



## ***AGENDA***

### **Development and Planning Services Committee**

**Monday, March 4, 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 Variance Permit Application No. VP-491 [Canoe Beach Properties Ltd. & 0753219 BC Ltd./Tarnow, K.; 4400 & 4600 Canoe Beach Drive NE; Bylaw Variance]
19 - 30	2.	Development Variance Permit Application No. VP-493 [Brown, C. & D./Browne Johnson Land Surveyors; 1230 – 52 Avenue NE; Servicing Variance]
	6.	FOR INFORMATION
	7.	IN CAMERA
	8.	LATE ITEM
	9.	ADJOURNMENT

**SMALL CITY, BIG IDEAS**

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# CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: February 27, 2019

RE: Development Variance Permit Application No. VP-491  
Subdivision and Development Servicing & Mobile Home Park Bylaws

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

## MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-491 be authorized for issuance for Lots 1 and 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538, which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 and Mobile Home Park Bylaw No. 1435 as follows:

1. Bylaw No. 4163 - Section 4.0 Servicing Requirements - waive the requirement to upgrade the Canoe Beach Drive frontage of Lot 1, Plan 3538 to the RD-14 Canoe Beach Drive Standard; and
2. Bylaw No. 1435 -

Section 4.04(1) Mobile Home Space - reduce the minimum mobile space from 465 m<sup>2</sup> to 300 m<sup>2</sup>;

Section 4.04(2) Mobile Home Space (Width) - reduce the minimum width for a mobile home space from 13.5 m (for a single wide) and 15.0 m (for a double wide) to 4.0 m for both;

Section 4.06 Site Coverage - increase the maximum site coverage of all mobile home, additions and building area from 35% to 45%;

Section 4.07 Buffer Area - waive the requirement to provide a minimum 7.5 m the buffer width;

Section 4.08 Fencing - waive the requirement to install perimeter fencing along the Canoe Beach Drive frontage, the future 45 Street frontages, and along the west parcel boundary of Lot 1, Plan 3538; and

Section 4.17 Recreation Area - waive the requirement to provide a recreation area.

5.1

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## STAFF RECOMMENDATION

That the motion for consideration be adopted.

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## PROPOSAL

This application proposes to vary the City's Subdivision and Development Servicing Bylaw and Mobile Home Park Bylaw as noted in the motion in order to accommodate the development of a 60 unit Mobile Home Park (MHP) on the subject properties in Canoe. A location map is attached as APPENDIX 1 and the proposed MHP development plan is attached as APPENDIX 2. Plans showing the extent of variances proposed for road frontage buffer areas and setbacks, perimeter fencing, and proposed road frontage improvements are attached as APPENDIX 3.

## BACKGROUND

The applicants have applied to rezone the properties from Medium Density Residential (R-4) to Mobile Home Park (R-6) and to amend the text of the R-6 zone. Each of the zoning amendment bylaws for that application received two readings on February 4, 2019.

The Official Community Plan (OCP) designates the properties as being within the Urban Containment Boundary (UCB) of Canoe, Residential Development Area "A", and "Medium Density Residential" for land use. As discussed in the related rezoning report, the proposed R-6 zone is generally consistent with the OCP. Being in the UCB, the development is subject to the Urban Standards of the City's Subdivision and Development Servicing Bylaw No. 4163 (SDS Bylaw) for off-site servicing, and subject to the Mobile Home Park Bylaw No. 1435 (MHP Bylaw) for on-site regulations.

Overall, the approval of a MHP development is reviewed in the context of the City's OCP and Zoning Bylaws, the MHP Bylaw, SDS Bylaw, Development Cost Charge Bylaw and the Building Bylaw. If the proposal is aligned with these bylaws, and the rezoning application approved along with issuance of the Development Variance Permit (DVP), a "MHP Permit" could be issued by the City staff.

## BYLAW VARIANCE REQUESTS

This DVP application relates to off-site servicing requirements, in particular road construction, and regulations pertaining to the internal siting and layout of the proposed MHP.

### *SDS Bylaw*

The two related Engineering Department Memorandums attached as APPENDIX 4.

If approved, the DVP would waive the requirement for the applicant to upgrade the Canoe Beach Drive (CBD) - approximately 125 m of frontage along the north boundary of Lot 1 after dedication - to the RD-14 Standard. The RD-14 Road Cross Section from the SDS Bylaw is attached in AAPENDIX 3.

The RD-14 standard is a modified version of the City's "Urban Arterial Standard" and was conceived with the previous multi-family development proposal involving these properties from the years 2005 - 2010. With that previous development proposal for 50 townhouse units, it was determined that a 22 m wide ultimate road width would be acceptable versus a 25 m width due to the geometric constraints of the CP Rail right of way adjacent to CBD.

Today, the RD-14 standard requires an ultimate road width of 20 m for CBD. As an agreed upon condition for rezoning, the applicant is prepared to either dedicate or register a road reserve covenant to secure all of the land along the CBD frontages of Lots 1 and 2 necessary to widen 10 m from the centerline. The applicant would upgrade the 225 m segment of CBD frontage along the north boundary of Lot 2 to the full RD-14 standard, including construction of a multi-use pathway, curb, gutter and boulevard, and boulevard trees (14 Red Sunset Maple trees planted along the frontages of Lots 1 and 2).

The applicant is prepared to fully dedicate and construct the 45 Street connector - approximately 140 m in length / 20 m in width - to the Urban Local Road (RD-2) Standard, complete with curb, gutter, boulevard and a sidewalk on the west side of the street. Although not required by the RD-2 standard, the applicant would install 8 boulevard trees - 4 London Plane Trees (or appropriate tree specie) planted along each side of the street.

Of the \$920,000 in off-site servicing costs estimated for the proposed MHP development, the applicant estimates the savings would be approximately \$200,000 if this SDS Bylaw variance is approved. It is assumed that the total figure of \$920,000 is based on a Class D, opinion of probable cost estimate provided by the applicant's engineering consultant.

If this variance is approved there would likely be expectations from the local community for the City to complete the CBD road along the frontage of Lot 1 sometime in the near future; the applicant is hopeful that such a capital project would be budgeted for in 2020 to coincide with the proposed development. Related, CBD is designated as an Arterial Road which may be eligible to partial Roads DCC Reserve funding (subject to the budget process and Council's approval).

#### *MHP Bylaw*

The MHP Bylaw was adopted in 1982. There is no other bylaw like it when it comes to regulating residential development on-site. It is a restrictive document with 26 pages and well over 100 regulations. If any other low or medium density, single family residential development was subject to this MHP Bylaw, it is likely that all of them would have required numerous variances related to minimum parcel area, site coverage, setbacks, provision of recreation areas, buffer areas, screening and landscaping.

Efforts by staff to update the MHP Bylaw have been made; however, due to the limited number of new MHP development proposals in the past 20 years and the complexities involved in creating a new bylaw with its ties to the OCP, Zoning and SDS Bylaws, it has proven to be a difficult and time consuming undertaking. Analysis regarding the six variances proposed is provided below:

#### **1. Mobile Home Space - reduce minimum from 465 m<sup>2</sup> to 300 m<sup>2</sup>.**

Comments: the MHP would consist of mobile home spaces for pads and areas allocated to each home. The applicant has calculated that the smallest space would be 312 m<sup>2</sup> and largest 647 m<sup>2</sup>, and the majority of spaces between 350 m - 450 m<sup>2</sup>. A MHP space is not a subdivided, legally registered, conventional lot or bare land strata lot. For comparison, the min. parcel area in the low density R-1 zone is 450 m<sup>2</sup> and is 300 m<sup>2</sup> for a medium density, R-4 zoned. The typical parcel area of the 15, R-1 zoned lots adjacent / south to the proposed MHP is 453 m<sup>2</sup> (note that there are 11 proposed MHP spaces along this same south lot boundary).

