SALMONARM
SMALL CITY, BIG IDEAS

AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, June 14, 2021
1:00 p.m.

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

Page #	Item #		Description
	1.		**CALL TO ORDER**
1 – 2	**2.**		**IN-CAMERA SESSION**
	3.		**ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY** *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.		**DISCLOSURE OF INTEREST**
	6.		**CONFIRMATION OF MINUTES**
3 – 16		1.	Regular Council Meeting Minutes of May 25, 2021
17 – 20		2.	Special Council Meeting Minute of May 31, 2021
	7.		**COMMITTEE REPORTS**
21 – 26		1.	Development and Planning Services Committee Meeting Minutes of June 7, 2021
27 – 32		2.	Social Impact Advisory Committee Meeting Minutes of May 21, 2021
33 – 36		3.	Downtown Parking Commission Meeting Minutes of May 18, 2021
37 – 40		4.	Environmental Advisory Committee Meeting Minutes of May 21, 2021
41 – 44		5.	Active Transportation Task Force Meeting Minutes of June 7, 2021
	8.		**COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
45 – 52		1.	Board in Brief – May 2021

	9.	**STAFF REPORTS**
53 - 104	1.	Director of Development Services - Proposed Telecommunications Facility Referral (Cellular Tower Installation) [4310 45 Street SE; Telus/Cypress Land Services]
105 - 110	2.	Director of Development Services - Storage Zoning *(For Information)*
111 - 168	3.	Director of Development Services - 2020 City of Salmon Arm Carbon Neutral Progress Survey
169 - 172	4.	Fire Chief -Replacement 4x4 ¾ Ton Truck
173 - 174	5.	Chief Financial Officer - Disposal of Surplus Equipment
175 - 178	6.	Chief Financial Officer - Year-end Accounting and Audit Preparation Software
179 - 182	7.	Director of Engineering and Public Works - Public Works Building Renovation - Phase I
	10.	**INTRODUCTION OF BYLAWS**
183 - 204	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4453 [ZON-1206; Dobie, S. and J./Lawson Engineering Ltd.; 821 60 Street NW; A2 to A3] - First and Second Readings
205 - 220	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4462 [ZON-1211; LeFloch, C. and Sinopoli, R.; 1080 12 Street SE; R7 to R8] - First and Second Readings
221 - 236	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4464 [ZON-1213; CDN Framing & Development Co.; 941 8 Avenue NE; R1 to R8] - First and Second Readings
237 - 256	4.	City of Salmon Arm Zoning Amendment Bylaw No. 4465 [ZON-1214; Text Amendment] - First and Second Readings
257 - 266	5.	City of Salmon Arm Loan Authorization Bylaw No. 4467 [Zone 5 Booster Station] - First, Second and Third Readings
	11.	**RECONSIDERATION OF BYLAWS**
267 - 278	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4448 [ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8] - Final Reading
279 - 352	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4440 [ZON-1200; LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2] - Final Reading
	12.	**CORRESPONDENCE**
353 - 354	1.	Informational Correspondence
	13.	**NEW BUSINESS**
	14.	**PRESENTATIONS / DELEGATIONS**
	15.	**COUNCIL STATEMENTS**

	16.	**SALMON ARM SECONDARY YOUTH COUNCIL**
	17.	**NOTICE OF MOTION**
356 - 357	1.	Councillor Lavery - Prohibition of Commercial Bottling of Groundwater in Bylaws
358 - 359	2.	Councillor Lavery - Code of Conduct
	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**
359 - 380	1.	Agricultural Land Commission Application No. 407 [Mierau, B. & R./Laird, B./City of Salmon Arm; 3831 20 Avenue SE; Exclusion]
381 - 396	2.	Development Variance Permit Application No. VP-531 [Cruikshank, J.; 1681 11 Avenue SE]
397 - 410	3.	Development Variance Permit Application No. VP-532 [Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE]
	23.	**STATUTORY PUBLIC HEARINGS**
411 - 412	1.	Zoning Amendment Application No. ZON-1208 [Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE] *See Item 22.3 for Staff Report*
413 - 428	2.	Zoning Amendment Application No. ZON-1209 [Buckler, J. & K.; 2920 7 Avenue NE]
429 - 456	3.	Official Community Plan Amendment Application No. OCP4000-45 [Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; SRV to HC]
457 - 458	4.	Zoning Amendment Application No. ZON-1197 [Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; A-1 to C-3] *[See Item 23.3 for Staff Report]*

24. RECONSIDERATION OF BYLAWS

459 – 462 1. City of Salmon Arm Zoning Amendment Bylaw No. 4458 [ZON-1208/DVP-532; Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE] – Third Reading

463 – 466 2. City of Salmon Arm Zoning Amendment Bylaw No. 4459 [ZON-1209; Buckler, J. & K.; 2920 7 Avenue NE] – Third Reading

467 – 472 3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 [OCP4000-45; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; SRV to HC] – Third Reading

473 – 476 4. City of Salmon Arm Zoning Amendment Bylaw No.4434 [ZON-1197; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; A-1 to C-3] – Third Reading

25. QUESTION AND ANSWER PERIOD

477 – 478 **26. ADJOURNMENT**

Item 2.

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations, (g) litigation or potential litigation affecting the municipality, and (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; 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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 6.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of May 25, 2021, 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 held by electronic means as authorized by Ministerial Order M192, at 1:00 p.m. and reconvened at 2:30 p.m. on **Tuesday, May 25, 2021.**

PRESENT:

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

Director of Corporate Services E. Jackson (participated remotely)
Director of Development Services K. Pearson (participated remotely)
Director of Engineering and Public Works R. Niewenhuizen (participated remotely)
Director of Financial Services C. Van de Cappelle (participated remotely)
Recorder C. Simmons (participated remotely)

ABSENT:

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:00 p.m.

2. IN-CAMERA SESSION

0267-2021 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.
Council returned to Regular Session at 1:15 p.m.
Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Deletion under item 9.1 Manager of Permits and Licensing – Notice on Title [Radcliffe, J.; 91 3 Street SE; Failure to Obtain Building Permit]

Deletion under item 9.2 Manager of Permits and Licensing – Notice on Title [Greek, S. & J.; 90 2 Street SE; Failure to Obtain Building Permit]

Addition under item 18.1 Resolution from the Environmental Advisory Committee – Water Extraction

Addition under item 18.1 Salmon Arm Economic Development Society– letter dated May 19, 2021 – Water Extracting Bottling

Addition under item 18.2 Resolutions from the Shuswap Recreation Society Board – Pickle Ball Club Requests

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond declared a conflict with item 14.2 as Shuswap Tourism is a client of her firm.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of May 10, 2021

0268-2021 Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: the Regular Council Meeting Minutes of May 10, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of May 17, 2021

0269-2021 Moved: Councillor Lavery
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee Meeting Minutes of May 17, 2021, be received as information.

CARRIED UNANIMOUSLY

2. Community Heritage Commission Meeting Minutes of April 19, 2021

0270-2021 Moved: Councillor Cannon
Seconded: Councillor Lindgren
THAT: the Community Heritage Commission Meeting Minutes of April 19, 2021, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

3. Downtown Parking Commission Meeting Minutes of April 20, 2021

0271-2021 Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: the Downtown Parking Commission Meeting Minutes of April 20, 2021, be received as information.

CARRIED UNANIMOUSLY

4. Traffic Safety Committee Meeting Minutes of May 5, 2021

0272-2021 Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the Traffic Safety Committee Meeting Minutes of May 5, 2021, be received as information.

CARRIED UNANIMOUSLY

5. Community Heritage Commission Meeting Minutes of May 17, 2021

0273-2021 Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: the Community Heritage Commission Meeting Minutes of May 17, 2021 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Manager of Permits and Licensing - Notice on Title [Radcliffe, J.; 91 3 Street SE; Failure to Obtain Building Permit]

Removed from the agenda.

2. Manager of Permits and Licensing - Notice on Title [Greek, S. & J.; 90 2 Street SE; Failure to Obtain Building Permit]

Removed from the agenda.

3. Director of Development Services - Agricultural Land Commission Application No. 406 [Megyesi, M. & A.; 3381 28 Street NE; Non-Adhering Residential Use]

0274-2021 Moved: Councillor Cannon
Seconded: Councillor Lindgren
THAT: Agricultural Land Commission Application No. ALC 406 be authorized for submission to the Agricultural Land Commission.

CARRIED
Councillor Lavery and Lindgren Opposed

9. STAFF REPORTS – continued

4. Director of Development Services – Agricultural Land Commission Application No. 405 [Priebe, A. & L.; 4890 Foothill Road SW; Non-Adhering Residential Use]

0275-2021

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: Agricultural Land Commission Application No. ALC 405 be authorized for submission to the Agricultural Land Commission.

CARRIED
Councillor Lavery and Lindgren Opposed

5. Director of Development Services – Agricultural Land Commission Application No. 407 [Mierau, B. & R./Laird, B./City of Salmon Arm; 3831 20 Avenue SE; Exclusion]

0276-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: Council direct staff to submit an Agricultural Land Reserve application No. 407 to exclude Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230;

AND THAT: pursuant to Section 15. 1(b) of the ALR General Regulation a Statutory Public Hearing be scheduled for the June 14, 2021 Regular Council Meeting.

CARRIED UNANIMOUSLY

6. Director of Engineering and Public Works – 2021/2022 Annual Transit Operating Agreement

0277-2021

Moved: Councillor Eliason
Seconded: Councillor Lavery
THAT: the Mayor and Corporate Officer be authorized to execute the 2021/2022 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit;

AND THAT: the 2021 Budget contained in the 2021 to 2025 Financial Plan be amended to re-direct anticipated net Transit savings of $111,400.00 to the Transit Services Reserve as follows:

- Transit Revenue – Decrease $34,400.00;
- Transit Pass Revenue – Decrease $13,200.00; and
- Transit System – Contract – Decrease $159,000.00.

CARRIED UNANIMOUSLY

7. Director of Engineering and Public Works – Field Maintenance Agreement – Elks Park Ball Fields

0278-2021

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the Mayor and Corporate Officer be authorized to execute the 2021/2022/2023 Elks Park Field Maintenance Agreement, as outlined in the staff report dated May 12, 2021.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

8. Director of Engineering and Public Works – RCMP Roof Replacement – Award

Councillor Wallace Richmond declared a conflict of interest as her son works for Standard Roofing (2016) Ltd. and left the meeting at 3:35 p.m.

