### SALMONARM SMALL CITY, BIG IDEAS

### AGENDA

City of Salmon Arm Development and Planning Services Committee

Monday, April 1, 2019 8:00 a.m. Council Chambers, City Hall 500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
	2.	REVIEW OF AGENDA
	3.	DISCLOSURE OF INTEREST
	4.	PRESENTATIONS
	5.	REPORTS
1 - 18	1.	Development Permit Application DP-422 [TSL Developments Ltd.;
		1441 – 10 Avenue SW; Highway Service/Tourist Commercial]
19 - 26	2.	Zoning Amendment Application No. ZON-1145 [1129288 BC Ltd./Lawson Developments Ltd.; 960 – 12 Street SE; R-1 to R-8]
27 - 34	3.	Zoning Amendment Application No. ZON-1146 [Templin, R. & S./Wong, W.; 3200 – 20 Street NE; R-7 to R-8]
	6.	FOR INFORMATION
	7.	IN CAMERA
	8.	LATE ITEM
	9.	ADJOURNMENT

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## CITY OF

To: His Worship Mayor Harrison and Members of Council

Date: March 26, 2019

Subject: Development Permit No. 422 (Highway Service / Tourist Commercial) Civic Addresses: 1441 – 10 Avenue SW Owner & Applicant: TSL Developments Ltd.

#### MOTION FOR CONSIDERATION

THAT: Development Permit No. 422 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183 (1441 – 10 Avenue SW) in accordance with the elevations and site plan attached in Appendix 3;

## AND FURTHER THAT: Issuance of Development Permit No. DP-422 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 develop the parcel located at 1441 – 10 Avenue SW (Appendix 1 and 2) for a new commercial building. The development proposal includes a two storey building with office, showroom, storage and workshop space, as well as upper level dwelling units. Public parking will be located in the front of the building with loading and staff parking located at the rear of the building.

A Letter of Intent, elevations and site plan drawings are attached as Appendix 3 and site photos as Appendix 4.

#### SITE CONTEXT

The site is designated Highway Service / Tourist Commercial in the City's Official Community Plan (OCP) and is zoned Service Commercial (C-3) in the Zoning Bylaw (Appendix 5 and 6). The site is current vacant of any buildings but is partially paved and was previously used as a storage yard. The subject property has a gross area of 2,082 m<sup>2</sup> and has approximately 23 m of frontage along 10 Avenue SW.

The adjacent land uses are described as follows:

North:	First Nations – IR / Vacant
South:	10 Avenue SW / Agriculture (A-1) and Single Family Residential (R-1)
East:	Service Commercial
West:	Service Commercial



#### **COMMENTS**

#### Design Review Panel

A Design Review Panel (DRP) meeting was held on March 14, 2019. Minutes of that meeting are attached as Appendix 7. The DRP was supportive of the proposal as presented, subject to confirmation of the landscape plan.

Following the DRP comments, the applicant has provided a detailed landscape plan (included in Appendix 3) to confirm their intent. Staff view the proposed landscape plan as achieving the landscape guidelines.

Fire Department

No concerns.

Building Department

No concerns.

#### Engineering Department

Comments are attached as Appendix 8.

#### Planning Department

#### 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 two storey, rectangular shaped building will be 8.94 m in height (below the 10 m permitted in the C-3 Zone), presenting architectural interest with an enhanced facade framed by vertical design elements, with an angular central roof feature. The building is oriented to the street frontage as main entry way and multiple windows face 10 Avenue SW, complimented with awnings and facia signage.

#### Landscape and Screening

The proposed site plan (Appendix 3) shows two sites for landscaping: an island located adjacent the proposed building and a boulevard island adjacent 10 Avenue SW helping to define the edge of the site. The rear parking and loading area will be screened by a 2 m fence extending along the building sides, with the refuse containers being screened and located at the rear of the site.

#### Access, Circulation and Parking Area

Vehicle access proposed is via a single shared let down from 10 Avenue SW with a 5.8 metre wide access route to the rear parking area. There are a total of 18 parking stalls proposed (47 are required): 11 parking stalls proposed in the front area with 7 stalls at the rear of the site. The parking area is broken up by the proposed building, while the front parking area is further broken by landscaping.

The subject property is proposed for commercial use including retail, office and storage/warehouse space, as well as two upper floor dwelling units. The Zoning Bylaw requires 16.5 parking spaces for the range of proposed uses, while 18 parking spaces are proposed. Furthermore, the proposal shows an asphalt parking surface.

#### Servicing and Future Road Widening / Building Setbacks

10 Avenue SW is designated as a future Urban Arterial Road in the OCP with an ultimate 25 m dedicated width. The proposed building is setback over 30 m from the front parcel line, far exceeding the required setback including additional spacing for future road widening. The proposed location is in conformance

with zoning regulations and any relocation would need to meet appropriate setback and regulatory requirements.

Currently 10 Avenue SW requires approximately 4.89 m of dedication to reach the full 25 m standard. As there is no subdivision involved with this proposal, dedication at this time would voluntary by the applicant. The resulting dedicated area would be approximately 116 m<sup>2</sup>. Road frontage improvements will eventually be required along 10 Avenue SW, however as they are considered premature at this time a 100% cash in lieu contribution for future improvements will be required.

