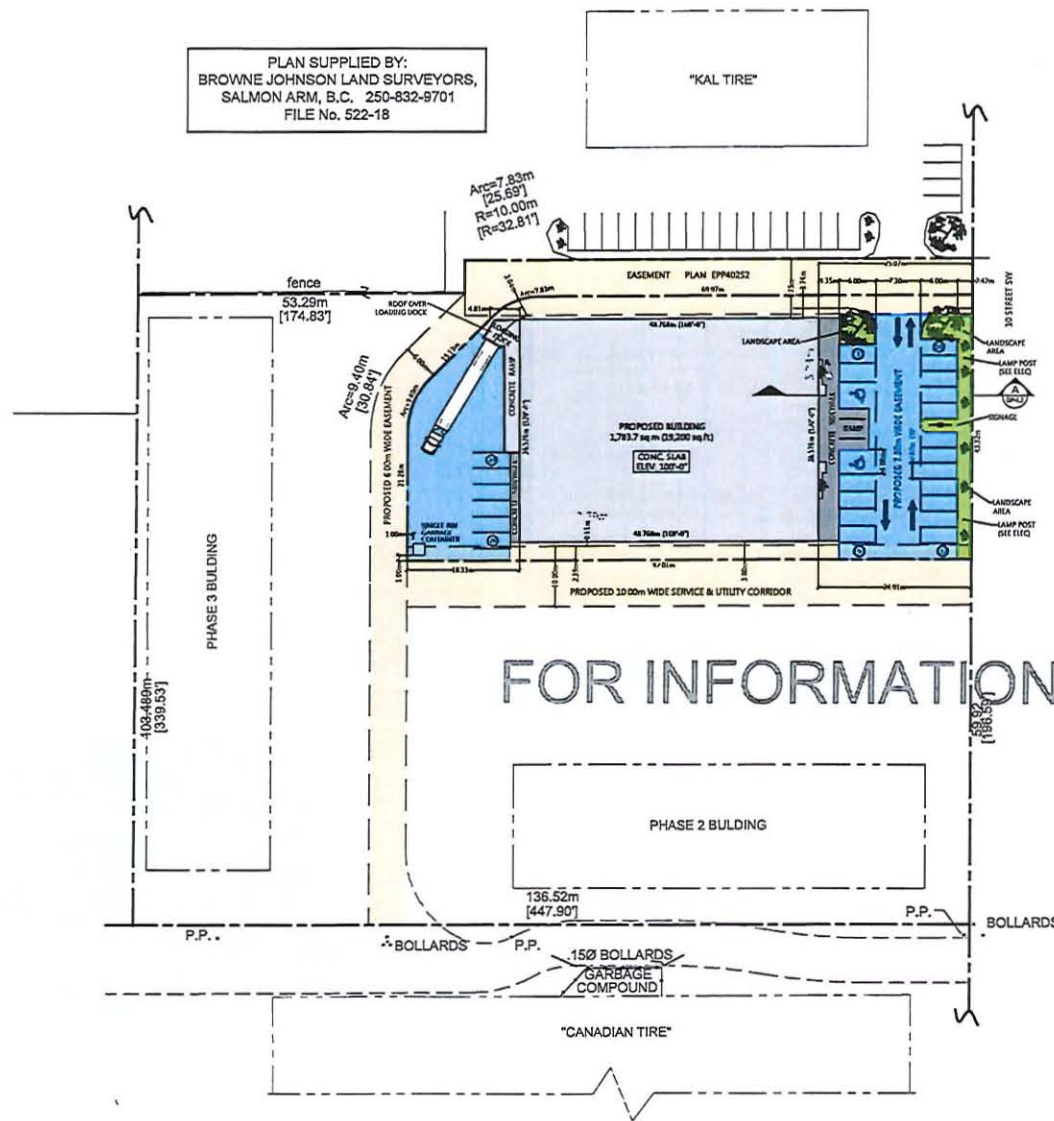
PROJECT

W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

CODE REVIEW

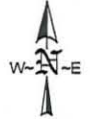
| DESIGN | W.SOKEL | SHEET NO. |
|--------|---------------|-----------|
| DESIGN | D. HILSDEN | DP-1.0 |
| SCALE | 1/2" = 1'-0" | |
| DATE | Nov. 20, 2019 | REV. 1 |
| | 15-10-1127 | REV. 2 |



SITE PLAN

Scale: 1/64" = 1'-0"

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| 2019/10/16 | DB | A | ISSUE FOR REVIEW |
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STRUCTURES CORP.

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472 AYLMER ROAD. PHONE: 250 679-3400
CHASE, BC FAX: 250 679-3421

gta

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243-1889 Springfield Road
Kelowna, British Columbia
V1Y 5V5
Fax: 250.979.4366
Telephone: 250.979.1668

| | |
|---------|--|
| PROJECT | |
|---------|--|

W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

| |
|-------------|
| SHEET TITLE |
|-------------|

SITE PLAN

| | |
|-------|----------|
| DRAWN | D. BROWN |
|-------|----------|

DESIGN D. NELSON

SOURCE 1/32" = 1'-0"

| | |
|-------------|-----|
| DATE | JOB |
| May 22 1912 | 15 |

SHULT NO.

DP-1 1

1000

| | |
|-----|---|
| REV | 1 |
|-----|---|

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2019/11/20 DB B ISSUE FOR REVIEW
 2019/10/18 DB A ISSUE FOR REVIEW
 DATE BY NO. REVISION
 SEAL

BUILDING BY:

ECONOSPAN
 STRUCTURES CORP.

PLAINTY: 472 AYLMER ROAD, FISHKILL 250 479-3400
 CRANEG, BC FAX: 250 479-3422

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GTA ARCHITECTURE LTD.
 243-1889 Springfield Road
 Kelowna, British Columbia
 V1Y 5V5
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PROJECT

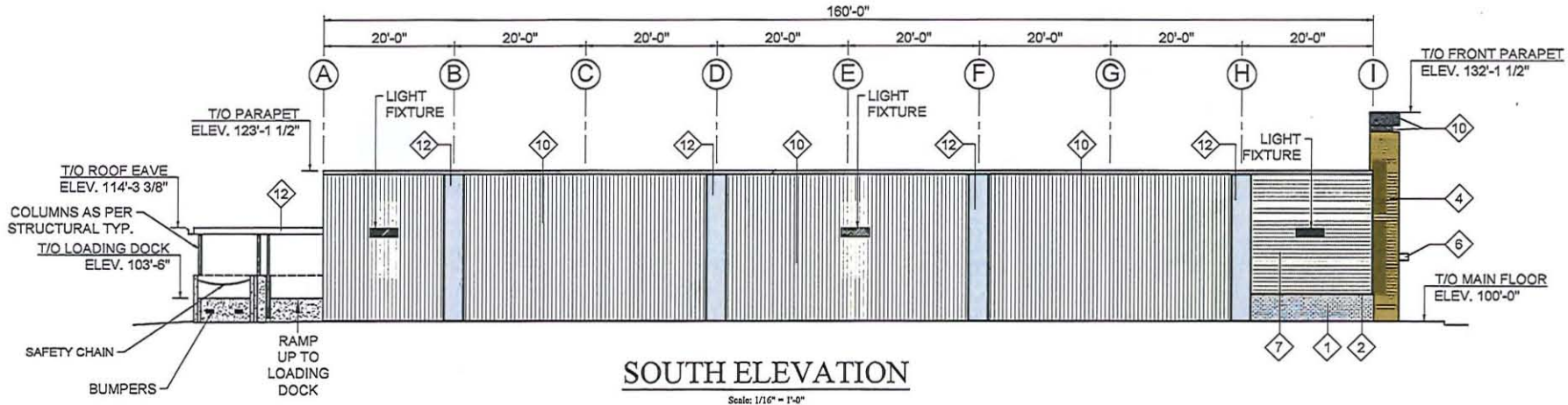
W.H. LAIRD HOLDINGS LTD.
 150'-0"x120'-0" BUILDING
 SALMON ARM, B.C.

SHEET TITLE

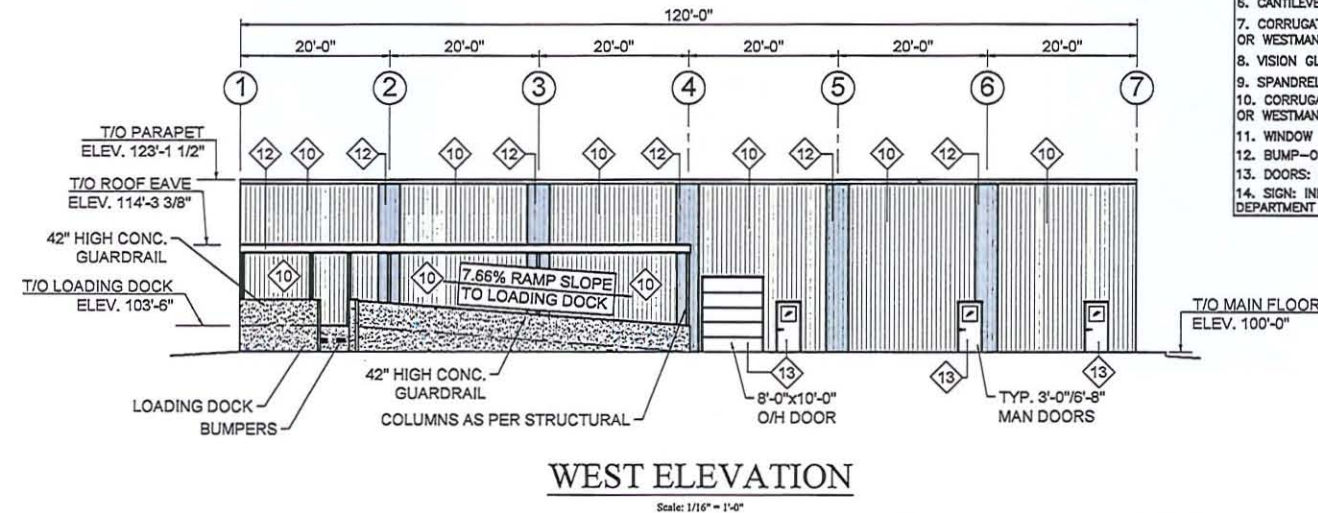
ELEVATIONS

Appendix 3

DRAWN D. BROWN SHEET NO.
 DESIGN D. NELSON DP-3.1
 SCALE 1/16" = 1'-0"
 DATE Nov. 20, 2019 JOB # ES-19-1137 REV # B

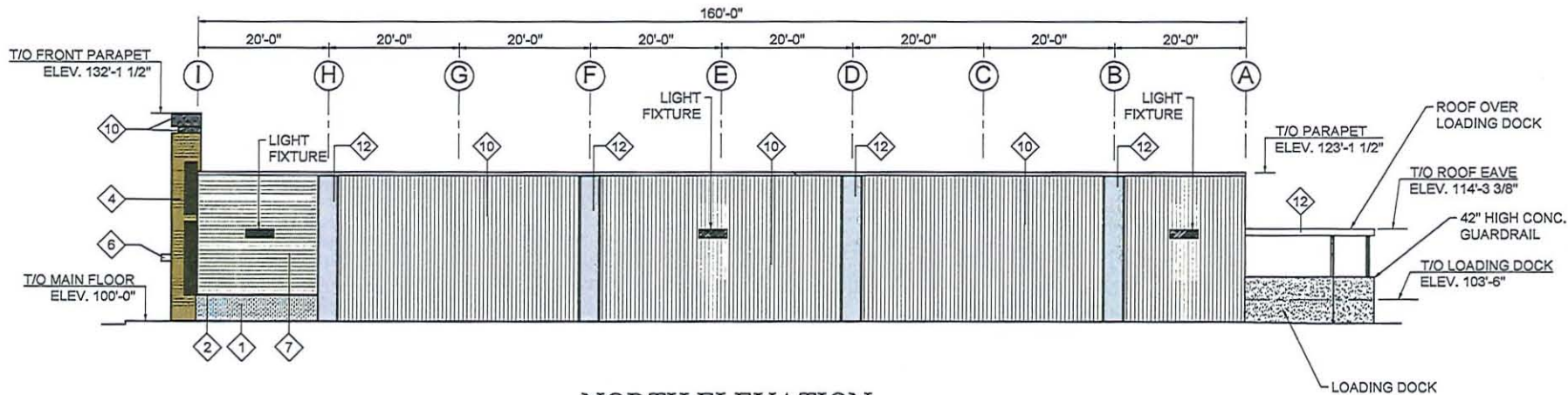


FOR INFORMATION ONLY



FACADE FINISHES KEY

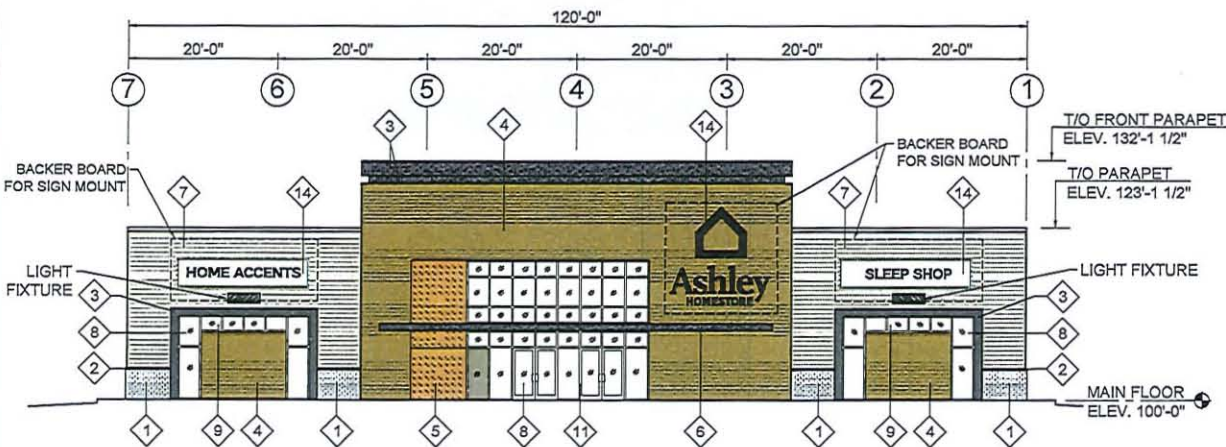
1. BRICK: ACME BRICK, SLATE GRAY 167, SMOOTH
2. STONE TOP CAP TO MATCH BRICK
3. EIFS SYSTEM: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
4. FIBER CEMENT: CERACLAD, RUSTIC WOOD, BRONZE
5. EIFS SYSTEM METALLIC: DRYVIT, REFLECTIT SMOOTH, #253 CLEOPATRA
6. CANTILEVER: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
7. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HWP 12", STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (HORIZONTAL ORIENTATION)
8. VISION GLASS: VITRO, SOLARBAN (2) R100 CLEAR + CLEAR GLASS
9. SPANDREL GLASS: MATCH VISION GLASS
10. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HIGHLINE S2, STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (ORIENTATION AS SHOWN)
11. WINDOW FRAME AND MULLIONS: FLAT BLACK
12. BUMP-OUTS AND FACIA: TO MATCH SHERWIN WILLIAMS, SW7066 GRAY MATTERS
13. DOORS: PAINT, SHERWIN WILLIAMS, SW7666 FLEUR DE SEL
14. SIGN: INFORMATION TO BE SUPPLIED BY ASHLEY HOMESTORE DESIGN DEPARTMENT FOR EXACT SIGN SPECIFICATIONS



NORTH ELEVATION

Scale: 1/16" = 1'-0"

FOR INFORMATION ONLY



EAST ELEVATION

Scale: 1/16" = 1'-0"

FACADE FINISHES KEY

1. BRICK: ACME BRICK, SLATE GRAY 167, SMOOTH
2. STONE TOP CAP TO MATCH BRICK
3. EIFS SYSTEM: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
4. FIBER CEMENT: CERACLAD, RUSTIC WOOD, BRONZE
5. EIFS SYSTEM METALLIC: DRYVIT, REFLECTIT SMOOTH, #253 CLEOPATRA
6. CANTILEVER: PAINT, SHERWIN WILLIAMS, SW7076 CYBERSPACE, FLAT
7. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HWP 12", STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (HORIZONTAL ORIENTATION)
8. VISION GLASS: VITRO, SOLARBAN (2) R100 CLEAR + CLEAR GLASS
9. SPANDREL GLASS: MATCH VISION GLASS
10. CORRUGATED METAL: PAC-CLAD, PRECISION SERIES, HIGHLINE S2, STONE WHITE, OR WESTMAN STEEL ALT. AWR PROFILE, LIGHT STONE (ORIENTATION AS SHOWN)
11. WINDOW FRAME AND MULLIONS: FLAT BLACK
12. BUMP-OUTS AND FACIA: TO MATCH SHERWIN WILLIAMS, SW7066 GRAY MATTERS
13. DOORS: PAINT, SHERWIN WILLIAMS, SW76666 FLEUR DE SEL
14. SIGN: INFORMATION TO BE SUPPLIED BY ASHLEY HOMESTORE DESIGN DEPARTMENT FOR EXACT SIGN SPECIFICATIONS

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SEAL

BUILDING BY:

ECONOSPAN
STRUCTURES CORP.

PLANTY 472 AYER ROAD, CHASE, NC
PHONE: 252-279-3400 FAX: 252-279-3421

gta

GTA ARCHITECTURE LTD.
243-1889 Springfield Road
Kalamazoo, British Columbia
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Fax: 250.979.4366
Telephone: 250.979.1668

PROJECT

W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

ELEVATIONS

DESIGN D. BROWN

DESIGN D. NELSON

SCALE 1/16" = 1'-0"

DATE Nov. 20, 2019

SHEET NO.

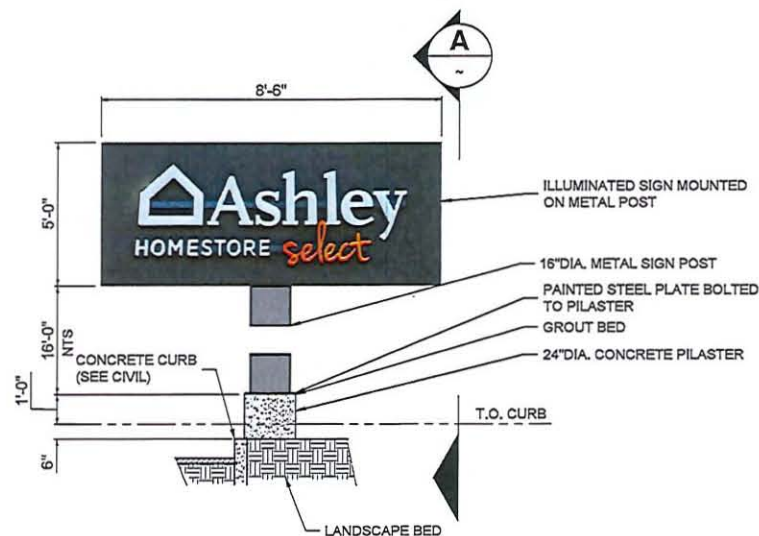
DP-3.2

JOB #

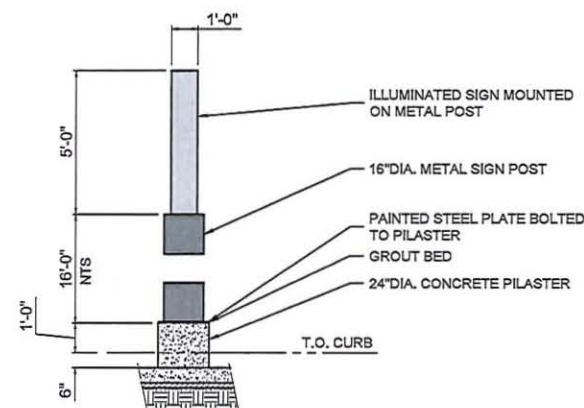
15-19-1127

REV #

B



FRONT SIGNAGE



SECTION

1/4"=1'



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| 2018/11/20 | DB | B | ISSUE FOR REVIEW |
| 2019/10/16 | DB | A | ISSUE FOR REVIEW |
| DATE | BY | NO. | REVISION |

SEAL

BUILDING BY:

ECONOSPAN
STRUCTURES CORP.

PLANTY 472 AYMER ROAD, PHONE: 250 679-3400
CHARGE, NC FAX: 250 679-3421

gta

GTA ARCHITECTURE LTD.
243-1888 Springfield Road
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PROJECT

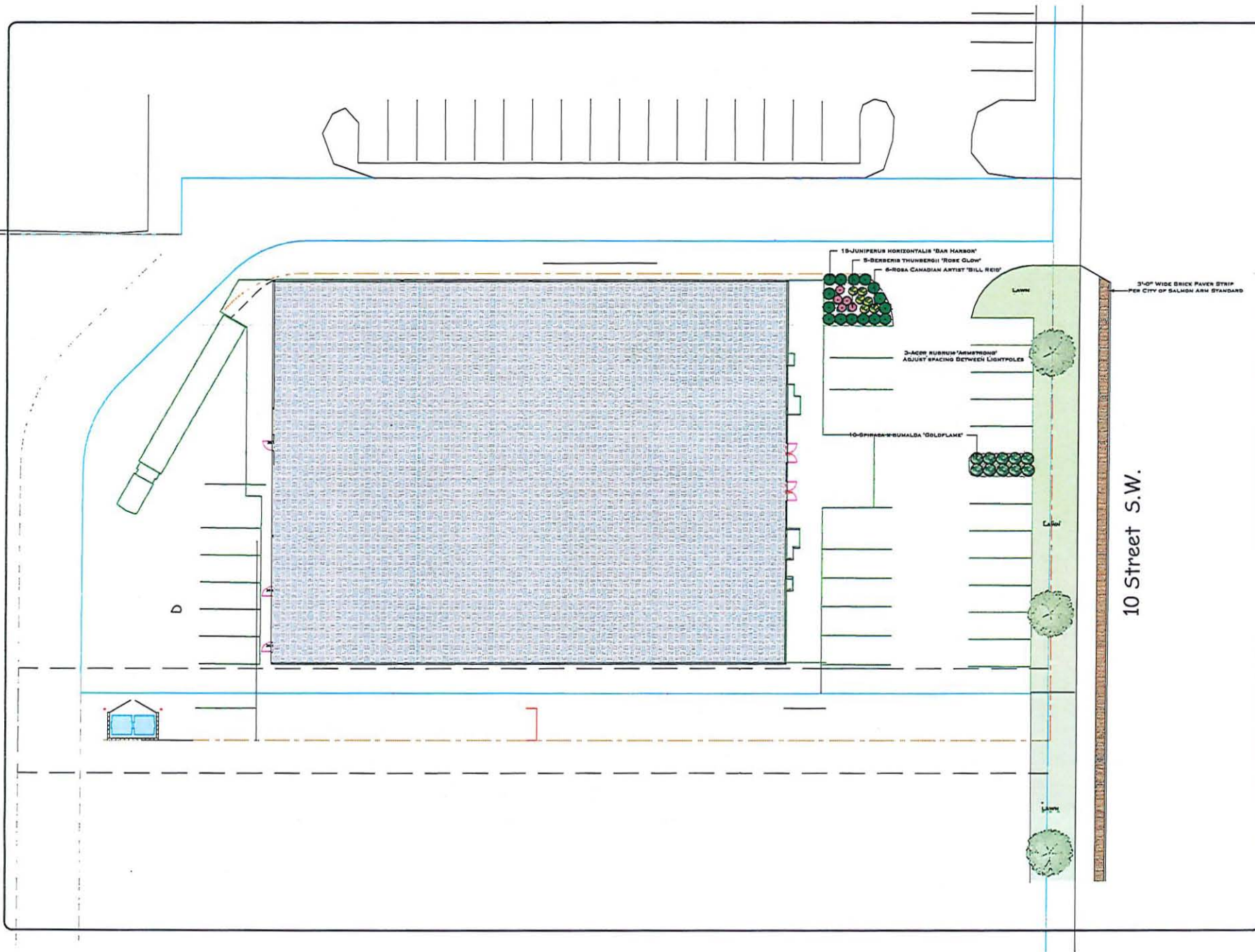
W.H. LAIRD HOLDINGS LTD.
160'-0"x120'-0" BUILDING
SALMON ARM, B.C.

SHEET TITLE

SITE SIGNAGE

Appendix 3

| | |
|--------------------|-----------|
| DESIGN D. BROWN | SHEET NO. |
| CHECK D. NELSON | DP-5.1 |
| SCALE 1/4" = 1'-0" | |
| DATE Nov. 20, 2019 | REV B |



| | |
|-------------|-------------|
| DATE: | 26 Aug 2019 |
| SUBMISSION: | 14 Aug 2019 |
| REVIEW: | 8 Aug 2019 |

| | |
|-----------|-------------|
| DRAWN BY: | ER |
| DATE: | August 2019 |
| SCALE: | 1:150 |

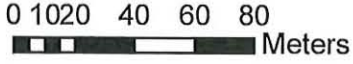
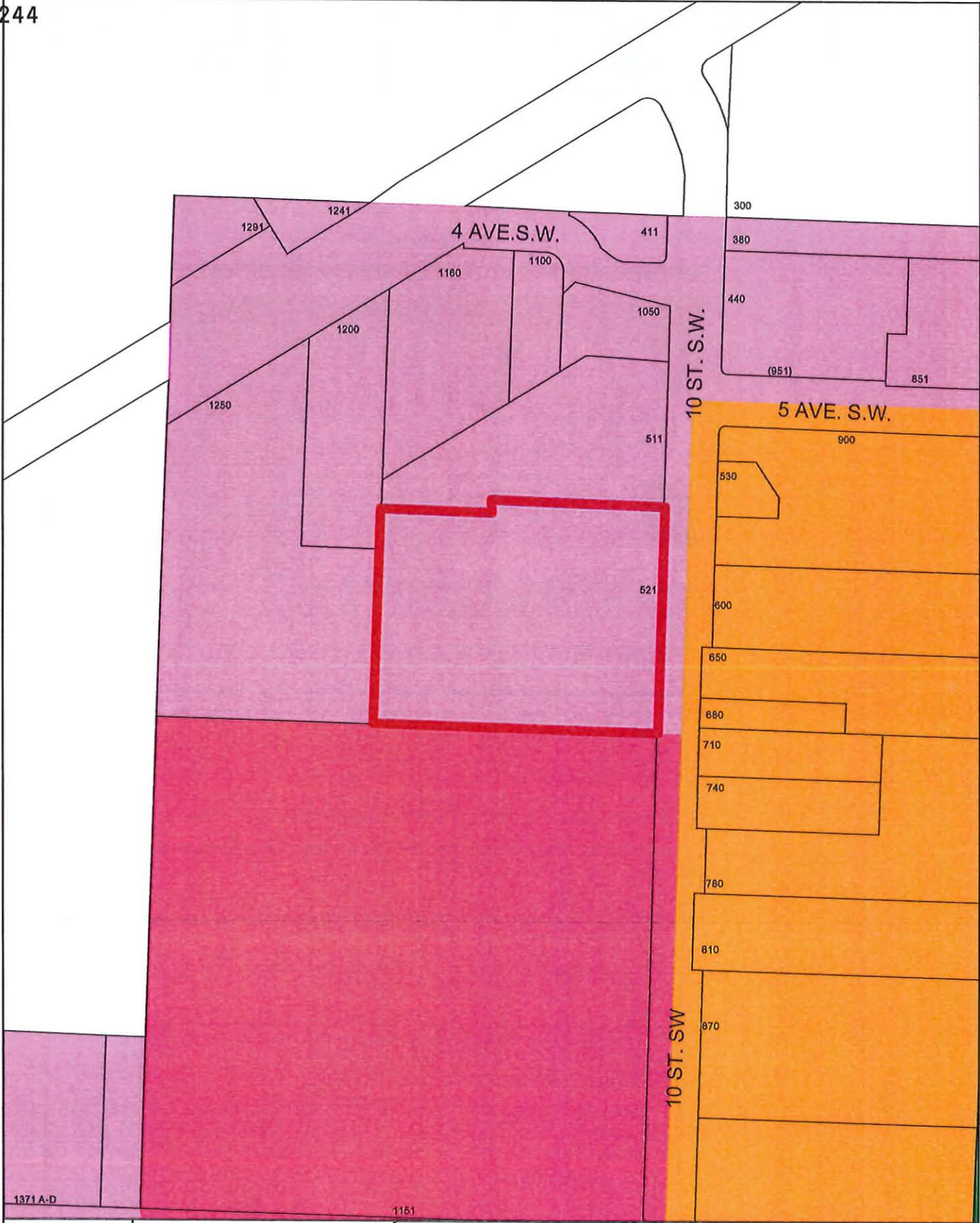
ERIC REYNARD
Landscape Architect

ASHLEY
FURNITURE

10TH ST SW
SALMON ARM BC

DEVELOPMENT
PERMIT
LANDSCAPE
PLAN

L.01



Subject Parcel



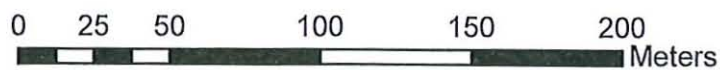
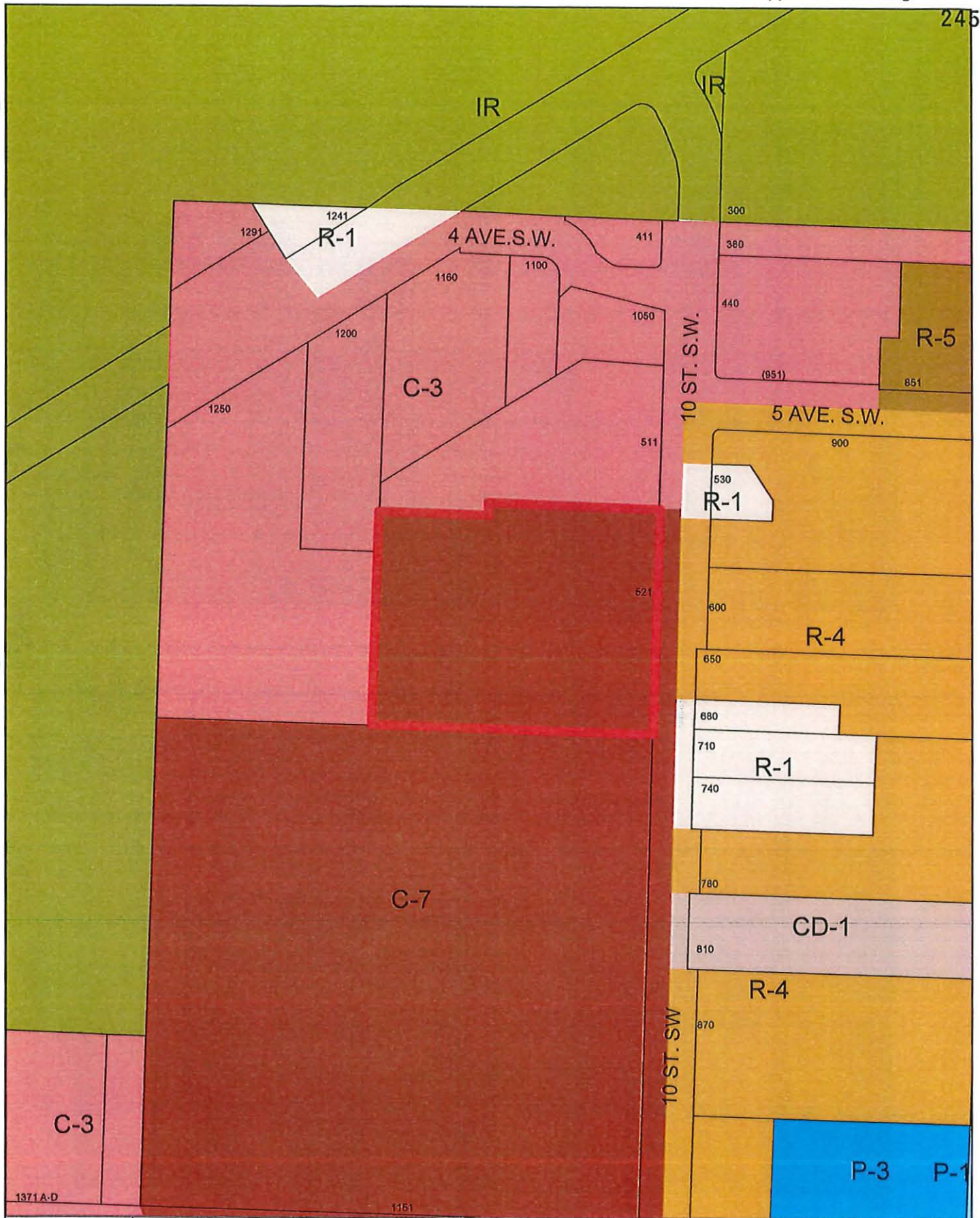
High Density Residential



Commercial - Highway Service



Commercial City Centre



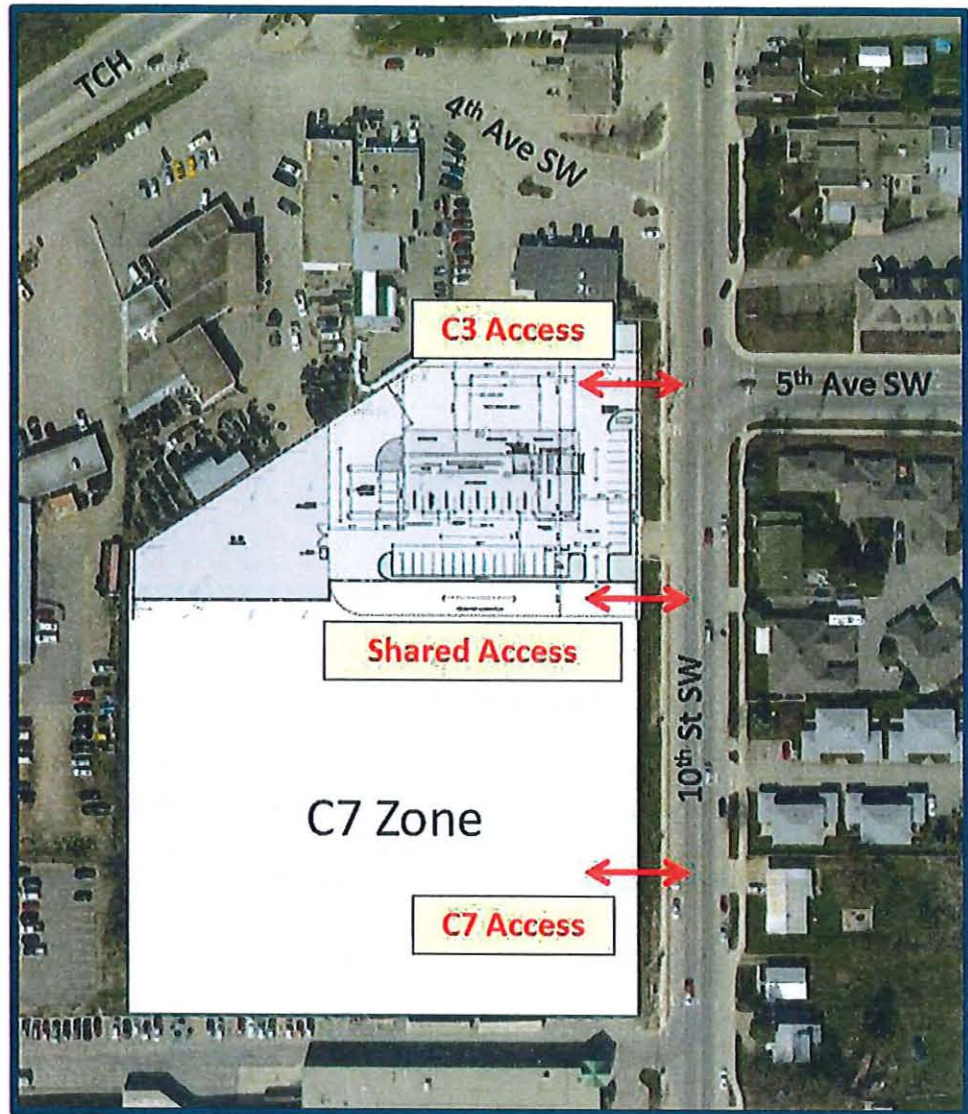
Subject Parcel



View of subject parcel looking southwest along 10 Street SW.