Impact: a greater number of units could fit along the west boundary of Lot 1 and east boundary of Lot 2.

#### **2. Mobile Home Space Width - reduce minimum from 13.5 m (for a single wide) and 15.0 m (for a double wide) to 4.0 m for both.**

Comments: the majority of proposed MHP spaces intended for double wide homes would meet and exceed the minimum width requirement of 15 m. Most of the single wide homes would have a range of width > 10 m. There are a few spaces (25, 26 and 36) with narrow frontages - down to 4 m - to the internal access routes. The proposed variance is to account for those narrowest spaces and for the clusters of other single wide spaces ranging from 7.7 m to 13 m. For comparison, the R-1 and R-4 zones prescribe a minimum parcel width of 14 m and 10 m.

Impact: a greater number of units could fit along the west boundary of Lot 1 and east boundary of Lot 2.

- 3. Site Coverage** - increase the maximum site coverage of all mobile homes, additions and building areas from 35% to 45%.

Comments: the increase would allow for a maximum parcel coverage that is the same as for the R-1 zone and 10% less than the maximum permitted in the R-4 zone.

Impact: compared to the maximum parcel coverage permitted in the present R-4 zone, the impact on adjacent lands should be minimal.

- 4. Buffer Area** - waive the requirement to provide a minimum 7.5 m the buffer width.

Comments: a 7.5 wide buffer area is required around the perimeter of a MHP in addition to a 3 m setback from outer parcel boundaries. The buffer area is supposed to be landscaped to the satisfaction of the City staff (via the Technical Planning Committee). The buffer width may be reduced at the discretion of the Technical Planning Committee. The buffer width plus setback width effectively creates a 10.5 m building setback which is not only substantial, but greater than any other residential development setback in the Zoning Bylaw. The proposal is for a 4 m minimum building setback around the periphery of the MHP.

Impact: the impact of a building setback on an adjacent residential lot is subjective, and staff would defer any impact statements to the neighbours. With the present R-4 zone, the setbacks to the adjacent residential lots could be anywhere from 1.8 m to 5 m depending on the configuration of a development and internal road network. That being said, a 4 m peripheral setback seems reasonable to staff.

Along CBD, because significant road widening is required for road dedication (approx. 7m to 9 m), the 4 m setback would be measured from the new lot boundaries along that road.

- 5. Fencing** - waive the requirement to install perimeter fencing along the Canoe Beach Drive frontage, the future 45 Street frontages, and along the west parcel boundary of Lot 1, Plan 3538.

Comments: during neighbourhood consultation, the applicant was advised by some that having fencing installed along the street frontages would detract the streetscape and leave somewhat of an institutional-compound appearance. Chain link fencing, 1.8 m high, with vinyl privacy slats is proposed along the south boundaries of Lots 1 & 2 and along the east boundary of Lot 2. Along the west boundary of Lot 1, there is an existing chain link fence that was installed by the Elks for their campground.

Impact: Minimal, provided the street trees are planted, grow and maintained.

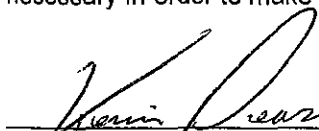
- 6. Recreation Area** - waive the requirement to provide a recreation area.

Comments: the Bylaw requires that no less than 5% of the gross parcel area be allocated to a recreation area, and cannot consist of buffer / setback areas. That percentage would amount to approximately 1,500 m<sup>2</sup> of the MHP - equivalent to approximately 4 - 5 mobile home spaces.

Impact: there should be no impact to adjacent lots if this variance was approved. There is ample parkland in very close proximity and walking distance to the proposed MHP site (i.e. Canoe Ball Diamonds and playground, a large trail network, Canoe Beach and its recreation facilities).

CONCLUDING COMMENT

The requested variances would result in a MHP that would be more or less consistent with most R-4 zoned, residential strata layouts in terms of parcel coverage, siting and setbacks. Approval of this DVP is necessary in order to make a 60 unit MHP a financially viable project for the applicant.

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



# AREA MAP



100 50 0 100 Meters





VISITOR PARKING /  
STORAGE  
- 32 OVERSIZE  
STALLS  
- 1,675m<sup>2</sup>

3 PARKING STALLS AT PROPOSED  
MANAGERS/OWNERS OFFICE  
(1 MANAGER/OWNER STALL, 2  
VISITOR STALLS)

2 - VISITOR PARKING STALLS  
(2.6m x 6.0m)

RECEIVED  
JAN 23 2019  
CITY OF  
SALMON ARM

CANOE BEACH DRIVE

PARK ENTRANCE SIGN

3 PARKING STALLS AT PROPOSED  
MANAGERS/OWNERS OFFICE  
(1 MANAGER/OWNER STALL, 2  
VISITOR STALLS)

2 - VISITOR PARKING STALLS  
(2.6m x 5.0m)

1.2m (4') CHAIN-LINK FENCE TO  
BE INSTALLED ALONG FRONTAGE  
OF CANOE BEACH DRIVE

SEPARATED CONCRETE  
SIDEWALK

GRASSED BOULEVARD

VISITOR PARKING /  
STORAGE  
- 7 STALLS  
- 265m<sup>2</sup>

2 - VISITOR PARKING  
STALLS (2.6m x 6.0m)

1.8m (6') CHAIN-LINK  
FENCE TO BE  
INSTALLED ALONG  
FRONTAGE OF CANOE  
BEACH DRIVE

1.2m (4') CHAIN-LINK FENCE TO  
BE INSTALLED ALONG FRONTAGE  
OF 45TH STREET NE












45TH STREET NE

GRASSED BOULEVARD

SEPARATED CONCRETE  
SIDEWALK

1.8m (6") VINYL PRIVACY FENCE TO  
BE INSTALLED ALONG SOUTH AND EAST  
PROPERTY LINE

2 - VISITOR PARKING STALLS  
(2.6m x 6.0m)

LEGEND	
60' x 24' MOBILE HOME	
60' x 27' MOBILE HOME	
50' x 27' MOBILE HOME	
52' x 27' MOBILE HOME	
48' x 27' MOBILE HOME	
46' x 27' MOBILE HOME	
55' x 10' MOBILE HOME	
55' x 10' MOBILE HOME	
GARDEN SHED	
VINYL PRIVACY FENCING	
CHAIN-LINK FENCING	

[illegible]

NOTES:

- 1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
- 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
- 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON ARM SUBDIVISION AND DEVELOPMENT SERVING BYLAW 160-1716L.