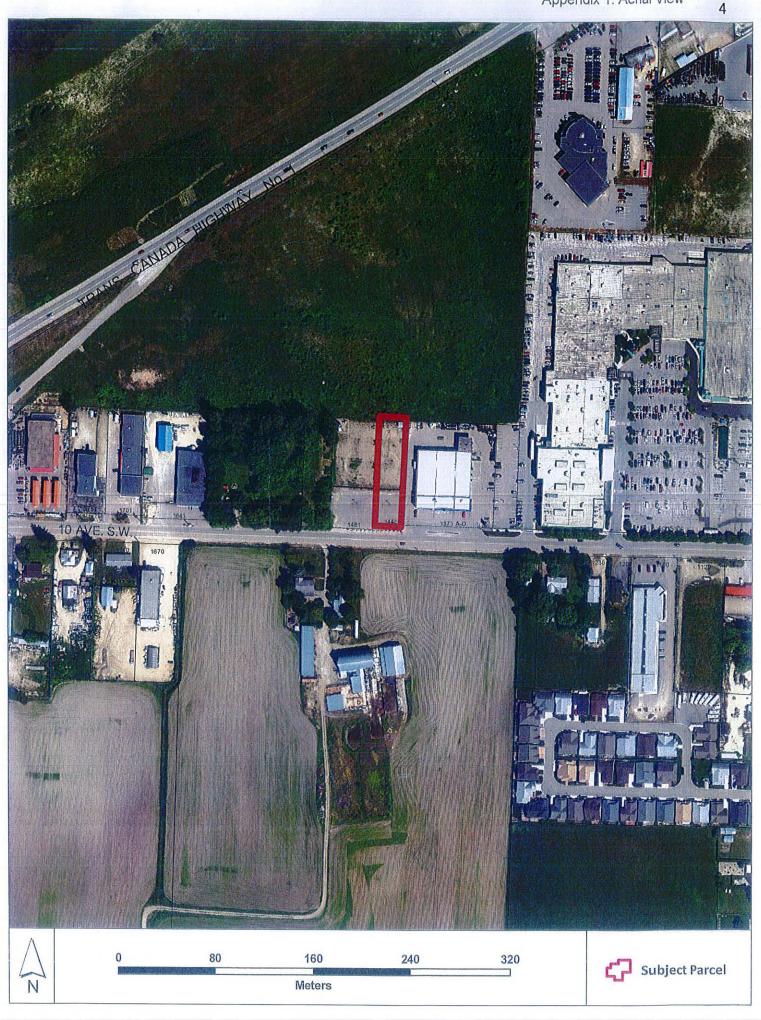
#### **CONCLUSION**

The proposal is to develop the subject property for commercial retail building with upper level dwelling units. The application substantially aligns with the "Highway Service/Tourist Commercial Development Permit Area" guidelines of the OCP, with the form and character proposed generally consistent with these guidelines. Overall, staff is satisfied with the design proposed.

Application DP-422 is recommended for approval by staff, subject to the condition outlined in the motion for consideration being completed to the satisfaction of the City.

Prepared by: Chris Larson, MCP Planning and Development Officer

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







*TSL Developments* 1140 4<sup>th</sup> Ave SW, Salmon Arm, BC V1E 1T1 T. 250.804.6118 | F. 250.803.0171 E. info@timberlinesolutions.ca

January 10, 2019

City of Salmon Arm Development Services

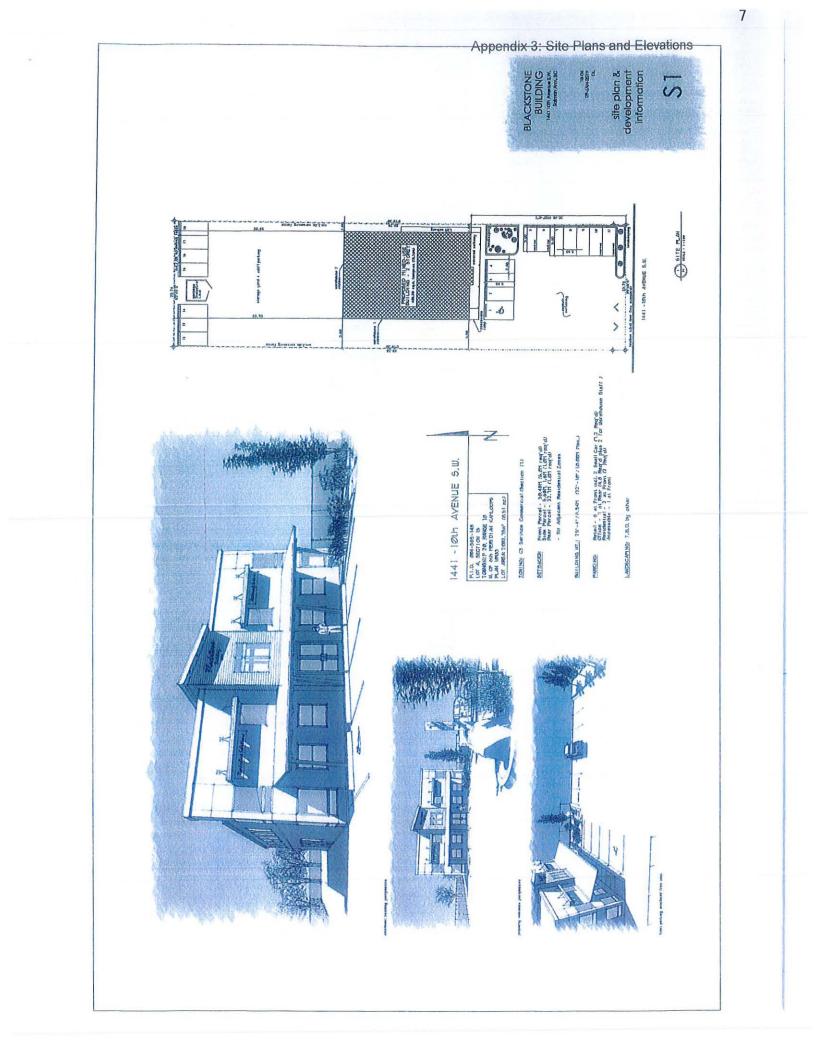
Introduction Letter for Development Permit Application for 1441 10th Ave. SW Salmon Arm