0279-2021

Moved: Councillor Lindgren
Seconded: Councillor Lavery
THAT: Council Accept the quote from Standard Roofing (2016) Ltd. For the Roof Replacement of the Salmon Arm RCMP Detachment for the quoted amount of $96,300.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. Director of Engineering and Public Works – Canoe Beach & Raven Community Park Playground Equipment Replacement, Supply & Installation

Councillor Wallace Richmond returned to the meeting at 3:38 p.m.

0280-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the Canoe Beach Playground Replacement in the amount of $28,000.00 reallocated from the General Capital Reserve fund from the Raven Community Park Playground Replacement;

AND THAT: the supply & installation of the Canoe Beach & Raven Community Park Playground Equipment Replacements, be awarded to Green Roots Play Equipment Inc. in accordance to their quoted amounts as follows;

- Canoe Beach - $83,978.00, plus taxes as applicable; and
- Raven Park - $59,988.00, plus taxes as applicable.

CARRIED UNANIMOUSLY

10. Director of Corporate Services – Environmental Advisory Committee Appointments

0281-2021

Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: Council appoint Barrie Voth to the Environmental Advisory Committee as the member representing the Agriculture Industry for a two (2) year term ending May 25, 2023.

CARRIED UNANIMOUSLY

11. Director of Engineering and Public Works – Disk Filter Cloth Media – Wastewater Plant

0282-2021

Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: Council approve the purchase of 36 new Aqua Aerobic Cloth Media filters from Waste 'N Watertech Ltd., for the quoted price of $13,872.00 plus applicable taxes and shipping;

9. STAFF REPORTS – continued

11. Director of Engineering and Public Works – Disk Filter Cloth Media – Wastewater Plant – continued

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the material and to authorize sole sourcing of same to the Western Canada distributor of this product Waste 'N Watertech Ltd.

CARRIED UNANIMOUSLY

12. Director of Corporate Services – Salmon Arm Arts & Culture Tri-Partite Agreement

0283-2021 Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Mayor and Corporate Officer be authorized to execute the Salmon Arm Arts and Culture Agreement with the Salmon Arm Economic Development Society and Shuswap District Arts Council, effective June 1, 2021.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4458 [ZON-1208/DVP-532; Braby, J./Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE] – First and Second Readings

0284-2021 Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4458 be read a first and second time;

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

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4459 [ZON-1209; Buckler, J. & K.; 2920 7 Avenue NE] – First and Second Readings

0285-2021 Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4459 be read a first and second time;

AND THAT: final reading be withheld subject to:

- approval from the Ministry of Transportation and Infrastructure; and
- submission of a Building Permit application showing that the proposed *detached suite* conforms to BC Building Code and Zoning Bylaw requirements.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 [OCP4000-45; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; SRV to HC] - Second Reading

0286-2021

Moved: Councillor Eliason
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 be read a second time.

CARRIED
Councillor Lindgren Opposed

2. City of Salmon Arm Zoning Amendment Bylaw No.4434 [ZON-1197; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; A-1 to C-3] - Second Reading

0287-2021

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No.4434 be read a second time.

CARRIED UNANIMOUSLY

The Meeting recessed at 4:08 p.m.
The Meeting reconvened at 4:15 p.m.

14. PRESENTATIONS

1. Howard deLong - Shuswap Theatre Update

Howard deLong, Shuswap Theatre, provided an overview of Shuswap Theatre and was available to answer question from Council.

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 4:30 p.m.

2. Kyle Dearing - Shuswap Tourism

Kyle Dearing, Shuswap Tourism, provided an update on Shuswap Tourism and was available to answer questions from Council.

Councillor Wallace Richmond returned to the meeting at 4:50 p.m.

12. CORRESPONDENCE

5. J. Broadwell, Manager, Downtown Salmon Arm - letter dated May 13, 2021 - Alexander Plaza Street Painting

0288-2021

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: Council approve the Salmon Arm Downtown Improvement Association, Salmon Arm Economic Development Society and Meikle Studios Public Art House to paint Alexander Street, from Hudson Avenue to Lakeshore Drive for the 2021 season, subject to the provision of adequate liability insurance and coordination with City staff.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE – continued

6. J. Broadwell, Manager, Downtown Salmon Arm – letter dated May 18, 2021 – Downtown Parking Commission

0289-2021 Moved: Councillor Flynn
Seconded: Councillor Wallace Richmond
THAT: Council appoint Morgan Mathison to the Downtown Parking Commission for a two-year term.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

1. Water Extraction – Councillor Lavery

Salmon Arm Economic Development – letter dated May 19, 2021 – Water Extracting Bottling

Resolution from the Environmental Advisory Committee – Water Extraction

0290-2021 Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: Due to concerns related to water quality and quantity, water resource extraction and the future of safe clean water for local consumption, Salmon Arm Council does not support the extraction of fresh water resources from surface or groundwater for the purposes of commercial bottled or bulk water sales;

AND THAT: a letter re the adopted motion be sent to the Premier, the Ministers of FLNRORD & MoE and the regional office processing the extraction application;

AND FURTHER THAT: Council request a presentation from the involved Ministry staff.

CARRIED UNANIMOUSLY

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS - continued

2. Resolutions from the Shuswap Recreation Society Board - Pickle Ball Club Requests

0291-2021 Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: a fee of $3,500 be charged annually for the current court use arrangement plus the placement of a storage container at Klahani Park that meets the City's specifications.

CARRIED UNANIMOUSLY

0292-2021 Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the City paint the pickle lines on one court, at the City's expense, but need to further study the impact on users and gather input before painting on additional courts.

CARRIED UNANIMOUSLY

0293-2021 Moved: Councillor Eliason
Seconded: Councillor Lindgren
THAT: up to $1,500.00 be funded from Council Initiatives, for the painting of pickle ball lines on one court at Klahani Park.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 5:48 p.m.
The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Director of Corporate Services E. Jackson (participated remotely)
Director of Development Services K. Pearson (participated remotely)
Director of Engineering and Public Works R. Niewenhuizen (participated remotely)
Recorder C. Simmons (participated remotely)

21. DISCLOSURE OF INTEREST

22. HEARINGS

1. Development Variance Permit Application No. 530 [Christensen, B. & Laderoute, L.; 2348 5 Avenue SE; Setback]

0294-2021

Moved: Councillor Lindgren
Seconded: Councillor Lavery
THAT: Development Variance Permit No. VP-530 be authorized for issuance for Lot 17, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP105897 which will vary City of Salmon Arm Zoning Bylaw No. 2303, R-8 (Residential Suite Zone) as follows:

Section 13.12.3 Interior Side Parcel Line Setback reduction from 1.5 m to 0.71 m for the construction of a single family dwelling with a suite, as shown on Appendix 4 of the staff report dated May 6, 2021.

Submissions were called for at this time.

B. Christensen, the applicant, was available to answer questions from the Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:04 p.m. and the Motion was:

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. 527 [Blackstock, J./Passey, B./BWP Construction; 4851 73 Avenue NE; Setback]

0295-2021

Moved: Councillor Flynn
Seconded: Councillor Eliason
THAT: Development Variance Permit No. VP-527 be authorized for issuance for Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan KAP63659 (4851 73 Avenue NE) which will vary City of Salmon Arm Zoning Bylaw No. 2303, (R1 – Single Family Residential Zone) as follows:

Section 6.10.1 – Front Parcel Line Setback for a Principal Building - reduce from the minimum 6.0 m to 1.4 m to accommodate an addition to the principal building, as shown on Schedule A of the Staff Report dated April 30, 2021.

Submissions were called for at this time.

B. Passey, the agent, was available to answer questions from the Council.

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

Councillor Cannon was not present at the time of voting due to electronic difficulties.

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

1. City of Salmon Arm Zoning Amendment Application No. ZON-1193 [NTL Developments Ltd./ Franklin Engineering Ltd.; 1681 10 Street SE R-1 to R-8]

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:13 p.m. and the next item ensued.

2. City of Salmon Arm Zoning Amendment Application No. ZON-1207 [Johnson, D.; 481 34 Street SE; R-1 to R-8]

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

D. Johnson, the applicant, was available to answer questions from Council.

Submissions were called for at this time.

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

3. City of Salmon Arm Land Use Contract Termination LUC N71309 [Greyfriars Rentals Ltd.; 4121, 4141, 4161, 4181, 4221 and 4241 45 Street SE]

The Director of Development Services explained the proposed Land Use Contract Termination Application.

Submissions were called for at this time.

A. Graham, property owner, requested clarification on how the Land Use Contract Termination would affect his property.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:21 p.m. and the next item ensued.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4437 [ZON-1193; NTL Developments Ltd./ Franklin Engineering Ltd.; 1681 10 Street SE; R-1 to R-8] – Third and Final Readings

0296-2021 Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4437 be read a third and final time.

CARRIED UNANIMOUSLY

24. RECONSIDERATION OF BYLAWS – continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4455 [ZON-1207; Johnson, D.; 481 34 Street SE; R-1 to R-8] – Third and Final Readings

0297-2021 Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4455 be read a third and final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Land Use Contract Termination Bylaw No. 4461 [LUC N71309; Greyfriars Rentals Ltd.; 4121, 4141, 4161, 4181, 4221 and 4241 45 Street SE]– Third and Final Readings

0298-2021 Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the bylaw entitled City of Salmon Arm Land Use Contract Termination Bylaw No. 4461 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0299-2021 Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Regular Council Meeting of May 25, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:24 p.m.

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

_____
MAYOR

Adopted by Council the day of , 2021.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 6.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Special Council Meeting Minutes of May 31, 2021, 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 held by electronic means as authorized by Ministerial Order M192, at 8:00 a.m. on **Monday, May 31, 2021.**

PRESENT:

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

Director of Corporate Services E. Jackson (participated remotely)
Chief Financial Officer C. Van de Cappelle (participated remotely)

1. CALL TO ORDER

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

Mayor Harrison read a statement on behalf of the City regarding the discovery of 215 Residential School students in Kamloops.

Council and Staff then took a moment of silence.

The City has lowered flags to half-mast in acknowledgement of these children.

2. IN-CAMERA SESSION

0300-2021 Moved: Councillor Lavery
Seconded: Councillor Cannon
THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 8:00 a.m.
Council returned to Regular Session at 8:41 a.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

6. ADJOURNMENT

0301-2021 Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the Regular Council Meeting of April 12, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:41 a.m.

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

_____
MAYOR

Adopted by Council the day of , 2021.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of June 7, 2021, 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 by Ministerial Order M192, on Monday, **June 7, 2021.**

PRESENT:

Mayor A. Harrison (participated remotely)
Councillor D. Cannon (participated remotely)
Councillor C. Eliason (participated remotely)
Councillor T. Lavery (participated remotely)
Councillor L. Wallace Richmond (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor K. Flynn (participated remotely) (left the meeting at 8:57 a.m.)