DATE	2018/08/02	PROJECT FILED FOR	AGW	STL
NO.	1017	DESCRIPTION	STL	STL
REVISIONS				
DRAFT (FOR CLIENT REVIEW)	DESIGN	AGW		
	DRAWN	AGW		
	DATE	JAN 17, 2018		
	CHECKED	STL		

PENG	
SCALES	MAJOR - 1.000

**LAWSON**  
CONSTRUCTION & DEVELOPMENT  
SERVICES LTD.  
825C LAKESHORE DRIVE W  
PO BOX 106 SALMON ARM, BC V1E 4K2



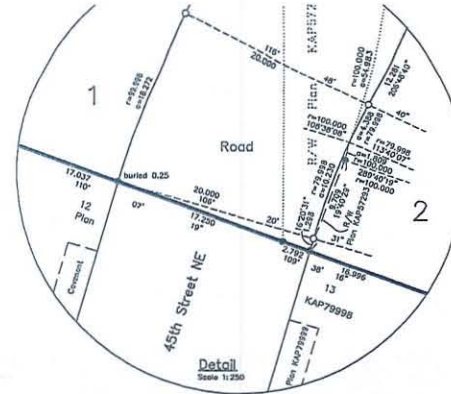
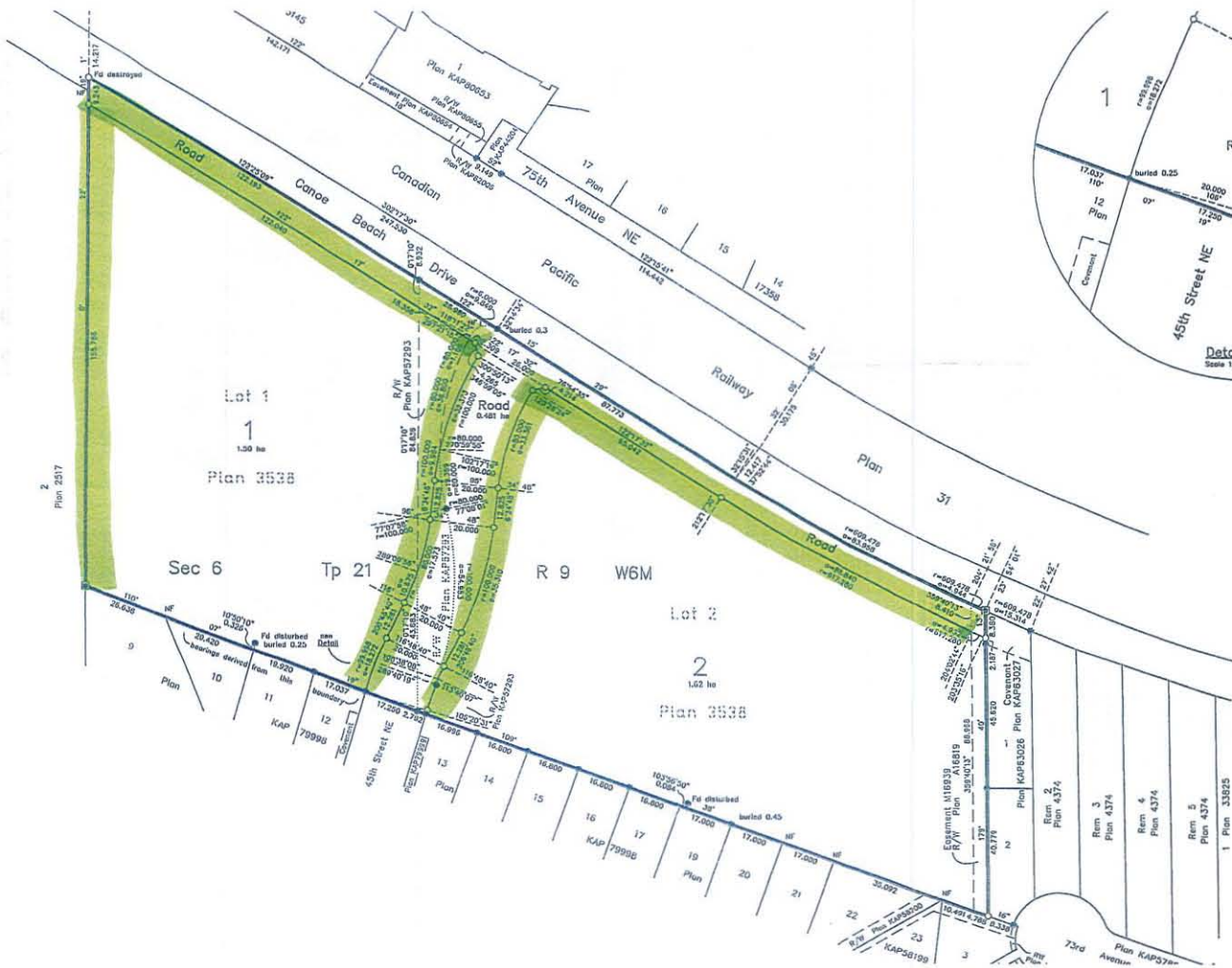
**CANOE BEACH DRIVE  
MODULAR HOME  
PARK**

SALMON ARM, BC

60 PAD MOBILE PARK SITE  
RENDERING

PROJECT No.	130-1	
SHEET	1 OF 1	
DWG. No.	L-1	REV. No. 0





LEI  
Bearings are astr  
from KAP79998  
● Standard Iron  
○ Standard Iron  
■ Non-Standard  
This plan lies within  
the Appr  
City of Salt

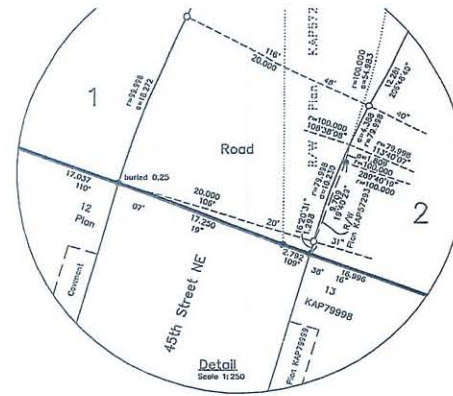
This plan lies within  
Regional District.