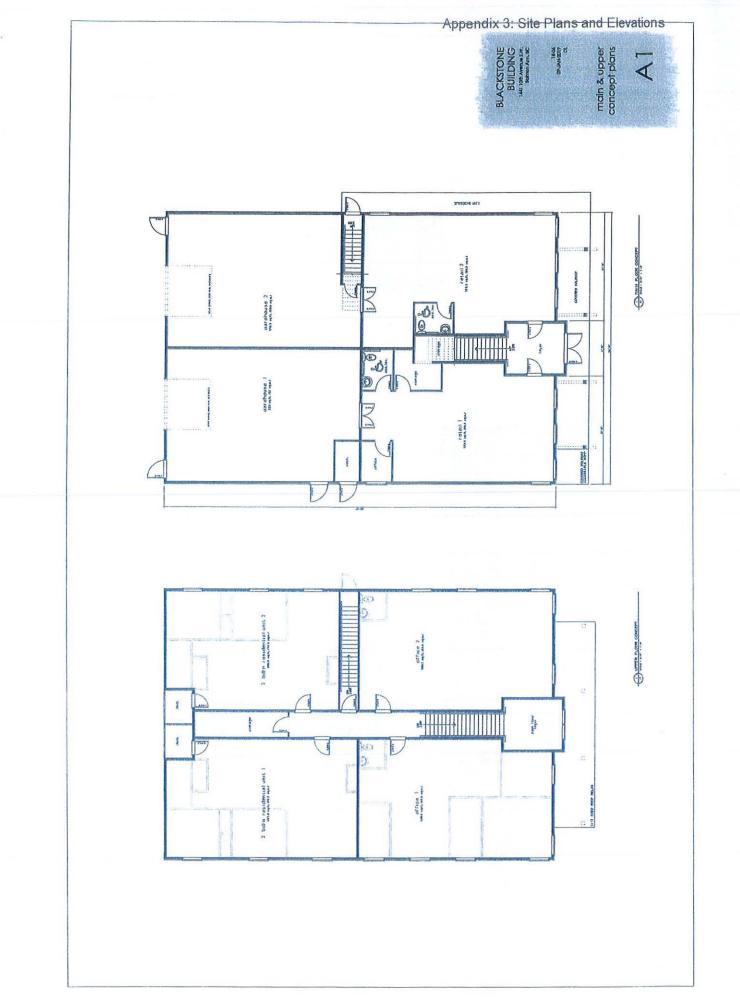
We are seeking approvals to construct a 4320 sq. ft., 2 story building on the subject property. It would consist of two retail spaces with warehousing on the lower floor, two office spaces on the second floor, and two 800 sq. ft. residential suites on the second floor.

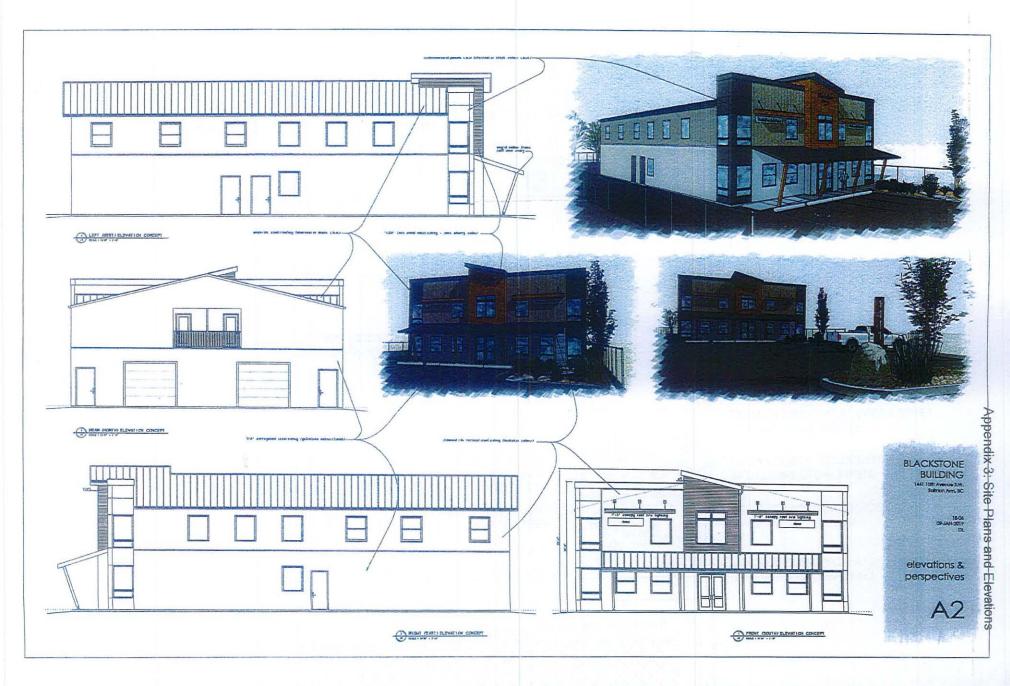
We have attempted to design a building that fits the trend that has been set on 10<sup>th</sup> Ave, but at the same time including a more modern facade. We believe that this building with its tenants will be a positive addition to the city.