View of subject parcel looking northwest along 10 Street SW.



Salmon Arm Lot 5 Plan 12965 Traffic Impact Assessment

**D.C. Dean Associates Inc.**

32 – 1900 Irongate Place, Kamloops BV2E 2K1
Phone: 250-372-9166 Fax: 250-372-8603
Cell: 250-371-4822 email: dcdean@shaw.ca

2014 January 29

W.H. Laird Holdings Ltd.
Box 1022
Salmon Arm, BC
V1E 4P2

Attention: Bill Laird

Dear Sir,

Re: Traffic Impact Assessment, Lot 5 Plan 12965 Salmon Arm

As requested an analysis has been completed on the traffic impacts of the proposed development on Lot 5, Plan 12965 in Salmon Arm, including the implications of increased traffic on the existing highway and city road network and the necessary measures required to mitigate the growth in traffic. The impact review has been undertaken in accordance with the terms of reference approved by the City and the Ministry of Transportation and Infrastructure on November 25, 2013.

The work undertaken, the analysis results, and conclusions as well as recommendations are all summarized in this report.

I trust this provides the required information as your development proceeds through the approval process. Please do not hesitate to call if you have any questions or need clarification.

Yours truly,

D.C. DEAN ASSOCIATES INC.

A handwritten signature in black ink, appearing to read 'D. Dean'.

David Dean, P.Eng.



D.C. Dean Associates Inc.

32 – 1900 Irongate Place, Kamloops BV2E 2K1
Phone: 250-372-9166 Fax: 250-372-8603
Cell: 250-371-4822 email: dcdean@shaw.ca

W. H. Laird Holdings Ltd.

Salmon Arm Lot 5 Plan 12965

Traffic Impact Assessment

DRAFT

January 29, 2013

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1. Introduction

The property of Lot 5, Plan 12965 in Salmon Arm is being considered for rezoning and development by W.H. Laird Holdings Ltd. The lands are located on 10th Street S.W. in the southwest sector of the City as shown in Figure 1. The developer has retained D.C. Dean Associates to undertake a traffic impact assessment of the proposed development to identify the impact increased traffic has on the existing highway and City road system. As the property is located within 800 metres of the Trans-Canada Highway the traffic impact study has been prepared for approval by both the City of Salmon Arm and the Ministry of Transportation and Infrastructure (MOTI).

Figure 1
Site Location



The purpose of the report is to identify the increased traffic growth the development will generate and the capacity and safety considerations that may arise with the development. The report will address the requirements outlined in the proposed Terms of Reference dated November 24, 2013 and approved by MOTI and the City on November 25, 2013.

The study area includes intersections around the development site that include both MOTI and City controlled intersections. These include the intersections shown in Figure 2.

Figure 2
Study Area



2. Proposed Development

It is proposed that Lot 5, Plan 12965 will be rezoned to accommodate C3 (Service Commercial) zoning for the northern portion of the lot, and C7 (Shopping Centre Commercial) zoning for the southern portion. Active planning for the C3 portion of the site to accommodate an 11,300 square foot tire service and retail store, while no definitive plans currently exist for the C3 zone. Figure 3 shows the proposed tire service centre site plan and the remaining C3 site. It also shows the access required for the tire centres truck circulation, and the proposed access for the remainder.

Although the plans are moving forward for the tire centre, the trip generations for this study will be based on the highest practical use of the site. This includes an 11,300 square foot building supply store on the C3 site, and a 94,500 square foot shopping centre on the C7 site (based on 42% site coverage).

For the purpose of the traffic study it is assumed that the C3 site will initially be developed with opening day occurring in 2014. Development of the shopping centre site will not occur for at least 5 years, with an assumed full build-out in 10 years. In reality, the development timing will be subject to market conditions and given the size of development full build-out could take longer.

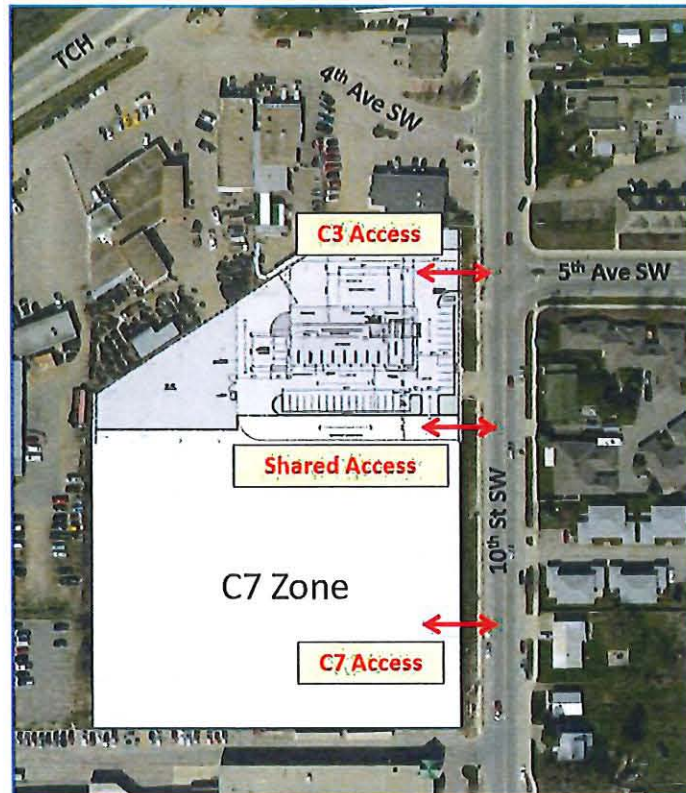
The agreed upon study horizons include the following:

Opening Day 2014 – includes full build-out of the C3 Zone;

5-year 2019 – includes full build-out of the C3 Zone; and

10-year 2024 – includes full build-out of both the C3 and C7 Zones.

Figure 3
Site Plan



3. Existing Area Conditions

3.1. Study Area Land Use

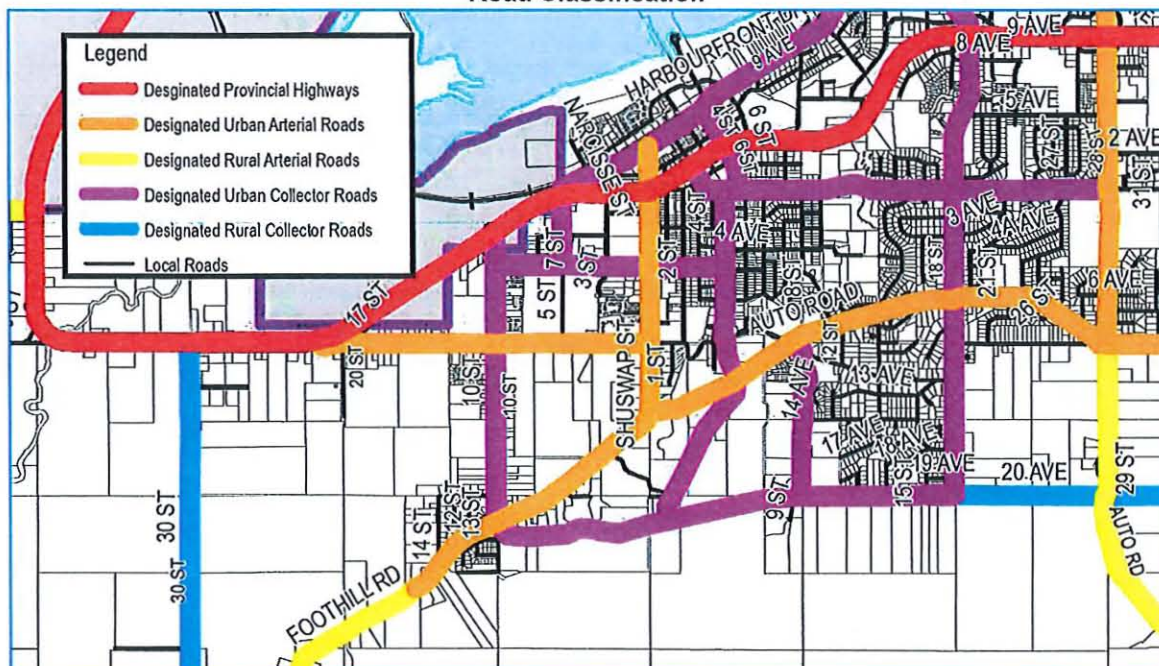
The existing land use in the vicinity of the proposed development consists of a mixture of residential, agricultural, commercial and service oriented developments. On the west side of 10th Street just south of the development is the Piccadilly Mall, and north of the development is a veterinarian clinic and automobile servicing establishments. Residential developments are situated on the east side of 10th Street across from the proposed development, as well as south of Piccadilly Mall. The mixture of residential and commercial generates pedestrian activity that needs to be accommodated along and across the roadways.

The Wal Mart in the Smart Centre has recently opened creating a noticeable increase of traffic along the Trans-Canada Highway corridor. In addition, the recent relocation of Canada Tire to the Piccadilly Mall has increased the traffic on 10th Street. Planning work has been undertaken on a proposed Gaming Centre at the southeast corner of 10th Street SW and the Trans-Canada Highway, but no start-up date has been announced.

3.2. Road Network

The City of Salmon Arm's Official Community Plan provides a road classification system for the roads within the City. The designation of the roads in the vicinity of the proposed development is shown in Figure 4.

Figure 4
Road Classification



Trans-Canada Highway (TCH) – this provincially designated highway has had some recent road widenings west of the 10th Avenue intersection due to the Smart Development impacts. From the protected tee at the 10th Avenue intersection the highway is two lanes east to the connection with 4th Avenue where it widens to a four lane cross-section. The intersections of the TCH with 10th Street and with 5th Street are signalized and have left turn bays on the TCH. The TCH is posted at 60 km/h between 10th Avenue and approximately 4th Avenue where it reduces to 50 km/h eastward through the City Centre.

10th Street SW – this roadway is classified as an urban collector road between the TCH and Foothill Road. The 14 metre wide roadway is marked as a two lane roadway with parking on both sides where appropriate. It is built to an urban standard with sidewalks on both sides. The majority of the traffic on the roadway is generated by the Piccadilly Mall. North of the TCH the roadway connects with Lakeshore Drive.

10th Avenue SW – this is an urban arterial road that provides an east-west alternative to the TCH. It is a two-lane roadway with a mixture of rural and urban treatment (curb, gutter and sidewalk) and is posted at 50 km/h. The intersection of 10th Avenue SW and 10th Street SW is controlled with a four-way stop.

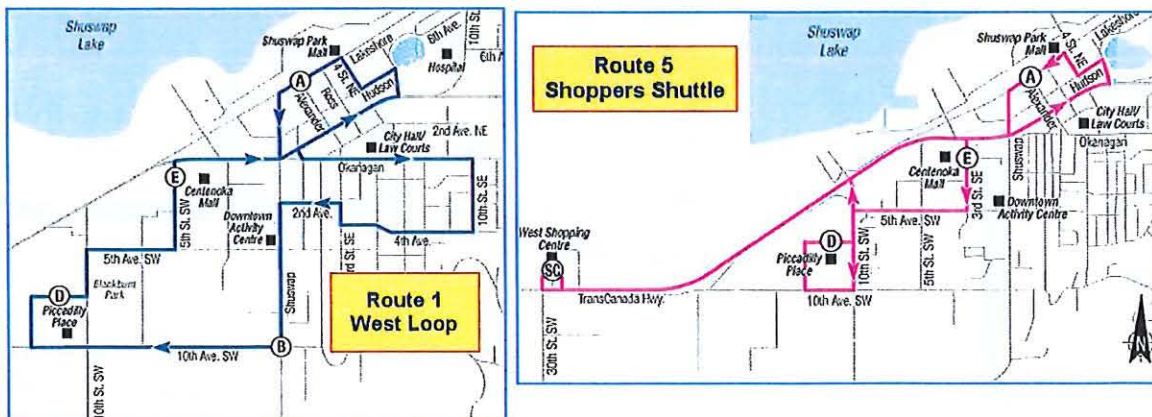
5th Avenue SW – this two lane urban collector road also provides an east-west connection between 10th Street SW and 5th Street SE. Within the study area it has curb, gutter and sidewalk on both sides of the roadway, with provision for parking.

5th Street SW – This also is a two lane urban collector road having parking on both sides and built to an urban standard with curb, gutter and sidewalks.

3.3. Transit Service

The development site is well served by the local transit system with two routes utilizing 10th Street SW. Route 1 (West Loop) provides daytime hourly service as does Route 6 (Shoppers Shuttle) with the buses arriving approximately ½ hour apart. Figure 5 shows the routes.

Figure 5 – Bus Routes



3.4. Pedestrians and Cyclists

Due to the proximity of commercial and residential developments, the existing pedestrian activity in the study area is relatively high and will continue to grow as the proposed shopping centre develops on the C7 site. The surrounding roadways have at least one sidewalk, with many of the roadways having sidewalks on both sides. Crosswalks are in place at the intersections, including one crossing of 10th Street SW at the intersection of the Piccadilly Mall driveway entrance. Concerns have been made regarding this crossing; it is a popular crosswalk with the seniors' residential community across the street, and a busy mall access with a high number of eastbound left turning motorists leaving the parking lot and turning over the crosswalk. The City is undertaking a safety review of this crossing in 2014 to determine whether enhancements are required.

3.5. Existing Traffic Volumes

Traffic counts were downloaded from the traffic controllers for the week of Nov 14 to 21, 2013 at the 10th Street SW and the 5th Street SW intersections with the TCH. These provided the lane counts through the intersection which were then converted to turning movement counts by supplementing peak hour spot counts. Peak hour traffic counts were conducted on the non-signalized intersections on Saturday Jan 11, 2014 and Tuesday Jan 14, 2014.

The MOTI periodically collects traffic count data from a site located on the TCH 200 metres east of Salmon River Road (TM Site ID 22-007EW). This site has classified the TCH as Seasonal and therefore summer peak volumes will be different than those counted in November and January. MOTI has provided a Summer Annual Daily Traffic (SADT) factor table to convert traffic volumes to summer volumes which is presented in Appendix A. In discussion with the City, it was decided to also adjust the City intersection counts to summer peak hour counts using the MOTI's SADT factor table. It was agreed that this would provide conservative summer traffic volumes (i.e. overestimate) – although the City traffic will increase in the summer, it may not increase to the same degree as the TCH.

The factor for the November counts is 1.631 and for January it is 1.973. The original traffic counts and the adjusted summer peak volumes are shown in Appendix B.

4. Projected Traffic

Within the study area future traffic volumes will increase due to growth of the background traffic (both highway and City generated) and the addition of traffic from the proposed development.

4.1. Background Traffic

Traffic is anticipated to grow each year on the TCH and within the community of Salmon Arm. The MOTI's traffic counting site on the TCH east of 5th Avenue (TM Site ID 22-020EW) identifies an average annual growth of 0.7% from 2005 to 2010. In recognition that this may

represent a low growth period, a typical highway growth rate of 2% annually has been applied in this analysis. The same 2% growth rate has been used on the City traffic.

The terms of reference indicated that the projected traffic from the Smart Centre development will be added to the road network. However, the prime tenant and traffic generator Wal Mart had opened and was in full operation when the traffic count information was collected for this study. Traffic generated from the ancillary buildings will be covered by the background growth rate.

The background traffic volumes for each study intersection at the 5-year horizon (2019) and 10-year horizon (2024) projected using these growth rates are shown in Appendix B.

4.2. Site Traffic

This section calculates the expected traffic that will be generated by each of the developments and distributes it upon the local road network.

4.2.1. Trip Generation

The trip generation rates have been established using the Institute of Transportation Engineers Trip Generation Manual (8th Edition) for the peak hours at the required horizon years.

The allowable land uses for each zone are identified in the City of Salmon Arm's Zoning Bylaw No. 2303. Different land uses have varying trip generation rates, but they also have a reasonable maximum size of development. Therefore to choose the land use to base the maximum number of trips generated from, it is necessary to consider both its trip generation rate and its reasonable maximum size. The maximum size for the C3 lot will be the proposed 11,300 sq. ft. Kal Tire proposal, whereas the maximum size for the shopping centre will be 42% lot coverage which is similar to the adjacent Piccadilly Mall. Key permitted uses in this evaluation are shown in the following table.

Figure 6 – Traffic Generation of Permitted Uses

| Zone | Land Use | ITE Code | PM Peak Hr Trip Generation (trip / 1000 sq.ft) | Reasonable Building Size (sq.ft.) | PM Peak Hr Trips Generated |
|------|----------------------------|----------|--|-----------------------------------|----------------------------|
| C3 | Auto parts and accessories | 843 | 5.98 | 7,500 | 45 |
| | Building supply store | 812 | 4.49 | 11,300 | 63 |
| | Café / Restaurant | 932 | 11.15 | 5,000 | 56 |
| | Neighbourhood pub | 925 | 11.34 | 5,000 | 57 |
| | Tire store | 848 | 4.15 | 11,300 | 47 |
| C7 | Shopping centre | 820 | 3.73 | 94,500 | 352 |

Based on the trips generated, the land uses to be used for the analysis includes Building Supply Store in the C3 zone and Shopping Centre in the C7 zone.

The applicable trip generation rates for these land uses are shown in Figure 7 below:

Figure 7 – Trip Generation Rates

| Zone | ITE Code | Land Use | Units | Weekday Peak Hour of Adjacent Street Traffic Between 4 and 6 pm | Saturday Peak Hour |
|------|----------|-----------------------|-------------|---|----------------------------|
| C3 | 812 | Building Supply Store | 1000 sq.ft. | 4.49 (47% in / 53% out) | 9.58 (51% in / 49% out) |
| C7 | 820 | Shopping Centre | 1000 sq.ft. | 3.73 (49% in / 51% out) | 4.89 (53% in / 47% out) |

For the purpose of the study it will be assumed that all trips generated by the development will be made by automobile, although it is recognized that some trips to the shopping centre in particular may be accommodated by transit or by walking from nearby residences. The number of trips generated by the development is therefore shown in Figure 8:

Figure 8 – Trip Generation

| | PM Peak Hour | | Saturday Peak Hour | |
|--------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Zone | C3 | C7 | C3 | C7 |
| Land Use | Building Supply Store | Shopping Centre | Building Supply Store | Shopping Centre |
| Size | 11,300 sq.ft. | 94,500 sq.ft. | 11,300 sq.ft. | 94,500 sq.ft. |
| Generation Rate | 4.49 trips / 1000 sq.ft. | 3.73 trips / 1000 sq.ft. | 9.58 trips / 1000 sq.ft. | 4.89 trips / 1000 sq.ft. |
| Inbound / Outbound | 47% / 53% | 49% / 51% | 51% / 49% | 53% / 47% |
| Inbound Trips | 24 | 173 | 55 | 245 |
| | 197 | | 300 | |
| Outbound Trips | 27 | 179 | 53 | 217 |
| | 206 | | 270 | |
| Total Trips | 51 | 352 | 108 | 462 |
| | 403 | | 570 | |

It is also assumed that an estimated 10% of trips coming to the development sites that will be pass-by trips. These are trips by motorists already in the study area (e.g. going to Piccadilly Mall) and therefore should not be added to the surrounding intersection counts.

4.2.2. Trip Distribution and Assignment

The proposed development will attract trips from throughout the region. Manual trip distribution and assignment has been based on 70% of the generated traffic using 10th Street SW to/from the north, 20% to/from the south, and 10% to/from the east on 5th Avenue SW. The resulting traffic assignment on the study intersections is shown in Figures 9 and 10.

Figure 9
C3 Zone Development Traffic Assignment

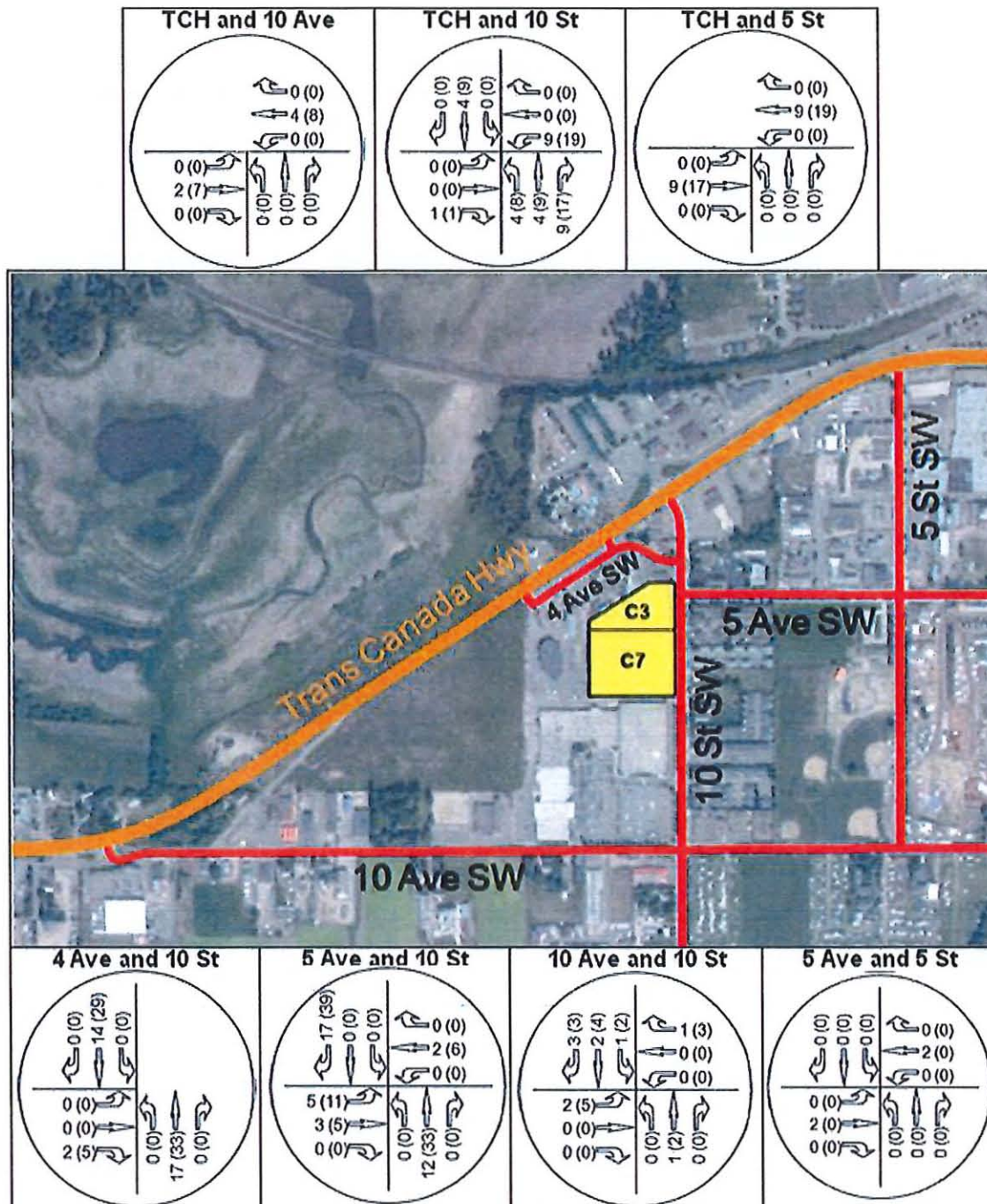
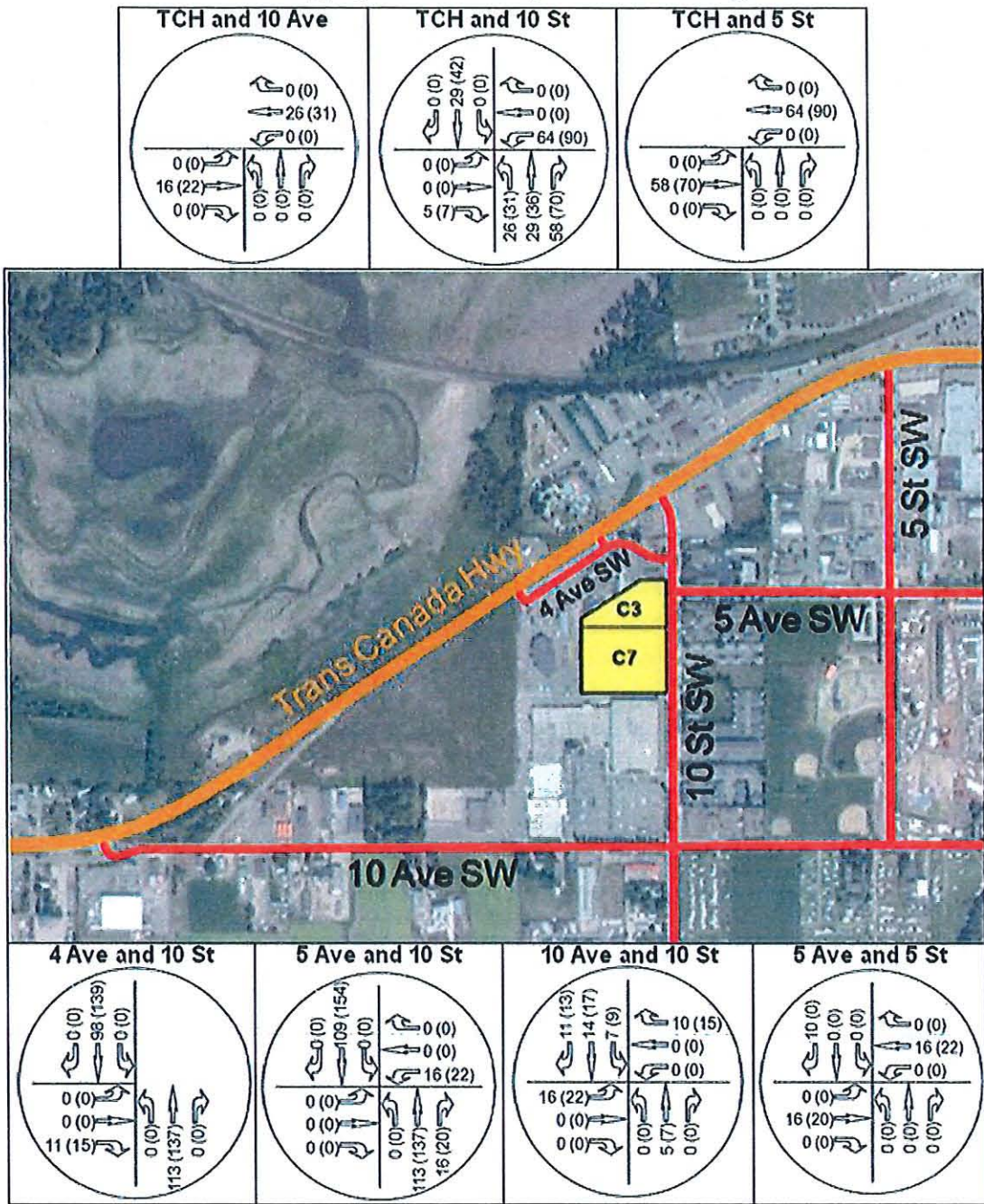


Figure 10
C7 Zone Shopping Centre Development Traffic Assignment



4.3. Total Traffic

The development traffic has been added to the background traffic to determine the total traffic for each of the peak periods in each of the planning horizons. This includes adding the C3 Zone development traffic to the 2014 and 2019 planning horizons, and both the C3 and C7 Zone development traffic to the 2024 horizon. The resulting traffic volumes are shown in Appendix B.

5. Transportation Analysis

This section of the report summarizes the capacity analyses for each of the horizon years that have been undertaken on the existing road network with the background traffic growth as well as the future road network with the addition of the proposed development traffic. The purpose of the analyses is to determine whether traffic growth (with and without development) can be accommodated by the road network and if not, what mitigation measures are required to provide acceptable levels of service.

5.1. Capacity and Level of Service

The performance of the intersections within the study area was reviewed using the methodology prescribed in the Highway Capacity Manual, through the use of Synchro and SimTraffic software. Key outputs of the analysis include the volume to capacity ratio (v/c), the level of service (LOS), and the queue lengths. For the volume to capacity ratio, the volume is the number of vehicles making a certain movement, and the capacity is the maximum number of vehicles that can be accommodated. The level of service is defined in terms of delay. Delay is a measure of driver discomfort, frustration, fuel consumption, and lost travel time. The relationship between level of service and delays for unsignalized intersections is shown in the following Figure 11. Motorists in a community the size of Salmon Arm would typically find an overall level of service C as being satisfactory, as long as each individual movement was a level of service D or better. The third output to consider is the queue length relative to the storage capacity of the turn bays or link lengths between intersections.

Figure 11
Level of Service Criteria for Intersections

| Level of Service Designation | Signalized Intersection Criteria Average Total Delay (Seconds per Vehicle) | Unsignalized Intersection Criteria Average Total Delay (Seconds per Vehicle) |
|------------------------------|--|--|
| A | ≤ 10.0 | ≤ 10.0 |
| B | 10.1 to 20.0 | 10.1 to 15.0 |
| C | 20.1 to 35.0 | 15.1 to 25.0 |
| D | 35.1 to 55.0 | 25.1 to 35.0 |
| E | 55.1 to 80 | 35.1 to 50.0 |
| F | > 80 | > 50 |

Source: Highway Capacity Manual, Transportation Research Board; Washington, DC; 2000

5.1.1. Weekday PM Peak Hour Analysis

This section summarizes the results of the Synchro / SimTraffic analysis of the Weekday PM Peak Hour levels of service for the various planning horizons. For each study year, results for both the background (base) traffic and the combined traffic (base plus development traffic) are shown. No intersection improvements are considered at this time. The traffic movements that

experience a level of service LOS D or worse or queue length exceeding the existing queue storage are noted. Full results of the Synchro / SimTraffic analyses are shown in Appendix C.

2014 PM Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 5 th St & TCH | B | WBL | 0.84 | 33.3 | C | 47 | 40 |
| | 10 th St & 5 th Ave | A | WBL | 1.07 | 29.7 | D | 63 | 345 |
| Combined | 5 th St & TCH | B | WBL | 0.85 | 47.4 | D | 48 | 40 |
| | 10 th St & 5 th Ave | A | WBL | 1.13 | 33.3 | D | 74 | 345 |
| | | | EBT | 0.08 | 28.5 | D | 6 | 25 |
| | | | WBR | 1.54 | 37.0 | D | 29 | 345 |

The study intersections operate at an acceptable level of service during the 2014 PM peak hour both with and without the additional development traffic. Each scenario has some traffic movements at a couple of intersections operating at a LOS D but overall delays are acceptable.