The field survey rep  
completed by Joseph  
on the 29th day of

**No Perimeter Fencing  
(Proposed)**







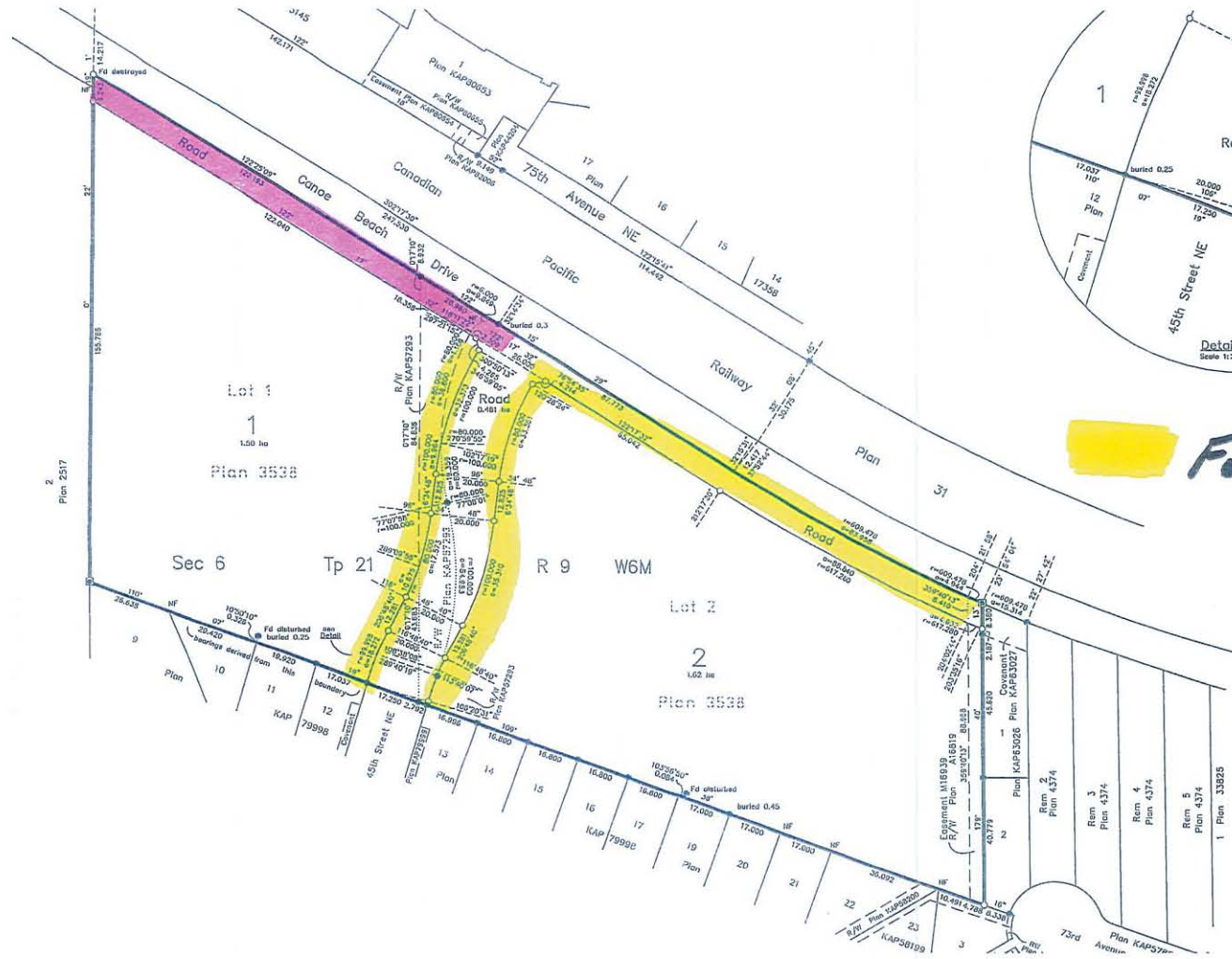
**Full Road Upgrades Proposed**

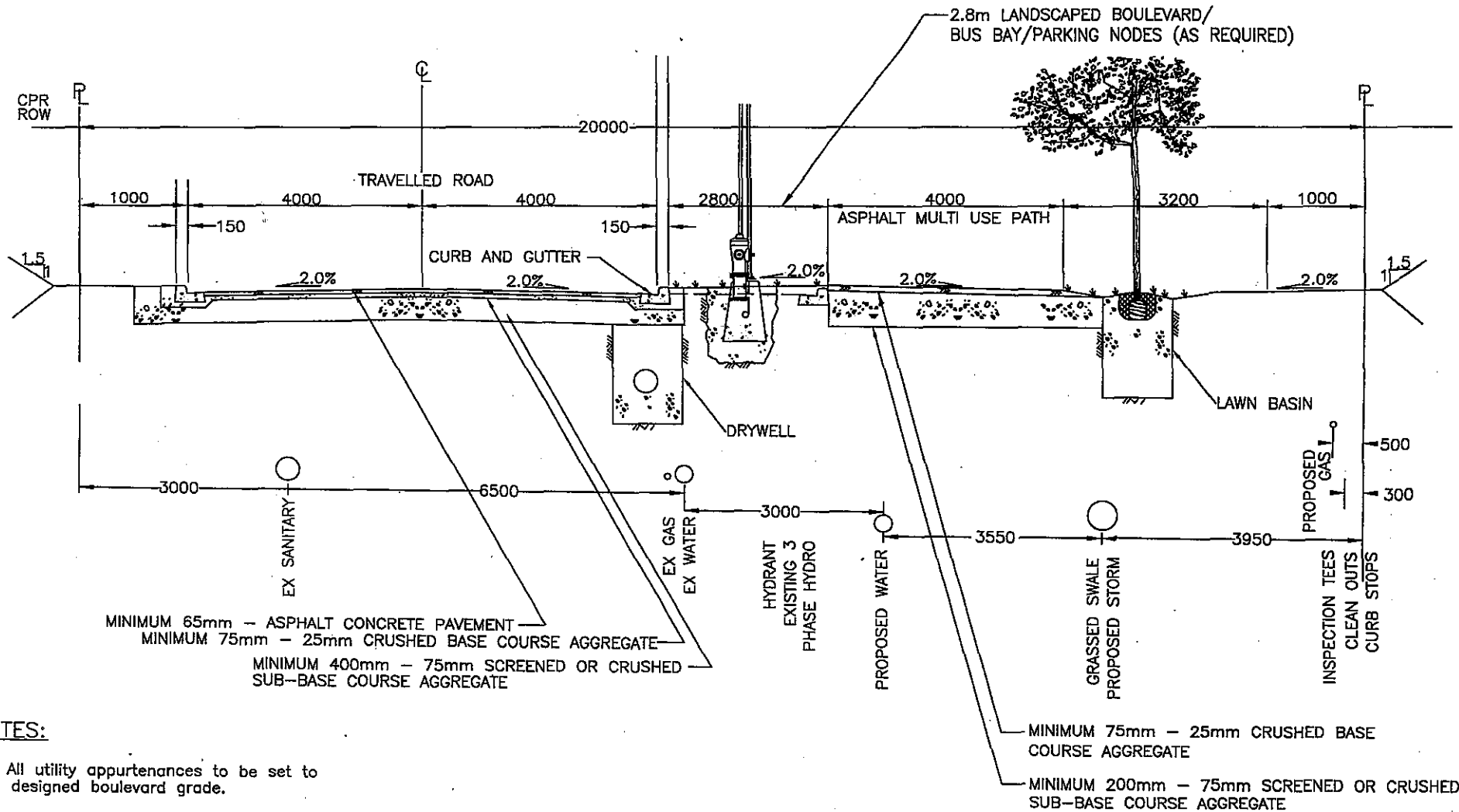
LEG  
Bearings are astral from KAP7999B  
● Standard Iron  
○ Standard Iron  
■ Non-Standard

This plan lies within Regional District.

The field survey reape completed by Joseph on the 20th day of J

**No Road Upgrades to City's RD-14 Standard (Proposed)**





### NOTES:

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.

CITY OF SALMON ARM			CANOE BEACH DRIVE 20m R/W Road Cross-Section (53th St. NE to Park Hill)		
No.	Revision	Date	Date	Approved	SPECIFICATION DRAWING No.
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	<i>[Signature]</i> City Engineer	RD-14

Adopted by Council Octo 11, 2016

# CITY OF SALMON ARM

*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 4 February 2019  
 PREPARED BY: Xavier Semmelink, Engineering Assistant  
 APPLICANT: Tarnow Homes / K. Tarnow, 2800 Trans Canada Highway SW, Salmon Arm, V1E 3J9  
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1140**  
 LEGAL: Lots 1 & 2, Section 6, Township 21, Range 9, W6M KDYD, Plan 3538  
 CIVIC: **4400 & 4600 Canoe Beach Drive NE**

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Further to your referral dated December 12, 2018, the Engineering Department has reviewed the site. The following comments are based on the provided plan and are subject to change should there be a significant change to the proposed layout. The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

**General:**

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. 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.



**ZONING AMENDMENT APPLICATION FILE NO. ZON-1140**

4 February 2019

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8. 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 development 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. Canoe Beach Drive NE, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, but categorized according to Specification Drawing No. RD 14 Canoe Beach Drive 20m R/W Cross Section (53 ST NE to Park Hill) requiring road dedication of 20.0 meters. Available records indicate that 7.808m of additional dedication is required (to be confirmed by BCLS).