Director of Corporate Services E. Jackson (participated remotely)
Director of Engineering & Public Works R. Niewenhuizen (participated remotely)
Director of Development Services K. Pearson (participated remotely)
Chief Financial Officer C. Van de Cappelle (participated remotely)
C. Larson, Senior Planner (participated remotely)
M. Smyrl, Planner (participated remotely)
Recorder B. Puddifant (participated remotely)

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 5.3 as the applicants are clients of his firm.

5. REPORTS

1. Proposed Telecommunications Facility Referral (Cellular Tower Installation) [Telus/Cypress Land Services; 4310 45 Street SE]

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee recommends to Council that the City of Salmon Arm has been notified regarding the proposed installation of a telecommunications facility on Lot 2, Section 6, Township 20, Range 9, W6M, KDYD, Plan 26042, as described in the information package dated April 6, 2021 and attached to the staff report dated June 1, 2021;

AND THAT: the City of Salmon Arm is satisfied that the proposal has addressed the City Policy 3.18 requirements;

5. REPORTS – continued

1. Proposed Telecommunications Facility Referral (Cellular Tower Installation) [Telus/Cypress Land Services; 4310 45 Street SE] - continued

AND THAT: the City of Salmon Arm concurs with the proposed installation of a telecommunications facility on the subject parcel as proposed.

C. Marlatt, agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-531 [Cruikshank, J.; 1681 11 Avenue SE; Setback requirements]

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-531 be authorized for issuance for Lot 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16367 which will vary Zoning Bylaw No. 2303 (R-7 Large Lot Single Family Residential Zone) as follows:

1. Section 12.11.4 – Exterior Side Parcel Line Setback reduction from 6.0 m to 2.5 m to facilitate construction of a garage addition to the existing single family dwelling on this property;

AND THAT: Final approval be withheld subject to registration of a Section 219 Covenant restricting access from 10 Avenue SE without the City's approval.

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

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 8:25 a.m.

3. Zoning Amendment Application No. ZON-1206 [Dobie, S. & J./Lawson Engineering Ltd./Johnson, J.; 821 60 Street NW; A-2 to A-3]

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 from A-2 (Rural Holding Zone) to A-3 (Small Holding Zone).

S. Dobie, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:38 a.m.

5. REPORTS – continued

4. Zoning Amendment Application No. ZON-1211 [LeFloch, C./Sinopoli, R.; 1080 12 Street SE; R-7 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 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan 14114 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to the submission of a Building Permit application showing that the proposed *secondary suite* conforms to BC Building Code and Zoning Bylaw requirements.

CARRIED UNANIMOUSLY

5. Zoning Amendment Application No. ZON-1213 [CDN Framing & Development Co.; 941 8 Avenue NE; R-1 to R-8]

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318 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.

M. Skjerpen, agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. Zoning Amendment Application No. ZON-1214 [City of Salmon Arm Text Amendment; Rural Detached Suite Definition]

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1. Section 2.0 Definitions to add the following:

   RURAL DETACHED SUITE means a *dwelling unit* that consists of Z240 mobile home, A277 modular home or a stick built structure and shall not include a travel trailer, recreational vehicle or a storage container. A *Rural Detached Suite* is subject to the Agricultural Land Commission Act and Regulations.

2. Sections 34 (A-1 Zone), 35 (A-2 Zone), 36 (A-3 Zone), 41 (CD-3 Zone), and 56 (CD-18) – Delete *detached suite* and replace with *rural detached suite.*

5. REPORTS – continued

6. Zoning Amendment Application No. ZON-1214 [City of Salmon Arm Text Amendment; Rural Detached Suite Definition] - continued

3. Table A1 – Required Offstreet Parking Spaces, Column 1 Use – Delete Detached Suite and Single Family Dwelling and replace with Suite (secondary, detached or rural detached).

Councillor Flynn left the meeting at 8:57 a.m.

D. Hooper spoke regarding her request to place a secondary residence on her family farm property.

M. Schroeder spoke regarding their family's multi-generational farm and the benefit to their family of the proposed amendment.

Amendment:

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
AND THAT: this application be referred to the Agricultural Advisory Committee for review and comment.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

~~CARRIED UNANIMOUSLY~~

7. 2020 City of Salmon Arm Carbon Neutral Progress Survey

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Development and Planning Services Committee recommends to Council that the 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey indicate the City is eligible for recognition from the Green Communities Committee as a 'Level 3 – Accelerating Progress' local government and that the City will not be carbon neutral for the 2020 reporting year;

AND FURTHER THAT: the 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey, attached as Appendix 1 in the Development Services Department memorandum dated May 13, 2021 be received as information.

Councillor Lindgren left the meeting at 9:31 a.m. and returned at 9:35 a.m.

CARRIED UNANIMOUSLY

6. PRESENTATIONS

7. FOR INFORMATION

1. K. Pearson, Director of Development Services – Storage Zoning

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee recommends to Council that Option 3, outlined in the Staff report dated May 31, 2021, be considered.

CARRIED UNANIMOUSLY

2. K. Pearson, Director of Development Services – E-Vehicle

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee recommends to Council that Council support the purchase of an electrical vehicle for the Bylaw department.

CARRIED UNANIMOUSLY

8. CORRESPONDENCE

9. ADJOURNMENT

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee meeting of June 7, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:05 a.m.

Mayor Alan Harrison
Chair

Minutes received as information by Council
at their Regular Meeting of , 2021.

Item 7.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of May 21, 2021, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Social Impact Advisory Committee** meeting held electronically on **Friday, May 21, 2021**, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
June Stewart	Shuswap Children's Association
Gudrun Malmqvist	Shuswap Family Centre
Jen Gamble	Shuswap Immigrant Services
Kristy Smith	Okanagan Regional Library
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Kim Sinclair	Aspiral Youth Partners
E. Jackson	City of Salmon Arm, Director of Corporate Services
C. Simmons	City of Salmon Arm, Recorder

ABSENT:

Dawn Dunlop	Canadian Mental Health Association
David Parmenter	Interior Health Association-Mental Health

GUESTS:

Lorraine Copas	SPARC BC
Jennifer Broadwell	Downtown Salmon Arm
Sam Darlington	City of Salmon Arm Bylaw Officer

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

1. **Introductions**
   Councillor Wallace Richmond introduced City of Salmon Arm Bylaw Officer Sam Darlington to the Committee members.

2. **Acknowledgement of Traditional Territory**
   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. **Presentations**

4. Approval of Agenda and Additional Items

Moved: Jo-Anne Crawford
Seconded: Kristy Smith
THAT: the Social Impact Advisory Committee Meeting Agenda of May 21, 2021, be approved with the following addition:

- 7 (b) Coordinated Access

CARRIED UNANIMOUSLY

5. Approval of Minutes of April 16, 2021 Social Impact Advisory Committee Meeting

Moved: Gudrun Malmqvist
Seconded: Paige Hilland
THAT: the minutes of the Social Impact Advisory Committee Meeting of April 16, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from minutes

a) SPARC Update

Lorraine Copas provided an update on the project. The community survey has now closed and 137 responses were received.

7. New Business

a) Shelter Services update

The McGuire Lake Shelter is currently operating with approximately fourteen guests and is scheduled to close October 31, 2021. There will likely be a gap between the closing and the opening of the BC Housing project. BC housing is working with partners on an interim solution.

b) Coordinated Access

BC Housing and CMHA have scheduled a meeting with agencies to provide information on the coordinated access process to engage individuals into supporting housing.

8. Other Business &/or Roundtable Updates

June Stewart, Shuswap Children's Association reported that there are currently twenty students enrolled in childcare assistant education with government supported tuition. Tim Gibson will start in June as the new Executive Director for the Shuswap Children's Association.

Gudrun Malmqvist, Shuswap Family Centre reported on the continued demand with housing applications.

Paige Hilland, Shuswap Area Family Emergency (SAFE) Society reported the transition house is at capacity and in coordination with BC Housing have additional spaces in hotels available. The SAFE Society is continuing with the Sexual Assault Program, Human Connection Hub and continuing to work with BC Housing on second stage housing.

Jen Gamble, Shuswap Immigrant Services reported they are working with temporary workers for the upcoming agricultural season and continued anti-racism work in the community with the opportunity to offer citizens by-stander training. Shuswap Immigrant Services is working towards a multi-cultural celebration on June 27.

Jo-Anne Crawford, Shuswap Association for Community Living (SACL) reported they continue to have difficulties retaining staff. SACL in partnership with CMHA and Community Living BC have five units for persons supported by SACL in the new BC Housing building.

Kristy Smith, Okanagan Regional Library reported that they continue to offer public internet access, browse and borrow and limited desk openings. The ORL is hopeful in person programming will resume in the fall.

Kim Sinclair, Aspiral Youth Partners reported the agency is facing staff shortages and increasing capacity and level of mental health complexities.

Jennifer Broadwell, Downtown Salmon Arm in coordination with CMHA are educating downtown merchants on strategies to work with the vulnerable population in the downtown. Downtown Salmon Arm is also committed to working with the City Bylaw Officers to create a welcoming and place for everyone while adhering with City regulations.

9. Next meeting – Friday, June 18, 2021 at 8:00 a.m.

10. Adjournment

Moved: Jo-Anne Crawford
Seconded: June Stewart
THAT: the Social Impact Advisory Committee Meeting of May 21, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:36 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of , 2021.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.3

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of May 18, 2021, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Downtown Parking Commission** Meeting held by electronic means on **Tuesday, May 18, 2021.**

PRESENT:

Chad Eliason	Councillor, City of Salmon Arm
Bill Laird	Member at Large,
Vic Hamilton	Member at Large
Cathy Ingebrigston	Member at Large, Chair
Regan Ready	Member at Large
Gerald Foreman	Downtown Salmon Arm Representative
June Stewart	Downtown Salmon Arm Representative
Linda Thompson	Downtown Salmon Arm Representative
Jacquie Gaudreau	Downtown Salmon Arm Representative
Maurice Roy	Resource Personnel, Manager Permits & Licencing
Sam Darlington	Resource Personnel, Bylaw Officer
Robert Niewenhuizen	Resource Personnel, Dir of Eng & PW

ABSENT:

Jenn Wilson	Resource Personnel, City Engineer

GUEST:

The meeting was called to order at 8:00 a.m. by Chair Cathy Ingebrigston.