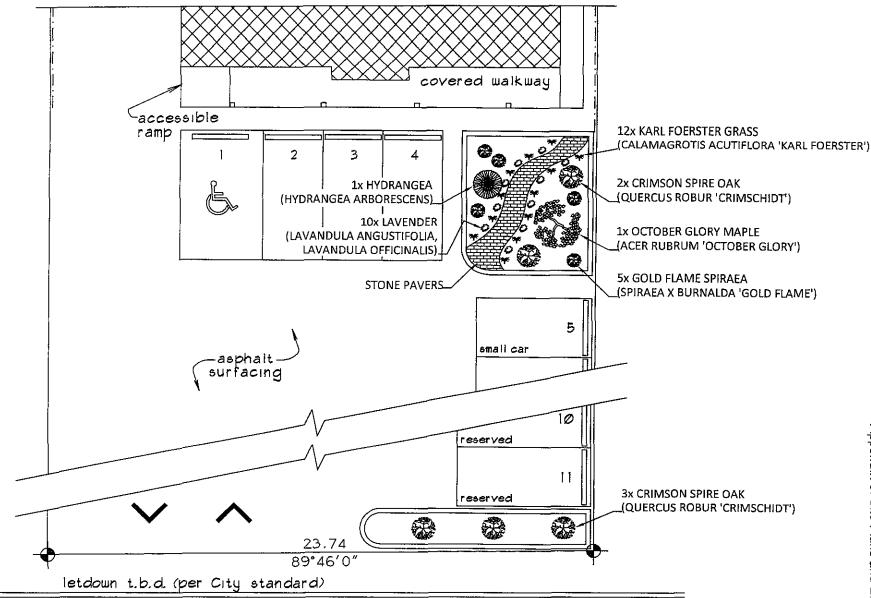
Sincerely

Jordan Baer President



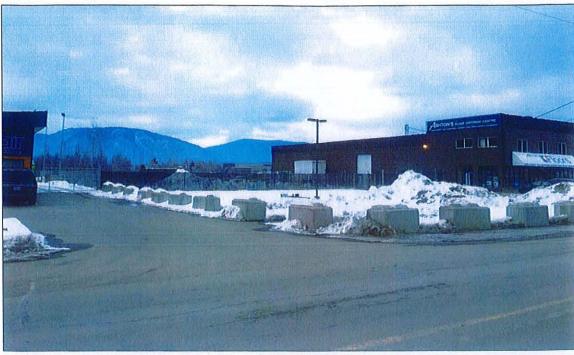






1441 - 10th AVENUE S.W.