2019 PM Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|-----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | C | EBL | 0.56 | 45.5 | D | 49 | 40 |
| | | | WBL | 0.96 | 77.7 | E | 95 | 75 |
| | 5 th St & TCH | B | WBL | 1.02 | 51.0 | D | 54 | 40 |
| | 10 th St & 5 th Ave | C | WBL | 1.45 | 94.8 | F | 210 | 345 |
| | | | WBR | 1.45 | 66.3 | E | 29 | 345 |
| Combined | 10 th St & TCH | C | EBL | 0.94 | 42.9 | D | 45 | 40 |
| | | | WBL | 0.91 | 48.9 | D | 85 | 75 |
| | | | NBT / NBL | 0.90 | 48.4 | D | 99 | 113 |
| | 5 th St & TCH | B | WBL | 0.92 | 35.5 | D | 49 | 40 |
| | | | NBL | 0.49 | 46.6 | D | 62 | 180 |
| | 10 th St & 5 th Ave | B | WBL | 1.54 | 62.4 | E | 117 | 345 |
| | | | WBR | 1.54 | 37.0 | D | 29 | 345 |

As traffic increases over the next five years the background growth causes more delays at the study intersections. Unacceptable LOS E and F are experienced for some movements and a number of left turn bay storage lengths are exceeded. Similar signal timings were used with

the additional development traffic, but resulted in fewer LOS E and F – the model runs are similar to real situations in that a short burst of traffic can set the service level off for a long period. Although the Combined level of service has only one LOS E, a number of queues exceeded the storage.

2024 PM Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|--------------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | D | EBL | 0.60 | 69.5 | E | 55 | 40 |
| | | | EBT/EBR | 0.98 | 44.2 | D | 121 | 133 |
| | | | WBL | 1.00 | 73.9 | E | 96 | 75 |
| | | | NBT/NBL | 0.98 | 57.7 | E | 104 | 113 |
| | 5 th St & TCH | B | WBL | 1.15 | 77.7 | E | 56 | 40 |
| | | | NBL | 0.59 | 54.5 | D | 73 | 180 |
| | 10 th St & 5 th Ave | F | WBL / WBT | 1.93 | 257.2 | F | 406 | 345 |
| | | | WBR | 1.93 | 233.9 | F | 26 | 345 |
| | 5 th St & 5 th Ave | E | NBL/NBT | 0.34 | 95.9 | F | 77 | 410 |
| | | | SBL/SBT | 0.79 | 136.8 | F | 214 | 180 |
| Combined | 10 th St & TCH. | D | EBL | 0.65 | 91.6 | F | 59 | 40 |
| | | | EBT/EBR | 1.06 | 76.5 | E | 137 | 133 |
| | | | WBL | 1.16 | 94.1 | F | 83 | 75 |
| | | | NBT/NBL | 1.12 | 62.3 | E | 117 | 113 |
| | | | SBT/SBL | 0.36 | 50.4 | D | 97 | 30 |
| | 5 th St & TCH | F | EBT/EBR | 0.57 | 450.8 | F | 321 | 425 |
| | | | WBL | 1.27 | 959 | F | 49 | 40 |
| | | | WBT | 0.50 | 290 | F | 352 | 200 |
| | | | NBL | 0.59 | 52.6 | D | 75 | 180 |
| | 10 th St & 5 th Ave | F | EBL/EBT | 0.27 | 37.9 | E | 7 | 25 |
| | | | WBL/WBT/ WBR | 2.98 | 496 | F | 330 | 345 |
| | 5 th St & 5 th Ave | F | NBL/NBT/N BR | 0.37 | 963 | F | 231 | 410 |
| | | | SBL/SBT/S BR | 0.83 | 1424 | F | 399 | 130 |
| | 10 th St & 4 th Ave | A | EBL | 0.48 | 31.5 | D | 33 | 80 |
| | 10 th Ave & TCH | A | NBL | 1.10 | 41.9 | E | 69 | 220 |
| | | | NBR | 1.10 | 82.2 | F | 20 | 220 |

Numerous study intersections show failure in both the base and combined scenarios in the study year 2024 without any network improvements. This is not surprising given a 2% growth

rate over 10 years and the full build-out of development traffic. As with any road network, the failure of adjacent intersections can have a detrimental effect on the adjacent intersections.

5.1.2. Saturday Peak Hour Analysis

Similar to the previous section, this section summarizes the results of the Synchro / SimTraffic analysis of the Saturday Peak Hour levels of service for the various planning horizons.

2014 Saturday Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & 5 th Ave | A | WBL | 0.77 | 44.7 | D | 86 | 345 |
| Combined | 10 th St & TCH | C | WBL | 0.95 | 38.4 | D | 76 | 75 |
| | | | NBL/NBT | 0.84 | 39.4 | D | 86 | 110 |
| | 5 th St & TCH | B | WBL | 0.77 | 33.7 | C | 41 | 40 |
| | 10 th St & 5 th Ave | B | WBL/WBT | 1.62 | 42.3 | D | 76 | 345 |

As was seen in the PM Peak Hour, the levels of service for the study intersections during the Saturday Peak hour are acceptable with some individual traffic movements at LOS D but overall LOS remaining at C or better.

2019 Saturday Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|-----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | D | EBL | 0.48 | 60.4 | E | 59 | 40 |
| | | | EBT/EBR | 1.07 | 56.9 | E | 129 | 113 |
| | | | WBL | 0.93 | 76.6 | E | 56 | 75 |
| | | | NBT/NBL | 0.85 | 43.9 | D | 89 | 110 |
| | 5 th St & TCH | B | WBL | 0.95 | 43.3 | D | 49 | 40 |
| | 10 th St & 5 th Ave | D | WBL/WBT | 1.94 | 216 | F | 335 | 345 |
| | | | WBR | 1.94 | 174 | F | 30 | 345 |
| Combined | 10 th St & TCH | D | EBL | 0.45 | 42.3 | D | 53 | 40 |
| | | | WBL | 1.05 | 142 | F | 100 | 75 |
| | | | NBT / NBL | 0.91 | 46.4 | D | 97 | 110 |
| | 5 th St & TCH | B | WBL | 0.95 | 53.6 | D | 50 | 40 |
| | 10 th St & 5 th Ave | F | WBL/WBT | 2.18 | 417 | F | 386 | 345 |
| | | | WBR | 2.18 | 393 | F | 30 | 345 |

Five years of background growth have caused traffic movements at two intersections to fail for both the base and combined scenarios.

2024 Saturday Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|--------------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | E | EBL | 0.51 | 81.7 | F | 61 | 40 |
| | | | EBT/EBR | 1.05 | 78.2 | E | 142 | 113 |
| | | | WBL | 1.13 | 275 | F | 98 | 75 |
| | | | NBT/NBL | 0.97 | 66.0 | E | 107 | 110 |
| | 5 th St & TCH | C | WBL | 1.04 | 91.6 | F | 56 | 40 |
| | | | NBL | 0.59 | 79 | E | 108 | 180 |
| | 10 th St & 5 th Ave | F | WBL / WBT | 2.65 | 553 | F | 411 | 345 |
| | | | WBR | 2.65 | 521 | F | 32 | 345 |
| | 5 th St & 5 th Ave | F | SBL/SBT | 0.59 | 565 | F | 336 | 130 |
| | 10 th St & 4 th Ave | B | EBL | 0.34 | 53.9 | F | 39 | 80 |
| | | | EBR | 0.34 | 38.8 | E | 39 | 80 |
| | 10 th Ave & TCH | D | NBL | 1.05 | 99.7 | F | 101 | 220 |
| | | | NBR | 1.05 | 68.6 | E | 30 | 220 |
| Combined | 10 th St & TCH. | F | EBL | 0.66 | 80.2 | F | 62 | 40 |
| | | | EBT/EBR | 1.09 | 79.4 | E | 147 | 113 |
| | | | WBL | 1.67 | 654 | F | 109 | 75 |
| | | | NBT/NBL | 1.23 | 44.6 | D | 99 | 110 |
| | 5 th St & TCH | F | EBT/EBR | 0.85 | 109 | F | 275 | 400 |
| | | | WBL | 1.52 | 702 | F | 59 | 40 |
| | | | WBT | 0.76 | 260 | F | 279 | 270 |
| | 10 th St & 5 th Ave | F | EBL/EBT | 1.00 | 66.9 | F | 9 | 25 |
| | | | WBL/WBT/ WBR | 4.98 | 614 | F | 330 | 345 |
| | 5 th St & 5 th Ave | F | NBL/NBT/N BR | 0.20 | 396 | F | 17 | 410 |
| | | | SBL/SBT/S BR | 0.65 | 1007 | F | 359 | 130 |
| | 10 th Ave & TCH | | NBL | 1.10 | 57.7 | F | 85 | 220 |
| | | | NBR | 1.10 | 42.9 | E | 25 | 220 |
| | Shopping Centre Access | C | EBL/EBR | 4.06 | 169 | F | 51 | 25 |

Similar to the PM Peak Hour, numerous study intersections show failure in both the base and combined scenarios in the study year 2024 without any network improvements. An additional intersection at the proposed shopping centre is now active, and shows with full build-out the exiting movement fails (this has assumed all shopping centre traffic exiting at the one access as opposed to splitting volumes with the shared access – if this is done the access exiting movement still operates at LOS F).

5.2. Capacity Improvements

A number of intersection control, signal timing and phasing, and road widenings are required to accommodate the expected future growth of traffic within the study area if an acceptable level of service is to be maintained. This section of the report identifies what those capacity improvements should be at each planning year, and the resulting levels of service that would result in the weekday PM and Saturday peak hours if they were to be implemented.

5.2.1. 2014 (Opening Day) Horizon

No mitigation is required to maintain an adequate level of service at the opening day horizon. The levels of service remain what was previously reported with some traffic movements operating at a LOS D while the overall level of service remains LOS C or better for each study intersection.

2014 PM Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 5 th St & TCH | B | WBL | 0.84 | 33.3 | C | 47 | 40 |
| | 10 th St & 5 th Ave | A | WBL | 1.07 | 29.7 | D | 63 | 345 |
| Combined | 5 th St & TCH | B | WBL | 0.85 | 47.4 | D | 48 | 40 |
| | 10 th St & 5 th Ave | A | WBL | 1.13 | 33.3 | D | 74 | 345 |
| | | | EBT | 0.08 | 28.5 | D | 6 | 25 |
| | | | WBR | 1.54 | 37.0 | D | 29 | 345 |

2014 Saturday Peak Hour

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & 5 th Ave | A | WBL | 0.77 | 44.7 | D | 86 | 345 |
| Combined | 10 th St & TCH | C | WBL | 0.95 | 38.4 | D | 76 | 75 |
| | | | NBL/NBT | 0.84 | 39.4 | D | 86 | 110 |
| | 5 th St & TCH | B | WBL | 0.77 | 33.7 | C | 41 | 40 |
| | 10 th St & 5 th Ave | B | WBL/WBT | 1.62 | 42.3 | D | 76 | 345 |

5.2.2. 2019 Horizon

The following mitigation measures are required to maintain an acceptable level of service within the study area at the 2019 planning horizon.

Figure 12
Mitigation Measures Required Prior to 2019

| Without Development Traffic | With Development Traffic |
|---|---|
| <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW | <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW |
| <ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH | <ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH |

After applying these mitigation measures the level of service analysis identifies the following traffic movements having a LOS E or worse and/or queue lengths exceeding storage bays.

2019 PM Peak Hour (with mitigation)

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---------------------------|-------------|-----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | C | EBL | 0.53 | 33.9 | C | 45 | 40 |
| | | | NBL/NBT | 0.92 | 52.8 | D | 101 | 110 |
| | 5 th St & TCH | B | WBL | 0.72 | 26.2 | C | 48 | 40 |
| Combined | 10 th St & TCH | C | EBL | 0.53 | 33.1 | C | 46 | 40 |
| | | | WBL | 0.85 | 39.1 | D | 80 | 75 |
| | | | NBT / NBL | 0.94 | 52.7 | D | 99 | 110 |
| | 5 th St & TCH | B | WBL | 0.72 | 26.5 | C | 46 | 40 |

2019 Saturday Peak Hour (with mitigation)

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---------------------------|-------------|-----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | C | EBL | 0.42 | 36.2 | D | 52 | 40 |
| | | | WBL | 0.95 | 40.7 | D | 80 | 75 |
| | | | NBL/NBT | 0.90 | 49.0 | D | 95 | 110 |
| Combined | 10 th St & TCH | C | EBL | 0.44 | 51.0 | D | 52 | 40 |
| | | | EBT/EBR | 0.99 | 42.5 | D | 106 | 113 |
| | | | WBL | 0.95 | 53.1 | D | 90 | 75 |
| | | | NBT / NBL | 0.94 | 52.6 | D | 100 | 110 |

5.2.3. 2024 Horizon

The following mitigation measures are required to maintain an acceptable level of service within the study area at the 2024 planning horizon.

Figure 12
Mitigation Measures Required Prior to 2024

| Without Development Traffic | With Development Traffic |
|--|--|
| <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW | <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10th Street SW and 5th Avenue SW |
| <ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH | <ul style="list-style-type: none"> • Install westbound advance left turn signal phase at 5th Street SW and the TCH |
| <ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW | <ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW |
| <ul style="list-style-type: none"> • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. | <ul style="list-style-type: none"> • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. |
| <ul style="list-style-type: none"> • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane | <ul style="list-style-type: none"> • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane |
| <ul style="list-style-type: none"> • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour) | <ul style="list-style-type: none"> • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour) |
| | <ul style="list-style-type: none"> • Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour) |
| | <ul style="list-style-type: none"> • Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre |

After applying these mitigation measures the level of service analysis identifies the following traffic movements having a LOS E or worse and/or queue lengths exceeding storage bays.

2024 PM Peak Hour (with mitigation*)

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | C | EBL | 0.54 | 39.4 | D | 37 | 40 |
| | | | WBL | 0.85 | 35.3 | D | 70 | 75 |
| | | | NBL | 0.66 | 44.7 | D | 71 | 110 |
| | 5 th St & TCH | B | WBL | 0.78 | 31.2 | C | 50 | 40 |
| | 10 th St & 5 th Ave | B | SBL | 0.39 | 43.6 | D | 39 | 37 |
| | 10 th Ave & TCH | B | WBL | 0.60 | 36.3 | D | 11.7 | 40? |
| Combined | 10 th St & TCH. | C | EBL | 0.53 | 44.2 | D | 41 | 40 |
| | | | NBL | 0.73 | 44.1 | D | 78 | 110 |
| | | | SBL | 0.25 | 37.1 | D | 36 | 30 |
| | 5 th St & TCH | C | WBL | 0.85 | 37.9 | D | 55 | 40 |

*except those measures identified as required for Saturday Peak Hour

2024 Saturday Peak Hour (with mitigation)

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|----------|-----------|-------------|-----|-----------|-------------------|
| Base | 10 th St & TCH | C | NBL | 0.51 | 36.8 | D | 67 | 110 |
| Combined | 10 th St & TCH. | C | EBL | 0.58 | 40.0 | D | 39 | 40 |
| | | | EBR/EBT | 0.83 | 49.3 | D | 66 | 113 |
| | | | WBL | 0.80 | 40.5 | D | 61 | 75 |
| | | | NBL | 0.66 | 47.6 | D | 81 | 110 |
| | 5 th St & TCH | B | WBL | 0.79 | 28.3 | C | 49 | 45 |
| | 10 th St & 5 th Ave | B | SBL | 0.61 | 40.9 | D | 42 | 37 |
| | Shopping Centre Access | B | NBT | 0.73 | 39.9 | D | 67 | 100 |

5.3. 10th Street SW Treatment

The width of 10th Street SW is approximately 14 metres between the TCH and 10th Avenue SW. For the portion between 5th and 10th Avenues the roadway has one travel lane and one parking lane in each direction. Sidewalks exist on both sides of 10th Street SW and crosswalks are located at 5th Avenue, the entrance to Piccadilly Mall and 10th Avenue. With the projected increase in background traffic and the proposed new development, traffic volumes will increase on 10th Street SW and modification to the cross-section will be required. A plan for access to the development site is required to adequately and safely provide access.

5.3.1. Access

Access to the two developments is proposed as shown in Figure 13. Both the C3 and C7 sites will have a full turns access, and also share a full turns access at their boundary. The north access is directly across from 5th Avenue SW and should be constructed with curb returns to visually reinforce the 4th leg of the intersection. This is particularly important when the intersection is signalized.

As the C7 zoned shopping centre develops the south access will need to be provided. By full build-out, the traffic exiting the south access will be operating at a LOS F. Although the level of service could be improved through the application of a protected T the future need of 4-laning 10th Street makes a traffic signal a more logical measure.

Figure 13
Development Access



5.3.2. Truck Access

The likely use of the C3 zone will be for a tire service and retail shop, and therefore access for semi-trailers is required. On-site movements and circulation is important, and this is what has identified the need for the mid access that will be shared by the C3 and C7 zone. Figure 14 shows the turning movements of the design vehicle (WB-67 US) used by Kal-Tire in their site designs. The turn into the development site requires a 15 metre wide access throat. To minimize the crossing distance for pedestrians, it is suggested that this could be designed with a truck turning apron and having a standard crossing width access.

Also shown in Figure 15 is the turning radius of the design vehicle for the eastbound right turn from the TCH onto 10th Street SW. Due to the tight turning radius the truck cannot make the turn without utilizing additional lane space. The drawing is reflective of what currently exists when the semi-trucks servicing the Piccadilly Mall make this movement. A less disruptive movement that would be known by the local truck drivers using the Kal Tire service bays would be to turn right off of the TCH at the 4th Avenue connection, and make the turn onto 10th Street SW from 4th Avenue.

Figure 14
Truck Access and Circulation



Figure 15
TCH Eastbound Right Turn onto 10th St SW



5.3.3. Pedestrian Movements

The development of the C3 zone lands will likely not add to the pedestrian activity within the area. However, as the shopping centre is developed in the C7 zone lands, it will attract pedestrian traffic from the neighbouring residential developments. For the residential complexes across the street from the proposed shopping centre, it is unlikely that pedestrians will walk north or south to the existing crosswalks. Similarly, a bus stop exists opposite the proposed shopping centre (see Figure 16) creating a pedestrian desire line across 10th Street at this location. Therefore a future warranted crosswalk at the south entrance to the shopping centre should be anticipated in the access design, and pedestrian routing from the access to the shopping centre buildings should be considered.

Figure 16
Bus Stop Locations



5.3.4. 10th Street SW Cross-Section

The background and development traffic projections indicate close to 2000 vehicles during the peak hours on 10th Street SW south of 5th Avenue within the next 10 years. With parked vehicles and turning movements into the existing residences and future developments, the existing 2 travel lane roadway could experience delays and safety issues due to congestion.

Consideration should be given to removing the turning vehicles from the through lanes, thereby increasing the corridor's capacity, by removing the parking and installing a centre two-way left turn lane. This extends the ability for the corridor to remain as a two-lane roadway and retain the benefits of slower traffic and shorter pedestrian crossings. The added benefit for vulnerable road users is that room would exist for bicycle lanes or wider shared lanes and medians could be installed at crosswalks to provide a mid-crossing refuge as shown in Figure 17. As traffic volumes increase throughout the corridor, the cross-section will need to change to a 4 lane roadway.

Figure 17
Two-way Left Turn Lane Example



6. Improvement Summary

This section summarizes the recommended improvements required to maintain capacity and address safety issues of road network experiencing high traffic growth. It also discusses possible impediments for carrying through with the recommendations and the consequences if that were to happen.

6.1. Recommended Improvements

A list of road network improvements have been identified for the study area based on the projection of background traffic increases and the addition of the proposed development traffic. These improvements have been identified for the three planning horizon years – opening day (2014), 2019, and 2024.

Although tied to specific years, the improvements will be required based on the actual traffic growth. It is noted that the projected traffic growth in this study could be overestimated for the following reasons:

- The highway and City traffic growth factor of 2% is higher than recent historical growth (highway growth from 2005 to 2010 was 0.7%);
- The highway SADT factors (1.973 for January counts and 1.631 for November counts) were used on the City intersections;
- Assumed use of development land was based on highest trip generator whereas the C3 site is being developed for a tire service and retail store, and the C7 site development plans are unknown at this time.

It is therefore suggested that the planning time frames be used as a guide and the timing of the recommended mitigation measures be based on actual traffic growth.

The following mitigation measures are required with and without development traffic:

- For opening day (2014):
- No mitigation measures are required
 - Consider removing parking on 10th Street SW between 5th Avenue SW and 10th Avenue SW and installing a centre two-way left turn lane
- Prior to 2019:
- Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW
 - Install westbound advance left turn signal phase at 5th Street SW and the TCH
- Prior to 2024:
- Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW
 - Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans.
 - Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane
 - Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour)

In addition to the above mitigation measures, the addition of development traffic requires the following further mitigation:

- Prior to 2024:
- Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour)
 - Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre

6.2. Impediment for Improvement

6.2.1. Land Acquisition Required

The proposed improvements at the intersection of 10th Street SW and the TCH require road widenings and land acquisition on both 10th Street SW and the TCH. The adjacent properties are First Nations lands which may extend the timing of acquisition or impact its feasibility. It is likely that improvements would only be achieved during a full corridor upgrade where property issues are better addressed. The result may be that with or without the development, the level of service of the 10th Street intersection with the TCH will fall below acceptable levels.

6.2.2. Traffic Redistribution

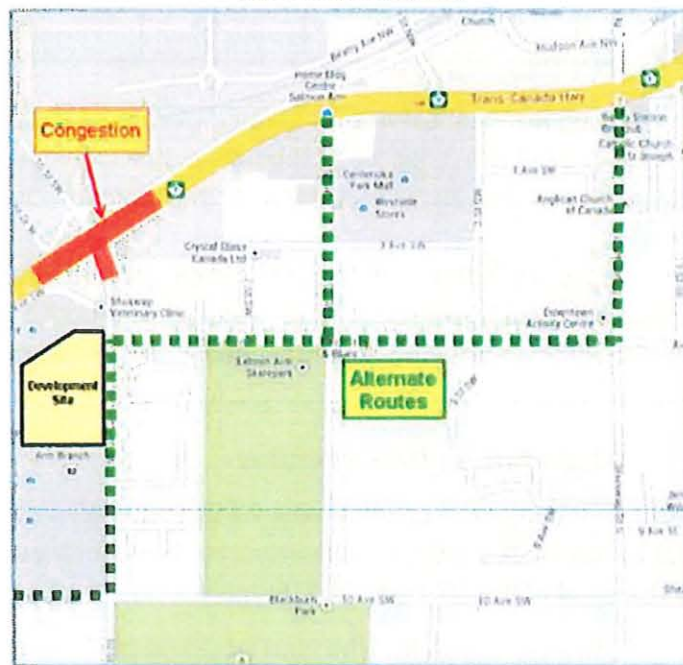
As the levels of service decrease and the congestion and delays increase, it is likely that those motorists that have a choice of routing in their travels change their travel patterns. In this situation, the 5th Avenue corridor parallels the highway and is currently under-utilized. Access to the 10th Street destinations could rely on the 5th Avenue corridor connecting with either 5th Street or Shuswap as shown in Figure 18. Similarly, northbound vehicles on 10th Street turning left at TCH could choose to go southbound on 10th Street to turn right on 10th Avenue to connect to the highway.

A simulation of the redistribution of traffic onto these alternate routes was undertaken to determine whether the alternate routes could accommodate more traffic. The 2024 Saturday Peak Hour scenario was run with no improvements to the intersection of 10th Street and TCH, but with the following movements reduced by 50% and redistributed onto the network:

- Northbound left turn
- Northbound right turn
- Westbound left turn

The level of service implications are shown in the following table.

Figure 18
Route Alternatives



**2024 Saturday Peak Hour (No improvements at 10th Street and TCH)
Traffic Redistributed**

| Scenario | Inter-section | Overall LOS | Movement | V/C Ratio | Delay (sec) | LOS | Queue (m) | Queue Storage (m) |
|----------|---|-------------|-------------|-----------|-------------|-----|-----------|-------------------|
| Combined | 10 th St & TCH. | 28.2 | EBL/EBT/EBR | 0.97 | 41.2 | D | 110 | 113 |
| | | | WBL | 0.82 | 63.1 | E | 105 | 75 |
| | | | NBT/NBL | 0.83 | 50.2 | D | 91 | 110 |
| | | | SBL | 0.40 | 37.9 | D | 87 | 30 |
| | 5 th St & TCH | 24.2 | WBL | 0.86 | 45.3 | D | 56 | 40 |
| | | | NBL | 0.39 | 41.2 | D | 98 | 180 |
| | 10 th St & 5 th Ave | 16.3 | SBL | 0.68 | 57.7 | E | 41 | 37 |
| | 10 th Ave & TCH | 20.1 | WBL | 0.32 | 70.3 | E | 21 | 75 |
| | | | NBL | 0.81 | 37.3 | D | 93 | 220 |
| | Shopping Centre Access | 14.3 | NBL | 0.73 | 50.6 | D | 73 | 110 |

The resulting levels of service for some movements are below acceptable limits at some intersections but are reflective of the delays that would be required to encourage alternative routing. The overall levels of service for the intersections are all at LOS C or better.

This would indicate that if the preferred improvement strategy needed to accommodate background growth (with or without development) cannot be undertaken at the optimum time, alternate routing exists that can reasonably accommodate the growth in traffic.

6.2.3. Future Uncertainties

There are a number of uncertainties within this analysis where assumptions had to be made in order to assess the road network impacts. Some of these uncertainties related to the development of the C7 zone land, namely:

- The assumption that the land would be built out within 10 years;
- The assumption that 94,500 sq.ft. of retail space would be built.

However, the biggest uncertainty is the growth of the background traffic and the ability to accommodate this growth by making improvements to the 10th Street and TCH intersection.

Based on the consequences that these uncertainties have on the road network it is suggested that this TIA provide the information required to approve the rezoning subject to a 219 covenant (no build clause) on the C7 zone land. When the timing and nature of the C7 zone

development is known, updated traffic impact analysis could be done to identify the measures required to remove the covenant.

7. Conclusions and Recommendations

The following is a summary of findings and recommendations for this analysis of the proposed development of Lot 5 Plan 12965 in Salmon Arm.

- A development is proposed on Lot 5 Plan 12965 consisting of an 11,300 square foot tire service and retail store on the northern C3 zone land and a shopping centre on the southern C7 zone land. The tire service and retail store is anticipated to be built in 2014, where as the shopping centre will be developed between 2019 and 2024.
- Based on a higher trip generating land use, the C3 zone land could generate 51 and 108 trips in the weekday PM peak hour and Saturday peak hour respectively.
- The C7 zone land could generate 352 and 462 trips in the weekday PM peak hour and Saturday peak hour respectively.
- Each development will have one full-turns access and will share a second full-turns access, all from 10th Street SW.
- Capacity analyses were undertaken for Ministry of Transportation and Infrastructure (MOTI) and City intersections within the vicinity of the new developments, both with and without the traffic added by the developments. Horizon years of 2014, 2019 and 2024 were considered.
- At opening day of the tire and retail store in 2014 all intersections within the study area operate at a level of service (LOS) C or better, with individual movements not worse than a LOS D.
- At the 2019 planning horizon, all intersections operate at a LOS C or better, but some individual movements at the intersections of 10th Street SW & TCH and 10th Street SW & 5th Street SW operate at LOS E and F, with and without the development traffic.
- At the 2024 planning horizon, a number of intersections within the study area fail with an overall LOS F, with and without the development traffic.
- In order to mitigate the poor levels of service of the growth in background traffic, the following improvement strategy is recommended:

| | |
|-------------------------|---|
| For opening day (2014): | <ul style="list-style-type: none"> • No mitigation measures are required • Consider removing parking on 10th Street SW between 5th Avenue SW and 10th Avenue SW and installing a centre two-way left turn lane |
| Prior to 2019: | <ul style="list-style-type: none"> • Install new traffic signal at the intersection of 10 Street SW and 5th Avenue SW • Install westbound advance left turn signal phase at 5th Street SW and the TCH |

| | |
|----------------|--|
| Prior to 2024: | <ul style="list-style-type: none"> • Install four-way stop control at the intersection of 5th Street SW and 5th Avenue SW • Realign the 10th Avenue and TCH intersection to a signalized 20th Street intersection in accordance with City plans. • Widen the 10th Street SW northbound and southbound approaches to the TCH to include 1 shared left/thru, 1 thru, and 1 right turn lane • Widen the TCH westbound approach to 10th Street SW and install dual left turn lanes (required for Saturday Peak Hour) |
|----------------|--|

- When the development traffic is added to the road network, further mitigation measures are required to attain acceptable levels of service:

| | |
|----------------|--|
| Prior to 2024: | <ul style="list-style-type: none"> • Widen the TCH eastbound approach to 10th Street SW and add a 3rd eastbound through lane (required for Saturday Peak Hour) • Install new traffic signal on 10th Street SW at the south access to the proposed shopping centre |
|----------------|--|

- The recommended improvements at the intersection of 10th Street SW and TCH may be difficult to achieve due to difficulties in achieving the road right-of-way. If that occurs, the background growth of highway and city traffic over the next 10 years will result in intersection failure and excessive delays and will encourage motorists that have routing alternatives to avoid the intersection.
- A review of major redistribution of traffic (50% of traffic having 10th Street SW as origin/destination) indicates that adjacent corridors have excess capacity and can accommodate the redistributed traffic. The levels of service of the study area intersections all had LOS C or better, with 3 intersections having one movement with a LOS E.
- This indicates that until such time as highway widening can occur through this area, congestion will influence the routing choices within the study area. Highway improvement at the 10th Street intersection will likely occur only with a corridor wide improvement program, as opposed to intersection specific.
- All results of this study are based on traffic volume projections that are deemed to be quite conservative (i.e. overestimated). The timing of specific improvements with and without development traffic is shown for comparison purposes; actual timing of improvements should be based on the traffic conditions of the day.
- Due to the uncertainties with respect to the C7 zone land development's timing and size, and the uncertainty of background growth rate and the ability to accommodate the growth with improvements at the 10th Street and TCH intersection, consideration should be given to zoning approval subject to a 219 Covenant restricting development of the C7 zone lands. It is recommended that once the timing and nature of the C7 zone development is known updated traffic impact analysis be done to identify the measures required to remove the covenant.