1. INTRODUCTIONS AND WELCOME

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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. PRESENTATIONS

4. APPROVAL / CHANGES / ADDITIONS TO AGENDA

Moved: Bill Laird
Seconded: Gerald Foreman
THAT: the Downtown Parking Commission Meeting Agenda of May 18, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES FROM APRIL 20, 2021

Moved: Bill Laird
Seconded: Gerald Foreman
THAT: the Downtown Parking Commission Meeting Minutes of April 20, 2021 be adopted as circulated.

CARRIED UNANIMOUSLY

6. OLD BUSINESS ARISING FROM MINUTES

a) Downtown Parking Plan 2021 (ISL)
Discussion:
   a. Some members not in support of putting parking meters in the downtown
   b. Employee parking problem, parkade will help to provide day and longer term parking
   c. 4th street vs Ross Street parkade location
   d. Enforcement issues and education
      i. Towing and Parking Boot, not optimal measure of enforcement due to possible negative side effect and public perception
      ii. Education with individual repeat offenders is optimal at this time
   e. Revenue generated from the installation of parking meters or kiosks
   f. Increasing parking rates
   g. Commission to review the report recommendations and discuss at next meeting
   h. Moved to defer until July meeting.

Moved: June Stewart
Seconded: Bill Laird
THAT: the Downtown Parking Plan (April 2021) prepared by ISL Engineering and Land Services be approved in principal.

Motion to defer item until July meeting

CARRIED UNANIMOUSLY

7. NEW BUSINESS – for discussion

a) DSA - Parking limit request
   a. 30 minute parking stalls on Ross Street
   b. Duration: Saturdays from 0900 to 1300 May 8th – Oct 9th
   c. Two exclusive stalls for laundry
   d. The Market is having problems with venders parking at this location,
   e. Enforcement will be done by DSA and event organizers (no tickets or fines will be issued).

7. **NEW BUSINESS – for discussion - continued**

a) DSA - Parking limit request - continued

Moved: Vic Hamilton
Seconded: Bill Laird
THAT: the Downtown Parking Commission supports Downtown Salmon Arms Farmers Market parking restriction request.

CARRIED UNANIMOUSLY

b) 2021 Parking Budget
   a. Provided for information in conjunction with the Parking Plan.

8. **OTHER BUSINESS**

9. **NEXT MEETING – Tuesday, June 15, 2021**

The next meeting of the Downtown Parking Commission will be Tuesday, June 15, 2021. Chairperson will be Jacquie Gaudreau.

10. **ADJOURNMENT**

Moved: Regan Ready
Seconded: Chad Eliason
THAT: the Downtown Parking Commission Meeting of May 18, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:40 a.m.

Maurice Roy
Manager of Permits & Licensing

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

Item 7.4

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Environmental Advisory Committee Meeting Minutes of May 21, 2021, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held by virtual means on Friday, **May 21, 2021** at 11:00 a.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Citizen at Large
Pauline Waelti	Shuswap Environmental Action Society (SEAS)
Janet Pattinson	Shuswap Naturalist Club
Luke Gubbels	Canoe Forest Products
Carmen Fennell	Citizen at Large
Janet Aitken	Salmon Arm Bay Nature Enhancement Society (SABNES)
Christina Thomas	Neskonlith Indian Band
Barrie Voth	Agricultural Industry
Warren Bell	WA:TER
Erin Jackson	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
Amy Vallarino	Citizen at Large
	Salmon Arm Fish and Game Club

GUESTS:

The meeting was called to order at 11:03 a.m.

1. Introductions and Welcome

Councillor Lindgren welcomed Christina Thomas, representing the Neskonlith Indian Band and Barrie Voth representing the Agricultural Industry.

2. Acknowledgement of Traditional Territory

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. New Business

a) Water extraction/bottling

The Committee discussed the proposed motion. Luke Gubbels advised that he did not have enough information about the application and asked if there had been First Nations referrals. Councillor Lindgren advised that she had received conflicting information as to whether there were one or two aquafers that would be affected. She confirmed that FLNRORD had not yet issued a license. There was an acknowledgement of the philosophical v. practical reasons for not granting a license to extract water for the purpose of putting it into plastic bottles and Carmen

3. New Business - continued

b) Water extraction/bottling - continued

Fennell reminded the group that Canada is moving away from single use plastics.

Moved: Warren Bell
Seconded: Pauline Waelti
THAT: the Environmental Advisory Committee recommends to Council that the City of Salmon Arm send a letter to the Minister of FLNRORD opposing this application on the grounds that it is within City boundaries and is not in keeping with the City's vision of a clean and healthy environment and human health safety.

CARRIED
Luke Gubbels abstained

4. Next Meeting – June 11, 2021 at 2:30 pm

5. Adjournment

Moved: Warren Bell
Seconded: Pauline Waelti
THAT: the Environmental Advisory Committee meeting of May 21, 2021 be adjourned.

CARRIED UNANIMOUSLY

The virtual meeting adjourned at 11:35 a.m.

_____

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2021.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 7.5

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of June 7, 2021, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the Meeting of the **Active Transportation Task Force** held by electronic means on Monday, **June 7, 2021** at 10:00 a.m.

PRESENT:

Mayor Alan Harrison	City of Salmon Arm, Chair
Councillor Tim Lavery	City of Salmon Arm, Chair
Phil McIntyre-Paul	Shuswap Trail Alliance
Marianne VanBuskirk	School District No. 83
David Major	Shuswap Cycling Club
Joe Johnson	Greenways Liaison Committee
Blake Lawson	Citizen at Large
Steve Fabro	Citizen at Large
Gary Gagnon	Citizen at Large
Camilla Papadimitropoulos	Citizen at Large
Kathy Atkins	Citizen at Large
Gina Johnny	Councillor, Adams Lake Indian Band
Anita Ely	Interior Health
Lana Fitt	Salmon Arm Economic Development Society (left the meeting at 10:59 a.m.)
Jenn Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Craig Newnes	Downtown Salmon Arm
Louis Thomas	Councillor, Neskonlith Indian Band
Kristy Smith	Social Impact Advisory Committee

GUESTS:

Jen Bellhouse	Shuswap Trail Alliance

The meeting was called to order at 10:15 a.m.

1. Call to Order, Introductions and Welcome

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. Approval of Agenda and Additional Items

The Agenda for the June 7, 2021 Active Transportation Task Force Meeting was approved by general consensus of the Task Force members.

4. Approval of minutes from May 3, 2021

Moved: Camilla Papadimitropoulos
Seconded: Steve Fabro
THAT: The minutes of the Active Transportation Committee Meeting of May 3, 2021 be approved.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business / Arising from Minutes

a) Sub-Group update

David Major outlined the progress of the RFP sub-group in preparation for Provincial grant applications. The group has prepared a draft scope of the projects to be addressed by potential consultants as well as draft correspondence for circulation to potential partners.

Blake Lawson spoke regarding the group's development of ideas for projects and the categorization of several initiatives focused on identifying specific locations for pilot projects and ideas to recommend to Council. These ideas include the creation of small wheel transportation corridors designed for safety, the possible review of existing corridors for repurposing and reconfiguration and contacting ICBC for insight. Marianne VanBuskirk will be attending School District 83's first meeting of its Transportation Committee.

b) Communications - external of ATTF

Councillor Lavery spoke regarding the importance of discretion in sharing information outside of the Active Transportation Task Force table.

c) Possible second update to Council

Mayor Harrison spoke regarding the timing of a second update to Mayor and Council regarding the progress and recommendations of the Active Transportation Task Force. The draft of the RFP scope will be reviewed and ratified at the July 5, 2021 meeting of the Task Force with the goal of presenting the scope to Mayor and Council at the Regular Council Meeting of July 26, 2021.

d) Review of ATTF priorities

Councillor Lavery requested input on priorities of the Task Force not previously identified.

7. New Business

Lana Fitt left the meeting at 10:59 a.m.

8. Other Business &/or Roundtable Updates, Ideas and Questions

Mayor Harrison spoke regarding the Secwepemc landmark project and the placing of the trailhead at Little Mountain Park.

David Major reviewed the recent Go By Bike week participation.

Phil McIntryre-Paul spoke regarding the importance of community engagement and interaction for ideas.

9. Next Meeting - July 5, 2021

10. Adjournment

Moved: Phil McIntyre-Paul
Seconded: Marianne VanBuskirk
THAT: the June 7, 2021 Meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:14 a.m.

_____
Mayor Alan Harrison, Co-Chair

_____
Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2021.

Item 8.1

CITY OF SALMON ARM

Date: June 14, 2021

Board in Brief – May 2021

Vote Record

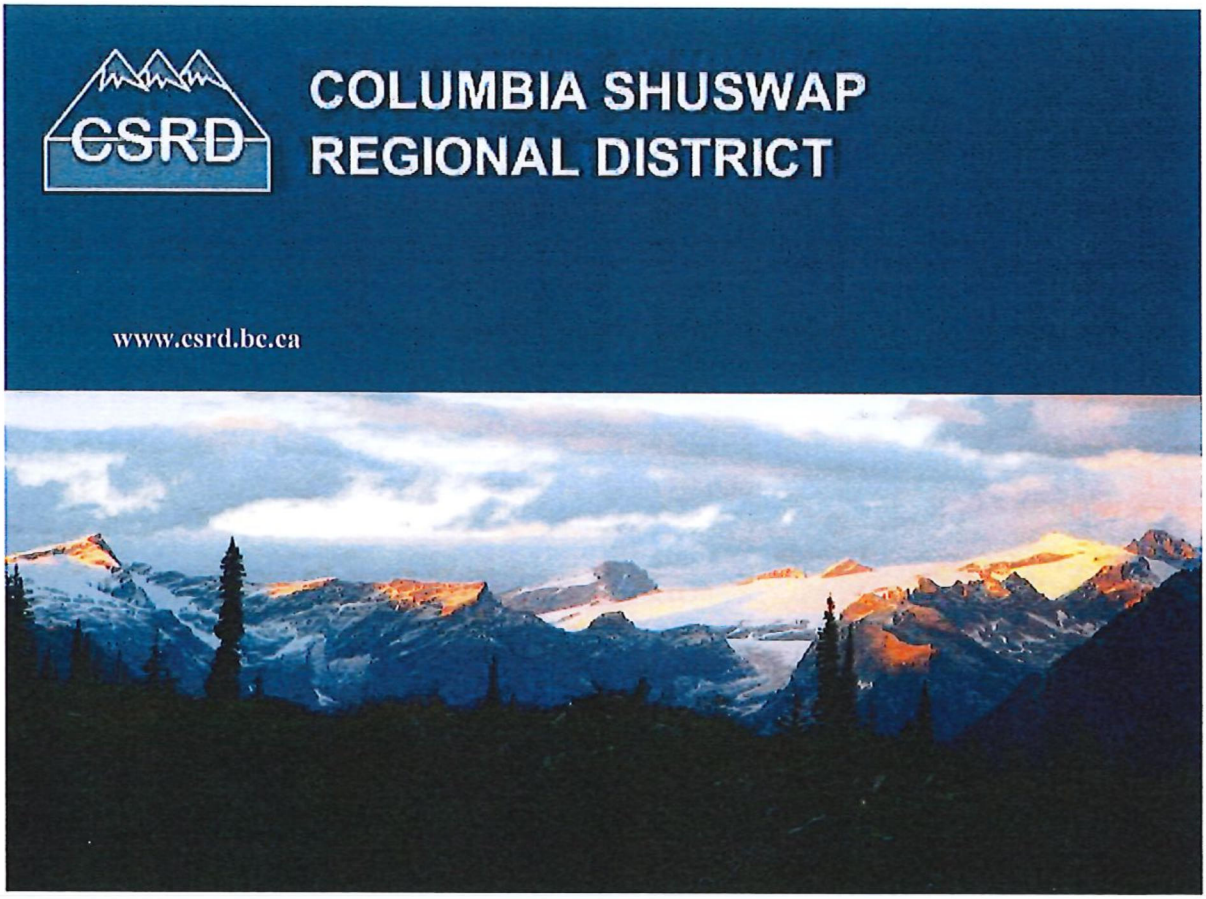
- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