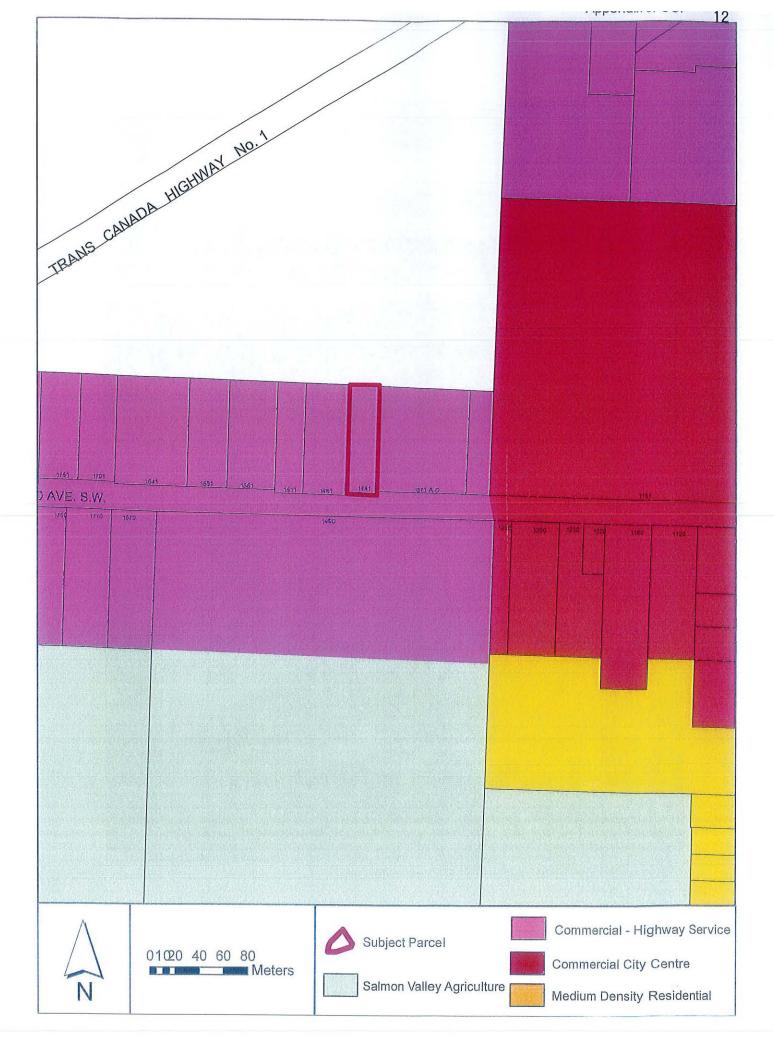
### LANDSCAPING DETAIL

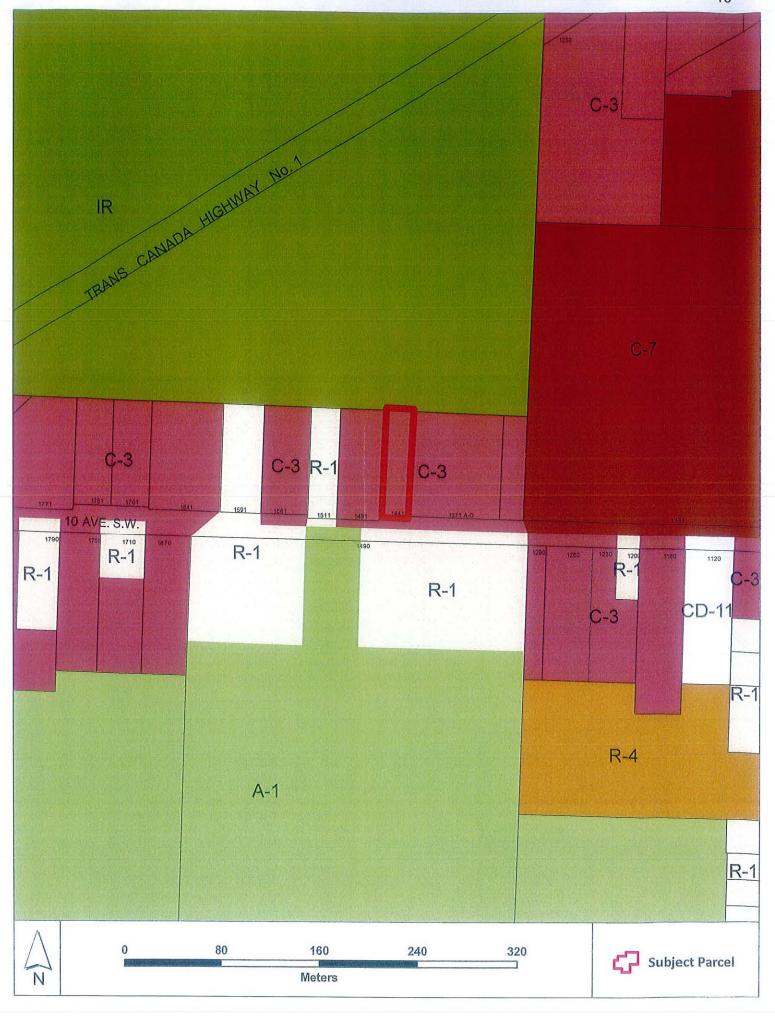


View of subject parcel looking northeast from 10 Avenue SW.



View of subject parcel looking northwest from 10 Avenue SW.





Appendix 7: DRP Minutes



#### DESIGN REVIEW PANEL MINUTES

March 14, 2019 Room No. 100, City Hall

Present:	Bill Laird (Panel Chair) Trent Sismey (Panel Member) Paul Burrows (Panel Member)	
	Jordan Baer (Applicant DP-422) Carson Baer (Applicant DP-422)	
	Chris Larson (Planning and Development Officer)	
Absent:	Marc Lamerton (Panel Member) Dennis Lowe (Panel Member)	
Application:	Proposed Commercial Development at 1441 – 10 Avenue SW Development Permit Application No. DP-422	

The meeting was called to order at 2:01 p.m.

#### **Development Permit Application No. DP-422**

The Applicants summarized the proposal, referring to the site plans and building elevations, noting that the lower floor was largely for commercial and retail use, with the upper floor providing office space and two residential units. It was clarified that the residential access will be from a walkway along the east side of the building.

Panel members discussed the proposal, noting the need for this form of commercial space inclusive of housing. Panel members sought clarification on the proposed garbage/recycling collection area, landscaping, and parking.

#### Panel Recommendation

THAT the application drawings under review for application DP-422 be supported as presented noting the need for this form of commercial and residential space, subject to the confirmation of a landscape plan.

The meeting adjourned at 2:25 p.m.

Sand Bill Laird, Panel Chair

## CITY OF SALMONARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	27 February 2019
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	<b>TSL Developments Ltd.</b> , PO Box 532, Salmon Arm, BC V1E 4N6
SUBJECT:	<b>DEVELOPMENT PERMIT APPLICATION NO. DP-422</b>
LEGAL:	Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183
CIVIC:	<b>1441 – 10 Avenue SW</b>
TYDE:	Environmentally Sensitive Piparian Area & Hwy Sensice Commercial Area
TYPE:	Environmentally Sensitive Riparian Area & Hwy Service Commercial Area
OCP:	HW (Highway Service\Tourist Commercial)
ZONING:	C-3 (Service Commercial Zone)
PREVIOUS:	ZON-880

Further to your referral dated 5 February 2019, 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:

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- 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.

#### **DEVELOPMENT PERMIT APPLICATION FILE: DP-422** 28 February 2019 Page 2

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.

#### Roads / Access:

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- 10 Avenue SW, on the subject properties southern 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. Although road dedication is not required through development, an additional 4.886m of dedication will ultimately be required (to be confirmed by BCLS).
- 2. 10 Avenue SW 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, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Since these works are premature at this time, a 100% cash in lieu contribution for future construction of the works will be required. Owner / Developer is responsible for all associated costs.
- 3. The subject property shall be served by a single driveway access, maximum width 8.0m, located minimum 3.0m from the east and west property lines.
- 4. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

#### Water:

- 1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
- The subject property is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use. 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. Records indicate that the existing property is serviced by a service of unknown size from the 200mm diameter watermain on 10 Avenue SW. Due to the size and / or 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.

- 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.