Canoe Beach Drive NE, is currently constructed to an interim paved rural road standard with open ditch drainage. Upgrading to the Canoe Beach Drive 20m R/W Cross Section (53 ST NE to Park Hill) in accordance with Specification Drawing No. RD-14 is required. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, asphalt multi use path, boulevard construction, landscaping (including trees), street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

2. The proposed connection of 45 Street NE from the subject properties southern to northern boundary will be designated as an Urban Local Road requiring road dedication of 20.0 meters (10.0 meters on either side of centerline). Final approval of alignment is required from the City Engineer at time of development. The proposed extension shall be constructed to the Urban Local Road Standard (Specification Drawing No. RD-2) and conform to all relevant design requirements in Subdivision and Development Services Bylaw No. 4163.
3. Proposed internal roadways are to be a minimum of 7.5m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.
4. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
5. 5.0m by 5.0m corner cuts are required to be dedicated at the intersection of Canoe Beach Drive NE and the proposed extension of 45 Street NE.
6. As Canoe Beach Drive is designated as an Urban Arterial Road no accesses/driveways shall be permitted. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

**ZONING AMENDMENT APPLICATION FILE NO. ZON-1140**

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7. Internal roadway accesses to 45 Street NE shall conform to Specification Drawing No. CGS-5.

**Water:**

1. The subject properties front a 100mm diameter Zone 1 watermain on Canoe Beach Drive NE. Upgrading the watermain to 200mm diameter across the frontage of the property is required. The City will pay over-sizing costs for materials only for the difference between the 200mm trunk main requirement and the minimum 150mm diameter as required by the Subdivision and Development Servicing Bylaw No. 4163. In addition a watermain connection (150mm minimum diameter) between 73 Avenue NE to Canoe Beach Drive NE along proposed 45 Street NE will be required.
2. The subject properties are in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Subject properties are to be serviced by single metered water service connections adequately sized to satisfy proposed use (Specification Drawing No. W-10). City records indicate that 4400 Canoe Beach Drive NE is serviced by a service of unknown size and age from the 100mm diameter watermain on Canoe Beach Drive NE. 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.
5. Fire hydrant installation will be required. Owners Consulting Engineer shall review the site to ensure placement of fire hydrants meet the low density residential spacing requirements of 150 meters (75 meter service radius). Private hydrants shall be clearly indicated as such (painted a colour other than yellow) and shall be owned and maintained by the Mobile Home Park.

**Sanitary:**

1. A 450mm diameter sanitary sewer fronts 4400 Canoe Beach Drive NE, a 300mm runs through R/W KAP57293. With the proposed 45 Street NE connection the sanitary sewer main will require realignment to the off-set to centerline as shown on Specification Drawing RD-2.
2. The subject properties 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.

**ZONING AMENDMENT APPLICATION FILE NO. ZON-1140**

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**Drainage:**

1. A 900mm diameter storm sewer runs through the R/W on the east boundary of 4600 Canoe Beach Drive. No upgrades are anticipated at this time.
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 properties 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.



**Xavier Semmelink**  
Engineering Assistant



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



# CITY OF SALMON ARM

*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: 4 February 2019  
 PREPARED BY: Xavier Semmelink, Engineering Assistant  
 OWNER: **0753219 BC Ltd., Box 1903, Salmon Arm, BC V1E 4P9 and Canoe Beach Properties Ltd., Box 1903, Salmon Arm, BC V1E 4P9**  
 AGENT: **Tarnow Homes / K. Tarnow, 2800 Trans Canada Highway SW, Salmon Arm, V1E 3J9**  
 SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-491**  
 LEGAL: Lots 1 & 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538  
 CIVIC: **4400 & 4600 Canoe Beach Drive NE**  
 ASSOCIATED: ZON-1140  
 PREVIOUS: 4400 Canoe Beach Drive NE – DP-332, DP-360, ZON-821  
 4600 Canoe Beach Drive NE – ZON-783

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Further to the request for variance dated 12 December 2018; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

## Requested Variances 1 & 2

- Request to vary the minimum parcel area for R-6 – Mobile Home Park (MHP) from 420-450m<sup>2</sup> to 300m<sup>2</sup> (Zoning Bylaw No. 2303).
- Request to waive the entire 7.5m buffer area within the periphery of the MHP and increase the 3 meters setback from the buffer area to 4 meters. Decreasing the required distance between a principal residence and the Mobile Home Park boundary from 10.5 meters to 4 meters (Mobile Home Park Bylaw No 1435).

4400 and 4600 Canoe Beach Drive NE are currently zoned R-4, allowing a minimum parcel area of 300m<sup>2</sup>. The application to rezone the subject properties to R-6 and requested variances 1 & 2 will not significantly alter the potential density of dwellings in comparison to the current R-4 zoning.

For servicing purposes an R-6 zoned development would generally be treated as low density residential. The requested variances allow an increase in density and would more closely resemble a medium density residential development. The subject properties are within an area with sufficient fire flows and pressures required for a medium density development according to the 2011 Water Study (OD&K 2012). Fire hydrant spacing shall not exceed 150 meters in low residential zones and 90 meters in medium density zones.

## **Recommendation:**

**Subject to decreasing the required fire hydrant spacing from 150 meters to 90 meters, the Engineering Department has no further concerns with the requested variances.**

**DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-491**

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**Requested Variance 3**

- **Waive the requirement to provide green space.**

The Engineering Department has no concerns with the requested variance.

**Requested Variance 4**


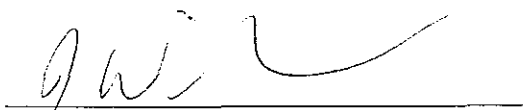
- **Waive the requirement to upgrade the south half of Canoe Beach Drive NE along the frontage of 4400 Canoe Beach Drive NE (Phase 2).**

The Subdivision & Development Servicing Bylaw No. 4163 requires that developers upgrade their frontage onto all City roads to meet the current bylaw standards. This helps the City to move towards a more uniform road standard and reduces the burden on the City to fund upgrades across the frontage of development properties. The construction of a new road requires road dedication based on the applicable cross-section and OCP designation. Dedication is required when a proposed development requires subdivision.

As the development requires no subdivision, the owner/developer is not obligated to provide dedication to extend 45 Street NE or to widen Canoe Beach Drive NE. The developer is proposing to dedicate and construct 45 Street NE to City standards and provide the dedication for 4400 & 4600 Canoe Beach Drive NE. The developer is requesting to waive the requirement to upgrade the south half of Canoe Beach Drive NE along the frontage of 4400 Beach Drive NE (approximately 120 meters). The developer proposes upgrading the frontage of 4600 Canoe Beach Drive NE (approximately 205 m).

**Recommendation:**

**The Engineering Department recommends that the requested variance be granted. The proposed dedication and construction of 45 Street NE to Canoe Beach Drive NE, will increase safety and improve traffic flow patterns.**

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

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# CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: February 22, 2019

SUBJECT: Variance Permit Application No. VP-493 (Servicing)  
Legal: Lot 10, Section 35, Township 20, Range 10, W6M, KDYD, Plan 31502  
Civic Address: 1230 – 52 Avenue NE  
Owner/Applicant: Brown, C. & D. / Browne Johnson Land Surveyors

## MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-493 be authorized for issuance for Lot 10, Section 35, Township 20, Range 10, W6M, KDYD, Plan 31502 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to upgrade (construct sidewalk) the south half of 52 Avenue NE for the entire frontage of the subject property; and
2. Reduce the minimum width requirement for a panhandle from 6.0 m to 5.3 m, as shown in Schedule A.