Appendix A

Summer Annual Daily Traffic Factors

2007 SADT Factors

| Group | Type | Day of Week | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------|-----------------|-------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1 | Consistent | | 1.226 | 1.138 | 1.105 | 1.08 | 1.059 | 1.032 | 1.003 | 0.998 | 1.04 | 1.088 | 1.128 | 1.191 |
| 2 | Seasonal | | 1.973 | 1.777 | 1.605 | 1.482 | 1.296 | 1.23 | 1.032 | 0.971 | 1.186 | 1.393 | 1.631 | 1.838 |
| 3 | Highly Seasonal | | 3.028 | 2.714 | 2.224 | 1.929 | 1.631 | 1.451 | 1.03 | 0.978 | 1.412 | 1.916 | 2.512 | 2.754 |
| 1 | Daily | Sun | 1.242 | 1.283 | 1.224 | 1.219 | 1.236 | 1.207 | 1.207 | 1.194 | 1.217 | 1.254 | 1.237 | 1.344 |
| 1 | Daily | Mon | 1.031 | 1.001 | 1.003 | 1.005 | 1.039 | 1.009 | 1.023 | 1.031 | 1.047 | 1.025 | 1.063 | 1.014 |
| 1 | Daily | Tue | 0.968 | 0.972 | 0.968 | 0.969 | 0.974 | 0.979 | 0.969 | 0.979 | 0.973 | 0.969 | 0.975 | 1.026 |
| 1 | Daily | Wed | 0.965 | 0.959 | 0.953 | 0.954 | 0.959 | 0.961 | 0.962 | 0.948 | 0.953 | 0.966 | 0.955 | 0.933 |
| 1 | Daily | Thu | 0.963 | 0.938 | 0.946 | 0.916 | 0.928 | 0.943 | 0.939 | 0.933 | 0.942 | 0.942 | 0.926 | 0.894 |
| 1 | Daily | Fri | 0.877 | 0.878 | 0.898 | 0.947 | 0.885 | 0.892 | 0.9 | 0.904 | 0.891 | 0.872 | 0.871 | 0.856 |
| 1 | Daily | Sat | 1.087 | 1.124 | 1.133 | 1.104 | 1.1 | 1.117 | 1.101 | 1.112 | 1.087 | 1.1 | 1.102 | 1.113 |
| 2 | Daily | Sun | 1.24 | 1.251 | 1.139 | 1.119 | 1.128 | 1.079 | 1.042 | 1.027 | 1.037 | 1.226 | 1.174 | 1.225 |
| 2 | Daily | Mon | 1.02 | 0.99 | 1.019 | 1.013 | 0.984 | 1.024 | 0.99 | 1 | 0.982 | 0.983 | 1.033 | 1.093 |
| 2 | Daily | Tue | 0.97 | 1.008 | 1.008 | 1.023 | 1.05 | 1.048 | 1.039 | 1.079 | 1.047 | 1.012 | 0.995 | 1.176 |
| 2 | Daily | Wed | 0.923 | 0.98 | 0.974 | 0.996 | 1.033 | 1.013 | 1.035 | 1.037 | 1.025 | 1.017 | 0.978 | 0.958 |
| 2 | Daily | Thu | 0.949 | 0.949 | 0.957 | 0.91 | 0.957 | 0.964 | 0.985 | 0.992 | 1.012 | 0.952 | 0.952 | 0.87 |
| 2 | Daily | Fri | 0.886 | 0.847 | 0.886 | 0.894 | 0.828 | 0.852 | 0.888 | 0.881 | 0.896 | 0.83 | 0.856 | 0.843 |
| 2 | Daily | Sat | 1.165 | 1.157 | 1.145 | 1.139 | 1.129 | 1.102 | 1.071 | 1.039 | 1.058 | 1.13 | 1.116 | 1.042 |
| 3 | Daily | Sun | 1.091 | 1.044 | 1.002 | 1.004 | 1.02 | 1.008 | 0.994 | 0.975 | 0.976 | 1.103 | 1.07 | 1.056 |
| 3 | Daily | Mon | 1.019 | 1.032 | 1.023 | 1 | 0.925 | 1.08 | 0.98 | 0.984 | 0.939 | 0.954 | 1.019 | 1.188 |
| 3 | Daily | Tue | 1.029 | 1.046 | 1.078 | 1.117 | 1.12 | 1.129 | 1.093 | 1.113 | 1.085 | 1.077 | 1.055 | 1.291 |
| 3 | Daily | Wed | 0.977 | 1.016 | 1.063 | 1.071 | 1.115 | 1.091 | 1.083 | 1.089 | 1.084 | 1.094 | 1.048 | 0.974 |
| 3 | Daily | Thu | 0.974 | 1 | 0.994 | 0.948 | 0.991 | 0.962 | 1.024 | 1.014 | 1.055 | 0.987 | 0.987 | 0.893 |
| 3 | Daily | Fri | 0.911 | 0.876 | 0.899 | 0.875 | 0.853 | 0.841 | 0.893 | 0.888 | 0.928 | 0.841 | 0.868 | 0.844 |
| 3 | Daily | Sat | 1.114 | 1.093 | 1.063 | 1.091 | 1.102 | 1.013 | 1.018 | 1.015 | 1 | 1.063 | 1.069 | 0.962 |

NOTE:

Group 1 Consistent
 Group 2 Seasonal
 Group 3 Highly Seasonal

Appendix B

Study Traffic Volumes

Salmon Arm Lot 5 Plan 12965 TIA

Appendix 7: Traffic Impact Analysis
January 29, 2013

Intersection: TCH and 10th Avenue SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|-----|-----------|------|----|------------|------|----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | | 400 | 88 | 8 | 524 | | 92 | | 4 | | | | 1116 |
| | Saturday Peak | | 428 | 148 | 12 | 472 | | 72 | | 16 | | | | 1148 |
| Seasonal Adjustment | Weekday PM | | 789 | 174 | 16 | 1034 | | 182 | | 8 | | | | 2202 |
| | Saturday Peak | | 844 | 292 | 24 | 931 | | 142 | | 32 | | | | 2265 |
| 2019 | Weekday PM | | 871 | 192 | 17 | 1141 | | 200 | | 9 | | | | 2431 |
| | Saturday Peak | | 932 | 322 | 26 | 1028 | | 157 | | 35 | | | | 2501 |
| 2024 | Weekday PM | | 962 | 212 | 19 | 1260 | | 221 | | 10 | | | | 2684 |
| | Saturday Peak | | 1029 | 356 | 29 | 1135 | | 173 | | 38 | | | | 2761 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | | 2 | | | | | | | | | | | 2 |
| | Saturday Peak | | 7 | | | | | | | | | | | 7 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | 16 | | | | | | | | | | | 16 |
| | Saturday Peak | | 22 | | | | | | | | | | | 22 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | | 791 | 174 | 16 | 1034 | | 182 | | 8 | | | | 2204 |
| | Saturday Peak | | 851 | 292 | 24 | 931 | | 142 | | 32 | | | | 2272 |
| 2019 | Weekday PM | | 873 | 192 | 17 | 1141 | | 200 | | 9 | | | | 2433 |
| | Saturday Peak | | 939 | 322 | 26 | 1028 | | 157 | | 35 | | | | 2508 |
| 2024 | Weekday PM | | 980 | 212 | 19 | 1260 | | 221 | | 10 | | | | 2702 |
| | Saturday Peak | | 1058 | 356 | 29 | 1135 | | 173 | | 38 | | | | 2790 |

Intersection: TCH and 10th Street SW
 Count Data Source: Controller Download
 Date: Nov 14 to 21, 2013
 SADT Factor: 1.631

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|----|------------|------|-----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | 42 | 469 | 10 | 176 | 486 | 15 | 105 | 73 | 237 | 9 | 86 | 50 | 1758 |
| | Saturday Peak | 41 | 507 | 10 | 199 | 425 | 13 | 123 | 85 | 256 | 9 | 88 | 50 | 1806 |
| Seasonal Adjustment | Weekday PM | 69 | 765 | 16 | 287 | 793 | 24 | 171 | 119 | 387 | 15 | 140 | 82 | 2867 |
| | Saturday Peak | 67 | 827 | 16 | 325 | 693 | 21 | 201 | 139 | 418 | 15 | 144 | 82 | 2946 |
| 2019 | Weekday PM | 76 | 845 | 18 | 317 | 875 | 27 | 189 | 131 | 427 | 16 | 155 | 90 | 3166 |
| | Saturday Peak | 74 | 913 | 18 | 358 | 765 | 23 | 221 | 153 | 461 | 16 | 158 | 90 | 3252 |
| 2024 | Weekday PM | 84 | 932 | 20 | 350 | 966 | 30 | 209 | 145 | 471 | 18 | 171 | 99 | 3495 |
| | Saturday Peak | 82 | 1008 | 20 | 396 | 845 | 26 | 245 | 169 | 509 | 18 | 175 | 99 | 3591 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | | | 1 | 9 | | | 4 | 4 | 9 | | 4 | | 31 |
| | Saturday Peak | | | 1 | 19 | | | 8 | 9 | 17 | | 9 | | 63 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | | 5 | 64 | | | 26 | 29 | 58 | | 29 | | 211 |
| | Saturday Peak | | | 7 | 90 | | | 31 | 36 | 70 | | 42 | | 276 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | 69 | 765 | 17 | 296 | 793 | 24 | 175 | 123 | 396 | 15 | 144 | 82 | 2898 |
| | Saturday Peak | 67 | 827 | 17 | 344 | 693 | 21 | 209 | 148 | 435 | 15 | 153 | 82 | 3009 |
| 2019 | Weekday PM | 76 | 845 | 19 | 326 | 875 | 27 | 193 | 135 | 436 | 16 | 159 | 90 | 3197 |
| | Saturday Peak | 74 | 913 | 19 | 377 | 765 | 23 | 229 | 162 | 478 | 16 | 167 | 90 | 3315 |
| 2024 | Weekday PM | 84 | 932 | 26 | 423 | 966 | 30 | 239 | 178 | 538 | 18 | 204 | 99 | 3737 |
| | Saturday Peak | 82 | 1008 | 28 | 505 | 845 | 26 | 284 | 214 | 596 | 18 | 226 | 99 | 3930 |

Intersection: TCH and 5th Street SW
 Count Data Source: Controller Download
 Date: Nov 14 to 21, 2013
 SADT Factor: 1.631

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|----|------------|------|-----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | | 669 | 43 | 111 | 622 | | 65 | | 130 | | | | 1640 |
| | Saturday Peak | | 700 | 45 | 95 | 645 | | 60 | | 106 | | | | 1651 |
| Seasonal Adjustment | Weekday PM | | 1091 | 70 | 181 | 1014 | | 106 | | 212 | | | | 2675 |
| | Saturday Peak | | 1142 | 73 | 155 | 1052 | | 98 | | 173 | | | | 2693 |
| 2019 | Weekday PM | | 1205 | 77 | 200 | 1120 | | 117 | | 234 | | | | 2953 |
| | Saturday Peak | | 1261 | 81 | 171 | 1161 | | 108 | | 191 | | | | 2973 |
| 2024 | Weekday PM | | 1330 | 85 | 221 | 1237 | | 129 | | 258 | | | | 3261 |
| | Saturday Peak | | 1392 | 89 | 189 | 1282 | | 119 | | 211 | | | | 3282 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | | 9 | | | 9 | | | | | | | | 18 |
| | Saturday Peak | | 17 | | | 19 | | | | | | | | 36 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | 58 | | | 64 | | | | | | | | 122 |
| | Saturday Peak | | 70 | | | 90 | | | | | | | | 160 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | | 1100 | 70 | 181 | 1023 | | 106 | | 212 | | | | 2693 |
| | Saturday Peak | | 1159 | 73 | 155 | 1071 | | 98 | | 173 | | | | 2729 |
| 2019 | Weekday PM | | 1214 | 77 | 200 | 1129 | | 117 | | 234 | | | | 2971 |
| | Saturday Peak | | 1278 | 81 | 171 | 1180 | | 108 | | 191 | | | | 3009 |
| 2024 | Weekday PM | | 1397 | 85 | 221 | 1310 | | 129 | | 258 | | | | 3401 |
| | Saturday Peak | | 1479 | 89 | 189 | 1391 | | 119 | | 211 | | | | 3478 |

Intersection: 4th Avenue SW and 10th Street SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|----|------------|------|----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | 11 | | 26 | | | | 10 | 307 | | | 208 | 14 | 575 |
| | Saturday Peak | 10 | | 24 | | | | 10 | 335 | | | 234 | 12 | 624 |
| Seasonal Adjustment | Weekday PM | 22 | | 51 | | | | 19 | 605 | | | 410 | 27 | 1134 |
| | Saturday Peak | 19 | | 47 | | | | 20 | 661 | | | 461 | 23 | 1231 |
| 2019 | Weekday PM | 24 | | 56 | | | | 21 | 668 | | | 453 | 30 | 1252 |
| | Saturday Peak | 21 | | 52 | | | | 22 | 730 | | | 509 | 25 | 1359 |
| 2024 | Weekday PM | 27 | | 62 | | | | 23 | 737 | | | 500 | 33 | 1382 |
| | Saturday Peak | 23 | | 57 | | | | 24 | 806 | | | 562 | 28 | 1501 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | | | 2 | | | | | 17 | | | 14 | | 33 |
| | Saturday Peak | | | 5 | | | | | 33 | | | 29 | | 67 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | | 11 | | | | | 113 | | | 98 | | 222 |
| | Saturday Peak | | | 15 | | | | | 137 | | | 139 | | 291 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | 22 | | 53 | | | | 19 | 622 | | | 424 | 27 | 1167 |
| | Saturday Peak | 19 | | 52 | | | | 20 | 694 | | | 490 | 23 | 1298 |
| 2019 | Weekday PM | 24 | | 58 | | | | 21 | 685 | | | 467 | 30 | 1285 |
| | Saturday Peak | 21 | | 57 | | | | 22 | 763 | | | 538 | 25 | 1426 |
| 2024 | Weekday PM | 27 | | 75 | | | | 23 | 867 | | | 612 | 33 | 1637 |
| | Saturday Peak | 23 | | 77 | | | | 24 | 976 | | | 730 | 28 | 1859 |

Intersection: 5th Avenue SW and 10th Street SW

Count Data Source: Manual Count

Date: Jan 11, 2014 / Jan 14, 2014

SADT Factor: 1.973

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|-----|------------|------|-----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | | | | 96 | | 68 | | 252 | 124 | 32 | 244 | | 816 |
| | Saturday Peak | | | | 100 | | 56 | | 288 | 64 | 40 | 216 | | 764 |
| Seasonal Adjustment | Weekday PM | | | | 189 | | 134 | | 497 | 245 | 53 | 407 | | 1525 |
| | Saturday Peak | | | | 197 | | 110 | | 568 | 126 | 79 | 426 | | 1507 |
| 2019 | Weekday PM | | | | 209 | | 148 | | 549 | 270 | 59 | 449 | | 1684 |
| | Saturday Peak | | | | 218 | | 122 | | 627 | 139 | 87 | 471 | | 1664 |
| 2024 | Weekday PM | | | | 231 | | 164 | | 606 | 298 | 65 | 496 | | 1859 |
| | Saturday Peak | | | | 241 | | 135 | | 693 | 154 | 96 | 519 | | 1837 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | 5 | 3 | | | 2 | | | 12 | | | | 17 | 39 |
| | Saturday Peak | 11 | 2 | | | 6 | | | 25 | | | | 39 | 83 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | | | 16 | | | | 113 | 16 | | 109 | | 254 |
| | Saturday Peak | | | | 22 | | | | 137 | 20 | | 154 | | 333 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | 5 | 3 | 0 | 189 | 2 | 134 | 0 | 509 | 245 | 53 | 407 | 17 | 1584 |
| | Saturday Peak | 11 | 2 | 0 | 197 | 6 | 110 | 0 | 593 | 126 | 79 | 426 | 39 | 1590 |
| 2019 | Weekday PM | 5 | 3 | 0 | 209 | 2 | 148 | 0 | 561 | 270 | 59 | 449 | 17 | 1723 |
| | Saturday Peak | 11 | 2 | 0 | 218 | 6 | 122 | 0 | 652 | 139 | 87 | 471 | 39 | 1747 |
| 2024 | Weekday PM | 5 | 3 | 0 | 247 | 2 | 164 | 0 | 731 | 314 | 65 | 605 | 17 | 2152 |
| | Saturday Peak | 11 | 2 | 0 | 263 | 6 | 135 | 0 | 855 | 174 | 96 | 673 | 39 | 2253 |

Salmon Arm Lot 5 Plan 12965 TIA

January 29, 2013

Intersection: 10th Avenue SW and 10th Street SW

Count Data Source: Manual Count

Date: Jan 11, 2014 / Jan 14, 2014

SADT Factor: 1.973

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|-----|------------|------|----|------------|------|-----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | 74 | 94 | 28 | 20 | 70 | 42 | 8 | 22 | 12 | 26 | 50 | 38 | 484 |
| | Saturday Peak | 91 | 97 | 20 | 12 | 76 | 24 | 12 | 41 | 5 | 16 | 33 | 65 | 493 |
| Seasonal Adjustment | Weekday PM | 146 | 185 | 55 | 39 | 138 | 83 | 16 | 43 | 24 | 51 | 99 | 75 | 955 |
| | Saturday Peak | 179 | 192 | 39 | 24 | 150 | 47 | 24 | 82 | 11 | 32 | 66 | 129 | 973 |
| 2019 | Weekday PM | 161 | 205 | 61 | 44 | 152 | 91 | 17 | 48 | 26 | 57 | 109 | 83 | 1054 |
| | Saturday Peak | 198 | 212 | 44 | 26 | 166 | 52 | 26 | 90 | 12 | 35 | 73 | 142 | 1075 |
| 2024 | Weekday PM | 178 | 226 | 67 | 48 | 168 | 101 | 19 | 53 | 29 | 63 | 120 | 91 | 1164 |
| | Saturday Peak | 218 | 234 | 48 | 29 | 183 | 58 | 29 | 99 | 13 | 38 | 80 | 157 | 1187 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | 2 | | | | | 1 | | | 1 | 1 | 2 | 2 | 9 |
| | Saturday Peak | 5 | | | | | 3 | | | 2 | 2 | 4 | 3 | 19 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | 16 | | | | | 10 | | | 5 | 7 | 14 | 11 | 63 |
| | Saturday Peak | 22 | | | | | 15 | | | 7 | 9 | 17 | 13 | 83 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | 148 | 185 | 55 | 39 | 138 | 84 | 16 | 43 | 25 | 52 | 101 | 77 | 964 |
| | Saturday Peak | 184 | 192 | 39 | 24 | 150 | 50 | 24 | 82 | 13 | 34 | 70 | 132 | 992 |
| 2019 | Weekday PM | 163 | 205 | 61 | 44 | 152 | 92 | 17 | 48 | 27 | 58 | 111 | 85 | 1063 |
| | Saturday Peak | 203 | 212 | 44 | 26 | 166 | 55 | 26 | 90 | 14 | 37 | 77 | 145 | 1094 |
| 2024 | Weekday PM | 196 | 226 | 67 | 48 | 168 | 112 | 19 | 53 | 35 | 71 | 136 | 104 | 1236 |
| | Saturday Peak | 245 | 234 | 48 | 29 | 183 | 76 | 29 | 99 | 22 | 49 | 101 | 173 | 1289 |

Intersection: 5th Avenue SW and 5th Street SW
 Count Data Source: Manual Count
 Date: Jan 11, 2014 / Jan 14, 2014
 SADT Factor: 1.973

| Scenario | Peak | Eastbound | | | Westbound | | | Northbound | | | Southbound | | | Total |
|---------------------|---------------|-----------|------|----|-----------|------|----|------------|------|----|------------|------|----|-------|
| | | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | LT | Thru | RT | |
| | | | | | | | | | | | | | | |
| Base Traffic | | | | | | | | | | | | | | |
| Existing | Weekday PM | 20 | 100 | 4 | 20 | 144 | 28 | 8 | 12 | 16 | 24 | 36 | 24 | 436 |
| | Saturday Peak | 40 | 120 | 0 | 40 | 128 | 16 | 0 | 8 | 20 | 20 | 8 | 20 | 420 |
| Seasonal Adjustment | Weekday PM | 39 | 197 | 8 | 39 | 284 | 55 | 16 | 24 | 32 | 47 | 71 | 47 | 860 |
| | Saturday Peak | 79 | 237 | 0 | 79 | 253 | 32 | 0 | 16 | 39 | 39 | 16 | 39 | 829 |
| 2019 | Weekday PM | 44 | 218 | 9 | 44 | 314 | 61 | 17 | 26 | 35 | 52 | 78 | 52 | 950 |
| | Saturday Peak | 87 | 261 | 0 | 87 | 279 | 35 | 0 | 17 | 44 | 44 | 17 | 44 | 915 |
| 2024 | Weekday PM | 48 | 241 | 10 | 48 | 346 | 67 | 19 | 29 | 38 | 58 | 87 | 58 | 1049 |
| | Saturday Peak | 96 | 289 | 0 | 96 | 308 | 38 | 0 | 19 | 48 | 48 | 19 | 48 | 1010 |
| | | | | | | | | | | | | | | |
| Development Traffic | | | | | | | | | | | | | | |
| Kal Tire | Weekday PM | | 2 | | | 2 | | | | | | | | 4 |
| | Saturday Peak | | 5 | | | 5 | | | | | | | | 10 |
| | | | | | | | | | | | | | | |
| Shopping Centre | Weekday PM | | 16 | | | 16 | | | | | | | | 32 |
| | Saturday Peak | | 20 | | | 20 | | | | | | | | 40 |
| | | | | | | | | | | | | | | |
| Combined Traffic | | | | | | | | | | | | | | |
| Opening Day 2014 | Weekday PM | 39 | 199 | 8 | 39 | 286 | 55 | 16 | 24 | 32 | 47 | 71 | 47 | 864 |
| | Saturday Peak | 79 | 242 | 0 | 79 | 258 | 32 | 0 | 16 | 39 | 39 | 16 | 39 | 839 |
| 2019 | Weekday PM | 44 | 220 | 9 | 44 | 316 | 61 | 17 | 26 | 35 | 52 | 78 | 52 | 954 |
| | Saturday Peak | 87 | 266 | 0 | 87 | 284 | 35 | 0 | 17 | 44 | 44 | 17 | 44 | 925 |
| 2024 | Weekday PM | 48 | 259 | 10 | 48 | 364 | 67 | 19 | 29 | 38 | 58 | 87 | 58 | 1085 |
| | Saturday Peak | 96 | 314 | 0 | 96 | 333 | 38 | 0 | 19 | 48 | 48 | 19 | 48 | 1060 |

Appendix C

Synchro / SimTraffic Results

(To be supplied on CD)

LAND TITLE ACT
FORM C (Section 233) CHARGE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

May-07-2014 09:38:19.004

CA3712464 CA3712465

until serviced & filed PAGE 1 OF 5 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Elizabeth Ann
Sadorsky
2P2J8T

Digitally signed by Elizabeth Ann
Sadorsky 2P2J8T
DN: c=CA, cn=Elizabeth Ann
Sadorsky 2P2J8T, o=Lawyer,
ou=Verify ID at www.juricert.com/
LKUP.cfm?id=2P2J8T
Date: 2014.05.07 09:18:47 -0700

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Elizabeth Sadorsky, Brooke, Jackson, Downs LLP

Barristers and Solicitors

PO Box 67, 51-3rd Street NE

Salmon Arm

BC V1E 4N2

Client No. 10348

File No. 36-049/ES

Telephone No. 250-832-9311 (Kelly)

Document Fees: \$147.00

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

009-333-461

LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

Covenant

Priority Agreement

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

SEE SCHEDULE

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

CITY OF SALMON ARM

BOX 40

SALMON ARM

V1E 4N2

BRITISH COLUMBIA

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

Nil

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67

Salmon Arm, BC

V1E 4N2

Execution Date

| Y | M | D |
|----|----|----|
| 14 | 04 | 24 |

Transferor(s) Signature(s)

628746 B.C. Ltd. by its authorized
signatory:

William Herbert Laird

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

PAGE 2 of 5 pages

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Janet Rose Palmer

14

05

05

Commissioner for Taking Affidavits in BC

Commissioner No. 2013-1177

Until October 31, 2016

Box 868

Salmon Arm, British Columbia

V1E 4N9

Salmon Arm Savings and Credit Union
by its authorized signatories:

Michael Wagner

Dan Morin

as to both signatures

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67

Salmon Arm, BC

V1E 4N2

This is the instrument creating the
conditions or covenants entered into
under Section 219 of the Land Title Act
by the Transferor herein described:

as to signature of Carl Bannister

Nancy Cooper, Mayor

Carl Bannister,
Chief Administrative Officer

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT
FORM E****SCHEDULE****PAGE 3 OF 5 PAGES**

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

5. TRANSFEROR(S):

628746 B.C. LTD. (Inc. No. BC628746)
Box 1022
Salmon Arm, BC
V1E 4P2

- and -

SALMON ARM SAVINGS AND CREDIT UNION, joining this instrument to grant priority over Mortgage CA2389617 and Assignment of Rents CA2389618

GENERAL INSTRUMENT - PART 2

Page 4 of 5 pages

SECTION 219 COVENANT**W H E R E A S:**

A. The Transferor is the registered owner in fee simple of that certain parcel or tract of land situate in the City of Salmon Arm, Province of British Columbia, more particularly described in Section 2 of Part 1 of this Form C General Instrument (hereinafter called the "Transferor's Land").

B. It was a condition of the approval by the Transferee of the subdivision which created the Transferor's Land that the Transferor would enter into the covenants herein set out, pursuant to Section 219 of the Land Title Act.

NOW THEREFORE in consideration of payment by the Transferee of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Transferor) and pursuant to Section 219 of the Land Title Act, the Transferor hereby covenants and agrees with the Transferee as follows:

1. Hereafter, and so long as the covenants herein contain shall remain in full force and effect, no buildings, improvements or other structures shall be built, constructed or located on the Transferor's Land and the Transferor's Land shall not be subdivided until such time as:
 - a) the Transferor's Land is fully serviced to the standards of the Transferee; and
 - b) the Transferor has completed all traffic improvements to 10 Street SW required by the Transferee in connection with the proposed development of the Transferor's Land to the satisfaction of the Transferee, which may include a traffic impact analysis.
2. The Transferor covenants and agrees to indemnify and save harmless the Transferee, its servants and agents, from and against all suits, demands, claims, losses, damages, costs, and expenses arising out of any breach, violation or non-performance by the Transferor of any of the covenants set out herein.

Page 5 of 5 pages

3. The Transferor and the Transferee further agree with one another as follows:
- (a) that whenever the expressions "Transferor" or "Transferee" are used herein, the same shall be construed as meaning the singular, plural, or body corporate or politic where the context so requires;
 - (b) that the covenants herein contained are and shall be deemed to be covenants with title to the Transferor's Land to the benefit of the Transferee and shall be binding upon the Transferor and the successors in title to the Transferor, in perpetuity, or until such time as the same shall be released by the Transferee or shall be ordered discharged by a Court of competent jurisdiction; and
 - (c) that this Section 219 Covenant shall only be modified or discharged in accordance with the requirements of Section 219 of the Land Title Act.

CONSENT TO SECTION 219 COVENANT

KNOW ALL PERSONS BY THESE PRESENTS that **SALMON ARM SAVINGS AND CREDIT UNION**, the registered holder of Mortgage CA2389617 and Assignment of Rents CA2389618 (collectively the "Prior Charges"), for an in consideration of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada, paid to it by the Transferee (the receipt and sufficiency of which is hereby acknowledged) does hereby grant and convey to the Transferee, its successors and assigns, priority to the within Section 219 Covenant over the Prior Charges as if the said Section 219 Covenant had been dated and registered prior to the Prior Charges.

628746 B.C. Ltd.
Box 1022
Salmon arm BC.
V1E 4P2

Feb. 07, 2020

Mayor and Council

Re: 521 - 10 St SW. - Subdivision, Down zoning and 219 Covenants.

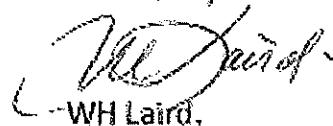
This property is approx. 3.5 acres. We have applied to down zone the site from C-7 to C-3, and subdivide approx. one acre to construct an Ashley furniture store. Currently the City of Salmon Arm and MoTi each have covenants restricting future development subject to the size and type of project proposed.

The owner proposes that the City covenant will remain on the title of the new 1 acre Ashley lot, but modified to restrict development to a furniture store only, and any future use may require the owner to provide an updated traffic impact analysis and a greater number of on-site parking stalls.

It is our understanding that MoTi will discharge their covenant on the new 1 acre lot.

We expect the terms and conditions of the existing covenants restricting future development will continue to be registered on the remaining 2.5 acre lot.

Yours Truly


-WH Laird.

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

TO: Kevin Pearson, Director of Development Services
DATE: January 22, 2020
PREPARED BY: Chris Moore, Engineering Assistant
OWNER: 628746 BC Ltd., Box 1022, Salmon Arm, BC, V1E 4P2
APPLICANT: 628746 BC Ltd. / Laird, B.
SUBJECT: **DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423**
LEGAL: Lot 5, Section 15, Township 20, Range 10, W6M KDYD, Plan 12965 Except
Plans 21358, 24962, KAP73904 AND EPP40251
CIVIC: **521 – 10 Street SW**

Further to your referral dated January 6, 2020b, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; 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 building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423

January 22, 2019

Page 2

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

Roads / Access:

1. 10 Street SW, on the subject properties eastern boundary, is designated as an Urban Collector 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 Street SW is currently constructed to an interim Urban Collector Road standard. Davit poles and fixtures are required on all collector roads. Existing ornamental lights were installed when designated as Town Centre standard, therefore, Illumination level calculations will be required for City review and approval, to be submitted by a qualified professional engineer. Owner / Developer is responsible for all associated costs.
3. As 10 Street SW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only existing driveway locations shall be used for this and all future phases of this development.
4. The subject property has existing covenants on it requiring compliance with the recommendations of a Traffic Impact Assessment (TIA) carried out in 2013 (attached). The TIA requirement may be postponed subject to limiting use to furniture store only as trip generation would be anticipate to be minor for this use.

Water:

1. The subject property fronts a 250mm diameter Zone 1 watermain on 10 Street SW. No upgrades will be required at this time.
2. The property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of Building Permit, at the Owner / Developer's cost.
3. Records indicate that the property is serviced by a 200mm diameter service at the south east corner of the lot from the 250mm diameter watermain on 10 Street SW. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423

January 22, 2019

Page 3

-
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Street SW. No upgrades will be required at this time.
2. The subject property 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 property is serviced by a 200mm service from the sanitary sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 375mm diameter storm sewer on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 375mm service from the storm sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. 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.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. Based on available information, it is expected that site retention and release at 5 year pre-development flows will be required. Owner / Developer is responsible for all associated costs. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

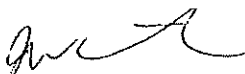
DEVELOPMENT PERMIT APPLICATION FILE NO. DP-423


January 22, 2019

Page 4

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), is required.


per: **Chris Moore**
Engineering Assistant


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



**DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1165
Bylaw 4370
eDAS File #: 2020-00139
Date: Feb/12/2020

City of Salmon Arm Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm Development Services

**Re: Proposed Bylaw 4370 for:
LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251**

Thank you for the opportunity to provide comments on the above noted rezoning.

The Ministry is prepared to grant preliminary approval for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

Included with the rezoning referral was the Development Permit (DP) referral, however, the Ministry endorsement is not required on the DP as the legislated threshold has not been met. Please note there is a covenant in favour of the Province that will be addressed prior to the building permit being issued.

If you have any questions please feel free to call Elizabeth KEAM at (250) 833-7404.

Yours truly,

Elizabeth KEAM
Development Officer

| |
|---|
| Local District Address |
| Salmon Arm Area Office |
| Bag 100 |
| 850C 16th Street NE |
| Salmon Arm, BC V1E 4S4 |
| Canada |
| Phone: (250) 712-3660 Fax: (250) 833-3380 |

LAND TITLE ACT
FORM C (Section 233) CHARGE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

May-07-2014 09:38:19.003

CA3712462 CA3712463

PAGE 1 OF 5 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Elizabeth Ann
Sadorsky
2P2J8T

Digitally signed by Elizabeth Ann
Sadorsky 2P2J8T
DN: c=CA, cn=Elizabeth Ann
Sadorsky 2P2J8T, o=Lawyer,
ou=Verify ID at www.juricert.com/
LKUP.cfm?id=2P2J8T
Date: 2014.05.07 09:15:21 -0700

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Elizabeth Sadorsky, Brooke, Jackson, Downs LLP

Barristers and Solicitors

PO Box 67, 51-3rd Street NE

Salmon Arm

BC V1E 4N2

Client No. 10348

File No. 36-049/ES

Telephone No. 250-832-9311 (Kelly)

Document Fees: \$147.00

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

009-333-461

LOT 5 SECTION 15 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 12965
EXCEPT PLANS 21358, 24962, KAP73904 AND EPP40251

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

Covenant

Priority Agreement

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

SEE SCHEDULE

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

SEE SCHEDULE

7. ADDITIONAL OR MODIFIED TERMS:

NIL

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Elizabeth Sadorsky

Barrister & Solicitor

51 - 3 Street NE, PO Box 67

Salmon Arm, BC

V1E 4N2

| Execution Date | | |
|----------------|----|----|
| Y | M | D |
| 14 | 04 | 07 |

Transferor(s) Signature(s)

628746 B.C. LTD. by its authorized signatory:

William Herbert Laird

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

PAGE 2 of 5 pages

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

 Daniel Arthur Morin

Commissioner for Taking Affidavits in BC

Commissioner No. 2013-0639

Until May 31, 2016

Box 868

Salmon Arm, British Columbia

V1E 4N9

| Y | M | D |
|----|----|----|
| 14 | 04 | 10 |

 Salmon Arm Savings and Credit Union
by its authorized signatories:

 Michael Wagner

 Ken Hawrys

as to both signatures

| | | |
|----|----|----|
| 14 | 04 | 09 |
|----|----|----|

 This is the instrument creating the
conditions or covenants entered into
under Section 219 of the Land Title Act
by the Transferor herein described:

 William G. Sparkes, Approving Officer
for the Ministry of Transportation and
Infrastructure

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM E

SCHEDULE

PAGE 3 OF 5 PAGES

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

5. TRANSFEROR(S):

628746 B.C. LTD. (Inc. No. BC628746)
Box 1022
Salmon Arm, BC
V1E 4P2

- and -

SALMON ARM SAVINGS AND CREDIT UNION, joining this Instrument to grant priority over Mortgage CA2389617 and Assignment of Rents CA2389618

6. TRANSFEREE(S):

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
as represented by the Minister of Transportation and Infrastructure
Parliament Buildings
Victoria, BC
V8X 1V4

GENERAL INSTRUMENT PART 2

Page 4 of 5 pages

SECTION 219 COVENANT

WHEREAS:

- A. The Transferor is the registered owner in fee simple of that certain parcel or tract of land situate in the City of Salmon Arm, Province of British Columbia, more particularly described in Section 2 of this Form C General Instrument (the "Transferor's Land").
- B. The Transferor applied to the Transferee for approval of its application to the City of Salmon Arm to re-zone the parent property of the Transferor's Land from A-1 (Agriculture) to C-3 (Service Commercial) and C-7 (Shopping Centre Commercial).
- C. It is a condition of the approval by the Transferee of the re-zoning application recited herein that the Transferor agree to certain restrictions with respect to the development of the Transferor's Land and the Transferor has agreed to grant the covenants hereinafter set out, pursuant to Section 219 of the Land Title Act, to evidence those restrictions.