#### Sanitary:

- 1. The subject property fronts a 300mm diameter sanitary sewer on 10 Avenue SW. No upgrades will be required at this time.
- 2. The subject property shall 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 on 10 Avenue 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 1700mm diameter storm sewer on 10 Avenue SW. No upgrades will be required at this time.
- Records indicate that the subject property is not serviced by a service from the storm sewer. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
- 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 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 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.

#### **DEVELOPMENT PERMIT APPLICATION FILE: DP-422** 28 February 2019 Page 4

#### Geotechnical:

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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).

Chris Moore

Engineering Assistant

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

## SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: March 18, 2019

Subject: Zoning Bylaw Amendment Application No. 1145

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786 Civic: 960 12 Street SE Owner/Applicant: 1129288 BC Ltd. / Lawson Developments Ltd.

#### MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

#### STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

#### PROPOSAL

The subject parcel is approximately 0.46 acres (1,854 square metres) in area and is located at 960 12 Street SE (Appendix 1 and 2). The ultimate intent is to subdivide the subject parcel to create two new lots and a remainder parcel with the existing house. This proposal is to rezone the subject parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of new single family dwellings containing a *secondary suites*, and would also permit the construction of a *secondary suite* within the existing house (subject to BC Building Code).

#### BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel is located in a residential area largely comprised of R-1, R-7 and R-8 zoned parcels containing single family dwellings. There are over 25 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel contains a single family dwelling and mature vegetation, and is approximately 1,854 m<sup>2</sup> in area. Site photos are attached as Appendix 5. The proposed parcels shown in the Site Plan (Appendix 6) meet both the conditions of minimum parcel area and minimum parcel width as specified by the proposed R-8 zone. A subdivision application has been submitted (Sub-19.01).

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

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

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The Zoning Bylaw also requires a *secondary suite* to have one designated offstreet parking stall in addition to the two stalls required for the single family dwelling. Based on parcel area the subject parcel (and proposed parcels) all have more than sufficient space to accommodate the offstreet parking requirements.

#### <u>COMMENTS</u>

#### Engineering Department

No Concerns. Detailed comments provided with subdivision application Sub-19.01.

#### Building Department

No Concerns subject to BC Building Code requirements. A building permit will be required to create a suite in the existing house on the remainder lot.

#### Fire Department

No concerns.

#### Planning Department

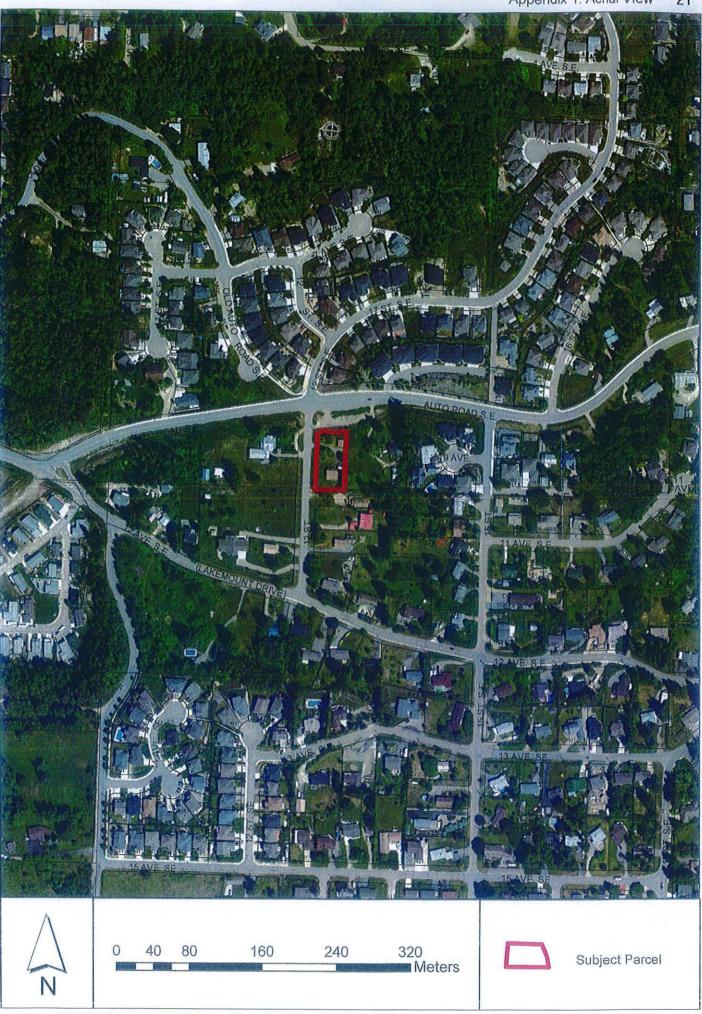
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The area and dimensions of the proposed lots are suitable for the proposed use and development: minimum setbacks, parcel coverage, building separation, parking and access should be easily achievable.