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

46
Caylee Simmons

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: Thursday, May 27, 2021 8:22 AM
To: Caylee Simmons
Subject: #YourCSRD - May 2021



#YourCSRD - May 2021

May 2021

Tweet Share

Web version

Highlights from the Regular Board Meeting

Correspondence



Letter from Ministry of Municipal Affairs (May 14, 2021)
In response to a letter regarding Internet connectivity, the Board approved a motion for the CSRD to promote the participation of regional district residents in an Internet speed study. A key step in this process is to identify which communities in BC have noted inconsistencies between the 50/10 Mbps Internet speed that federal maps indicate should be available, versus actual Internet speeds currently experienced by residents and businesses in the area. A link to the **speed test** is available for residents to complete. **View letter.**

Letter from CSRD to School District 83 Board of Education (April 16, 2021)
The Board received a letter from School District #83 advising that a trustee will attend the June 17, 2021 CSRD Board Meeting to discuss the Long-range Facilities Plan and possible reconfiguration of Salmon Arm Secondary school.

Business General & Business by Area

Federation of Canadian Municipalities 2021 Attendance
Director Jay Simpson will be attending the virtual convention in place of Board Chair Kevin Flynn. Other CSRD delegates will include Directors Rhona Martin, David Brooks-Hill, and Paul Demenok.

Grant-in-Aid Requests
The Board approved allocations from the 2021 electoral grant-in-aid budget. They also waived policy provisions to allocate $7,421 to the Cedar Heights Community Association for an emergency water pipe repair. **View report.**

Electoral Area A: Resolution of Consent Request from Town of Golden
The Board approved a request from Town of Golden to extend services from the municipality to the Golden Skybridge property within the CSRD. As per the Community Charter, Section 13 Services outside municipality, CSRD consent is required. **View report.**

Electoral Area A: Golden and Electoral Area A - Aquatic Centre Feasibility Study
The Board directed staff to prepare and deliver a community consultation and work plan, in preparation for a public assent process for the CSRD to obtain assent of electors to borrow the capital funds required for a new indoor aquatic centre to serve Electoral Area A and the Town of Golden. **View report. View media release.**

Electoral Area B: Revelstoke and Electoral Area B EOF Application - Revelstoke Nordic Ski Club
The Board approved funding from the Revelstoke and Area B Economic Opportunity Fund to the Revelstoke Nordic Ski Club in the amount of $20,000 for the purchase of a tractor/backhoe, subject to the City of Revelstoke Council's approval. **View report.**

Electoral Area B: Revelstoke Airport Terminal Building Roof Repair – Budget Increase
The Board authorized the allocation of an additional $70,000 to cover the increased costs to replace the terminal building roof at the Revelstoke Airport. **View report.**

Electoral Area C: Electoral Area C Community Works Fund – Blind Bay Streetlight Upgrade Project.
The Board agreed to use $70,000 in Electoral Area C Community Works Funds for energy efficient upgrades to the Blind Bay Streetlight Service Area. **View report.**

Electoral Area D: Dog Control Service Survey Results

The Board approved a motion directing staff to bring bylaws forward to the June 17, 2021 Regular Meeting to extend full-service dog control for the entire Electoral Area D boundary. No dog licensing provisions will be included in the expansion of the service. **View report. View media release.**

Delegations

Dog Control Survey Area D

In response to the CSRD's Dog Control Bylaw Survey, Kevin Mitchell, a resident of Electoral Area D, presented feedback and petitions against the implementation of Dog Control in Electoral Area D prior to the Board decision.

Shuswap COVID-19 Resiliency

Jim Cooperman presented a report on building local resiliency post COVID-19 in the Shuswap region.

Revelstoke Cycling Association

Alex Cooper, Vice President, Revelstoke Cycling Association (RCA) presenting information about the non-profit group and future funding needs. The group is seeking $150,000 from the area's Economic Opportunities Fund over five years. CSRD staff will explore the request with the association.



LAND USE MATTERS

Agricultural Land Commission Applications

Electoral Area D: Agricultural Land Commission (ALC) Application Section 20.1(2) – Non-adhering Residential Use LC2583D

The owner of the property located at 3485 Yankee Flats Road, Glenemma is proposing to construct a second single family dwelling for his son and family to live in. The Board endorsed staff's recommendation for approval and it will now be sent to the ALC for final decision. **View report.**

Electoral Area A: Agricultural Land Commission (ALC) Application under Section 21(2) Subdivision in the ALR

The owner of the property located at 2845 Highway 95, Nicholson would like to subdivide and create a 1.6 ha parcel for residential use. The Board endorsed staff's recommendation for approval and it will now be sent to the ALC for final decision. **View report.**

Business General

UBCM Local Government Development Approvals Grant Program

The Board approved a grant application for a UBCM Local Government Development Approvals Program Grant up to $55,000 to complete a Digital Application Software Review and Implementation project. **View report.**

Development Services Applications Update

Gerald Christie, Manager, Development Services, informed the Board that all elements of the development services department are experiencing a rapid upswing. This includes every aspect of the department including the number of building permits, planning applications and bylaw enforcement files. Should the development trend continue, staff will bring the issue back to the Board for discussion in the fall as part of the CSRD's budget planning process. **View presentation.**

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

Electoral Area B: Development Permit No. 850-46

The subject property is located at 3316 Farrell Frontage Road, West Revelstoke. The owner of the subject property has constructed a tourist cabin and utility/laundry building on the commercially designated and zoned subject property. A Commercial Development Permit is required for all new construction in commercial zones. The application also proposed variances to a setback and the minimum parcel area. The Board approved the TUP. **View report.**

Electoral Area F: Development Variance Permit No. 650-43

The subject property is located at 7644 Granite Place, Anglemont. The applicant was looking for variances to setbacks, height and floor area. The Board agreed to issue the DVP. **View report.**

Electoral Area C: Development Variance Permit No. 701-118

The subject property is located at 4145 Eagle Bay Road, Eagle Bay and the owners are proposing an addition to the single-family dwelling on the northern waterfront portion of the subject property. Setback variances were required. The Board agreed to issue the DVP. **View report.**

Electoral Area E: Development Variance Permit No. 2000-78

The subject property is located at 673 Swanbeach Road, Swansea Point. The new property owners have applied to recognize the existing location of the single family dwelling and recently constructed/altered decks that have been built. Variances were required to allow for this. The Board agreed to issue the DVP. **View report.**

Electoral Area D: Non-Medical Cannabis Retail License Application (Highway Cannabis Co.)

The Board approved a recommendation to the Provincial Liquor and Cannabis Regulation Branch, that a Non-Medical Cannabis Retail Store Licence be issued to Highway Cannabis Co. for a store to be located at 5661 Highway 97, Falkland. The Board also agreed to issue a development permit to vary the setbacks for the existing building. **View cannabis license report. View DVP report.**

Zoning, OCP and Land Use Amendments

Electoral Area B: Electoral Area B Zoning Bylaw Amendment Bylaw No. 851-21

The subject property is located at 3401 Catherwood Road in the South Revelstoke neighbourhood of Electoral Area B. The applicant wants to amend Bylaw No. 851 to add a special regulation to the Small Holdings zone to permit seasonal vacation rental (December 1 to April 30) as a permanent permitted use on the subject property. The Board approved second reading and will refer the application to a public hearing. **View report.**

Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-14 and South Shuswap Zoning Amendment Bylaw No. 701-88

The owners of 1302 Trans-Canada Highway and 1295 Notch Hill Road are applying to amend the Electoral Area C Official Community Plan Bylaw and the South Shuswap Zoning Bylaw to allow increased density for a future residential development fronting Notch Hill Road and a commercial

50 development fronting the Trans-Canada Highway. The Board decided to postpone this item until the next Board meeting on June 17, 2021. **View report.**

Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-19; South Shuswap Zoning Bylaw Amendment Bylaw No. 701-98

Strata Plan KAS3333 is a building strata with 10 dwelling units located at 2802 Henstridge Rd, Sorrento. The owners are applying to amend the Electoral Area C Official Community Plan Bylaw No. 725 to allow the existing dwelling unit density and amend the South Shuswap Zoning Bylaw No. 701 by rezoning the strata properties from the C1 – Village Core Commercial Zone to the R2 – Medium Density Residential Zone. They are also applying for a development variance permit to increase the maximum height of principal buildings and reduce a setback. Following approval from Ministry of Transportation and Infrastructure, the Board adopted the bylaw amendments. **View report.**

Electoral Area C: Development Variance Permit 641-44C and Electoral Area C Official Community Plan Bylaw No. 725-20

The subject properties are located at 4990, 5139 and 5174 Sunnybrae-Canoe Point Road. The applicant would like to amend the Official Community Plan Bylaw No. 725 in order to subdivide the subject properties into two fee simple lots and a 14-lot residential bare land strata with two common properties and a lot line adjustment with 5174 Sunnybrae-Canoe Point Road. The bylaw amendments propose redesignating properties to RR2 (Rural Residential 2) with a site-specific regulation for density. Covenant and development permit application requirements have been met, so the Board adopted the OCP amendment and agreed to issue the DVP. **View report.**

Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-32C

The owners of the property located at 6432 Sunnybrae-Canoe Point Road are proposing to rezone the foreshore of the subject property to allow for 11 docks and 11 private mooring buoys (one dock and private mooring buoy for each of the 11 shareholders). The Board approved first reading and referred the application to a number of agencies and First Nations for comment. **View report.**

Electoral Area D: Salmon Valley Land Use Amendment Bylaw No. 2562

The subject property is located at 5777 Highway 97 in Falkland of Electoral Area D. A single-family dwelling was placed on the property in the fall of 2018. The owner has applied to redesignate and rezone the property from C-Commercial to RS-Single and Two Family Residential in order to recognize the current residential use on the property. The Board adopted the amendment. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the May 20, 2021 meeting:

Budget Software – Contract Award

THAT: the Board empower the authorized signatories to enter into an agreement with Questica for the provision of budget software and related technical support for a total implementation cost of $86,600 and ongoing annual subscription of $24,500 plus applicable taxes.