NOW THEREFORE in consideration of payment by the Transferee of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Transferor) and pursuant to Section 219 of the Land Title Act, the Transferor hereby covenants and agrees with the Transferee as follows:

1. Hereafter, and so long as the covenants herein contained shall remain in full force and effect, no buildings, improvements or other structures shall be built, constructed or located on the Transferor's Land, and the Transferor's Land shall be used only as bare land, until such time as the Transferor has submitted a site plan with current traffic impact analysis based on the proposed use to the Transferee, has completed any offsite works as recommended by the Transferee's traffic engineer, and has obtained the Transferee's approval.
2. The Transferor covenants and agrees to indemnify and save harmless the Transferee, its servants and agents, from and against all suits, demands, claims losses, damages, costs or expenses arising out of any breach, violation or non-performance by the Transferor of any of the covenants set out herein.
3. The Transferor and the Transferee further agree with one another, as follows:
 - (a) that whenever the expressions "Transferor" or "Transferee" are used herein, the same shall be construed as meaning the singular, plural, or body corporate or politic where the context so requires;

Page 5 of 5 pages

- (b) that the covenants herein contained are and shall be deemed to be covenants with title to the Transferor's Land to the benefit of the Transferee and shall be binding upon the Transferor and the successors in title to the Transferor, in perpetuity, or until such time as the same shall be released by the Transferee or shall be ordered discharged by a Court of competent jurisdiction;
- (c) that this Covenant shall only be modified or discharged in accordance with the requirements of the Land Title Act.

CONSENT TO SECTION 219 COVENANT

KNOW ALL PERSONS BY THESE PRESENTS that **SALMON ARM SAVINGS AND CREDIT UNION**, the registered holder of Mortgage CA2389617 and Assignment of Rents CA2389618 (collectively the "Prior Charges"), for and in consideration of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada, paid to it by the Transferee (the receipt and sufficiency of which is hereby acknowledged) does hereby grant and convey to the Transferee, its successors and assigns, priority to the within Section 219 Covenant over the Prior Charges as if the said Section 219 Covenant had been dated and registered prior to the Prior Charges.

**DESIGN REVIEW PANEL MINUTES**

January 23, 2020
Room No. 100, City Hall

Present: Trent Sismey (Panel Member – Acting Chair)
Paul Burrows (Panel Member)
Marc Lamerton (Panel Member)
Dennis Lowe (Panel Member)

Bill Laird (Applicant DP-423)

Chris Larson (Planning and Development Officer)
Scott Beeching (Senior Planner)

Absent: Sharon Bennett (Panel Member)

Application: Proposed Commercial Development at 521 – 10 Street SW
Development Permit Application No. DP-423

The meeting was called to order at 2:34 p.m.

Development Permit Application No. DP-423

The Applicant summarized the proposal, referring to the site plans and building elevations, including future development plans and the requested parking variance. The intent is to build and sell the parcel.

Panel members sought clarification on the design including landscaping, and parking. It was noted that there will be street parking and potential options for parking along the north and south building elevations.

The applicant left the meeting at 2:49.

Panel members discussed the proposal, noting that the elevations were generally pleasing with vertical elements to break up the larger less featured walls.

The applicant returned to the meeting at 3:02.

Panel Recommendation

THAT the application drawings under review for application DP-423 be supported as presented, noting no concerns with the requested parking variance. While not a requirement and recognizing the vertical design elements, the DRP noted a potential opportunity to enhance the north and south elevations through some form of design feature, such as windows for natural lighting or artistic branding.

The meeting adjourned at 3:07 p.m.

Endorsed by Acting Chair

24. STATUTORY PUBLIC HEARINGS

2. City of Salmon Arm Zoning Amendment Application No. ZON-1165 [628746 BC Ltd./Laird, B.; 521 10 Street SW; C-7 to C-3]

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

Submissions were called for at this time.

W.H. Laird, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:40 p.m. and the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4370

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 March 9, 2020 at the hour of 7:00 p.m. was published in the February 26 and March 4, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 5, Section 15, Township 20, Range 10, W6M, KDYD, Plan 12965 Except Plans 21358, 24962, KAP73904 and EPP40251 from C-7 Shopping Centre Commercial Zone to C-3 Service Commercial Zone, attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4370"

READ A FIRST TIME THIS 24 DAY OF February 2020

READ A SECOND TIME THIS 24 DAY OF February 2020

READ A THIRD TIME THIS 9 DAY OF March 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 12 DAY OF March 2020

"E. KEAM"

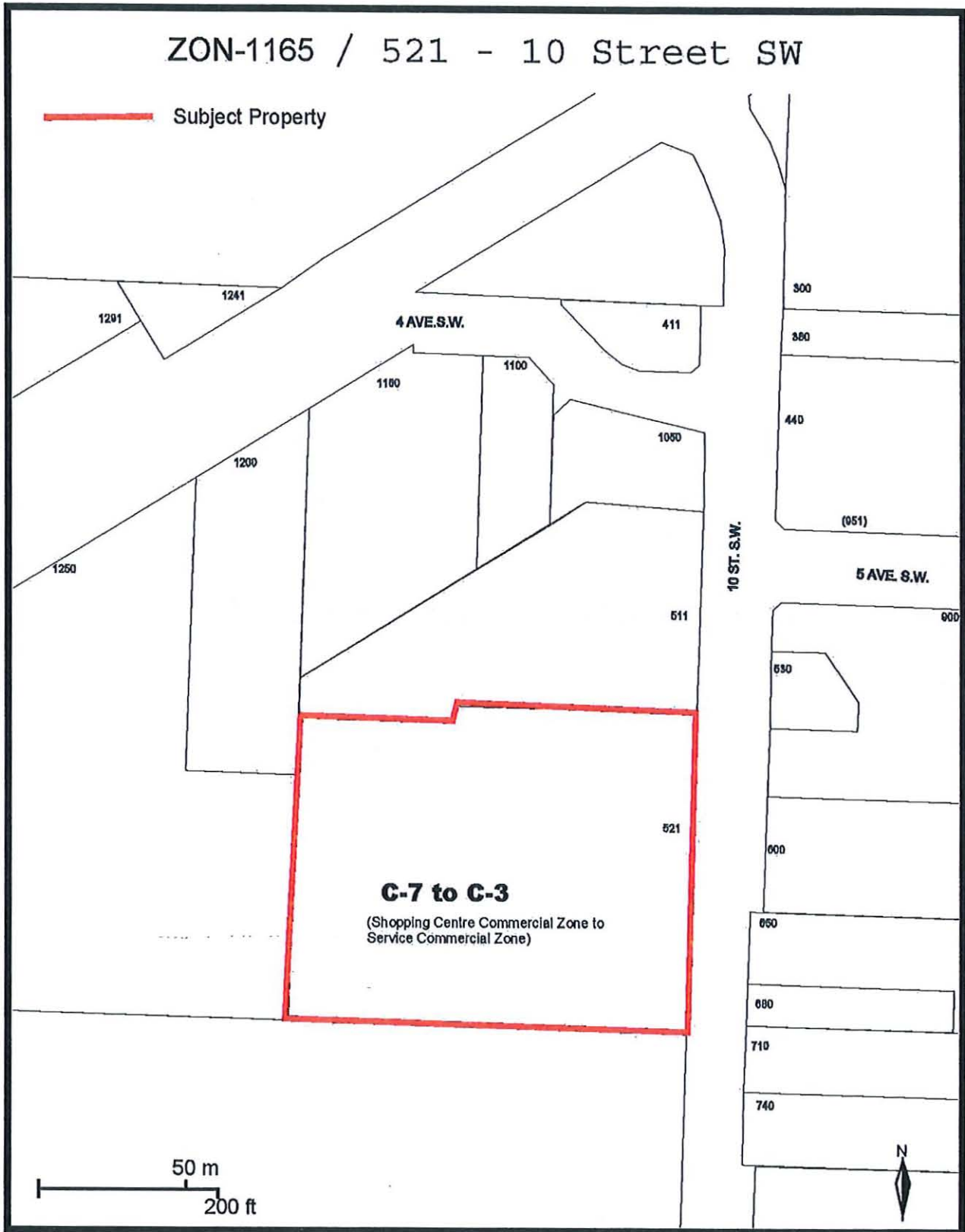
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE - APRIL 14, 2020

- | | | |
|-----|---|---|
| 1. | Building Department – Building Statistics – March 2020 | N |
| 2. | Building Department – Building Permits – Yearly Statistics | N |
| 3. | L. Prosser – email dated march 19, 2020 – Skateboard park | R |
| 4. | D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated March 30, 2020 – Temporary Campground | R |
| 5. | D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated March 30, 2020 – Noise Bylaw Variance Request | R |
| 6. | S. Niven, Associate, Fund Development, Cystic Fibrosis Canada, British Columbia and Yukon Region – email dated March 24, 2020 – Proclamation Request | R |
| 7. | L. Mindnich, SILGA President – letter dated March 24, 2020 – SILGA cancellation | N |
| 8. | S. Howard, Senior Director, BC and Strategic Projects – Supporting small businesses in light of COVID-19 | N |
| 9. | M. Tait, UBCM President – letter dated March 27, 2020 – Provincial Response to 2019 Resolutions | N |
| 10. | L. Deisroth, SAMBA Secretary – letter dated March 13, 2020 – Proposed Batting Cage at Klahani Park | R |
| 11. | L. Edwards, Executive Director, Local Government Infrastructure & Engineering, Ministry of Municipal Affairs and Housing to R. Nitchie, Team Leader Community Services, Columbia Shuswap Regional District – letter dated March 18, 2020 – Investing in Canada Infrastructure Program – Rural and Northern Communities Project #IR0091 – Sicamous to Armstrong Rail Trail | N |
| 12. | Water Canada – email dated March 23, 2020 – Internship Program Flushable Wipes COVID-19 | N |
| 13. | H. Cowan, MLA Greg Kylo – email dated March 26, 2020 – Important Information from MLA Greg Kylo: List of essential services in BC during COVID-19 pandemic | N |
| 14. | L. Hall, Mayor, City of Prince George – letter dated March 24, 2020 – Sharing Payments for Opioid Class Action Lawsuit | N |
| 15. | B. Zeinabova, Deputy City Clerk, City of Burnaby – letter dated March 6, 2020 – 2020 UBCM Resolutions | N |
| 16. | Community Development Institute – email dated March 27, 2020 – The Community Development Institute at UNBC | N |
| 17. | S. Kakehi, Mayor, Inashiki – letter received March 25, 2020 – International Cultural Exchange | N |
| 18. | C. Peters, BC anti-human trafficking educator, speaker, advocate – email dated March 22, 2020 – Ontario Releases a New and Comprehensive Strategy to Combat Human Trafficking | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council renew the City of Salmon Arm Sidewalk Extension Policy and Terms of Reference indefinitely, as attached to the staff report dated April 23, 2014;

AND THAT: Council approve the proposed Sidewalk Café for Hanoi 36 as outlined in the letter dated April 8, 2020, subject to the following;

- Payment of fees;
- Meeting all requirements specified in the Sidewalk Extension Policy and Terms of Reference;
- Approval by the City of Salmon Arm Engineering Department;
- Approval by the City of Salmon Arm Building Department; and
- Approval by Interior Health.

Vote Record

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

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

151 Hudson Holdings Ltd.

**Box 1022
Salmon Arm, BC.
V1E 4P2**

April 08, 2020

Mayor and Council
City of Salmon Arm

RE: Hanoi 36 Restaurant application for a Sidewalk Patio at 141 Hudson St.

The undersigned is the owner of 141 Hudson and is acting as agent for Mr. Michael Vu proprietor of Hanoi 36 Restaurant.

We have reviewed and intend to follow the terms of reference in the 2014 Sidewalk Café Extension Program. Subject to approval of the proposed design by the Engineering and Building departments, it is the desire of Mr. VU that the patio be open for occupancy upon the lifting of the current COVID restrictions. Mr. Vu has spoken with his immediate neighbours who have enthusiastically endorsed his proposal.

Attached are:

Plan and elevation drawings of the seating area.

Photo of location

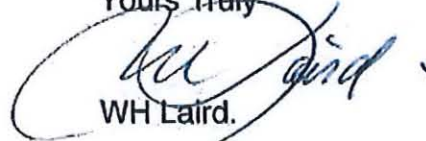
Completed application form

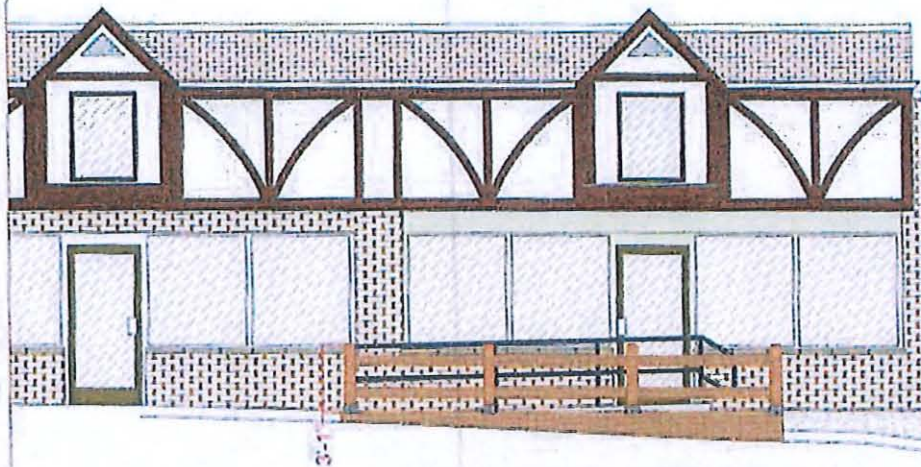
DSA support letter

Downtown parking commission minutes stating support

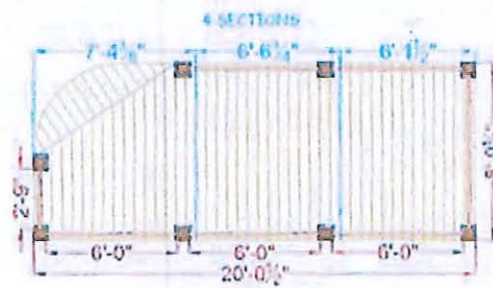
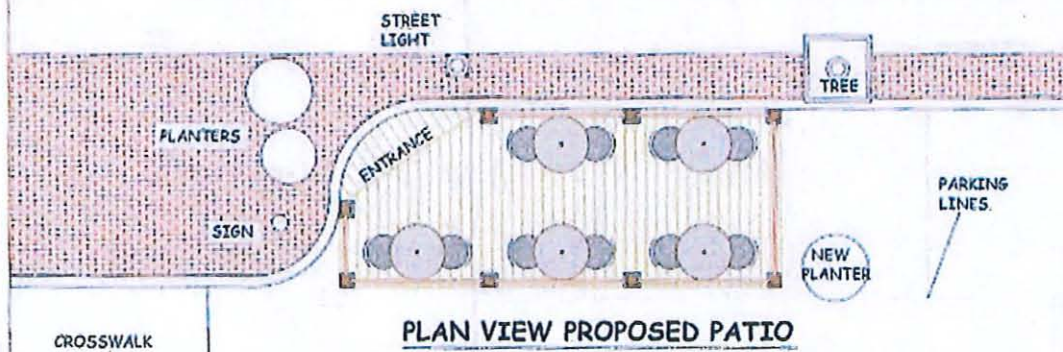
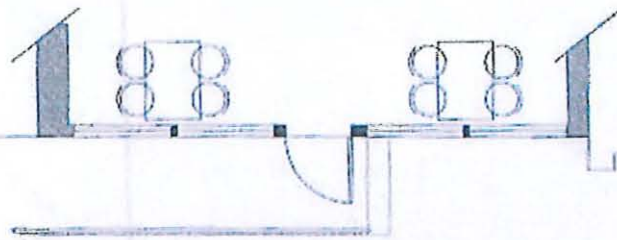
It is anticipated we would attend a council meeting to answer any questions or concerns council may have.

Yours Truly


WH Laird.



ELEVATION 141 A HUDSON AVE.





6 | Page

City of Salmon Arm
Sidewalk Cafe Extension Program – Terms of Reference

Form SC-1

Application for Sidewalk Cafe Extension

Please check appropriate box:

New application ☒
 Renewal of existing permit ☐
 Amended design? Yes ☐ No ☐
Applicant:

| | | |
|--|----------------------|--|
| Business Name: Hanoi 36 Restaurant | | Business Licence Number: HAN01 |
| Applicant Name: Hai Manh Vu | | Property Owner: 151 Hudson Holdings Ltd. |
| Mailing Address: PO Box 665 141 A Hudson Ave NE | | Telephone: 778-489-5608 |
| City: Salmon Arm | Cell: 778-322-5986 | |
| Prov.: BC | Postal Code: V1E 4N8 | Email: hanoi36sa@gmail.com |

Location:

| |
|---|
| Street Address: 141 A Hudson Ave NE, Salmon Arm, BC, V1E4N8 |
| Legal Description: |

Specifications:

| | |
|--|---|
| Dates of Operation: 01/05/20 to 31/10/20 <small>DD MM YY DD MM YY</small> | Number of Tables: 5 |
| Days of Operation: Tuesday - Sunday | Number of Chairs: 10 |
| Hours of Operation: 11:00am - 8:00pm | Number of parking stalls occupied: 1 <small>(Maximum of five stalls)</small> |
| Dimensions of seating area: 8' x 20 | Will alcohol be served? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Area of seating (m2): 16 m ² | |

Application Checklist:

| | |
|--|-------------------------------------|
| Application Fee (\$300) | <input checked="" type="checkbox"/> |
| Detailed Dimensioned Plan (scale 1:100) | <input checked="" type="checkbox"/> |
| Updated Licence from the Liquor Control and Licensing Branch | <input type="checkbox"/> |
| Letter of approval from neighbours (if encroaching on neighbours frontage) | <input type="checkbox"/> |

I/we have read the Terms of Reference for the Sidewalk Café Extension Program and if granted a permit, agree to abide by the terms and conditions set out therein.


 Applicant's Signature.

February 17, 2020
 Date.



Mayor and Council
City of Salmon Arm
PO Box 40
Salmon Arm, BC V1E 4N2

March 11, 2020

Dear Mayor and Council

RE: Hanoi 36 Restaurant Sidewalk Patio Application

The Salmon Arm Downtown Improvement Association, at the regular meeting of March 11, 2020, approved the motion *'that we support a patio extension at Hanoi 36 Restaurant, as displayed in the diagram presented'*. Diagram is attached.

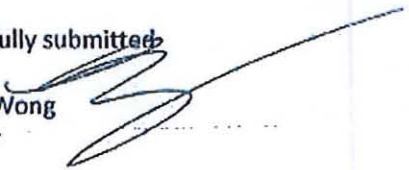
All those present at the Board meeting voted in favour, except for Bill Laird, who abstained from voting and declared a conflict of interest.

We support this initiative of the owners of the restaurant and believe that it will contribute immensely to the overall vibrancy and atmosphere of the downtown.

Thank you

Respectfully submitted,

Lindsay Wong
Manager



DOWNTOWN SALMON ARM
250 SHUSWAP STREET NE, PO BOX 1928
SALMON ARM, BRITISH COLUMBIA V1E 4P9

4. APPROVAL OF MINUTES FROM DECEMBER 17, 2019

Moved: B. Laird

Seconded: C. Ingebrigstson

THAT: the Downtown Parking Commission Meeting Minutes of December 17, 2019 be adopted as circulated.

CARRIED UNANIMOUSLY

5. OLD BUSINESS ARISING FROM MINUTES

None

6. NEW BUSINESS

a. Downtown Parking Plan Summary – Update
ISL Engineering & Land Services

- Conference Call with ISL, Borg Chan
- DPC reviewed the draft Parking User Satisfaction Survey Questionnaire
- Modify some of the questions and circulate changes for review
- Advertise Survey on social media, News paper (City Section) and possibly Friday AM
- Contact Downtown Salmon Arm for assistance with distribution of Survey
- Survey to be hosted on City Web Site and paper copies to be distributed to downtown businesses.

b. Sidewalk Patio – 141A Hudson Ave – Hanoi 36

- Proposal was presented by B Laird
- No City policy currently in place; however, recommendation to follow policy which was developed by City Staff during the 2014 Trial period.

Note: B. Laird declared a conflict and abstained from the vote.

Moved: C. Ingebrigstson

Seconded: J. Gaudreau

THAT: the Downtown Parking Commission supports the proposed sidewalk patio plan for 141A Hudson Ave (Hanoi 36) as presented.

CARRIED UNANIMOUSLY

7. OTHER BUSINESS

8. NEXT MEETING – Tuesday, March 17, 2020

The next meeting of the Downtown Parking Commission will be Tuesday, March 17, 2020. Chairperson will be Regan Ready.



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

TO: Her Worship Mayor and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Chris Moore, Engineering Assistant

DATE: 23 April 2014

SUBJECT: **SIDEWALK CAFE EXTENSION PROGRAM**

RECOMMENDATION:

THAT: Council approve a one year trial period ending on October 31, 2014 for the Sidewalk Cafe Extension Program.

BACKGROUND

Council has expressed interest in allowing sidewalk cafes in the downtown and directed staff to investigate the pros and cons of sidewalk cafes and draft a policy to allow them.

A sidewalk cafe is an outdoor eating and drinking area which is part of a restaurant establishment extending on to municipal property (sidewalk, parking stalls and/or street right of way). They are known to exist in places such as Kelowna, Nelson and Victoria and staff have researched these and other communities guidelines and policies documents.

The purpose of this report is to update Council on what staff believes are the pros and cons of sidewalk cafes, present a draft policy, and to explain what staff believes is an appropriate method to implement such a policy.

PROS

Sidewalk Cafes appear to function well in the above noted municipalities. They can provide an opportunity for outdoor seating during appropriate weather, and increase the sense of 'street vitality' thereby adding to a positive downtown experience for locals and tourists. If there is 'buy in' by other merchants on a particular downtown block, the sidewalk cafe will be an accepted entity.

CONS

Sidewalk cafes are untested in the City of Salmon Arm. While some restaurants have outdoor patios, there is no legal arrangement for an outdoor seating area that encroaches fully over a sidewalk and perhaps into a street (e.g. on street parking stalls). In this regard, there are several issues and concerns that come to mind: 1) traffic safety, 2) potentially public safety (e.g. with the serving of alcohol), 3) the loss of parking stalls, and 4) a perceived disruption of

SIDEWALK CAFE EXTENSION PROGRAM
Page 2

business as a result of the loss of parking or diversion of foot traffic by other merchants on a particular block in the downtown.

There are other technical concerns relating to BC Building Code, emergency egress from a building, and City liability. From aesthetic design point of view, and to address some of the above concerns, there should also be a method for notification and for approval by staff and Council for a proposed street cafe.

Finally, there is the question of equity and expectations. It is doubtful that most blocks in downtown Salmon Arm could accommodate more than one street cafe based on logistics. There will likely be pressure to allow more than one per block once the first street cafe is approved.

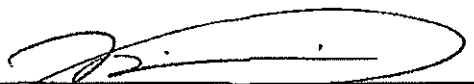
DRAFT POLICY

Draft Terms of Reference for the Sidewalk Cafe Extension Program are attached to this report. The Downtown Parking Commission was given the opportunity to comment on this document.

The Highway Use Permit (HUP) will be used as a means for implementing construction of Sidewalk Cafe Extensions. HUP's are granted by the Director of Engineering and Public Works and are used to permit works to take place within the City's right-of-ways.

It is intended that these terms of reference be established on a trial basis in the first year, after which time feedback from affected businesses will be requested. Based on this information and feedback from staff, a new bylaw for Sidewalk Cafe Extensions will be drafted and put before Council for approval, together with an updated policy and an update to the Fee for Services bylaw.

Respectfully submitted,


Robert Niewenhuizen
Director of Engineering and Public Works

c.c. Monica Dalziel, Chief Financial Officer

X:\City\Public Works\Engineering Services\440-61 STREET & ROADS - GENERAL\West Cofes\2012 - Sidewalk Cafe Extension Program.docx



Sidewalk Cafe Extension Program

Terms of Reference

Definition

A sidewalk cafe extension is defined as the temporary extension of an eating establishment onto the adjacent public right-of-way, requiring no permanent construction.

Application Procedure

- Applicants should request a pre-application meeting with City staff (contact Development Services 250-803-4021). Staff will be able to give preliminary advice on factors that may affect your proposals.
 - It is recommended that you contact your neighbours at an early stage who may be affected by your proposal, to identify and address any potential concerns.
 - If alcohol is to be served, an updated Licence from the Liquor Control and Licensing Branch will be required to support the application.
 - An application should be submitted using form SC-1 (attached) at least 30 working days prior to the date that installation of the seating facility is required.
 - Merchants adjacent to proposed outdoor seating areas will be notified by the City that an application has been received. This notification is intended to give such businesses the option of communicating any concerns to the City related to a proposed seating area, so that these concerns might be considered in the sighting and design of the proposed seating facility.
 - Once the application is approved, the applicant will be required to provide proof of insurance, permit fees and a security deposit before a permit will be issued, allowing the seating facility to be installed.
-

Permitted Use and Areas to be Designated

- Use is limited to businesses engaged in food and beverage service within the downtown area of the City of Salmon Arm, holding a valid business license.
- A permit will only be issued where the permit area is immediately in front of the establishment to which it is operationally tied, and may only occupy a space as wide as the establishment frontage unless approvals to the contrary is granted in writing by affected adjoining tenants or their agents.
- There will be a limit of two (2) permits issued, utilizing no more than two (2) parking stalls per City Block.

Decommissioning of Parking Stalls

- A permit may be issued to occupy a maximum of 2 parallel parking stalls. Consideration will also be given to other permits already issued in the same street as the application.

- Only one permit per block will be issued and no more than 20% of the total number of parking stalls available in one street, (excluding handicapped parking stalls and loading zone stalls) may be used by sidewalk cafe extensions.

Permit Period

- A Permit will be issued and must be renewed annually. The permit will allow the sidewalk cafe to operate from May 1 to the "Thanks Giving" Long Weekend, no later than October 31, inclusive, during that calendar year. Permits will be issued on a first come, first served basis. Existing permit holders will be given priority and allowed to apply to renew their permit for the following year, prior to the end of the current year.
- After each six (6) month period, the applicant is responsible for completely dismantling the sidewalk cafe extension and reinstating the sidewalk, street and parking areas to its previous condition.

Application Requirements

A new application for a Sidewalk Cafe Extension shall be submitted each year. (Please note that the permit may be transferable provided that the new owner conforms to the Terms of Reference and provides proper proof of insurance.)

Application Fee

Applicants shall submit a non-refundable \$300.00 application and review fee. An application fee is not required in subsequent years where a seating facility has been in continuous operation and where the layout and/or design of the facility, in the estimation of staff, has not been significantly altered.

Drawings

Applicants shall submit a plan at 1:100 scale, to include the following:

- Extent of cafe area and seating arrangement;
- Provisions for pedestrian re-routing and building access/egress;
- Fencing, railings, construction materials, heights of fencing or barriers;
- Lighting, water and heating equipment;
- Power and energy sources;
- Location of City utilities, irrigation fixtures and service chambers and any existing street furniture and/or appurtenances within a distance measured from 3 meters on either side of the business frontage
- Elevations of the permit area including any ramps, ramp grades, fences, and overhead structures;
- Section through any proposed ramps and changes in elevations.

Security Deposit

Prior to the issuance of the Permit, the applicant shall place with the City, a cash deposit in the amount of \$500.00 as security that the obligations imposed by the permit are fulfilled. The City may use this security for reimbursement of the cost of any damage to the sidewalk, walkway, roadway, or other City facilities as a result of occupancy that are not rectified by the owner

within a reasonable time period. Also to cover the cost of enforcement, in the event of non-compliance.

Certificate of Insurance

Prior to the issuance of the Permit, the City requires a copy of the applicants Insurance with The City of Salmon Arm as an additional named Insured, insurance in the amount of \$2,000,000.00.

Permit Fees

There is an annual fee of \$150 per parking stall, to be paid prior to issuing of the permit, for each parking stall or part thereof that is required to accommodate the seating facility or re-routing of the sidewalk.

Design and Construction Guidelines

General

- Structures within a permit area must be free standing. Anchorage to the sidewalk or roadway is not permitted.
- Construction must conform to the provisions of the BC Building Code, where applicable.
- Provision should be made for access by individuals with physical disabilities. Applicants are strongly encouraged to make seating areas accessible and traversable by all members of the public.

Aesthetics

- Outdoor seating areas should not appear to be additions to buildings, but rather maintain their character as additions or enhancements to the streetscape. In this regard, it is recommended that such structures remain open to the street and to the sky.
- High quality materials are expected together with appropriate landscaping, where practical.
- Consideration should be given to all angles from which the facility will be viewed at ground level.
- Consideration must be given to the ability to maintain a clean appearance and sanitary environment including the prevention of the accumulation of debris around and under the structure together with provision for the uninterrupted flow of storm water run-off.

Seating Area

- The seating area can be comprised of more than one level with the top of deck not more than 0.3 metres above the top of the adjoining sidewalk.
- The seating area must provide a non-slip, all-weather surface; use of carpeting is prohibited. Where wood planking is used, applicants are cautioned to ensure that cupping and flexing of wood members under the weight of pedestrian traffic does not create a tripping hazard. Planking must conform, at minimum, to the provisions of the BC Building Code.
- Tables and chairs within the seating area should preferably have a high degree of colour contrast to their surroundings.

Walkway

- Any structure providing a route around an area used by a permit holder for the purpose of serving its patrons, herein termed a "walkway", must have a minimum 2.0m width throughout its length. The width must not be reduced by the overhang of any vehicle in

an adjacent parking stall, or by any element structural or otherwise, forming part of, or provided in conjunction with the adjoining seating area.

- No angle along the horizontal plane of a walkway can be less than 90 degrees. There can be no change in elevation between a walkway and the adjoining sidewalk surface.
- The walkway surface must provide a non-slip surface.
- The number of joints or seams should be minimized. Use of carpeting is prohibited.
- Where a walkway includes a ramp or ramps, such ramp or ramps must conform to the requirements of the BC Building Code, including any provision for handrails and the requirements for construction of such handrails.
- Where a meter obstructs the use of a walkway, it may be relocated to an appropriate location, by the City, at the permit holders' expense.
- The walkway must be completed according to the terms set out herein prior to the sidewalk being closed for construction of the seating area. Approval of the walkway construction must be granted by the City prior to closing of the sidewalk for construction of the seating area.

Fencing

- A fence must separate the seating area from the walkway / roadway.
- Fence structures must incorporate a continuous solid vertical plane rising at least 100mm from the top of the walking surface to help white cane users maintain direction and orientation.
- A high degree of visual contrast is encouraged to increase the visibility of all fences.
- The entrance to the seating area must be clearly marked.

Vehicular Barriers

- Structural barriers (such as concrete no-posts or planters) shall be placed in a manner that protects patrons from vehicular traffic on the right-of-way, including vehicles entering and exiting adjacent parking or loading stalls. Concrete barriers or planters provided by the applicant must be approved by the City and dimensions must be included as part of the permit application.
- Planting material must be supplied and maintained by the applicant.
- Planters placed on the roadway around the perimeter of a facility, must be planted by the permit holder prior to use of the facility and must be maintained May to September inclusive.

Signage

- Advertising and identification signage should be limited to the name of the business and/or a discrete menu board and must be located outside of the City right-of-way. A separate Sign Permit application may be required and signs must comply with the provisions of the City of Salmon Arm Sign Bylaw 2880.

Lighting

- All lighting in conjunction with the outdoor seating facility shall be located and arranged so no rays of light are directed onto adjacent businesses or onto the road right-of-way that would impede the visibility of motorists or would in any way interfere with the effectiveness of any traffic control device.
- Electrical extensions, either at grade or overhead across the public sidewalk, will not be allowed.

Obligation to Maintain Permit Area

- Permit holders are required to ensure that the permit area and immediate vicinity are kept tidy and free of all garbage.
- Permit holders are required to keep all pedestrian surfaces associated with the permit area free of snow and ice, and must provide a secure footing in all weather conditions.

Entertainment within Outdoor Seating Areas.

Outdoor entertainment must be non-amplified. Entertainment within outdoor seating areas is allowed, subject to compliance with the Salmon Arm Noise Bylaw 2037.

Restrictions within Permit Areas

- Permit holders are NOT allowed to cook on or from appliances located within a patron seating area.
- The use of electric heaters is NOT permitted.
- The use of Gas heater may be considered, pending review of the proposal.
- Permit holders shall not carry out, or allow any activity within the permit area which would constitute an annoyance or nuisance to others or obstruct or interfere with the free and unrestricted use of areas adjacent to the permit area.

The City may ask for revisions to the design of a proposed facility where it is deemed by the City to not conform to the above criteria. Furthermore, the City may deny a permit where those changes are not made, or may dismantle any facility, at the owner's expense, not built to the design standard indicated in the application, or to any terms and conditions pertaining to design, set out by the City as a condition of approval.

Where there is a discrepancy between the Terms of Reference and any applicable Bylaws, the provisions set out in the Bylaws will apply.

Cancellation of Permit by City of Salmon Arm and Emergency Access

Should the City require the use of the permit area for any reason, the City may cancel the permit. The City shall give the permit holder at least 24 hours written notice of such cancellation, except in the case of an emergency. In case of emergency the City may, without notice, order that the outdoor seating facility be vacated, and if deemed necessary by the City, any structure(s) removed, until further notice.