## STAFF RECOMMENDATION

THAT The motion for consideration be adopted.

## PROPOSAL

The subject property is located at 1230 – 52 Avenue NE (Appendix 1 and 2) and is under subdivision application (SUB-18.27) to create one new lot and a remainder. The applicant is requesting that Council vary the provisions of the Subdivision and Development Servicing (SDS) Bylaw No. 4163 as outlined in the Motion for Consideration. A proposed sketch plan of the subdivision (Schedule A - Appendix 3) and a letter of rationale have been provided (Appendix 4).

## BACKGROUND

The property is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 5 & 6). The property is approximately 0.259 ha in size, there is an existing single family dwelling on the property, and it is intended that the house will be retained on the Remainder Lot. Site photos are attached as Appendix 7.

An application to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit an option for the construction and use of a *secondary suite* within the existing and new single family dwellings has been received and a related staff report will be brought forward to Council in the near future. Both of the proposed parcels meet the conditions as specified to permit a *secondary suite* within the proposed R-8 zone.

Sidewalk along the 52 Avenue NE frontage was not required as part of the initial subdivision creating the subject property. The requirements to construct sidewalks were less clear under previous Subdivision and Development Servicing Bylaws and there was more discretion used by staff in making those decisions on

5.2

the sidewalk requirements. Future opportunities for sidewalk development in this area are limited and there are generally low volumes of traffic.

The reduction in panhandle width requested would allow for the setback requirements from the existing house to be maintained at the southeast corner of the existing building, with the panhandle maintaining the standard 6 m width throughout the majority of its length, narrowing to 5.3 m only at the southeast corner of the existing house. The City's Policy 3.11 detailing emergency vehicle access specifications requires a clear width of no less than 4.5 m and a load carrying width of 3.5 m.

#### COMMENTS

##### Engineering Department

Attached as Appendix 8. Recommends that the requested variances be granted, subject to the driveway conforming to Policy 3.11.

##### Building Department

No concerns.

##### Fire Department

No concerns with reduced upgrade request, concerned with the reduced panhandle width given the length of driveway.

##### Planning Department

The applicant is requesting two variances to the Subdivision and Development Servicing Bylaw No. 4163 to accommodate a subdivision to create one new parcel. The property fronts on 52 Avenue NE. The parcel area of 0.259 ha does not qualify the subject property for the Infill Exemption of the Subdivision and Development Servicing Bylaw.

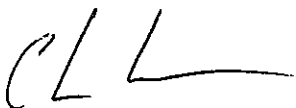
##### *Panhandle Width Reduction*

Staff and previous Council decisions have shown a reluctance to support panhandle widths less than 6 m for a number of reasons, primarily safety related. However, as previously noted, the reduction in panhandle width requested would allow for the setback requirements from the existing house to be maintained at the southeast corner of the existing building, with the panhandle maintaining the standard 6 m width throughout the majority of its length. A full 6 m panhandle could be alternatively achieved through a setback variance reducing the setback from the existing house by 0.64 m. Furthermore, the requested reduction is relatively minor (6 m reduced to 5.36 m), for a relatively short length (approximately 15 metres), and the resulting driveway exceeds the driveway standards dictated by Policy 3.11 (clear width of no less than 4.5 m and a load carrying width of 3.5 m) attached as Appendix 9.

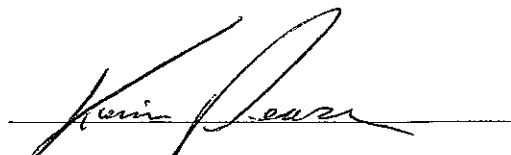
##### *52 Avenue NE – Sidewalk*

The length of sidewalk construction required is approximately 28 m with recent estimates for sidewalk construction amounting to approximately \$350 per linear metre. 52 Avenue NE is currently constructed to an Interim Local Paved Standard. No sidewalks exist on either side of the road. In general, this is a low volume vehicle and pedestrian traffic road.

Staff considers the requested variances to be reasonable and consistent with other variance approvals by Council.