AND THAT: the Board support amending the budget to fund the acquisition of the software and implementation through operating reserves in the amount of $43,300 and through COVID-19 Safe Restart Grant funding in the amount of $43,300.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, June 17, 2021 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

Any scheduling changes to the electronic start time will be noted on the Events tab of the CSRD's website.

At this time, it is unknown whether regulations from the Provincial Health Officer will be changed to allow for in-person attendance. The CSRD will update their website with new information as it becomes available.

Information on how to register for the Zoom meeting access is on the Events tab of the CSRD website under the Board meeting date.



Columbia Shuswap Regional District
555 Harbourfront Drive NE, PO Box 978
Salmon Arm, BC V1E 4P1
www.csrd.bc.ca | 250.832.8194

You are receiving this because you are currently involved in or were previously involved with one of the CSRD's programs; or have subscribed to the CSRD Newsletter.
Unsubscribe

THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the City of Salmon Arm has been notified regarding the proposed installation of a telecommunications facility on Lot 2, Section 6, Township 20, Range 9, W6M, KDYD, Plan 26042, as described in the information package dated April 6, 2021 and attached to the staff report dated June 1, 2021;

AND THAT: the City of Salmon Arm is satisfied that the proposal has addressed the City Policy 3.18 requirements;

AND THAT: the City of Salmon Arm concurs with the proposed installation of a telecommunications facility on the subject parcel as proposed.

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: June 1, 2021

Subject: Proposed Telecommunications Facility Referral (Cellular Tower Installation)

Legal: Lot 2, Section 6, Township 20, Range 9, W6M, KDYD, Plan 26042
Civic: 4310 – 45 Street SE
Proponent: Telus
Agent: Cypress Land Services

STAFF RECOMMENDATION

THAT: **the City of Salmon Arm has been notified regarding the proposed installation of a telecommunications facility on Lot 2, Section 6, Township 20, Range 9, W6M, KDYD, Plan 26042, as described in the information package dated April 6, 2021;**

AND THAT: **the City of Salmon Arm is satisfied that the proposal has addressed City Policy 3.18 requirements;**

AND FURTHER THAT: **the City of Salmon Arm concurs with the proposed installation of a telecommunications facility on the subject parcel as proposed.**

BACKGROUND

Cypress Land Services (CLS), on behalf of Telus (the proponent), has proposed the installation of a 60.0 metre (m) cellular tower and associated facilities (i.e. fencing, equipment shelter and generator) on the northern portion of the parcel at 4310 – 45 Street SE (Appendix 1). The subject parcel is designated Industrial - General in the Official Community Plan (OCP) and zoned M-1 General Industrial (Appendix 2 & 3). The parcel is occupied by existing industrial development on the southern portion of the property.

The proposed location is within the City's primary industrial area, a preferred location for cellular tower facilities noted in City Policy 3.18. Surrounding land uses include:

North: M-1 industrial parcels;
South: M-1 industrial parcels;
East: M-1 industrial parcels; and
West: M-1 industrial parcels.

CLS has submitted a consultation and information package to the City (Appendix 4). In accordance with Innovation, Science and Economic Development Canada (ISED – formerly Industry Canada) Client Procedures and City Policy 3.18, the proponent is required to consult with the City prior to installation of the tower. CLS is seeking concurrence from the City in the form of a resolution from Council.

Demand for service at this location has been well known for some time. Several letters of support have been received and are attached as Appendix 5.

While this is a preferred location under City Policy 3.18, it does not meet the consultation exemption criteria (applicable to lands within the OCP Forest Reserve designation), thus the proponent is required to complete a community consultation process prior to installation including preliminary consultation, proposal

submission, and public consultation. Staff note that a site on the crown parcels west of this site would have been exempt from the City Policy consultation process.

During preliminary consultation, alternative sites have been discussed with City staff, as well ensuring the site is outside the Shuswap Regional Airport approach corridor (Appendix 6). In adherence with City Policy, a resolution from Council is expected to complete the City consultation process.

Consultation and Public Notification
The City's public consultation requirements are generally aligned with the ISED Public Consultation Process (CPC) as follows (additional details are contained in the CPC):

1. Posting of a notification sign on site, publication of a notice in the local newspaper, and submission of a notification package to all owners, occupiers and authorities within a radius of three times the tower height, measured from the base of the tower or perimeter of the supporting structure. The notification package is provided within Appendix 4;
2. Following the public comment period, the proponent must respond to all reasonable and relevant concerns and provide for an additional 21 days for a reply to the proponent's response; and
3. Once the proponent has made adequate efforts to address or resolve all reasonable and relevant concerns, the public notification and consultation process is considered complete.

The proponent has met the consultation requirements detailed in the City's Policy. The proponent has provided a summary of the consultation process and responses received (Appendix 4).

COMMENTS

Building Department
The BC Building Code does not apply to the construction of cellular towers, except where the tower is affixed to a building. A Building Permit is not required for the proposed equipment shelter (under 10 m^2).

Planning Department
The regulation of the installation of cellular towers is under the exclusive jurisdiction of the federal government and its agencies (e.g. ISED and Health Canada), meaning that the City's bylaws do not apply to the proposed cellular tower. However, in accordance with ISED's requirements, the proponent is required to consult with the City and notify the public prior to installation. The proponent has adhered to the City's Policy and has provided the City with details of the proposed installation and the completed consultation process.

From a land use perspective, the current and anticipated or future land use patterns in and around the proposed site appear compatible and aligned with the direction of the City Policy for such structures to be sited in industrial and rural areas, an option substantially less conflicted than siting the towers within urbanized, residential areas of the City. As detailed in their submission, the applicant has explored location options, and has offered other providers the option to utilize the proposed tower. In the opinion of staff, the visual impact of the structure is mitigated by its position relative to the tall slopes of Mount Ida and the surrounding industrial development in the area.

CONCLUSION

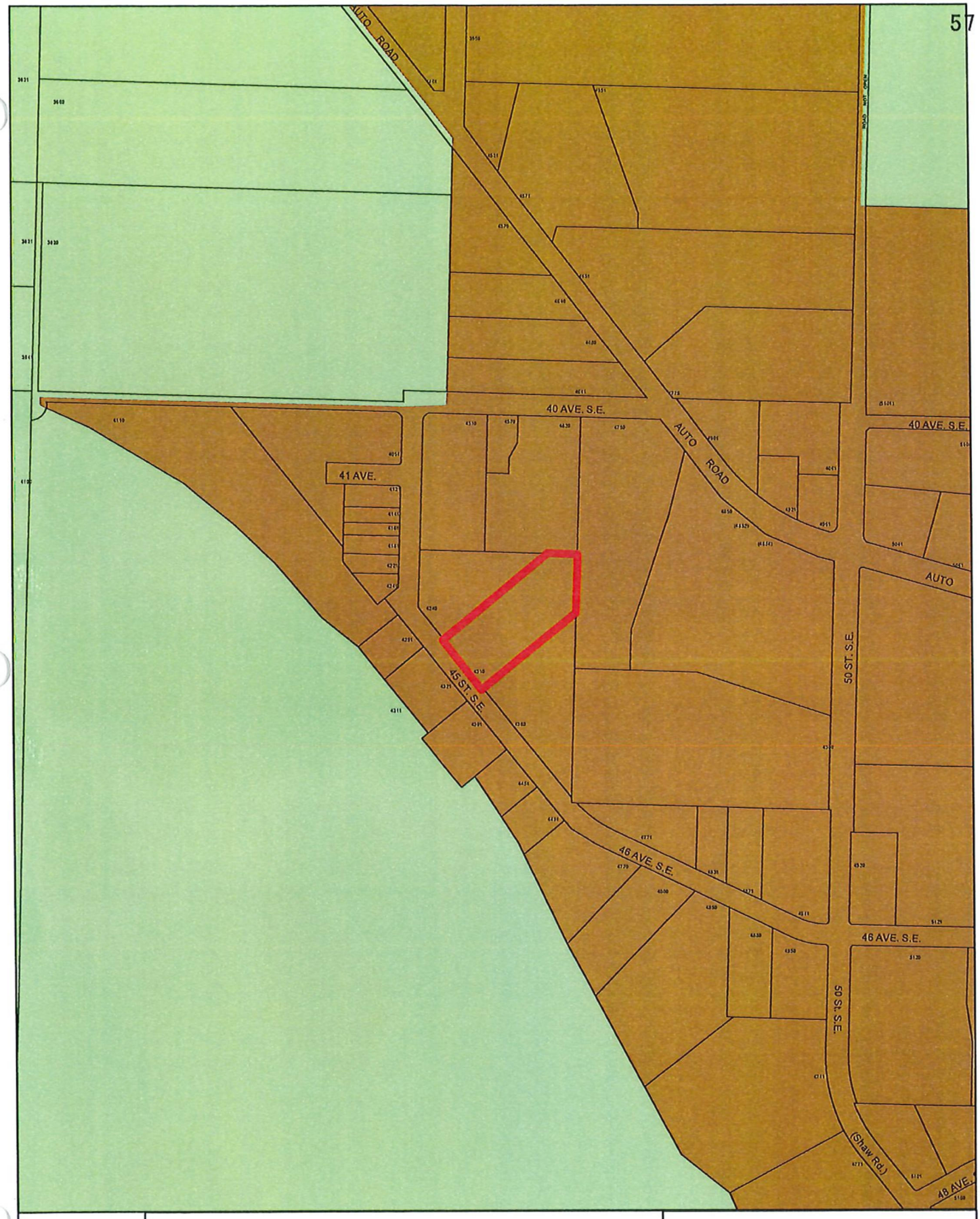
Staff recommends that Council advise the proponent that consultation has occurred, City policy has been addressed, and that the City concurs with the location of infrastructure at the proposed site.