Application for Sidewalk Cafe Extension

Please check appropriate box:

New application ☐Renewal of existing permit ☐
Amended design? Yes ☐ No ☐**Applicant:**

| | | |
|------------------|--------------|--------------------------|
| Business Name: | | Business Licence Number: |
| Applicant Name: | | Property Owner: |
| Mailing Address: | | Telephone: |
| City: | | Cell: |
| Prov.: | Postal Code: | Email: |

Location:

| |
|--------------------|
| Street Address: |
| Legal Description: |

Specifications:

| | | |
|-----------------------------|--|---|
| Dates of Operation: | <u> </u> / <u> </u> / <u> </u> TO <u> </u> / <u> </u> / <u> </u> | Number of Tables: |
| Days of Operation: | | Number of Chairs: |
| Hours of Operation: | | Number of parking stalls occupied: (Maximum of two stalls) |
| Dimensions of seating area: | Will alcohol be served? Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Area of seating (m2): | | |

Application Checklist:

| | |
|--|--------------------------|
| Application Fee (\$300) | <input type="checkbox"/> |
| Detailed Dimensioned Plan (scale 1:100) | <input type="checkbox"/> |
| Updated Licence from the Liquor Control and Licensing Branch | <input type="checkbox"/> |
| Letter of approval from neighbours (if encroaching on neighbours frontage) | <input type="checkbox"/> |

I/we have read the Terms of Reference for the Sidewalk Café Extension Program and if granted a permit, agree to abide by the terms and conditions set out therein.

Applicant's Signature. _____

Date. _____

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Item 12.3

CITY OF SALMON ARM

Date: April 14, 2020

A. Bostock, The Shuswap Trail Alliance – letter received April 8, 2020 – Shuswap
Memorial Cemetery Trails, Upper Slope

Vote Record

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

Opposed:

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



P.O. Box 1531, Salmon Arm, BC V1E 4P6, Phone: 250-832-0102

www.shuswaptrailalliance.com

Shuswap Memorial Cemetery Trails, Upper Slope

Prepared by: Adrian Bostock, The Shuswap Trail Alliance

Updated Version : 2020 04 07

To: City of Salmon Arm (Contact: Darin Gerow)

Purpose: to update budget and plan for the Shuswap Memorial Cemetery Trails. The Shuswap Trail Alliance has received funding to help complete the Shuswap Memorial Cemetery Trails. The City of Salmon Arm has committed to contribute \$15,000 for this project, PO # 51223.

The Shuswap Trail Alliance has been able to leverage that funding to secure funds in a BC Rural Dividend Fund grant, enabling us to complete the planned 2km of with in the upper slope of the Shuswap Memorial Cemetery Trail.

Project Budget for PO 51223

| Revenue Summery | |
|-------------------------------------|--------------|
| Shuswap Trail Alliance Contribution | \$ 18,707.53 |
| City Of Salmon Arm Contribution | \$ 15,000.00 |
| Project Budget Total | \$ 33,707.53 |

Contact:

Adrian Bostock, 250-253-6938, email: 1425shuswaptrails@gmail.com



Shuswap Memorial Trails; Upper Slopes

Prepared by: Adrian Bostock
The Shuswap Trail Alliance

Updated Version: 2019 11 07

Purpose: Create two stacked loop trails with in the Upper Slope of the Shuswap Memorial Cemetery property.

Background: The Shuswap Memorial Cemetery trails are a year around recreational trail network located at 20th Ave SE & Auto Road, developed in partnership with the City of Salmon Arm and The Shuswap Trail Alliance.

Proposed scope of work: Continue the trail development of the Shuswap Memorial Cemetery property with an additional 2000m of trails added to the upper slope of the property. These trails will also add future access to the eastern slope of Kela7scen (Mt. Ida). This will consist of Type 3 trail natural surface tread consistent with the existing trails with in the park

Construction Standards: Type 3 trail natural surface tread

All work to the Shuswap Trail Design Standards (STA, 2008. aka Provincial/Whistler/IMBA Standards, 2003).

Links:

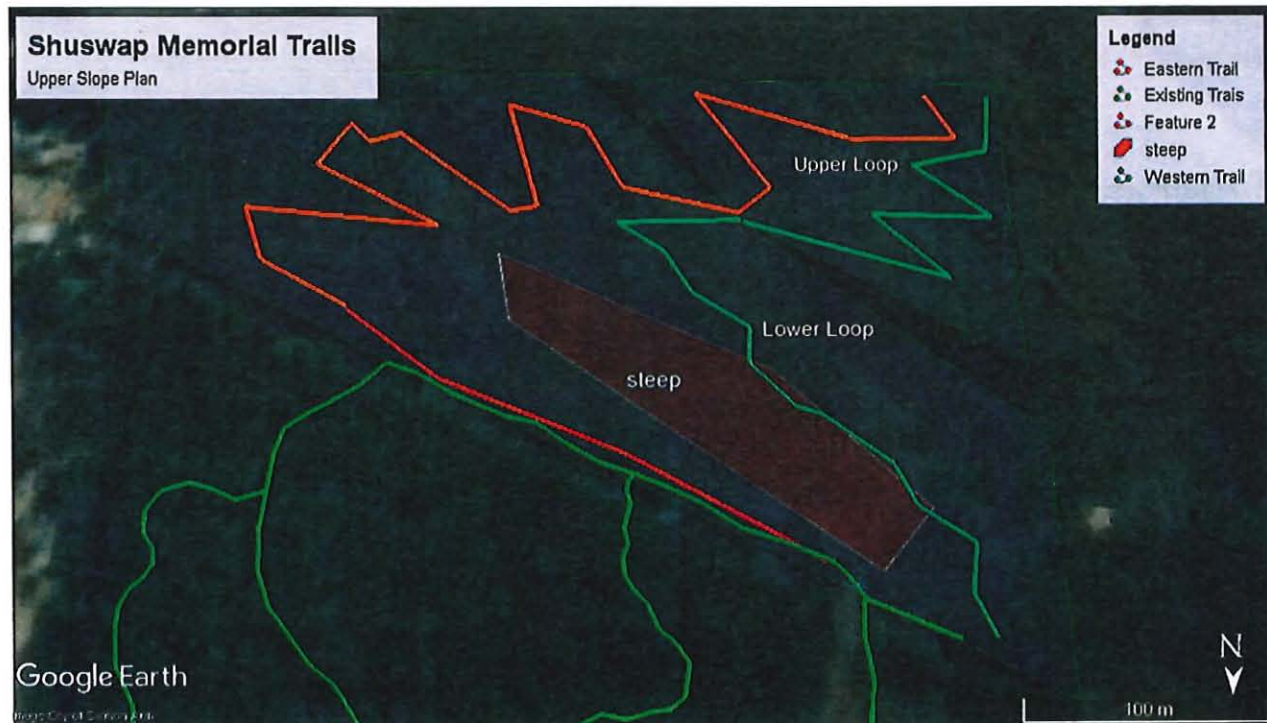
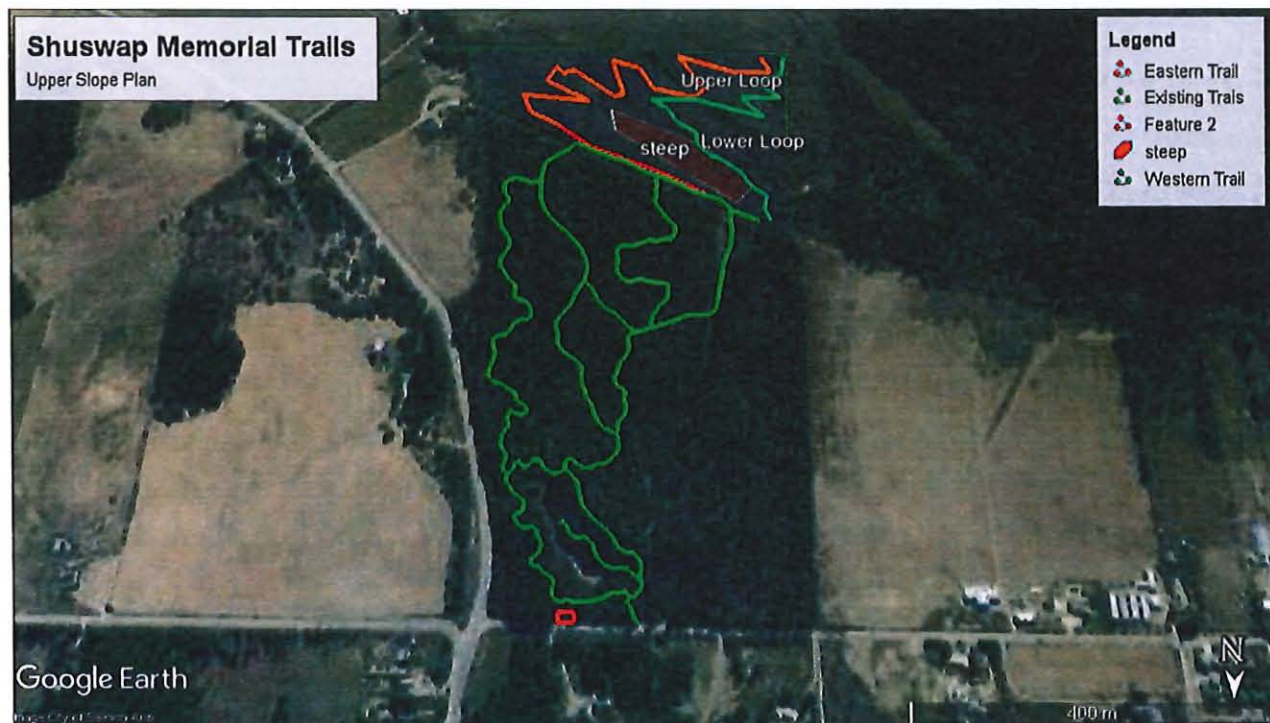
[Shuswap Memorial Upper Slope KMZ](#)

[Trail Design Standards](#)

[Sign Standard Examples](#)

[Kela7scen \(Mt Ida\) planning document](#)

Maps:



| | | | | |
|--|------------------|-----------|-------------|--------------------|
| Shuswap Memorial Cemetery; Upper Slopes | | | | |
| Project Costing Updated: 2019 10 20 | | | | |
| Item | Qty | Rate | per | Budget |
| Project Management & Technical | | | | |
| Project Coordination | 8 | \$47.01 | hr | \$376.08 |
| Route Development & Design | 8 | \$47.01 | hr | \$376.08 |
| Sign Layout/Coordination: STA | 8 | \$47.01 | hr | \$376.08 |
| Travel - Off Road | 50 | \$0.54 | km | \$27.00 |
| Project Management Total | 3% | | | \$1,155.24 |
| Labour | | | | |
| Field Supervision | 21 | \$47.01 | hr | \$968.56 |
| Field Coordinator | 206 | \$36.79 | hr | \$7,579.91 |
| Corridor Brushing | 83 | \$26.57 | hr | \$2,214.17 |
| Tread Construction | 450 | \$26.57 | hr | \$11,956.50 |
| Mobilization/Demobilization | 155 | \$26.57 | hr | \$4,105.70 |
| Sign Installation | 8 | \$26.57 | hr | \$199.28 |
| Blazing | 6 | \$26.57 | hr | \$151.83 |
| Labour Total | 81% | | | \$27,175.93 |
| Administration | | | | |
| Bookkeeping | | \$26.57 | hr | \$0.00 |
| Insurance | | \$20.00 | day | \$0.00 |
| Other Expenses (Office) - GST PST Included | | | | \$0.00 |
| Workshop | | \$25.00 | day | \$0.00 |
| Administration Total | 0% | | | \$0.00 |
| Equipment | | | | |
| | Build Out | 26 | days | |
| Truck | 600 | \$0.54 | km | \$324.00 |
| Chainsaw | 26 | \$22.00 | day | \$572.00 |
| Brushsaw | 10 | \$22.00 | day | \$220.00 |
| Drill (1/2 & 3/8) | 1 | \$22.00 | day | \$22.00 |
| Tools - Daily | 26 | \$15.00 | day | \$390.00 |
| Safety - Daily | 26 | \$10.00 | day | \$260.00 |
| Field Phones (Cell) - Daily | 26 | \$3.50 | day | \$91.00 |
| Equipment Total | 6% | | | \$1,879.00 |
| Materials | | | | |
| Signs - En Route (4x4) | 4 | \$73.26 | sign | \$293.04 |
| Blazes | 70 | \$2.00 | blz | \$140.00 |
| Materials Total | 1% | | | \$433.04 |
| Additional Contracts Total | | | | |
| | 0% | | | \$0.00 |
| Sub-Total | | | | \$30,643.21 |
| Contingency | 10% | | | \$3,064.32 |
| MINUS GST - 50% rebate | | | | |
| Project Total | | | | \$33,707.53 |
| | metres | | | budget cost/metre |
| Overall Average cost/meter | 2000 | | | \$16.85 |

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Item 22.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-513 be authorized for issuance for Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP26171, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.1 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) for the construction of a new single-family dwelling, as shown in Schedule A of the staff report dated March 24, 2020.

[Labbe, S. & J.; 4731 75 Avenue NE; Setbacks]

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: March 24, 2020

SUBJECT: Development Variance Permit Application No. VP-513
(Front Parcel Line Setback)
Legal: Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP26171
Civic: 4731 75 Avenue NE
Owner / Applicant: Labbe, S. & J.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-513 be authorized for issuance for Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan EPP26171, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

Section 6.10.1 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the front parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) for the construction of a new single-family dwelling, as shown in Schedule A.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

Schedule A referred to in the motion for consideration and attached as Appendix 1 is a site plan illustrating the requested variance. The subject property is a 0.12 acre parcel located at 4731 – 75 Avenue NE, in Canoe, and contains an existing house (see Appendix 2 and 3). Directly adjacent to Shuswap Lake, the subject property is entirely within the 30 m streamside protection and enhancement area (SPEA) specified by the Province's Riparian Area Protection Regulations (RAPR). Site photos are attached as Appendix 4.

A new single-family dwelling has been proposed (Appendix 5), subject to a Building Permit application. A RAPR Assessment report has been completed for the subject parcel, allowing for a 15 m RAPR setback while noting that the existing house is non-conforming with respect to RAPR.

With consideration for removing the non-conformance and redeveloping in accordance with RAPR, the applicant has requested a reduction to the front parcel line setback requirement of the Zoning Bylaw through this variance application. Specifically, this application seeks to vary the required 6.0 m (19.7 ft) front parcel setback to 5.0 m (16.4 ft) along the southern parcel line adjacent to 75 Avenue NE. This request translates into a variance of 1.0 m (3.3 ft).

BACKGROUND

The parcel faces some level of hardship with respect to the front setback area, floodplain provisions, as well as RAPR, with the existing home in non-conformance with RAPR and the floodplain provisions. The subject parcel is zoned R-1 in the Zoning Bylaw (Appendix 6) and is designated as Low Density in the Official Community Plan.

For context, adjacent zoning and land uses include the following:

| | | |
|--------|--------------------------------------|-----------------------------|
| North: | P-1 (Park and Recreation) Zone | Shuswap Lake |
| East: | R-1 (Single-Family Residential) Zone | single-family dwelling |
| South: | R-1 (Single-Family Residential) Zone | road/lane, CPR Right of Way |
| West: | R-1 (Single-Family Residential) Zone | single-family dwelling |

With respect to 75 Avenue NE, which is the boundary of the front parcel line, this is a local road requiring an ultimate setback of 10 metres from centreline. The width of this road is only approximately 5 m at this time and is constrained from widening by the CP Rail right-of-way to the south and private development to the north. Staff have taken the position with other proposals that this road will not be widened further, and therefore no variance is required in this regard.

Riparian Areas Protection Regulation

When the subject parcel was created in 2013, a RAPR / Floodplain Covenant (CA2943544) was registered on title, as well as on the two adjacent parcels to the east. A RAPR Assessment Report (number 2487, referred to in the Covenant) was created for the property outlining how development can proceed with respect to RAPR. Adjacent to Shuswap Lake, almost the entire lot and all existing structures are within the general 30 m streamside protection and enhancement area (SPEA) specified by RAPR. The RAPR report allows for development within the 30 m RAPR setback, subject to removal of non-conforming buildings and restriction of future development from within 15 m of the lake.

A post-construction report from a QEP would be undertaken to ensure alignment of the development with the intent of RAPR. It is the City's standard practice to not monitor or enforce RAPR, and in particular the recommendations contained in a RAPR assessment report. It is the City's view that completion, monitoring, and enforcement are the responsibility of the owner and Province.

Floodplain Provisions

The area of the parcel within 15 metres of the Natural Boundary of Shuswap Lake is additionally restricted from development by the Floodplain Provisions of the Zoning Bylaw. This aligns with the requirements of the RAPR report. The existing house is non-conforming in this respect, however, the intent of the applicant is to remove the old home and develop a new single family dwelling in compliance. The development design will also meet the minimum flood construction level prescribed by these provisions.

COMMENTS

Engineering Department

No concerns.

Fire Department

No Fire Department concerns.

Building Department

No BC Building Code concerns.

Planning Department

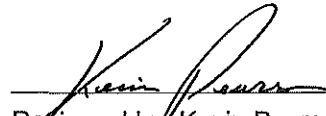
Setback regulations enable adequate separation between buildings and streets for aesthetic, privacy, view preservation, and traffic safety reasons. They also help to ensure that buildings and structures are setback appropriately to facilitate vehicle parking, as well as future road widening. The proposed variance is relatively minor and will still allow for parking, while the road, 75 Avenue NE constructed by CPR, is not expected to be widened at any point in the near future. Some future proposal not presently being contemplated could potentially create a demand for a wider road and improved traffic movements.

In terms of neighbourhood design, the subject property is within an established neighbourhood and the proposal is consistent with neighbouring parcels, supporting a non-conformity similar to homes along the length of 75 Street NE, while improving conformance with RAR. The proposal will not impact City utilities, pose any BC Building Code concerns, or restrict future development on neighbouring lots. Furthermore, the City's Floodplain Provisions would not be compromised with the proposed development.

Considering the conditions noted above, the variance requested in this proposal is viewed as reasonable by staff. If approved, Development Variance Permit No. VP-513 will only be applicable to the structure as shown in Appendix 1: Schedule A.



Prepared by: Chris Larson, MCP
Planning and Development Officer



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



0 15 30 60 90 120 Meters



Subject Parcel



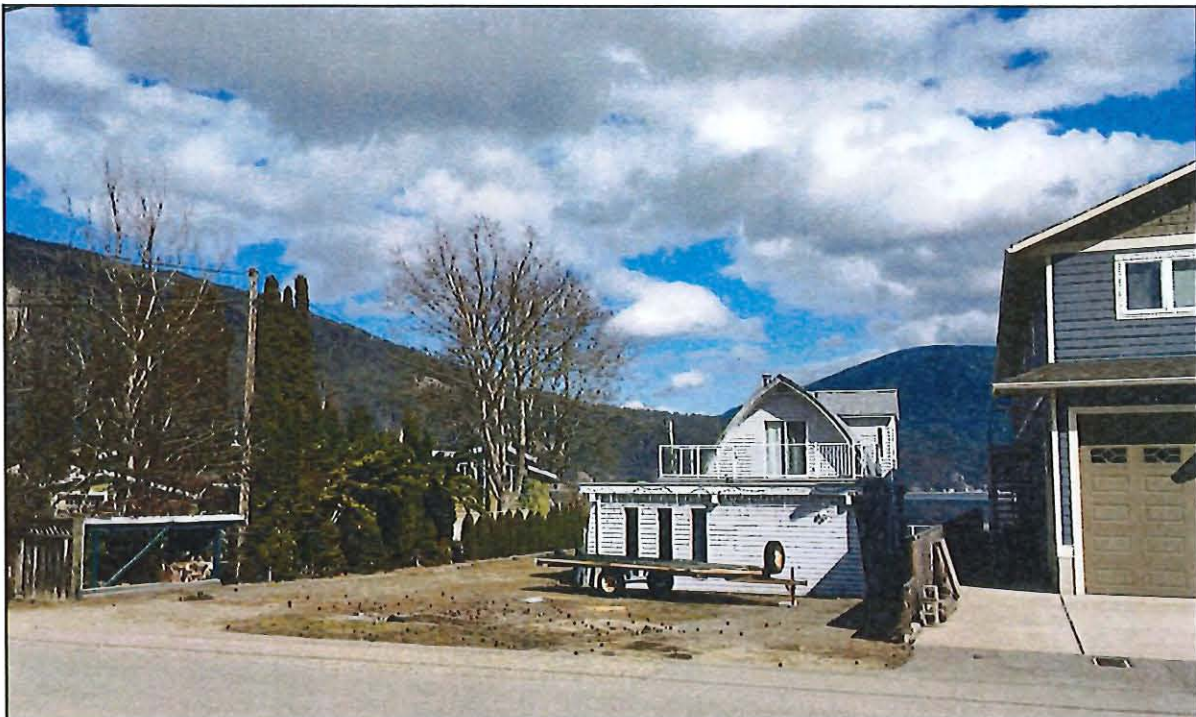
0 4.75 9.5 19 28.5 38 Meters



Subject Parcel



View of subject parcel looking northeast from 75 Avenue NE.



View of subject parcel looking northwest from 75 Avenue NE.



① Front



② Back

GENERAL NOTES:
1. These documents define the general character and quality of the work and some of its details. Parts not detailed shall be constructed in accordance with best practices of work of this class, and shall provide the finished appearance and quality of the work.
2. The construction shall be in accordance with the British Columbia Building Code, 2018 Edition. Every effort shall be made to ensure that any changes to the code are completed with and all amendments are incorporated in the work. Materials and workmanship shall be per BCBC, Part 9 "Construction Details".
3. All work shall conform to local building codes and standards which may be in force.
4. Prior to commencing construction, the Contractor shall verify all dimensions. List of construction specifies the Contractor's acceptance of the general documents.
5. Any materials, work, or equipment and materials shall be approved in writing by the Architect. The Contractor shall be responsible for the Contractor's representative in consultation with the Architect.
6. All materials shall be in accordance with the specifications in the contract documents.
7. The Contractor shall be responsible for any errors or omissions in the contract documents, and shall be responsible for any errors or omissions in the contract documents.
8. The Contractor shall be responsible for any errors or omissions in the contract documents.
9. Dimensions are to Face of Stud.
10. All doors between Garage and Dwelling Units, (including mechanical rooms) to be tight fitting and weatherstripped and shall be fitted with a self-closing device.

CONSTRUCTION NOTES:
1. Customer wants to include 2nd floor at 2nd floor.
2. Garage floor and drive to be excavated to subgrade.
3. COT has been given based on all garage requirements common to level area.
4. All materials to be of approved design.
5. All materials to be of approved design.
6. All materials to be of approved design.
7. Customer will install 180 A.C.C. glass floor deck at 6' wide; side insulation to be RSI 8.8 glass floor.
8. 8.2% of required side vents to be at top 1/2 of roof; as per B.C.B.C.
9. Verify all rough opening requirements for doors, windows, equipment, and fixtures before setting.
10. Verify/coordinate these plans with town system final design.
11. All between windows to have a minimum vent size of 24" x 36" for egress.

General Foundation Notes:
1. All work to be in accordance with Structural Drawings and Specifications.
2. Footings and foundation walls indicated on the drawings are per BCBC. The Contractor is responsible for testing the soil and ensure adequacy of the structure.
3. All concrete to be C.S.A. 25 MPa.
- minimum 3,000 psi (28 day)
- where 1" min. aggregate size
- maximum 18" max. depth of concrete
- maximum 18" max. depth of concrete
- maximum 18" max. depth of concrete
4. Concrete shall be placed in forms with high frequency internal vibration - do not over-vibrate so as to cause segregation of the mix or voids to form.
5. All concrete reinforcing to be:
- as per detailed notes
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7. Footings to be in accordance with BCBC and to be placed with 6" or less full grid reinforcement.
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General Framing Notes:
1. Framing lumber to be 2x4, #2 or better.
2. All beams/rafters to be minimum 12" (2x12) "Solid Sawn" L.S.L.
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LOCAL INFORMATION: Plan 2224111, Lot 1, Township 71, R22, 2000-00-00
Date: 2020-01-11, 1711 71st Ave, Salmon Arm, BC

| Door Schedule | | | |
|-----------------|------------------------------------|-----------------|-------|
| Type Mark | Family | Type | Count |
| 1 | Single-Flush Panel with Sidelights | 36" x 80" | 1 |
| 2 | Single-Flush | 36" x 80" | 2 |
| 3 | Single-Flush | 36" x 80" | 2 |
| 4 | Single-Flush | 36" x 80" | 4 |
| 5 | Single-Flush | 36" x 80" | 1 |
| 6 | Double-Flush | 48" x 80" | 1 |
| 7 | Pocket Door | 28" x 80" | 2 |
| 8 | Sliding-2 Panel | 72" x 96" | 1 |
| 9 | Sliding-2 Panel | 28" x 80" | 2 |
| 10 | Sliding-2 Panel | 28" x 80" | 2 |
| 11 | Sliding-2 Panel | 144" x 96" | 1 |
| 12 | Overhead-Sectional with trim | 20'-0" x 10'-0" | 1 |
| 13 | Overhead-Sectional with trim | 12'-0" x 14'-0" | 1 |
| Grand total: 21 | | | |

| Window Schedule | | |
|-----------------|-------------------------------|-------|
| Type Mark | Family and Type | Count |
| a | Fixed with Trim: 72" x 84" | 1 |
| b | Fixed with Trim: 72" x 18" | 6 |
| c | Fixed with Trim: 30" x 150" | 1 |
| d | Fixed with Trim: 18" x 48" | 1 |
| e | Casement with Trim: 30" x 54" | 2 |
| f | Casement with Trim: 30" x 72" | 2 |
| g | Casement with Trim: 24" x 48" | 1 |
| h | Casement with Trim: 24" x 42" | 1 |
| i | Casement with Trim: 72" x 48" | 3 |
| Grand total: 18 | | |

250.307.6816 - S25RDesign.com

File: Description: Date:

SP2 BUILDING PERMIT: JAN 18 2019

SP2 BUILDING PERMIT: DEC 18 2019

SP2 BUILDING PERMIT: JAN 22 2020

Labbe
4731
75th Ave N.E.
Salmon Arm BC
(Canoe)
Cover Sheet

Date: Jan 22 2020
Drawn by: ML
Project No.: S25R01_18088
Scale: 1/4" = 1'-0"
A0



250.307.6818 - 02SRDesign.com

No. Description Date

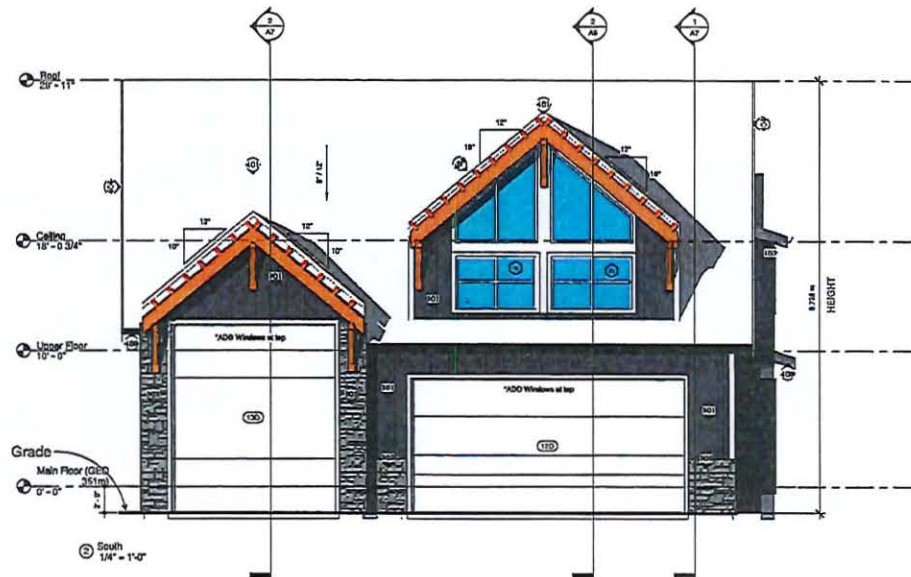
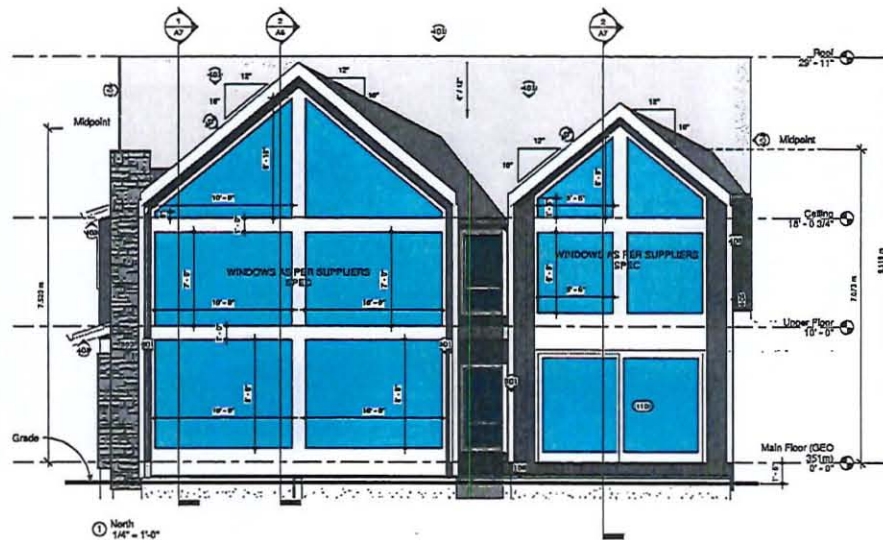
BP BUILDING PERMIT JAN 18 2019

BPS BUILDING PERMIT DEC 18 2018

BPS BUILDING PERMIT JAN 22 2020

| Door Schedule | | | |
|-----------------|-------------------------------------|-----------------|-------|
| Type Mark | Family | Type | Count |
| 1 | Single-Raised Panel with Sidelights | 36" x 96" | 1 |
| 2 | Single-Flush | 36" x 96" | 2 |
| 3 | Single-Flush | 36" x 80" | 2 |
| 4 | Single-Flush | 36" x 80" | 4 |
| 5 | Single-Flush | 36" x 80" | 1 |
| 6 | Double-Flush | 48" x 80" | 1 |
| 7 | Pocket Door | 28" x 80" | 2 |
| 8 | Sliding-2 Panel | 72" x 85" | 1 |
| 9 | Barn Door 5547 | 28-68-Sliding | 2 |
| 10 | Barn Door 5547 | 26-68-Sliding | 2 |
| 11 | Sliding-2 Panel | 144" x 96" | 1 |
| 12 | Overhead-Sectional with Trim | 20'-0" x 10'-0" | 1 |
| 13 | Overhead-Sectional with Trim | 12'-0" x 14'-0" | 1 |
| Grand total: 21 | | | |

| Window Schedule | | |
|-----------------|-------------------------------|-------|
| Type Mark | Family and Type | Count |
| a | Fixed with Trim: 22" x 84" | 1 |
| a1 | Fixed with Trim: 22" x 18" | 6 |
| c | Fixed with Trim: 30" x 156" | 1 |
| d | Fixed with Trim: 18" x 48" | 1 |
| e | Casement with Trim: 30" x 54" | 2 |
| f | Casement with Trim: 30" x 72" | 2 |
| g | Casement with Trim: 24" x 48" | 1 |
| g1 | Casement with Trim: 24" x 42" | 1 |
| h | Slider with Trim: 72" x 48" | 3 |
| Grand total: 18 | | |



Labbe
4731
75th Ave N.E.
Salmon Arm BC
(Canoe)
North / South
Elevations

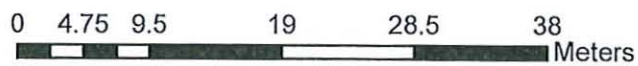
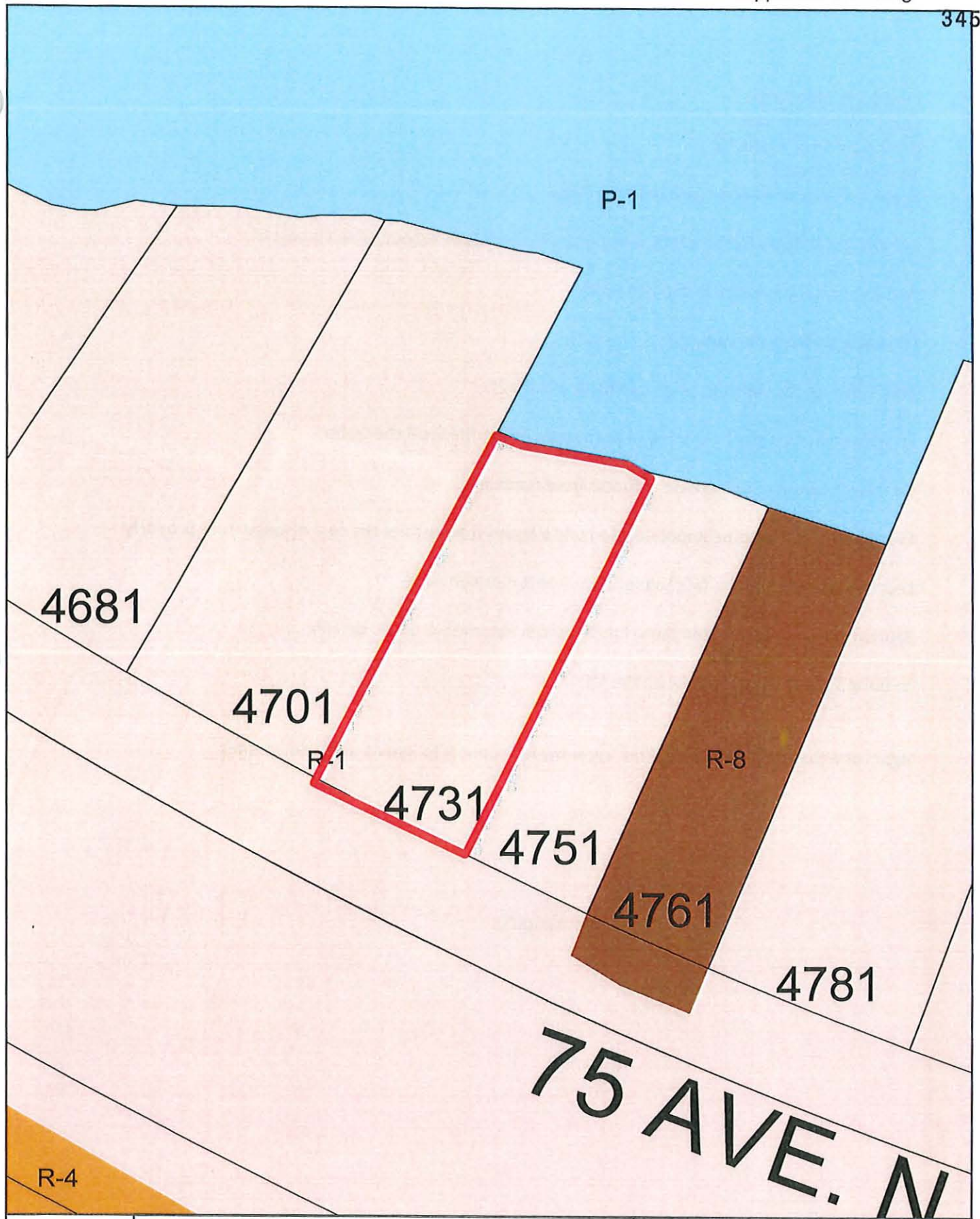
Date Jan 22 2020

Drawn by ML

Project No. 02SRD-18088

Scale 1/4" = 1'-0"

A5



Subject Parcel

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

From: William Merrell

Sent: April-05-20 1:26 PM

To: Caylee Simmons

Subject: development variance permit VP-513

My name is William (bill) Merrell. i reside at 4751 N/E 75th avenue which is east of

And the next lot to Steve & Jennifer Labbe.