Prepared by: Chris Larson, MCP  
Planning and Development Officer



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



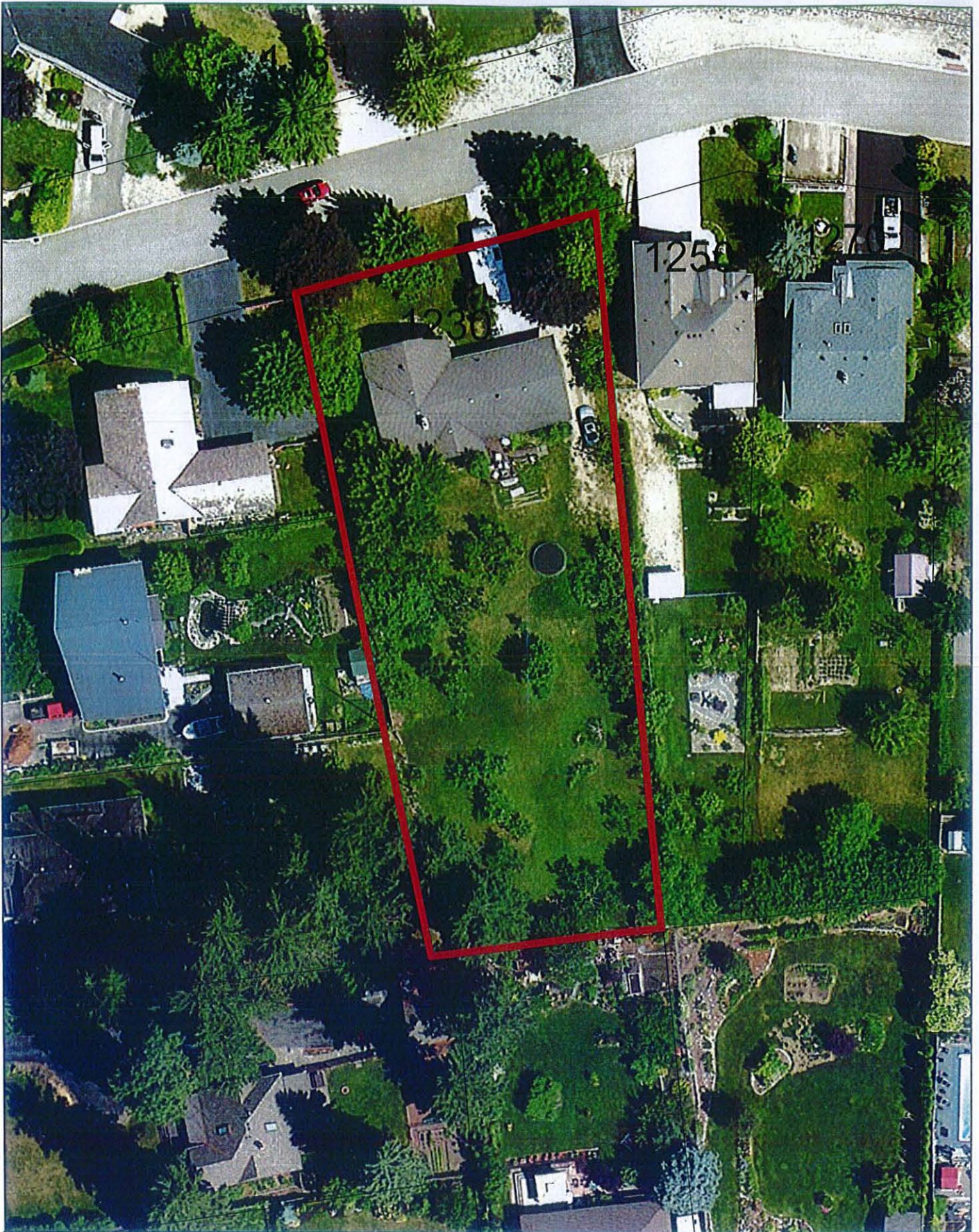


0 45 90 180 270 360 Meters



Subject Parcel





0 5 10 20 30 40 Meters



Subject Parcel

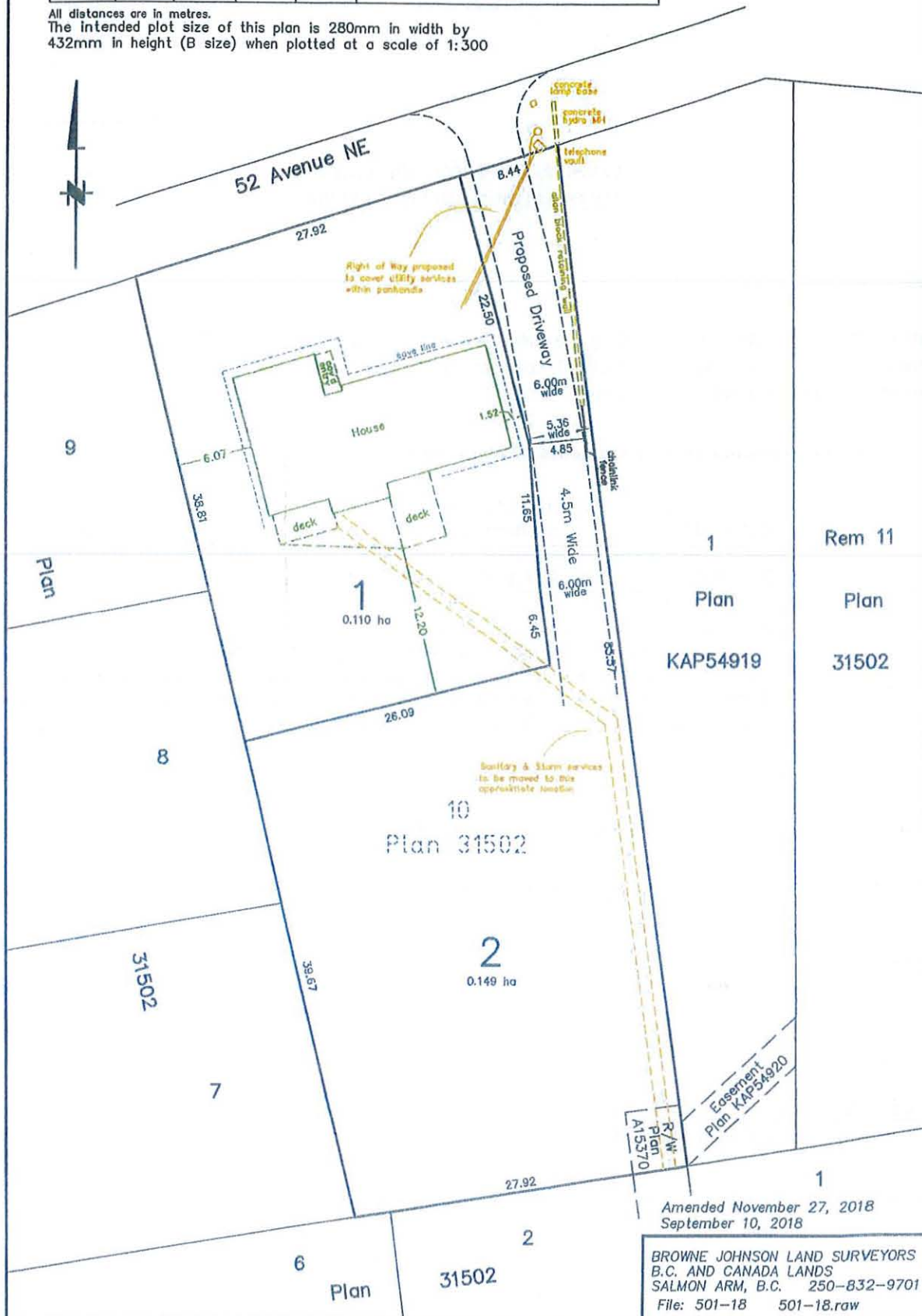


# Sketch Plan of Proposed Subdivision of Lot 10, Sec 35, Tp 20, R 10, W6M, KDYD, Plan 31502

Scale 1:300

BCGS 82L.084

All distances are in metres.  
The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:300







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office@brownejohnson.com

OUR FILE: 501-18

November 27, 2018

**RE: VARIANCE PERMIT APPLICATION  
CITY OF SALMON ARM FILE 18.27(E)**

Dear Council,

On behalf of the owners and regarding the current Subdivision Application (CSA File 18.27, letter dated November 5, 2018), I would like to formally request a variance for the following Subdivision and Servicing Bylaw No. 4163 requirements:

**1) Roads/Access (a & b): Upgrades 52 Avenue NE**

- (a) Request Variance from upgrading 52 Avenue NE – 52<sup>nd</sup> Avenue is paved with curb and gutter on both sides of the road. There is a street light at the northeast corner of the property. There is no sidewalk in the area of this subdivision. As there is only the potential to create additional because of limited access to the rear of this property, we respectfully request this subdivision be considered as an infill situation.
- (b) Request variance from the minimum width requirement of 6.0m for the panhandle – The house located on this lot creates a situation where either the side yard setback or the panhandle width need to be varied in order to allow for a subdivision. In our opinion, maintaining the side yard for the house is the best option. Allowing the variance to the panhandle width will allow for additional density and better utilization of the existing extra lands.

Thank you for your time and consideration of this application.

Please don't hesitate to contact me if you have any questions. I would be happy to discuss it further.

Kind Regards,

Melanie Howard  
Browne Johnson Land Surveyors



A scale bar labeled "Meters" with markings at 0, 10, 20, 40, 60, and 80. The bar is divided into segments of 10 meters each, with the last segment (70-80) being a darker shade of blue.