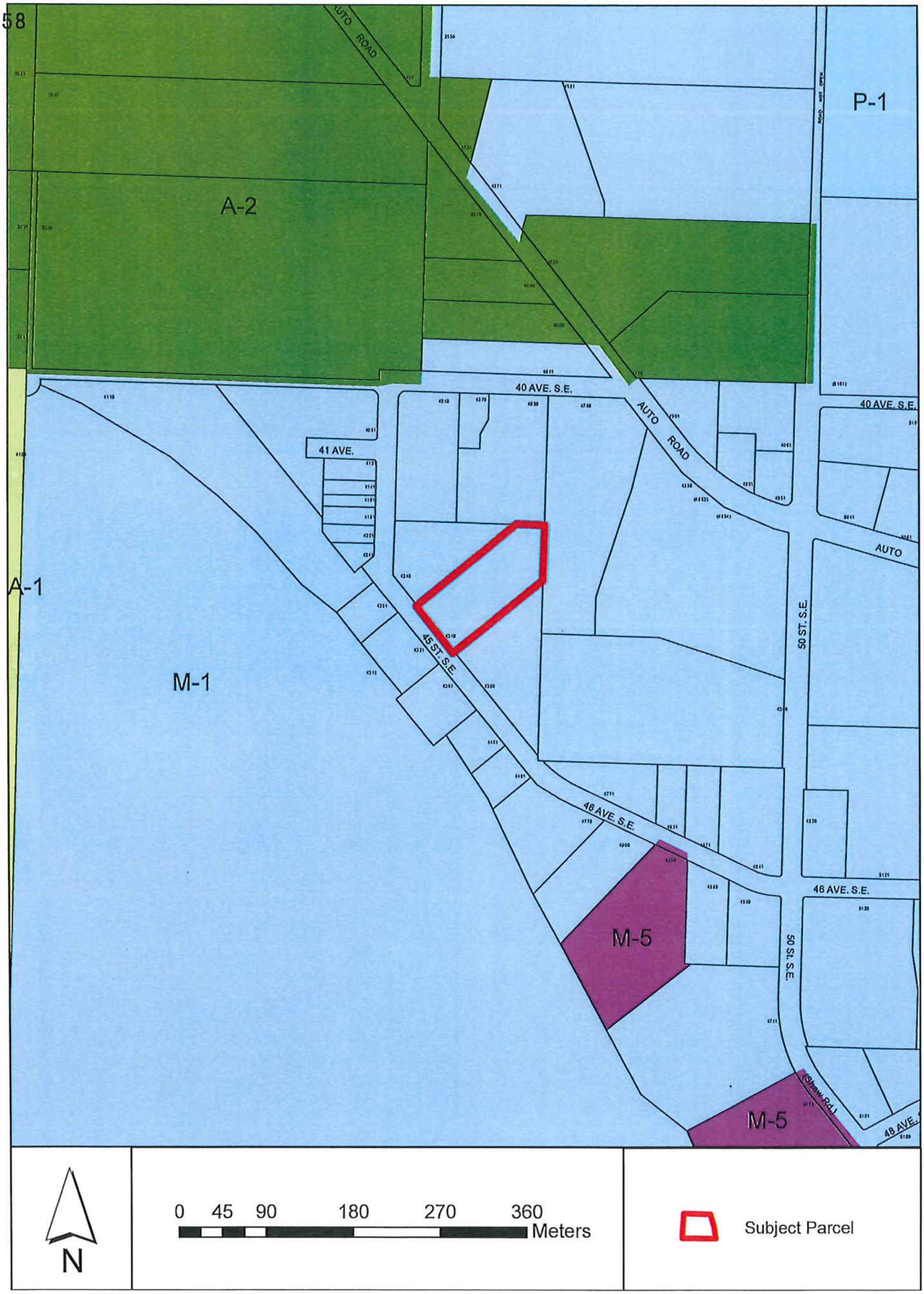
Prepared by: Chris Larson, MCIP, RPP
Senior Planner

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

Appendix 1: Aerial View




AUTO ROAD
40 AVE. S.E.
41 AVE.
AUTO ROAD
40 AVE. S.E.
AUTO
45 ST. S.E.
50 ST. S.E.
46 AVE. S.E.
46 AVE. S.E.
50 St. S.E.
(Shaw Rd.)
A8 AVE.
N
0 45 90 180 270 360
Meters
Acreage Reserve
Industrial General
Subject Parcel


58
AUTO ROAD
P-1
A-2
40 AVE. S.E.
40 AVE. S.E.
AUTO ROAD
41 AVE.
AUTO
A-1
45 ST. S.E.
50 ST. S.E.
M-1
46 AVE. S.E.
46 AVE. S.E.
M-5
50 ST. S.E.
(Shaw Rd.)
M-5
48 AVE.
N
0 45 90 180 270 360
Meters
Subject Parcel

Appendix 4

TELUS

CYPRESS LAND SERVICES

May 25, 2021

Via Email: clarson@salmonarm.ca

Chris Larson, MCIP
Planning and Development Officer
City of Salmon Arm
500 2nd Avenue NE Box 40
Salmon Arm V1E 4N2

Dear Mr. Larson

Subject: Request for Concurrence for a TELUS Wireless Communications Facility

TELUS Site:	BC107241
Proposed Location:	Municipal Address: 4310 45 St, Salmon Arm, BC Legal: PID: 005-269-601 Coordinates: N 50.668994°, W 119.232556°
Description:	60.0 metre self-support / wireless communications facility

Please be advised that TELUS has completed the public consultation process, following The City of Salmon Arm's adopted Communication Antenna System Location and Consultation, POLICY NO. 3.18. as it relates the proposed wireless antenna installations in the above noted subject line. TELUS is respectfully requesting, from the CITY OF SALMON ARM Council, concurrence for the proposal to build a 60.0 self-support telecommunication facility in an effort to provide improved TELUS wireless communications services to the immediate area. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process.

On April 6, 2021, an Information Package was submitted to the CITY OF SALMON ARM formalizing the initiation of the consultation process with the Regional District. Please see **Appendix 1: Information Package.**

On April 13, 2021, notification packages were mailed to property owners within a radius of three times the tower height (approximately 180.0 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package.**

On April 21, 2021 an advertisement ran in the Salmon Arm Observer, please see **Appendix 3: Newspaper Tear Sheet.**

On May 21, 2021 the consultation period ended. During the consultation period, 20 comments of support were received. **Please see Appendix 4: Comments and Responses Tracker.**

TELUS is committed to providing reliable wireless service to CITY OF SALMON ARM. If the City concurs with the proposed wireless communications facility project, please find in **Appendix 5: Sample Resolution,** a sample resolution which may be used. Should you require any additional information, please do not hesitate to contact us 604-620-0877 or by e-mail at tawny@cypresslandservices.com.

Tawny Verigin
Manager of Government Affairs



Cypress Land Services
Agents for TELUS

Appendix 1: Information Package

Appendix 4

CYPRESS
LAND SERVICES

Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC V6C 1T2

Telephone: 604.620.0877
Facsimile: 604.620.0876
Website : www.cypresslandservices.com

April 6, 2021

Via Email: clarson@salmonarm.ca

Chris Larson, MCIP
Planning and Development Officer
City of Salmon Arm
500 2nd Avenue NE Box 40
Salmon Arm V1E 4N2

Dear Mr. Larson

Subject:	**TELUS Telecommunications Facility Proposal Information Package**
Municipal Address:	**4310 45 St, Salmon Arm, BC**
Legal:	**PID: 005-269-601**
Coordinates:	**N 50.668994°, W 119.232556°**
TELUS Site:	**BC107241**

Overview

Cypress Land Services Inc., in our capacity as agents to TELUS, is submitting this information package to formalize the consultation process related to the installation and operation of a telecommunications facility. The proposed facility will improve wireless services to residents, businesses and the travelling public in the vicinity of the facility.

Proposed Site

The subject property is currently used as industrial shop for the application of ceramic powder coating. It is proposed to locate the tower behind the existing building against the northern property line. Access is existing to the proposed site. The facility will consist of a 60.0 metre self-support tower with accessory electrical equipment cabinet at the base all enclosed within a security fence. Please see **Schedule A: Tower Site Location.**

Rationale for Site Selection

The proposed site is a result of many considerations. Existing structures, including towers and BC Hydro structures were initially reviewed during the site selection process. After careful examination, TELUS determined there are no viable existing structures in the area that could be utilized in a feasible and timely manner to service the needs of the industrial area. The proposed location is considered to be appropriate as the facility is proposed to be located on industrial lands within an industrial park. The tower will be located next to a stand of mature trees that will screen about 50% of the tower from view in some directions (north, east and west). From a radio frequency perspective, a site at this central location allows TELUS to improve service to the industrial area and beyond. TELUS has heard from several customers in the area requesting improved service.

Tower Proposal Details

TELUS is proposing to construct at 60.0 metre self-support steel tower inclusive of a 3.1 metre lightning rod installed at the top of the tower, and equipment shelter at grade, enclosed by a chain link fenced equipment compound, occupying an area of 15.0 metres by 15.0 metres. The tower will have up to 15 antennas.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans** and a Photo-Simulation, please see **Schedule C.** These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. Transport Canada approval may require tower lighting and/or marking.

Consultation Process and Concurrence Requirements

Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, requires all proponents to consult with the local land use authority and public, notwithstanding that ISED has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower.

The City of Salmon Arm has adopted Communication Antenna System Location and Consultation, POLICY NO. 3.18. Proponents will consult with the Development Services Department of the City regarding locations within the City boundary being physically assessed for a potential antenna system. The consultation process is generally comprised of the following potential steps for non-exempt proposals: 1) Preliminary Consultation, 2) Proposal Submission, 3) Public Consultation, and 4) Statement of Concurrence or Non-Concurrence from City Council. The City will aim to complete the consultation process within 120 days. Proponents should note that consultation process timelines may be impacted by the Council meeting cycle and other priorities of the Development Services Department.

Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at: Health Canada: http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php.