I strongly endorse the variance.

Properties on the waterfront are caught in a catch 22.

Fisheries and civic gov't continue to push them further back off the water.

Civic gov't continue to increase setbacks from roadways.

Eventually it will become impossible to build a house that justifies the cost of waterfront property

Lets not lose track of the fact Salmon Arm wants more housing

Salmon Arm also designated these lots R1 which tells me job 1 is to be able

to build a reasonable dwelling on the lot

Again as a taxpayer and a neighbour i give my full support to issuing a develop permit

W F MERRELL

Item 22.2

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages;
2. Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.

[Christensen, K./Christensen, M. & H.; 3220 20 Avenue SE; Fire Hydrant and bike lane]

Vote Record

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

Opposed:

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

5. REPORTS7. Development Variance Permit Application No. VP-515 [Christensen, K./Christensen, M. & H.; 3220 20 Avenue SE, Fire Hydrant and Bike Lane requirements]

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages;
2. Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.

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

The Motion was split:

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a bike lane along the subject property's 20 Avenue frontage.

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to install a bike lane along the subject property's Auto Road frontage.

5. REPORTS - continued

7. Development Variance Permit Application No. VP-515 [Christensen, K./Christensen, M. & H.; 3220 20 Avenue SE, Fire Hydrant and Bike Lane requirements] - continued

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Subdivision & Development Servicing Bylaw No. 4163 be varied as follows:

1. Waive the requirement to install a bike lane along the subject property's Auto Road frontage subject to payment of a 50% cash in lieu contribution.

CARRIED

Councillor Flynn Opposed

Motion as Amended:

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

2. Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.

CARRIED

Councillor Lavery Opposed



TO: His Worship Mayor Harrison and Members of Council

FROM: Director of Development Services

DATE: March 30, 2020

SUBJECT: Development Variance Permit Application No. VP-515
 Legal: Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539
 Civic Address: 3220 – 20 Avenue SE
 Owner: M. & H. Christensen
 Applicant/Agent: K. Christensen

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-515 be authorized for issuance for Lot A, Section 7, Township 20, Range 9, W6M, KDYD, Plan 32539, which will vary Subdivision & Development Servicing Bylaw No. 4163 as follows:

- 1) Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages;**
 - 2) Waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing in rural zones.**
-

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

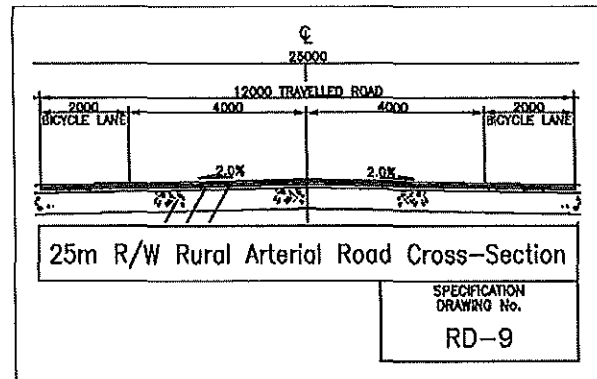
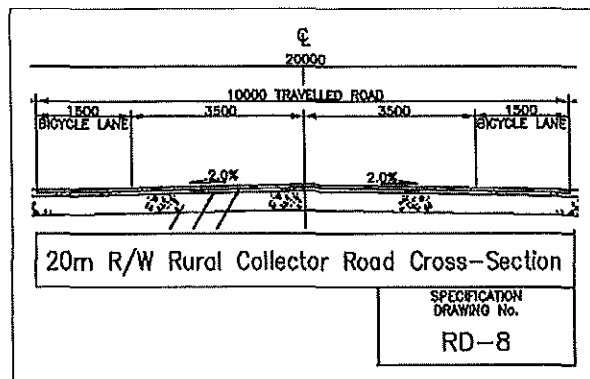
PROPOSAL

The subject property is located at 3220 – 20 Avenue SE, near the airport and landfill (Appendix 1). The applicant is requesting two variances to the Subdivision and Development Servicing Bylaw No. 4163: waive the requirement to install bike lanes along the property frontage (20 Avenue SE and Auto Road SE); and, waive the requirement to install a fire hydrant along Auto Road to the required 300 metre spacing as specified for rural areas. The applicant has submitted a report from Lawson Engineering & Development Services Ltd. which provides a rationale and an Opinion of Probable Cost for the requested variances (Appendix 2). Site photos are attached as Appendix 3.

BACKGROUND

The property is designated Acreage Reserve in the City's Official Community Plan (OCP) and zoned A-2, Rural Holding Zone in the City's Zoning Bylaw (Appendix 4 & 5). The property is also in the Agricultural Land Reserve. The applicant has applied for a building permit to build a house and a shop on the property. Any development, which includes building permits, are subject to minimum servicing levels specified in Subdivision and Development Servicing Bylaw No. 4163, Table 1: Service Levels for Subdivision & Development (Appendix 6). The applicant is requesting to waive frontage improvement requirements which would entail the applicant to upgrade 20 Avenue SE and Auto SE to the respective RD-8, Rural Collector Road Standard and RD-9, Rural Arterial Road Standard. Both road standards include asphalt bike lanes

as shown in the below cross-sections. The applicant is also requesting to waive the installation of one required fire hydrant along Auto Road SE.



Development of a single family dwelling in the urban area is exempt from road frontage improvements in most instances, according to the SDS Bylaw. Over successive SDS Bylaws, this exemption has not been extended to the development of single family dwellings in rural areas. Furthermore, construction of new single family dwellings on rural properties is rare because most rural properties have been rural for many years and already have an existing single family dwelling; this is due to the OCP and the ALC not supporting subdivisions on rural and ALC properties. This property is one of those rare properties, which has remained without a dwelling since the property was created with Plan B1871, which dates back to 1912.

STAFF COMMENTS

Fire Department

See attached referral comments (Appendix 7). Given the location of the required fire hydrant on Auto Road SE, The Fire Department supports this variance for the following reasons:

1. The fire hydrant would not be of benefit to surrounding properties.
2. It would be unsafe to utilize the fire hydrant for water shuttling given the heavy traffic on Auto Road SE.
3. The existing hydrants on 20th Avenue SE are sufficient, should a fire occur on the subject property.

Building Department

No BC Building Code concerns.

Engineering Department

See attached Engineering Department comments (Appendix 8).

Planning Department

The property is approximately 7.66 hectares in size and has significant frontage, approximately 420 metres along 20 Avenue SE and approximately 220 metres along Auto Road SE. Due to the size and location of the property, there are significant costs to provide the required SDS Bylaw service levels. Arguably, these costs (\$147,287) are proportionally high in comparison to the value of construction (\$650,000).

The applicant has consulted with Lawson Engineering and Development Services Ltd. and they have provided an Opinion of Probable Cost (OPC) for the requested variances (Appendix 2). The below table summarizes the costs associated with each variance according to the OPC.

Table A: Costs of Requested Variances, Based on Lawson Engineering & Development Services Ltd Opinion of Probable Cost

| | REQUESTED VARIANCE | ESTIMATED COST |
|----|--|----------------|
| 1. | 1.5 m bike lane along 20 Avenue frontage (approx. 420 m) | \$ 84,852 |
| 2. | Extend 1.5 m bike lane to 2.0 m along Auto Road frontage (approx. 220 m) | \$ 47,460 |
| 3. | Fire hydrant along Auto Road frontage | \$ 14,975 |

20 Avenue is designated as a Rural Collector Road (RD-8) which requires a width of 10 metres, including 1.5 metre bike lanes on both sides of the road. Currently, this road has a width of approximately 7.0 metres and the applicant is required to install a 1.5 metre bike lane along the total length of the property frontage, approximately 420 metres. As the Engineering Department report notes, there is no plan to install a bike lane on 20 Avenue SE in the near future as this road leads to the airport and landfill and is not highly frequented by pedestrians or bicyclists; for those reasons, the Engineering Department supports waiving the frontage improvements along 20 Avenue SE. Conversely, OCP Map 11.2, Existing & Proposed Greenways identifies 20 Avenue SE as a proposed greenway because it leads to an existing greenway which will eventually connect to the existing Little Mountain Park and South Canoe Trails (Appendix 9).

Auto Road is designated as a Rural Arterial Road (RD-9) which requires a width of 12 metres, including 2.0 metres of bike lane on both sides of the road. Currently, this road has a width of approximately 10 metres with an additional 1.5 metres of bike lane. The applicant is required to extend the 1.5 metre bike lane to 2.0 metres along the property frontage, approximately 220 metres. Auto Road is identified in the OCP as a cyclist route, see OCP Map 12.2 Cycle Network Plan attached as Appendix 10.

Although the City has expended funds in the past to delineate a cycle lane along Auto Road leading from 30 Street SE to the Industrial Park; and past plans have identified that corridor as being a priority route for active transportation; it is important to note, the City is not intending to construct bike lanes along either of these two roads in the near future. At this time, the City does not have the capital or a financial bylaw approved for the construction of these bike lanes, as they are not deemed a high priority.

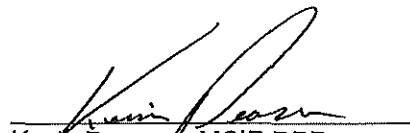
In regards to the fire hydrant variance request, there are two fire hydrants along the property's 20 Avenue frontage (Appendix 11). These two fire hydrants are spaced approximately 310 metres apart. Being that the distance between the two hydrants along the 20 Avenue frontage are just over the minimum required 300 metre spacing in comparison to the hydrants along the Auto Road frontage, spaced 460 metres apart; only one additional fire hydrant is a condition to issuance of the building permit. The City recently had a similar fire hydrant variance, VP- 512 which was also for the development of a single family dwelling on a rural property. Council denied that variance, which was consistent with the Fire Department's recommendation.

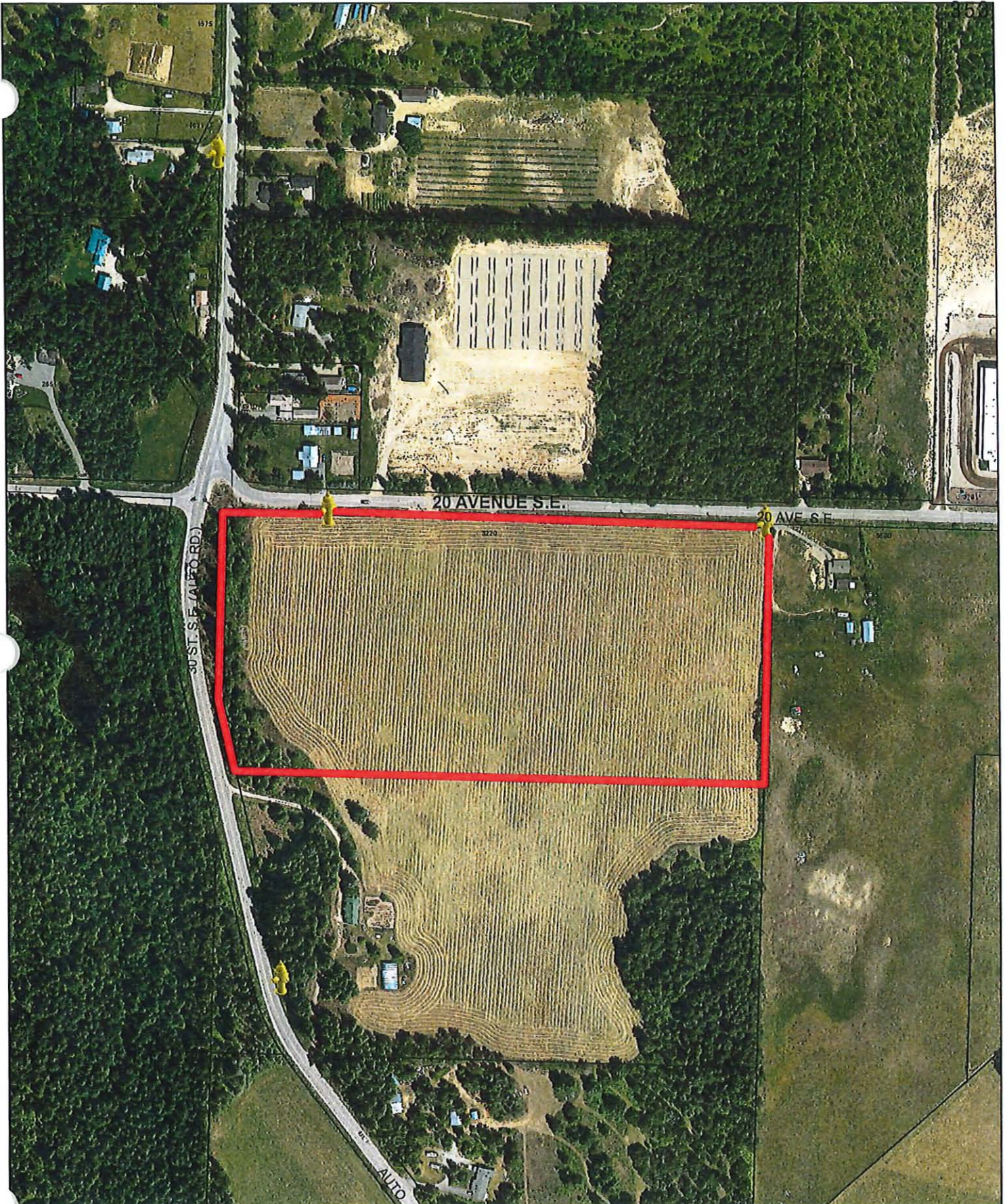
CONCLUSION

Options for Council to consider are:

1. Approve the Motion for Consideration which would waive all of the off-site servicing requirements (approve all of the requested variances).
2. Defeat the Motion for Consideration, which would entail the applicant to provide all of the off-site servicing requirements (deny all of the requested variances).
3. Align with Engineering Department's recommendation, waive the bike lane along 20 Avenue SE but still require the construction/installation of a bike lane and fire hydrant along Auto Road SE.
4. Waive the requirement to construct bike lanes along property frontage but still require the installation of a fire hydrant along Auto Road SE.


Denise Ackerman
Planner, Development Services Department


Kevin Pearson, MCIP, RPP
Director of Development Services



0 37.5 75 150 225 300 Meters



Subject Parcel



Existing Hydrant



825C Lakeshore Drive W
PO Box 106
Salmon Arm, BC V1E 4N2

Monday, March 02, 2020

Kevin Pearson, Approving Officer
City of Salmon Arm
Box 40 500 2nd Avenue NE
Salmon Arm, B.C. V1E 4N2

RE: 3220 20th Avenue SE – BP #16367 & 16368 Variances

Dear Mr. Kevin Pearson:

Further to Building Permits 16367 & 16368 this letter is intended to provide insight into the variance the property owners (Mogens & Hanni Christensen), agent (Ken Christensen), and consultant (Lawson Engineering and Development Services Ltd.) have proposed regarding this application.

The proposed residential construction is located at 3220 20 Avenue SE at the junction of Auto Road and 20 Avenue SE in Salmon Arm, BC. The subject parcel is a vacant 19 acre parcel that has historically been used for agricultural purposes with the majority of it being cleared with some remaining forest along the southern and western property-line. The owners are proposing to build a single-family residence and separated work-shop on the vacant parcel of land. The City of Salmon Arm has requested that the owner complete the following as conditions to the issuance of either building permit:

- (1) Install Fire Hydrant along Auto Road;
- (2) Cash-in-lieu for the Installation of a +/-1.5m wide Bike Lane along 20 Avenue SE (420m) and +/-1.0m wide Bike Lane along Auto Road (220m);

The owners are requesting the following variances:

1) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 4.0):*

Waive the requirement to install 420m of +/-1.5m wide Bike Lane for the extent of the subject parcel along 20 Avenue SE and the requirement to install 220m of +/- 1.0m wide Bike Lane for the extent of the subject parcel along Auto Road:

- a) The reason for this variance request is that adding a single residence on a previously vacant parcel of property will not significantly increase traffic, vehicular or bicycle, along either 20 Avenue SE or Auto Road however would burden the owner with major financial costs:
 - i) City of Salmon Arm Official Community Plan – Map 12.2 Cycle Network Plan does not outline 20 Avenue SE as a 'Bike Route'.
 - ii) As per attached Class D Opinion of Probable Costs the owners would be required to pay \$146,688.00 to the City in scenario that would add little in regards to public value.

2) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 5.0):*

Waive the requirements to install Fire Hydrant along Auto Road to meet minimum fire hydrant spacing:

- a) The reason for this variance request is that the Fire Hydrant would provide little practical application in relation to the construction of a single residence at 3220 20 Avenue SE and the surrounding area.
 - i) It is highly unlikely the requested Fire Hydrant would provide any serviceability to the subject parcel to the East as there is a +/- 20m vertical drop between that of the subject parcel building envelope and existing elevation of Auto Road.
 - ii) There are already two existing Fire Hydrants located along the Northern Property Line of the subject parcel (20 Avenue SE).
 - iii) The property directly adjacent to the requested Fire Hydrant location is the City of Salmon

Arm Cemetery that has an existing 150mm PVC Water Service with Fire Hydrant centrally located within the Park.

Based on the information provided above, we request that the City provide these variances to waive the owners' responsibility of paying for the installation of bike lane along 20 Avenue SE and Auto Road as well as the installation of a Fire Hydrant along Auto Road. We feel that these variances will not take-away from public value meanwhile would come at a massive expense to the owners.

If you have questions or concerns, please don't hesitate to call or email.

Best Regards,

Lawson Engineering and Development Services Ltd.



Alistair Waters
Project Manager, ASCT, CCA
al@lawsondevelopments.com

Attachments:

- Class D Opinion of Probable Cost – 3220 20 Avenue SE - Lawson Engineering and Development Services – February 28, 2020
- City of Salmon Arm – Service Estimate – Fire Hydrant – February 27, 2020



3220 20 Avenue SE - 20 AVENUE

23-Mar-20

Class D Opinion of Probable Cost

(*Denotes Nominal Quantity)

| ITEM NO. | DESCRIPTION OF WORK | UNIT | QUANTITY | UNIT PRICE | AMOUNT \$ |
|---------------------------------|--|------|----------|------------|-----------|
| 1.0 ROADS AND EARTHWORKS | | | | | |
| 1.1 | Supply & Install Asphalt (65mm) | m2 | 630 * | 28.00 | 17,640.00 |
| 1.2 | Remove & Dispose Asphalt | m2 | 150 * | 12.00 | 1,800.00 |
| 1.3 | Supply & Place 25mm Crushed Base Course | m3 | 90 * | 80.00 | 7,200.00 |
| 1.4 | Supply & Place 75mm Crushed Granular Sub-Base Course | m3 | 450 * | 50.00 | 22,500.00 |
| 1.5 | Common Excavation & Disposal | m3 | 535 * | 18.00 | 9,630.00 |
| 1.6 | Asphalt Milling - Key-in Joints | m | 420 * | 7.00 | 2,940.00 |
| 1.7 | Boulevard Grading & Ditching | LS | LS * | 5,625.00 | 5,625.00 |
| 1.8 | Bike Lane Painting | LS | LS * | 3,375.00 | 3,375.00 |

SUMMARY

| | | |
|---------------------------------|----|-----------|
| 1.0 ROADS AND EARTHWORKS | \$ | 70,710.00 |
| SUB-TOTAL: | \$ | 70,710.00 |
| ENGINEERING (10%) | \$ | 7,071.00 |
| CONTINGENCY (10%) | \$ | 7,071.00 |
| TOTAL | \$ | 84,852.00 |

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.



3220 20 Avenue SE - Auto Road

23-Mar-20

Class D Opinion of Probable Cost

(*Denotes Nominal Quantity)

| ITEM NO. | DESCRIPTION OF WORK | UNIT | QUANTITY | UNIT PRICE | AMOUNT \$ |
|------------|--|------|----------|------------|-----------|
| 1.0 | ROADS AND EARTHWORKS | | | | |
| 1.1 | Supply & Install Asphalt (100mm) | m2 | 220 * | 48.00 | 10,560.00 |
| 1.2 | Remove & Dispose Asphalt | m2 | 50 * | 12.00 | 600.00 |
| 1.3 | Supply & Place 25mm Crushed Base Course | m3 | 40 * | 80.00 | 3,200.00 |
| 1.4 | Supply & Place 75mm Crushed Granular Sub-Base Course | m3 | 315 * | 50.00 | 15,750.00 |
| 1.5 | Common Excavation & Disposal | m3 | 250 * | 18.00 | 4,500.00 |
| 1.6 | Asphalt Milling - Key-in Joints | m | 220 * | 7.00 | 1,540.00 |
| 1.7 | Boulevard Grading & Ditching | LS | LS * | 1,875.00 | 1,875.00 |
| 1.8 | Bike Lane Painting | LS | LS * | 1,125.00 | 1,125.00 |
| 1.9 | Street Sign Relocation | ea. | 1 * | 400.00 | 400.00 |
| 2.0 | WATER WORKS | | | | |
| 2.1 | Supply & Install Fire Hydrant | LS | LS * | 11,980.00 | 11,980.00 |

SUMMARY

| | | | | | |
|------------|-----------------------------|--|--|--|--------------|
| 1.0 | ROADS AND EARTHWORKS | | | | \$ 39,550.00 |
| 2.0 | WATERWORKS | | | | \$ 11,980.00 |
| | SUB-TOTAL: | | | | \$ 51,530.00 |
| | ENGINEERING (10%) | | | | \$ 5,153.00 |
| | CONTINGENCY (10%) | | | | \$ 5,153.00 |
| | TOTAL | | | | \$ 61,836.00 |

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.



View looking southeast. The fire hydrant seen is the most westerly hydrant, closest to Auto Road SE.



Northwesterly corner of property at the intersection of Auto Road & 20 Avenue SE



View looking southwest.



View looking west along 20 Avenue frontage.





0 30 60 120 180 240
 Meters

 IND - Light Industrial

TABLE 1: Service Levels for Subdivision and Development (1)

| SERVICE | SERVICE LEVEL | DEVELOPMENT AREA | | | | | | |
|---|---|------------------|-------|------------|------------------|-------------|----------------|----------------|
| | | Urban | Rural | Industrial | Light Industrial | City Centre | Urban Hillside | Rural Hillside |
| Highways: Road Standards, including curb, gutter, paving, etc. shown on applicable specification drawing. Collector and Arterial Road Standards shall be applied where designated in the Official Community Plan | RD-1 - Urban Local (18m) | X | | | | | X | |
| | RD-2 - Urban Local (20m) | X | | | | | X | |
| | RD-3 - Urban Collector (20m) | X | | | | | X | |
| | RD-4 - Urban Arterial (25m) | X (7) | | | | | X (7) | |
| | RD-5 - Town Centre (Varies) | X | | | | X | | |
| | RD-6a - Industrial Area (20m) | | | X | | | | |
| | RD-6b - Light Industrial (20m) | | | | X | | | |
| | RD-7 - Rural Local (20m) | | X | | | | | X |
| | RD-8 - Rural Collector (20m) | | X | X | | | | X |
| | RD-9 - Rural Arterial (25m) | | X (7) | X (7) | | | | X (7) |
| | RD-14 - Canoe Beach Drive (20m) | X | | | | | | |
| | RD-15 - Urban Local Hillside (18m) | | | | | | X | |
| | RD-16 - Rural Local Hillside (18m) | | | | | | | X |
| Road dedication | Based on applicable road cross-section (2) | X | X | X | X | X | X | X |
| Water | City Water System including fire hydrants | X | (8) | X | X | X | X | (8) |
| | Alternate Water Supply | | X (6) | | | | | X (6) |
| Sanitary | City Sewer System | X | | X (3) | X (3) | X | X | |
| | Sewage Disposal to Ground System | | X | X | X | | | X |
| Storm | City Storm Sewer System | X | | X | X | X | X | |
| | Open Channel System | X (10) | X | X | X | | X (10) | X |
| | Ground Discharge | X (10) | X | X | X | | X (10) | X |
| Hydro, Telecommunications (Civil Works Required) | Overhead Distribution to Property Line | (4) | X | X | X | | (4) | X |
| | Underground Distribution to Property Line | X (5) | | | | X (5) | X (5) | |
| | Overhead Service (within lot) | (4) | X | X | X | | (4) | X |
| | Underground Service (within lot) | X | | | | X | X | |
| Natural Gas (Optional) | Underground | X | X | X | X | X | X | X |
| Street Lighting | Schedule B, Part 1, Section 8.0 | X | (9) | X | X | X | X | (9) |
| Sidewalk | One Side (Limited Local) | X | | X | X | | X | |
| | Two Sides (Collector/ Arterial or Medium to High Density Development) | X | | | | X | X | |
| Street Tree & Boulevard Furnishings & Planting | Street Trees/Park Benches/Planters | | | | | X | | |
| Trail and Roadside Corridors | CGS-7 to CGS-12 | X | X | X | X | X | X | X |

1 The applicable service level is indicated with an X.

2 Road dedication is capped at a 20 metre wide right-of-way and is not required for Development.

3 Required where the City system is within 100 metres and a gravity connection is possible.

4 Small Subdivisions and Developments do not require underground distribution where they are in an area of existing overhead distribution and the City Engineer in consultation with BC Hydro approves overhead works.

5 Three-phase BC Hydro distribution to be located underground only where a tri-party cost sharing agreement is in place between the Owner/Developer, BC Hydro and the City.

6 The Owner/Developer is required to grant a potable water treatment covenant in a form acceptable to the Approving Officer.

7 The Owner/Developer is to construct adjacent arterial road Frontage with one traffic lane (second lane funded by City if required).

8 Extension of municipal system into the rural area is permitted where supported by the OCP.

9 If street lighting is required for safety purposes. Rural Street lighting covered under Policy 5.5.

10 With specific approval from the City Engineer as part of an integrated stormwater management plan. Owner/Developer may be required to grant an Alternative Stormwater maintenance covenant in a form acceptable to the Approving Officer and the Director of Development Services.



DEVELOPMENT SERVICES DEPARTMENT
 Box 40, 500 - 2 Avenue NE,
 Salmon Arm, BC, V1E 4N2
 Phone: 250-803-4010 / FAX: 250-803-4041

TO:

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

REFERRAL:

DATE: March 04, 2020
 OWNER: M & H Christensen, 5067 – 214 Street, Langley, BC V3A 5B6
 APPLICANT/AGENT: Ken Christensen, 980 – 60 Street NE, Salmon Arm, BC V1E 1Y3
 SUBJECT: DEVELOPMENT VARIANCE PERMIT AMENDMENT APPLICATION No. VP-51s5
 LEGAL: LOT A SECTION 7 TOWNSHIP 20 RANGE 9 W6M KDYD PLAN 32539
 CIVIC: 3220 – 20 Avenue SE

Attached is an application and supporting documentation for the following variances to Subdivision and Development Service Bylaw No. 4163:

1. Section 4.8.4: Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages.
2. Section 5.8.1: Waive the requirement to install a fire hydrant along Auto Road to meet the required 300 m fire hydrant spacing in rural zones

Thank you.

Denise Ackerman
 Development Services Planner

COMMENTS for VP-515:

Agree with applicant to waive requirement of a fire hydrant installation along auto road,

SIGNATURE: B. Shirley

DATE: March 9th, 2020

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 16 March, 2020
 PREPARED BY: Matt Gienger, Engineering Assistant
 OWNER: M & H Christensen, 5067 214 Street, Langley BC, V3A 5B6
 APPLICANT: Ken Christensen, 980 60 Street NE, Salmon Arm BC, V1E 1Y3
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT AMENDMENT APPLICATION No. VP-515**
 LEGAL: LOT A SECTION 7 TOWNSHIP 20 RANGE 9 W6M KDYD PLAN 32539
 CIVIC: **3631 – 40 Street SE**
 ASSOCIATED: BP16050B [DPW-1995]

Further to the request for variance dated March 4, 2020, the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

1. Section 4.8.4: Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages.
2. Section 5.8.1: Waive the requirement to install a fire hydrant along Auto Road to meet the required 300m fire hydrant spacing in rural zones.

1. Section 4.8.4: Waive the requirement to install bike lanes along the subject property's 20 Avenue and Auto Road frontages.

20 Avenue SE on the subject property's northern frontage is designated as an Rural Collector Road (RD-8), requiring 10.0m of travelled road, which includes 1.5m bike lanes on both sides of the road. Currently this road has a constructed width of approximately 7.0m and requires the construction of 1.5m of bike lane along the property's frontage.

There are currently no plans to install a bike lane on 20 Avenue SE in the near future. This road sees low levels of foot and bicycle traffic, with a gravel shoulder extending well past the extents of the paved road to accommodate non-vehicular traffic. Staff support the request to waive the requirement of bike lane construction on 20 Avenue SE.

Auto Road SE on the subject property's western frontage is dedicated as rural arterial (RD-9), requiring 12.0m of travelled road, which includes 2.0m bike lanes on both sides of the road. Currently this road has a constructed width of approximately 10.0m, with approximately 1.5m of bike lane on both sides of the road. Construction of 2.0m of bike lane is required along the property's frontage.

DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-497

Page 2

Auto Road SE sees a high level of vehicle, bicycle and foot traffic, and these levels are expected to increase in the future. The posted speed limit along Auto Road SE varies from 50km/h to 60km/h, with vehicular traffic often exceeding this limit. Widening the existing travelled road and bike lane would improve safety by increasing distance between vehicles and foot traffic. Although upgrades would not be completed immediately and cash-in-lieu is required, widening the road in the future is essential in improving safety along this area of high traffic.

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement for bike lane construction along 20 Avenue SE and Auto Road SE be denied. However, staff would support the variance if amended to waive the improvements of 20 Ave SE only.

2. Section 5.8.1: Waive the requirement to install a fire hydrant along Auto Road to meet the required 300m fire hydrant spacing in rural zones.

Subdivisions and Developments are required to complete frontage improvements to meet the service levels required in the Subdivision and Development Services Bylaw 4163 (SDSB) unless they fall under one of several exemptions.

The SDSB states that fire hydrant spacing shall be approximately, and in all cases shall not exceed 150 meters in low density residential zones and 90 meters in medium and high density residential zones, commercial, industrial and institutional (ICI) zones and 300 meters in ALR/Rural zones.