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

Prepared by: Chris Larson, MCP Planning and Development Officer

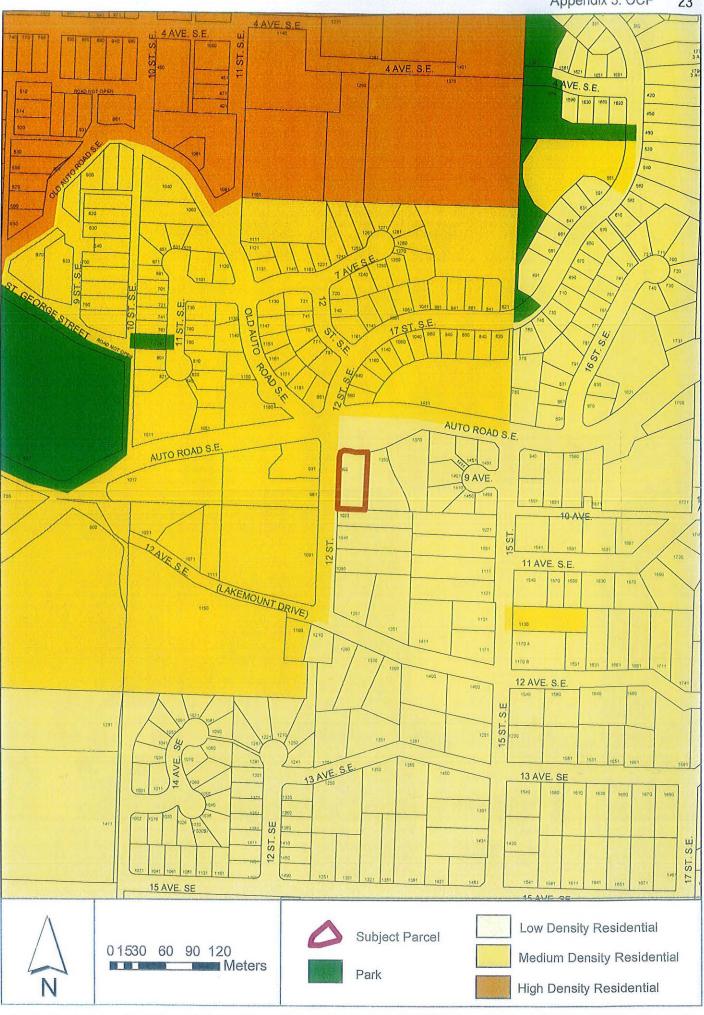
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Reviewed by: Key in Pearson, MCIP, RPP Director of Development Services