Acreage Reserve

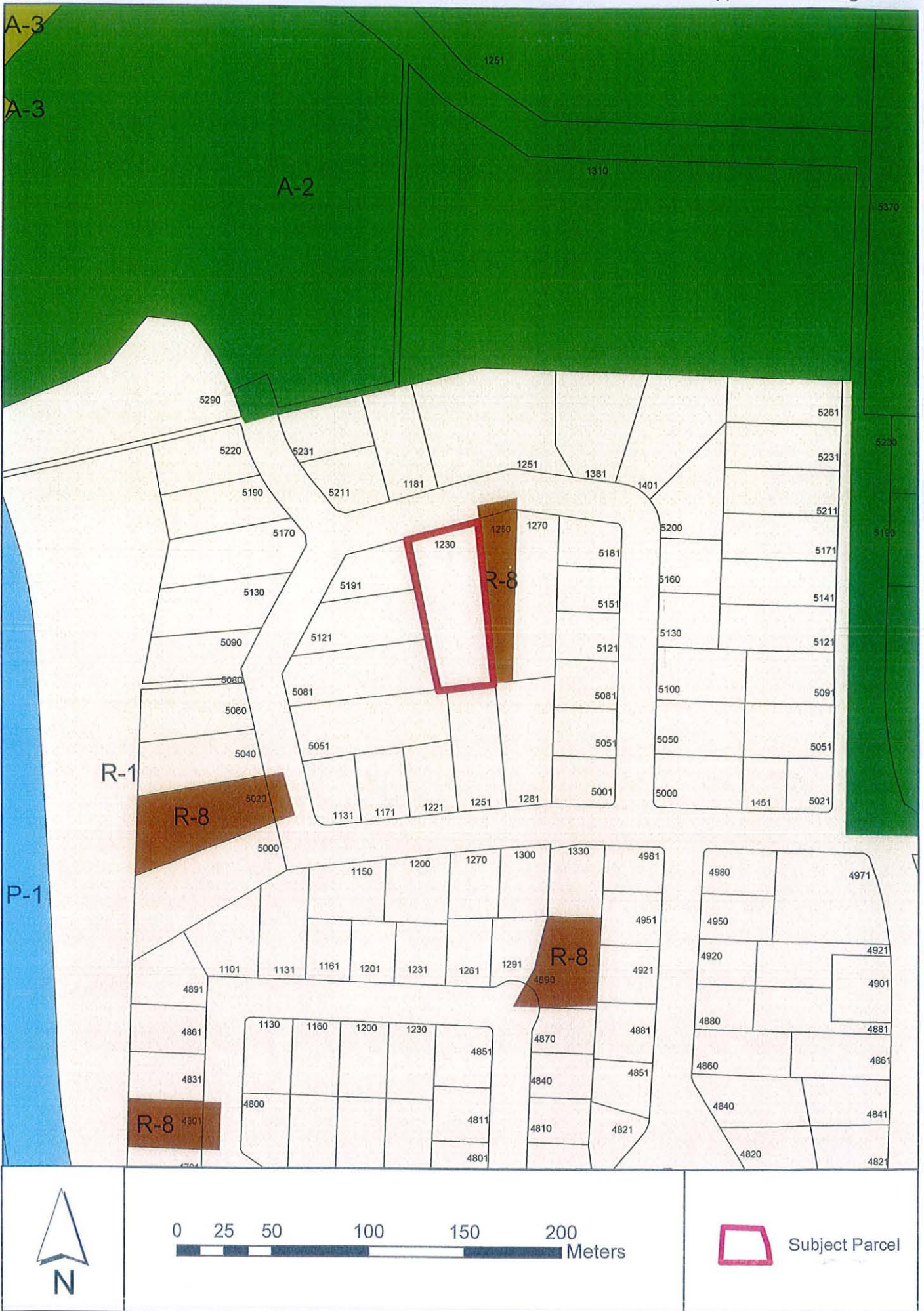


Low Density Residential

Park

Subject Parcel









View southwest of subject parcel from 52 Avenue NE.



View southeast of subject parcel from 52 Avenue NE.

**CITY OF  
SALMON ARM**

*Memorandum from the  
Engineering and Public  
Works Department*

TO: Kevin Pearson, Director of Development Services  
DATE: 13 February 2019  
PREPARED BY: Xavier Semmelink, Engineering Assistant  
OWNER: Brown, C. & D., 1181 - 52 Avenue NE, Salmon Arm, BC V1E 3M7  
AGENT: Browne Johnson Land Surveyors, Box 362, Salmon Arm BC V1E 4N5  
SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-493  
LEGAL: Lot 10, Section 36, Township 20, Range 10, W6M KDYD, Plan 31502  
CIVIC: 1230 - 52 Avenue NE  
ASSOCIATED: SUB 18-27

Further to the request for variance dated 12 December 2018; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

**1. Waive the requirement to upgrade the south half of 52 Avenue NE**

52 Avenue NE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading includes construction of sidewalk.

At the time of the initial subdivision in 1981 no sidewalk was installed. 52 Avenue has a low volume of vehicle and pedestrian traffic and future connection possibilities are limited.

**Recommendation:**

The Engineering Department recommends that the requested variance be granted.

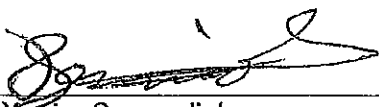
**2. Reduce the required panhandle width from 6m to 5.36m**

The Subdivision and Development Servicing Bylaw No. 4163 requires the width of a panhandle to be at least 6.0 meters where the Parcel has no further Subdivision Potential. The existing configuration of the lot does not practically allow for further subdivision.

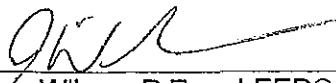
Policy 3.11 dictates the requirements for emergency vehicles accessing buildings. For Single Family Dwellings Policy 3.11 requires a roadway with a clear width of no less than 4.5m and a load carrying width of 3.5m. The proposed driveway has a clear width of a minimum 5.36m and a carrying width of 4.5m. Therefore, the proposed driveway meets the width requirements of Policy 3.11.

**Recommendation:**

The Engineering Department recommends that the requested variance be granted, subject to the driveway conforming to Policy 3.11.



Xavier Semmelink  
Engineering Assistant



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



**DISTRICT OF SALMON ARM****POLICY NO. 3.11****TOPIC:**

Access for Part 9 buildings for emergency vehicles relating to the Building Regulations of British Columbia.

**REASON:**

The Building Regulations of British Columbia require access to be provided to all buildings. The requirements for Part 9 buildings are somewhat arbitrary, therefore a municipal standard similar to, but less restrictive than the Part 3 requirements, is adopted by this policy.

**POLICY:**

- A. Where access to a building which is a Single Family Dwelling or Duplex is required by Part 9, Section 9.10, a roadway shall be provided for fire department access within 25 metres to the building. The design and location of the roadway constructed for fire department use shall:
1. have a clear width of not less than 4.5 m. (15 ft.) and a load carrying width of 3.5 m. (11.5 ft.)
  2. have a centre line radius of not less than 8 m. (26 ft.) for bends and turns in road.
  3. have an overhead clearance of at least 4.5 m. (15 ft.)
  4. have a gradient of less than 13%.
  5. be designed to support the expected loads imposed by firefighting equipment and be surfaced with compacted gravel or equal, designed to permit accessibility under all climatic conditions.
  6. have a turn around facility for any dead end portion of the access route exceeding 90 m. (295 ft.)
  7. be connected to a fully constructed Municipal Street.
  8. have civic address numbers to be posted, being readily visible at access route off street frontage.
- B. Where access to other buildings required by Part 9, Section 9.10 a roadway constructed for fire department use shall:
1. have a clear width of not less than 6 m. (19.6 ft.) unless good engineering practices suggest a lesser width not to be less than 4.5 m.
  2. have a centre line radius of not less than 10 m. (33 ft.) for bends and turns in road.
  3. have an overhead clearance of at least 4.5 m. (15 ft.).
  4. have a gradient of less than 12 %.
  5. be designed to support the expected loads imposed by firefighting equipment and be surfaced with compacted gravel, asphalt paving or equal designed to permit accessibility under all climatic conditions.
  6. have a turn around facility for any dead end portion of the access route exceeding 90 m. (295 ft.).
  7. be connected to a fully constructed Municipal Street.
  8. have readily visible civic address numbers posted at access route off street frontage.

Prepared by Planner  
Approved by Council  
Amended or Replaced

Date: April 18, 1994  
Date: July 4, 1994  
Date: July 18, 1994

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