Existing fire hydrants within the property's frontage or near the property are located as follows:

1. On Auto Road approximately 155 metres south of the southwest corner of the property,
2. On 20 Ave SE approximately 80 meters east of the northwest corner of the property,
3. On 20 Ave SE near the northeast corner of the property.

The distance between hydrant 1 and 2 measured along centreline of road, is approximately 460m, well above the 300m spacing required in this area.

Fire Hydrant spacing recommendations are provided by the Fire Underwriters Survey (formerly the Insurers' Advisory Organization and Canadian Underwriters Association), a national organization that provides data on public fire protection for fire insurance statistical work and underwriting purposes of subscribing insurance companies.

Staff reviewed over 25 other municipalities and found that the City of Salmon Arm's bylaw is very consistent with municipalities throughout BC and Canada.


The Applicant has applied to construct a new dwelling on the subject parcel, increasing development density and therefore fire risk.


DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-497

Page 3

Recommendation:

The Engineering Department recommends that the requirement to waive the installation of a fire hydrant be denied. Setting a precedent of waiving safety related requirements against the recommendation of FUS would likely cause liability issues for the City and creates a grey area for applicants on City requirements.



Matt Glenger
Engineering Assistant

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

Map 11.2
Existing and Proposed
Greenways

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





Match existing and proposed
ways Strategy.

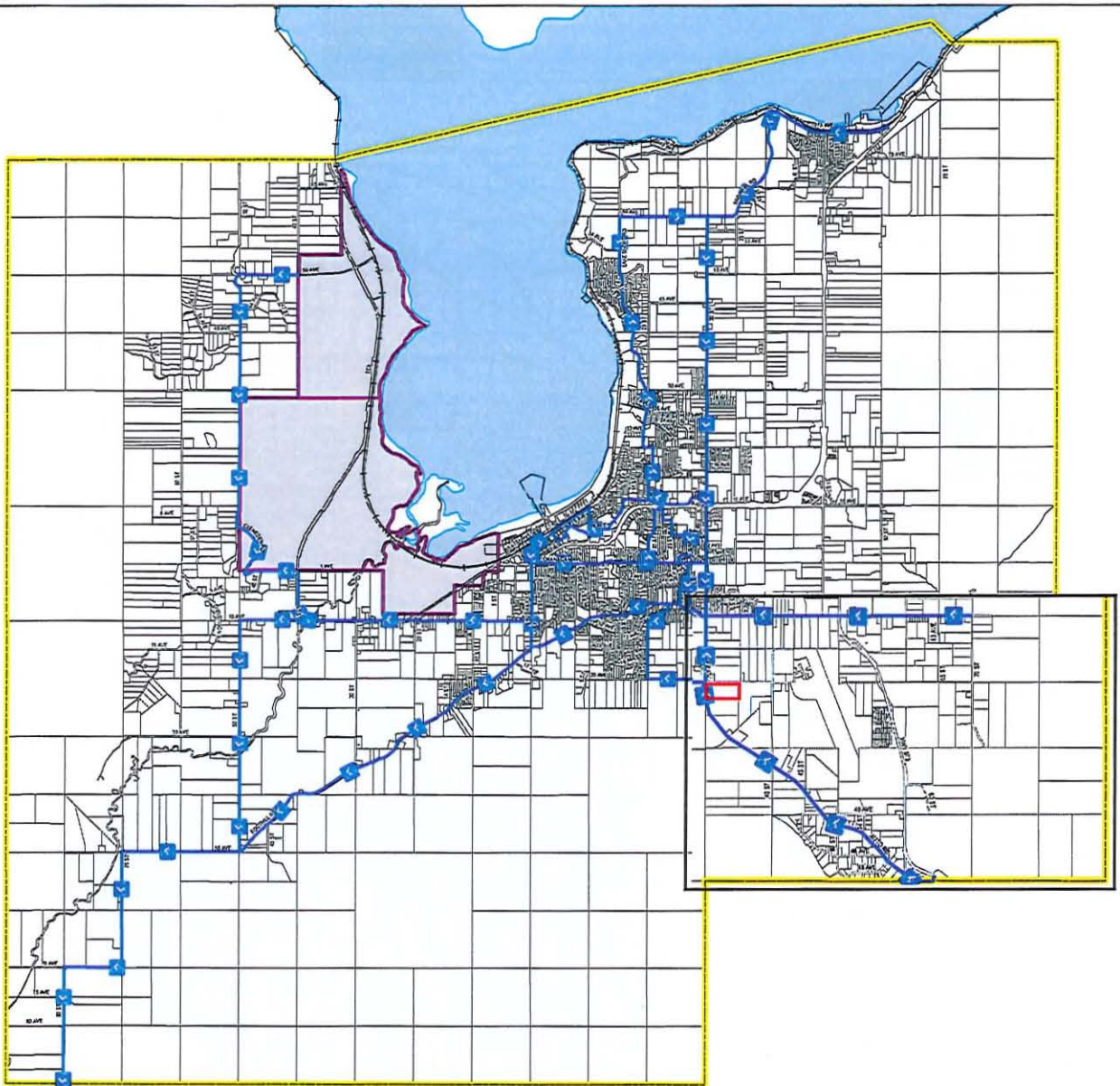
Map

Plot Date: June 2017

Map 12.2
Cycle Network Plan

Legend

-  Bike Route
-  City Boundary
-  Indian Reserves
-  Parcels

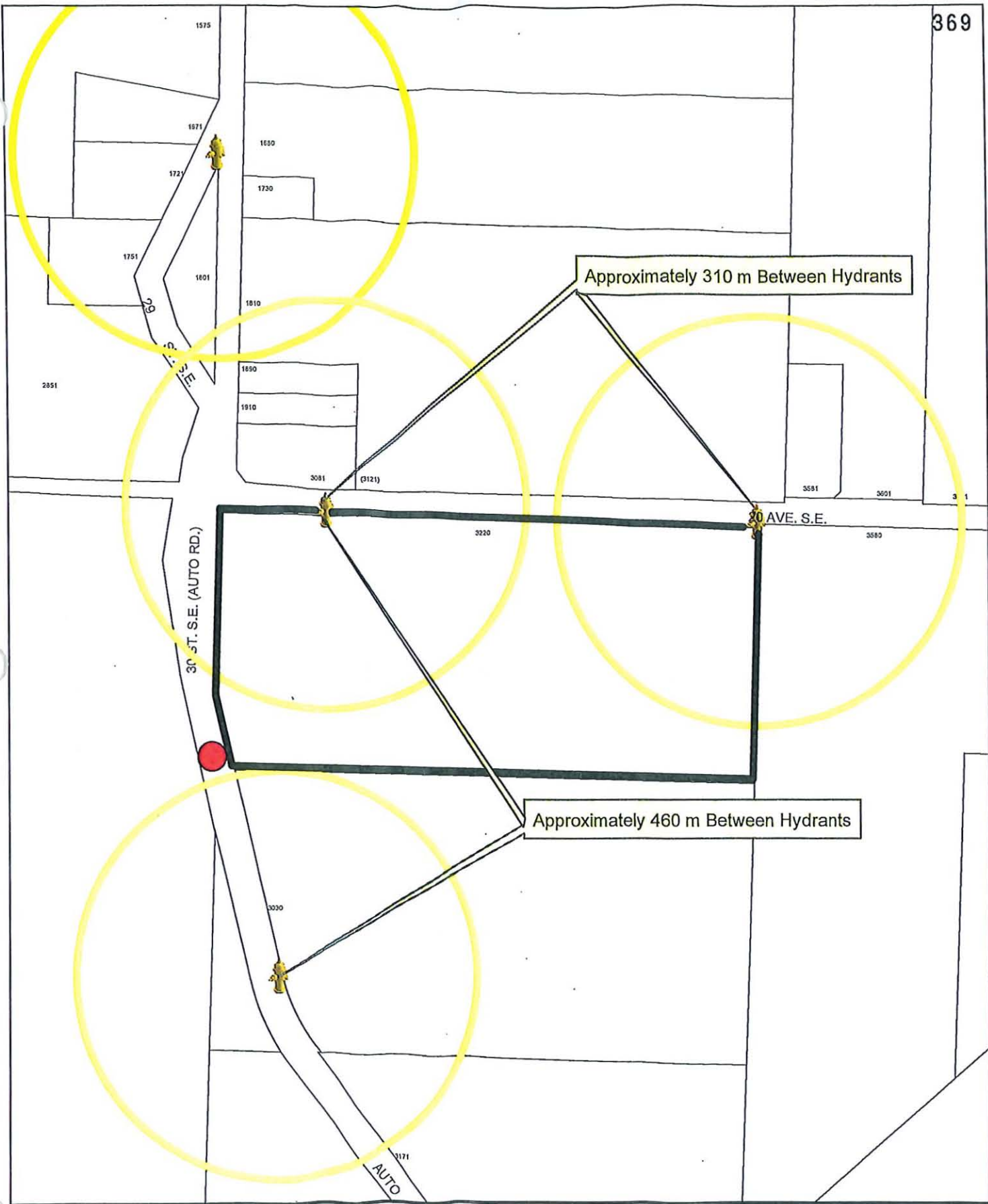


Plot Date: September 22nd, 2011

Key Map



0 0.25 0.5 1
kilometres



 Subject Parcel

-  Existing Hydrant
-  150 m Hydrant Radius
-  Required Hydrant

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing by electronic means on **Tuesday, April 14, 2020 at 7:00 p.m.** Please see the information below on how to participate if you deem your interest to be affected by the proposed bylaw.

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

Proposed Rezoning of Lots A & B, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP70445 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 2761 & 2771 – 30 Avenue NE

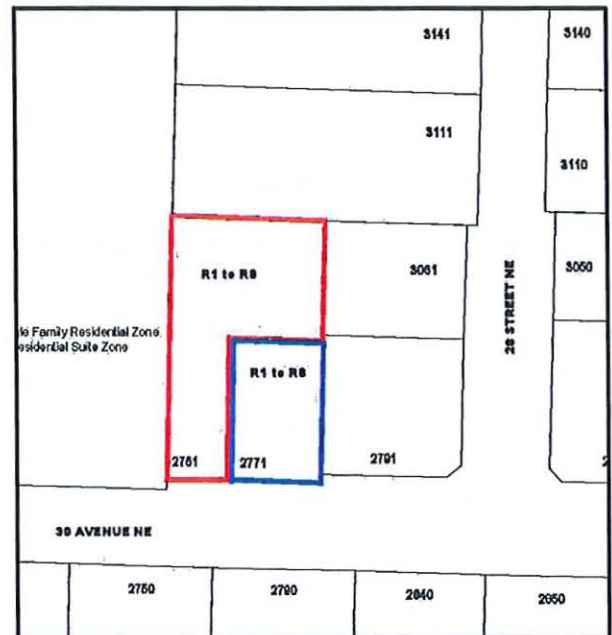
Location: West of intersection 30 Avenue NE and 28 Street on the North side of 30 Avenue NE

Present Use: 2771 – 30 Avenue NE - Single Family Dwelling / 2761 – 30 Avenue NE – vacant lot

Proposed Use: Single Family Dwellings with Suite

Owner/Applicant: DOMO Holdings Ltd. (Linda Rohlf)

Reference: ZON-1167/Bylaw 4373



The file for the proposed bylaw is available for inspection on our website at www.salmonarm.ca.

Those who deem their interest affected by the proposed bylaw are urged to contact the Development Services Department by telephone at 250-803-4010 to obtain the facts of the proposal prior to the Public Hearing. Pursuant to Ministerial Order No. M083 made under the *Emergency Program Act*, R.S.B.C. 1996, C.111, S. 10, Council will not be allowing members of the public to attend this meeting. If you wish to provide input with respect to this Bylaw you may do so by email at cityhall@salmonarm.ca.

Erin Jackson, Director of Corporate Services



To: His Worship Mayor Harrison and Members of Council

Date: March 10, 2020

Subject: Zoning Bylaw Amendment Application No. 1167

Legal: Lots A & B, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP70445
Civic: 2761 & 2771 – 30 Avenue NE
Owner/Applicant: Domo Holdings Ltd.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots A & B, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP70445 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

This application includes rezoning two adjacent parcels (Appendix 1 & 2), 2761 – 30 Avenue NE and 2771 – 30 Avenue NE from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) to permit secondary and detached suites.

BACKGROUND

The properties are designated Low Density Residential in the City's Official Community Plan (OCP) and are zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The properties are located in a residential neighbourhood bordering larger A-2 zoned properties in the ALR. There are presently nine properties zoned R-8 (Residential Suite Zone) in the vicinity. The bordering property to the north was rezoned from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) in 2016.

The subject properties were created via subdivision with a servicing infill exemption in 2018 (Appendix 5). Site photos are attached as Appendix 6. There is an existing house on 2771 – 30 Avenue NE (Lot B) which has an unfinished basement. Lot B does not meet the minimum parcel area requirement for a detached suite, see below Table A. However, based on parcel area and sufficient parking for the suite, there is potential for the development of a secondary suite within the existing house.

2761 – 30 Avenue NE (Lot A) is a vacant lot and should the parcel be re-zoned, the applicant would have the option to either build a house with a secondary suite or a detached suite, as Lot A meets both the minimum required parcel area and width as specified in the R-8 zoning regulations for detached suites. Based on the area of the parcel and it being a panhandle lot, additional parking for a secondary or detached suite could easily be achieved.

Table A: Parcel Area & Width Requirements for Secondary & Detached Suites

| | 2761 – 30 Ave. NE (Lot A) | 2771 – 30 Ave. NE (Lot B) |
|--|------------------------------|------------------------------|
| Min. Parcel Area (450 m ²) | Yes (1,360 m ²) | Yes (665.1 m ²) |
| Min. Parcel Area Req. for a Detached Suite (700 m ²) | Yes (1,360 m ²) | No (665.1 m ²) |
| Min. Parcel Width (14.0 m) | Yes (20.868 m) | Yes (20.873 m) |
| Min. Parcel Width Req. for a Detached Suite (20.0 m) | Yes (20.868 m) | Yes (20.873 m) |

Secondary Suites

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

Any development of a secondary suite or detached suite would require a building permit and would be subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable at the time of Building Permit for detached suites in the amount of \$6,064.31.

COMMENTSEngineering Department

Engineering comments attached as Appendix 7

Building Department

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

Fire Department

No concerns.

Planning Department

Future development of residential suites on these two lots will conform and fit in with the surrounding neighbourhood. The proposed R-8 zoning of the subject properties is consistent with the OCP and based on parcel area and configuration the R-8 Zone requirements can be met, including the provision of onsite parking. Therefore, this application is supported by staff. Any development of a secondary suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



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



0 2040 80 120 160
Meters



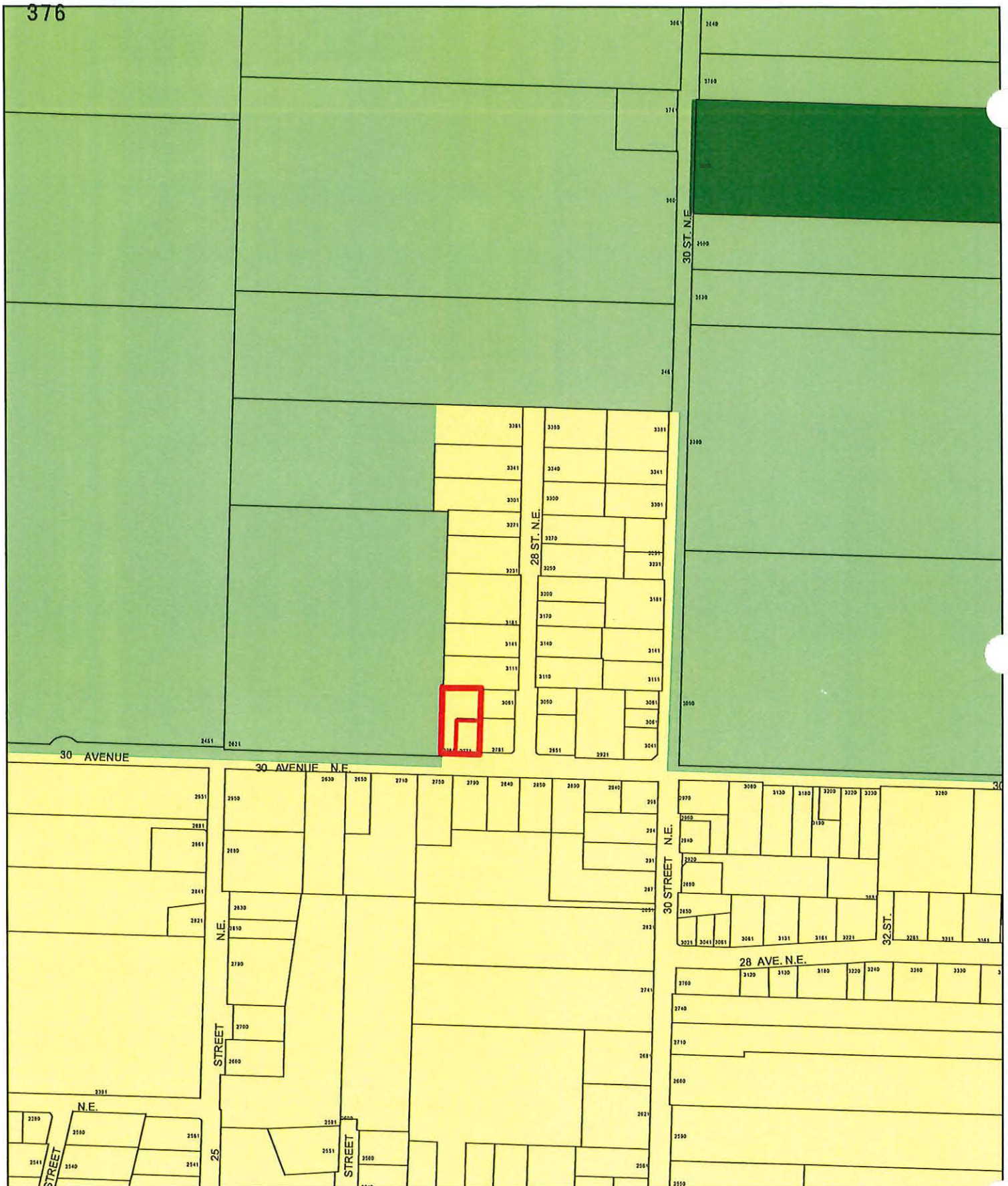
Subject Parcel



03.2 5 13 19.5 26
Meters



Subject Parcel



Subject Parcel

0 2040 80 120 160
Meters



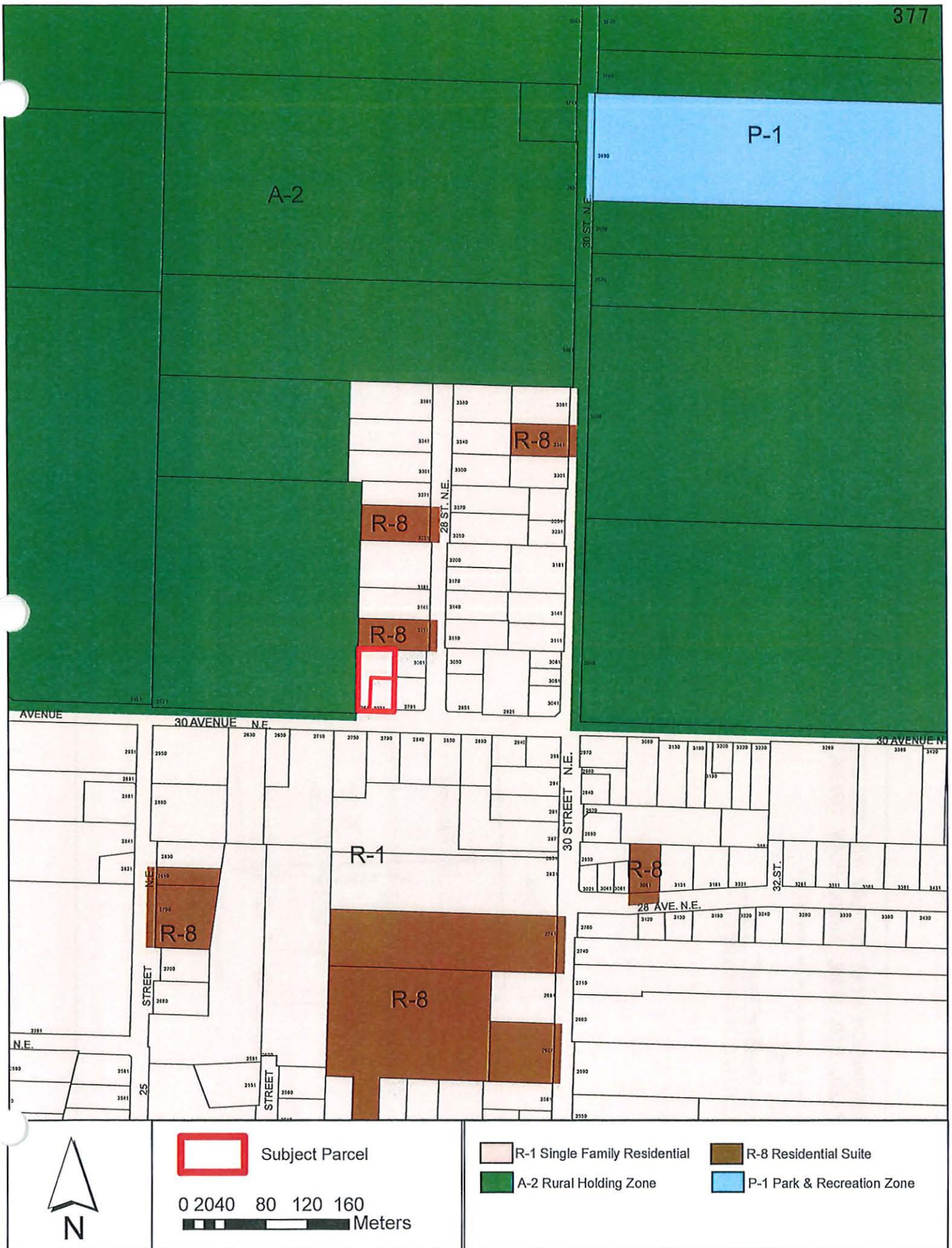
Residential - Low Density



Acreage Reserve



Park



SUBDIVISION PLAN OF LOT 10, SEC 25, TP 20, R10, W6M, KDYD, PLAN 10164.

Pursuant to Section 67 of the Land Title Act

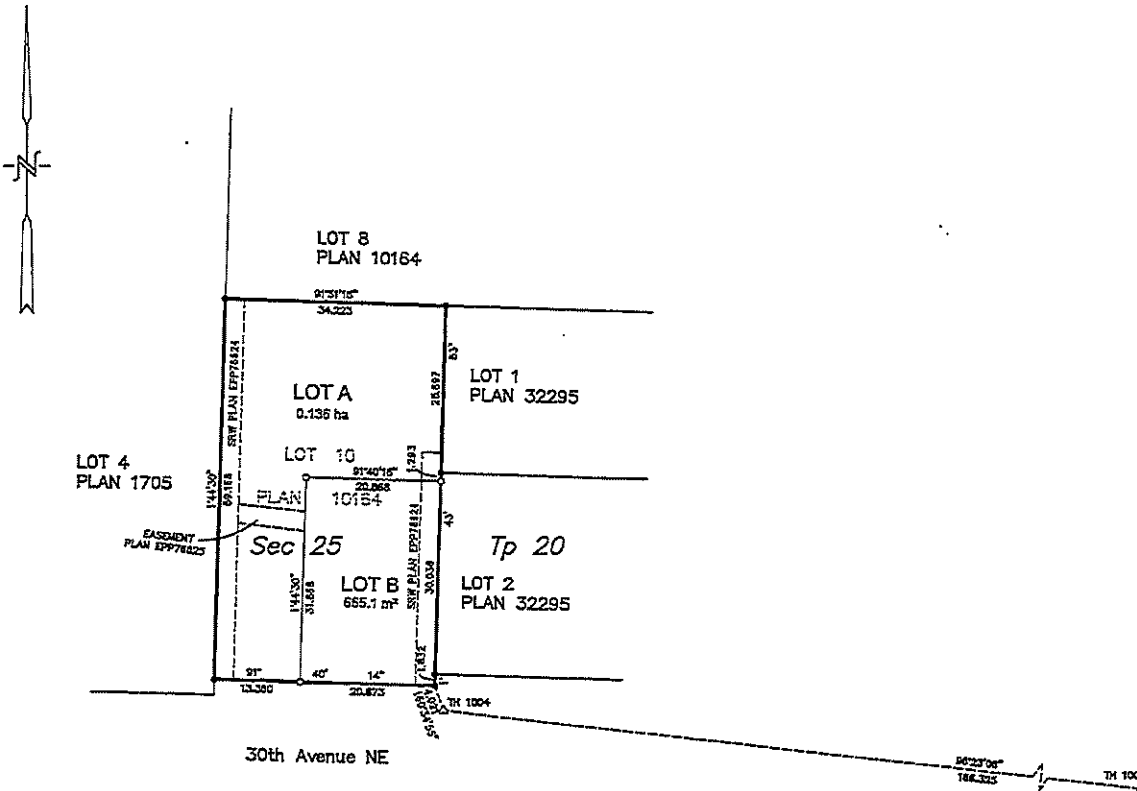
BCGS 82L074

SCALE 1: 500

10m 0m 10m 20m 30m

All distances are horizontal ground level, in metres and decimetre thereof

THE INTENDED PLOT SIZE OF THIS PLAN IS 550mm IN WIDTH BY 425mm IN HEIGHT (C size) WHEN PLOTTED AT A SCALE OF 1:500



PLAN EPP70445

LEGEND

- DENOTES STANDARD IRON POST FOUND
- DENOTES STANDARD IRON POST PLACED
- △ DENOTES TRAVERSE HUB SET

GRID BEARINGS ARE NAD83 (CSRS) AND ARE DERIVED FROM DIFFERENTIAL CARRIER PHASE GPS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 11. TO OBTAIN LOCAL ASTRONOMICAL BEARINGS REFERRED TO THE MERIDIAN THROUGH TH 1004, SUBTRACT 1°44'40" FROM GRID BEARINGS.

THIS PLAN SHOWS HORIZONTAL GROUND LEVEL DISTANCES BASED ON A MEAN ELLIPSOIDAL ELEVATION OF 486.0 METRES. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE MEAN COMBINED FACTOR OF 0.99963472.

| | |
|---|------------------------------------|
| Datum | NAD83 (CSRS) (2002.0), UTM Zone 11 |
| REFERENCE POINT TH 1004 | |
| UTM NORTHING | 5221323.463 |
| UTM EASTING | 540073.180 |
| ESTIMATED HORIZONTAL POSITIONAL ACCURACY IS 0.05m | |
| COMBINED FACTOR IS 0.99963333 | |
| REFERENCE POINT TH 1001 | |
| UTM NORTHING | 5221284.920 |
| UTM EASTING | 541136.434 |
| ESTIMATED HORIZONTAL POSITIONAL ACCURACY IS 0.05m | |
| COMBINED FACTOR IS 0.99963330 | |

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE CITY OF SALMON ARM.

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF COLUMBIA SHUSWAP

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED ON THE 13th DAY OF NOVEMBER, 2017.
JASON RUSSELL SHORTT, BCLS # 770

EDR #205693 COMPLETED NOVEMBER 21, 2017.

russell shortt

land SURVEYORS

2801-22nd Street, Vernon, B.C. V1T 5L2
Phone: (250)545-0311 Fax: (250)545-0741 Email: jason@rshortt.ca
F.O. 1263, 1205 File: 28321 sub



Northeasterly view.



Northwesterly view.

Existing house on Lot B (2771). Panhandle Lot A (2761) to the west of existing house.

**CITY OF
SALMON ARM**


*Memorandum from the
Engineering and Public
Works Department*

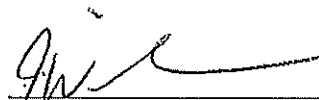
TO: Kevin Pearson, Director of Development Services
DATE: 12 March 2020
OWNER: DOMO Holdings Ltd. #10, 121 Harbourfront Dr NE, Salmon Arm
APPLICANT: Linda Rohlfis - Owner
SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1167
LEGAL: Lots A & B, Section 25, Township 20, Range 10, W6M KDYD,
Plan EPP70445
CIVIC: 2761 & 2771 – 30 Avenue NE

Further to your referral dated 23 January 2020, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

Engineering Department does not have any concerns related to the Re-zoning and recommends approval.

1. At the time of building permit the applicant will be required to install a culvert across the existing ditch on 30 Avenue NE for the new driveway. This work will be carried out by the City at the owners/developers cost. Owner / Developer is responsible for all associated costs.
2. 2761 30 Avenue NE will require a water meter to be installed in a pit at property line at time of Building Permit. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. 2761 30 Avenue NE has a sanitary sewer in a City Right of Way along the western property line and a Private Easement for the sanitary service to 2771 bisecting the pan handle from west to east. Construction work within the Right of Way and Private Easement are limited as per the terms of the legal agreements. The Owner / Developer is advised to refer to these agreements prior to submission of building permit applications and prior to commencement of any work onsite.


Chris Moore
Engineering Assistant


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

Item 24.1

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4373 be read a third and final time.

[ZON-1167; Domo Holdings Ltd.; 2761 & 2771 30 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4373

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 _____, 2020 at the hour of 7:00 p.m. was published in the _____ and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots A & B, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP70445 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4373"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

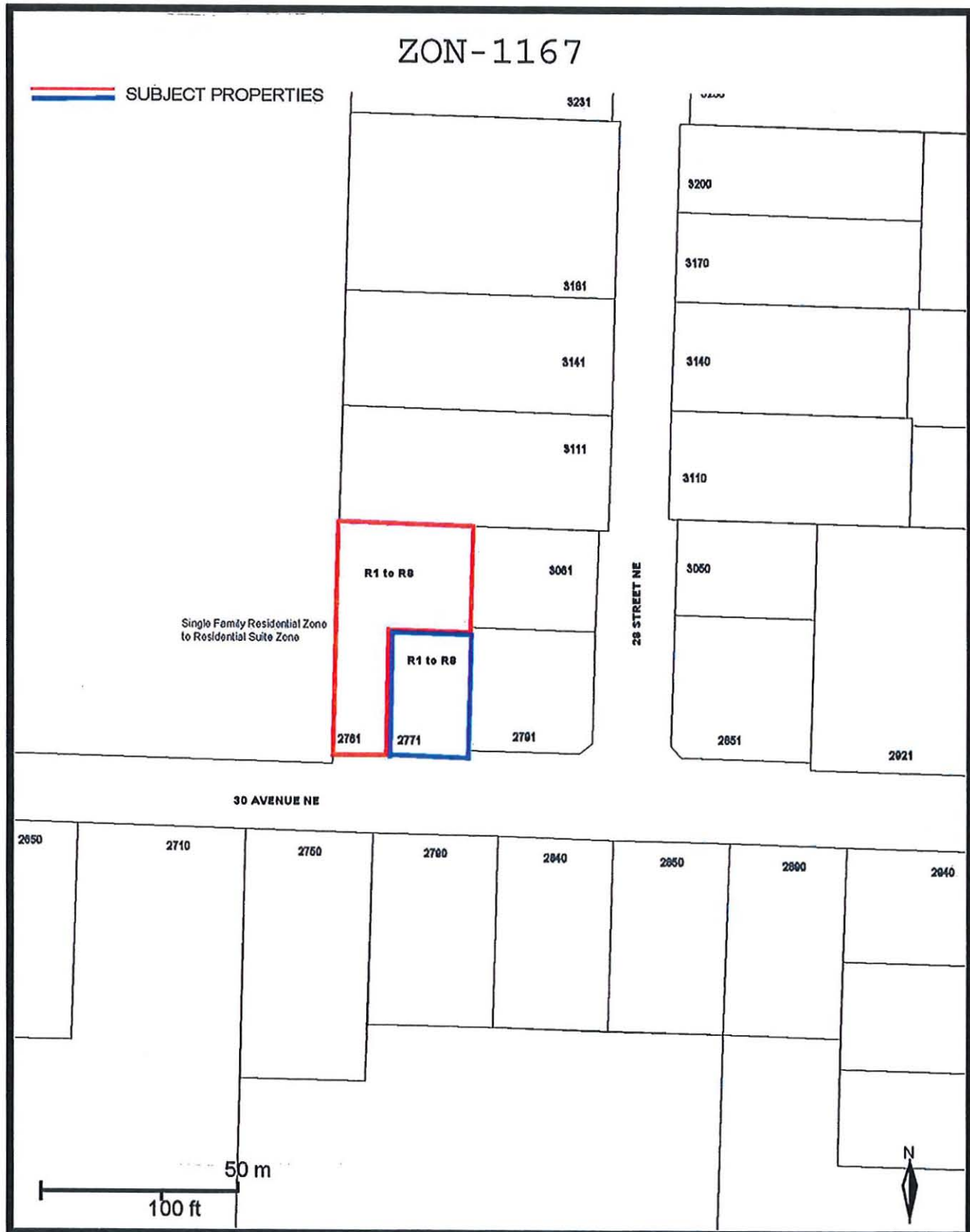
READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 26.

CITY OF SALMON ARM

Date: April 14, 2020

Moved: Councillor Lavery

Seconded: Councillor Eliason

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

Vote Record

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

Opposed:

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

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