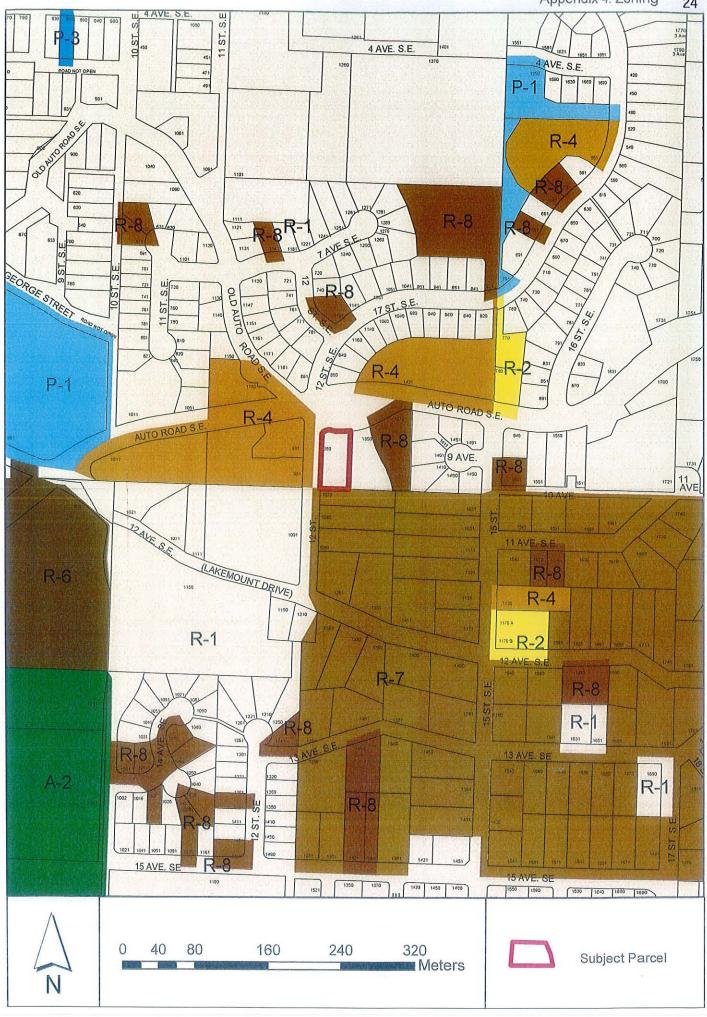




Appendix 3: UCP 23





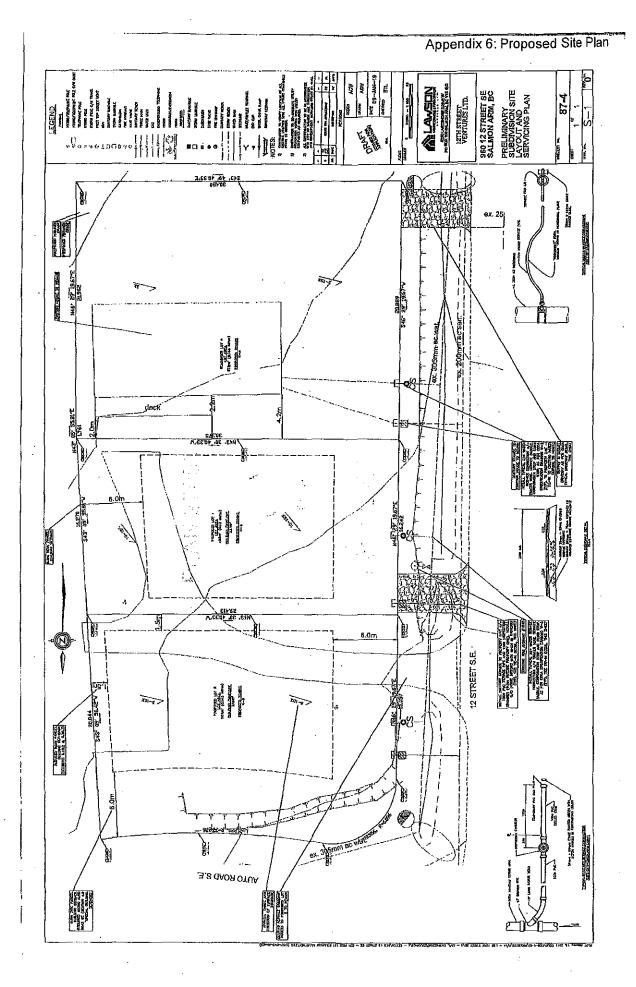




View of subject parcel looking southeast from Auto Road SE.



View of subject parcel looking northeast from 12 Street SE.



# SALMONARM

TO: His Worship Mayor Harrison and Members of Council

Date: March 20, 2019

Subject: Zoning Bylaw Amendment Application No. 1146

Legal: Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 Civic: 3200 – 20 Street NE Owner/Applicant: Templin, R. & S. / Wong, W.

#### MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 <u>from</u> R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

#### STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

#### PROPOSAL

The subject parcel is located at 3200 20 Street NE (Appendix 1 and 2) and is presently vacant. The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction of a secondary suite.

#### BACKGROUND

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

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *detached suite* and single family dwelling. No site or development plan has been provided for this application. Development of a *secondary suite* within a dwelling would require a building permit and will be subject to meeting Zoning Bylaw, BC Building Code requirements. Construction of a *detached suite* would need to meet these same requirements in addition to being sited outside of the Agricultural Land Commission's 20 m / 27.8 covenanted area prohibiting residential development in the rear yard.

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

#### COMMENTS

Engineering Department

No concerns.

**Building Department** 

BC Building Code will apply.

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

Fire Department

No concerns.

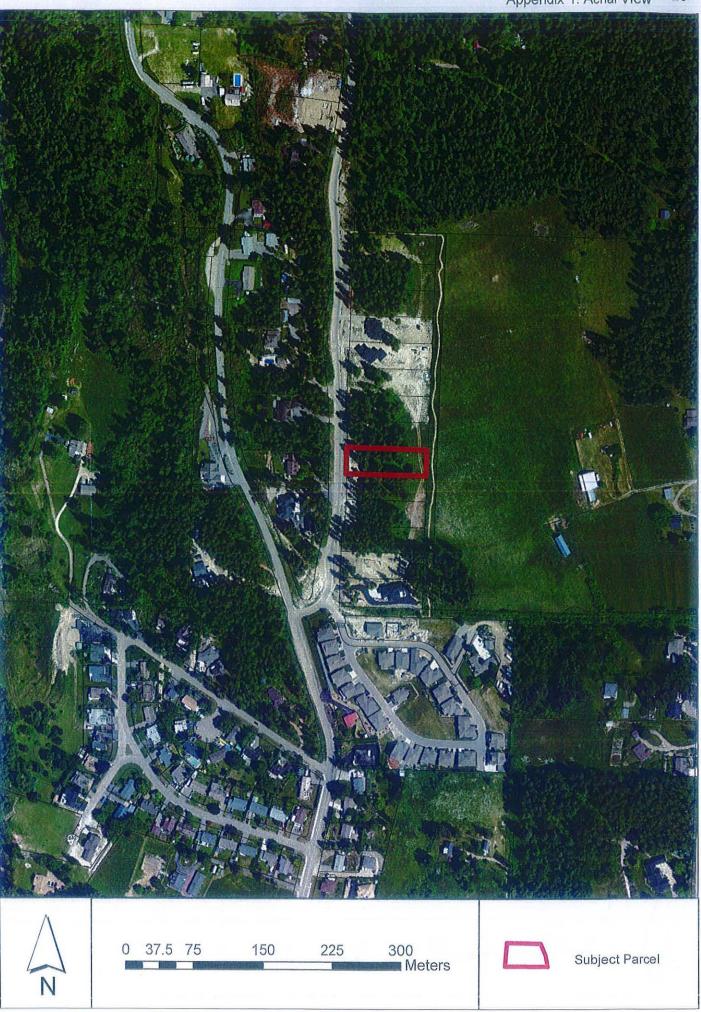
#### Planning Department

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

Prepared by: Chris Larson, MCP Planning and Development Officer

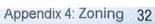
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Reviewed by: Kevin Pearson, MCIP, RPP Director of Development Services





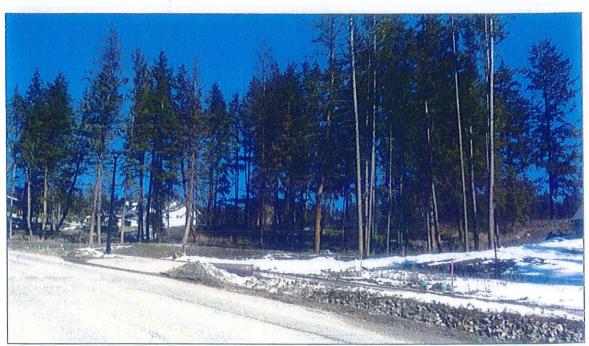








View of subject parcel looking southeast from 20 Street NE.



View of subject parcel looking northeast from 20 Street NE.

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