Conclusion

Please consider this information package as the official commencement of consultation with the City. TELUS is committed to working with the City and the community throughout the consultation process.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604-620-0877 or by email at tawny@cypresslandservices.com.

Thank you in advance for your assistance and consideration.

Sincerely,
CYPRESS LAND SERVICES
Agents for TELUS

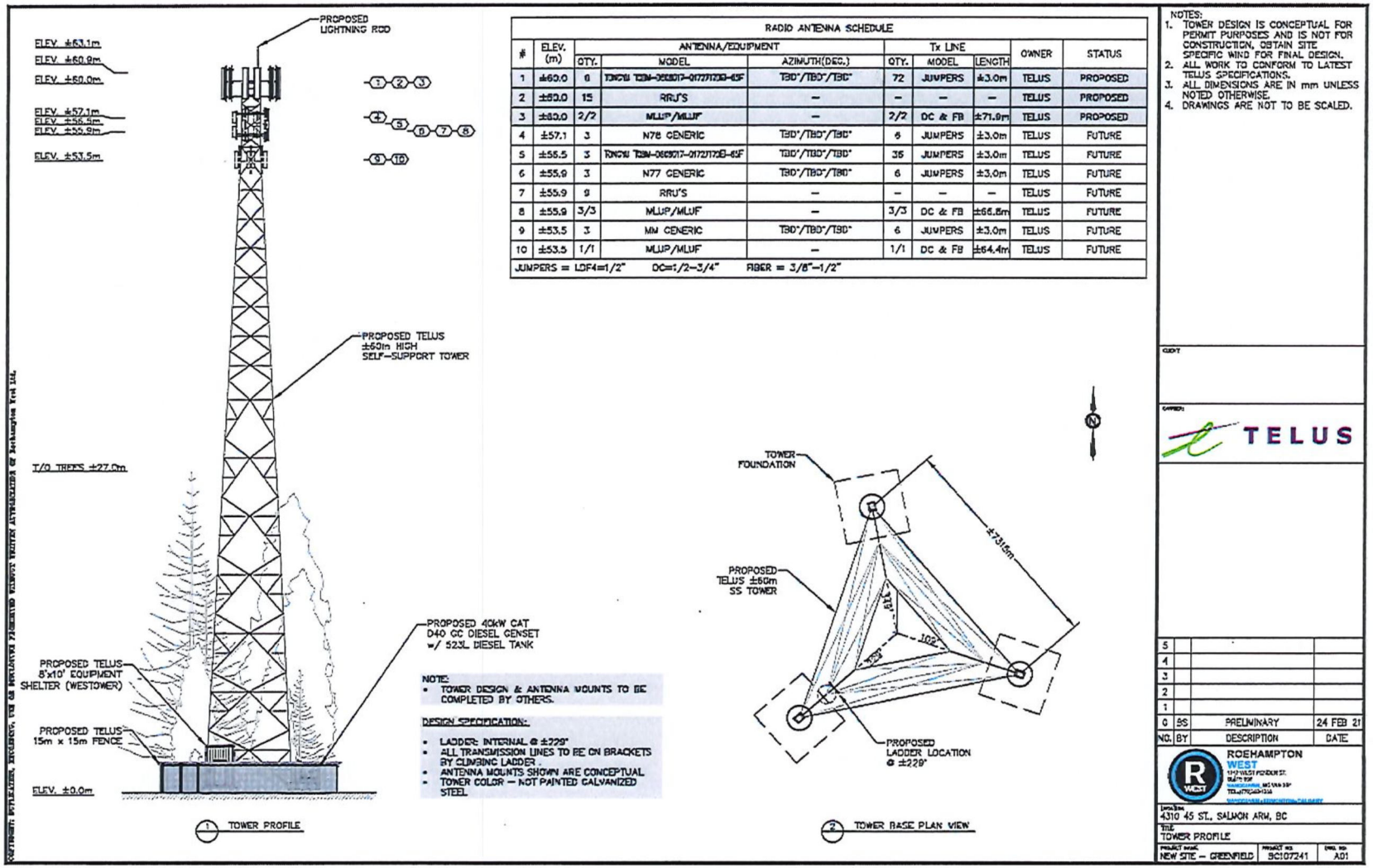
Tawny Verigin
Manager of Government Affairs

cc: Cheryl Bilyk, Real Estate Manager, TELUS

SCHEDULE A
TOWER SITE LOCATION



SCHEDULE B
PRELIMINARY DESIGN PLANS – TOWER PROFILE



RADIO ANTENNA SCHEDULE

#	ELEV. (m)	ANTENNA/EQUIPMENT QTY.	MODEL	AZIMUTH(DEG.)	Tx LINE QTY.	MODEL	LENGTH	OWNER	STATUS
1	±60.0	6	[illegible]	TBD°/TBD°/TBD°	72	JUMPERS	±3.0m	TELUS	PROPOSED
2	±60.0	15	RRU'S	–	–	–	–	TELUS	PROPOSED
3	±60.0	2/2	MLUP/MLUF	–	2/2	DC & FB	±71.9m	TELUS	PROPOSED
4	±57.1	3	N78 GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
5	±56.5	3	[illegible]	TBD°/TBD°/TBD°	36	JUMPERS	±3.0m	TELUS	FUTURE
6	±55.9	3	N77 GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
7	±55.9	9	RRU'S	–	–	–	–	TELUS	FUTURE
8	±55.9	3/3	MLUP/MLUF	–	3/3	DC & FB	±66.8m	TELUS	FUTURE
9	±53.5	3	MM GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
10	±53.5	1/1	MLUP/MLUF	–	1/1	DC & FB	±64.4m	TELUS	FUTURE

JUMPERS = LDF4=1/2" DC=1/2-3/4" FIBER = 3/8"-1/2"

NOTES:
1. TOWER DESIGN IS CONCEPTUAL FOR PERMIT PURPOSES AND IS NOT FOR CONSTRUCTION. OBTAIN SITE SPECIFIC WIND FOR FINAL DESIGN.
2. ALL WORK TO CONFORM TO LATEST TELUS SPECIFICATIONS.
3. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
4. DRAWINGS ARE NOT TO BE SCALED.

CLIENT: TELUS

NO.	BY	DESCRIPTION	DATE
5			
4			
3			
2			
1			
0	BS	PRELIMINARY	24 FEB 21

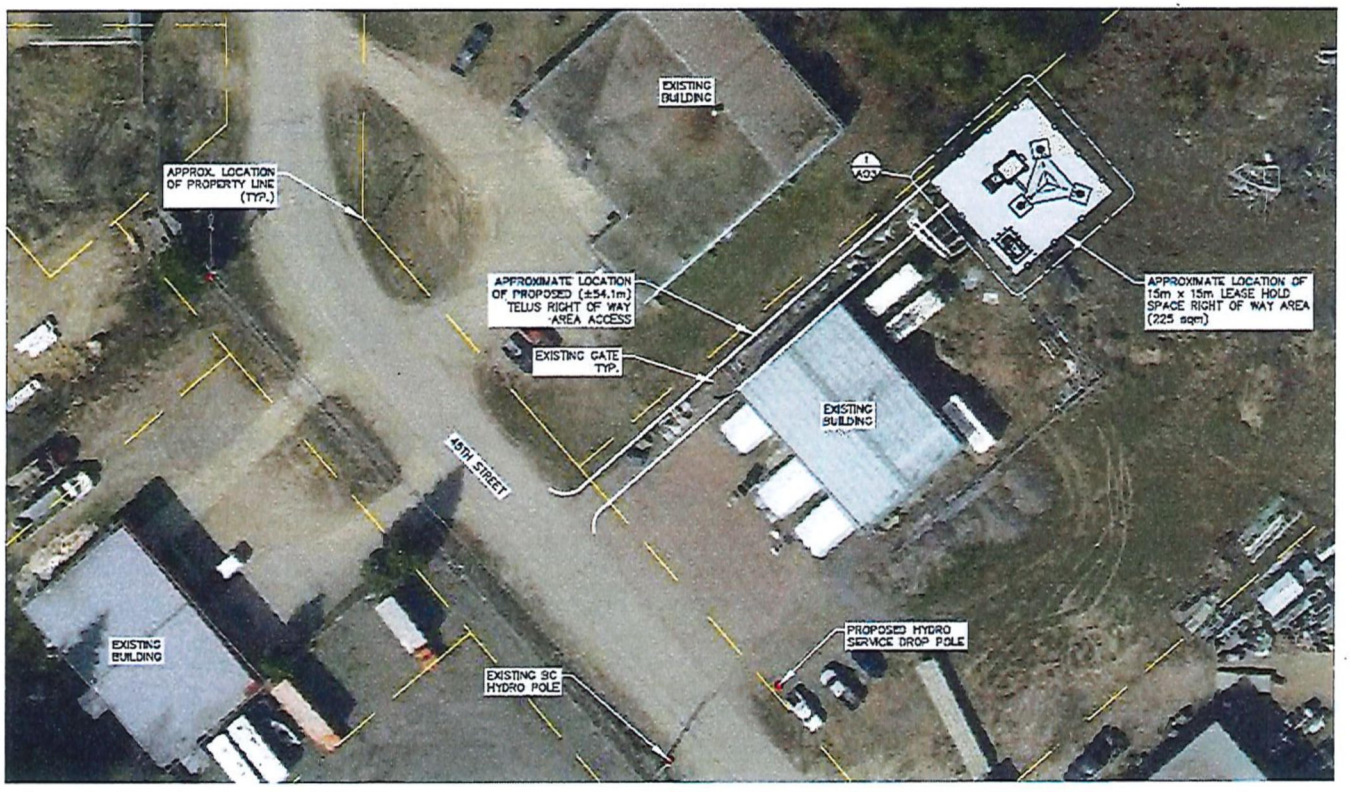
ROEHAMPTON WEST

LOCATION: 4310 45 ST., SALMON ARM, BC

TITLE: TOWER PROFILE

PROJECT NAME: NEW SITE – GREENFIELD | PROJECT NO: BC107241 | DWG NO: A01

SCHEDULE B
PRELIMINARY DESIGN PLANS – SITE PLAN



NOTE:
CLEAR VEGETATION AS REQUIRED W/ LANDLORD & CITY'S APPROVAL

1 SITE PLAN

NOTES:
1. SITE PLAN OBTAINED FROM SITE VISIT 8 DEC 2020.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

TELUS

NO.	BY	DESCRIPTION	DATE
5			
4			
3			
2			
1			
0	BS	PRELIMINARY	24 FEB 21

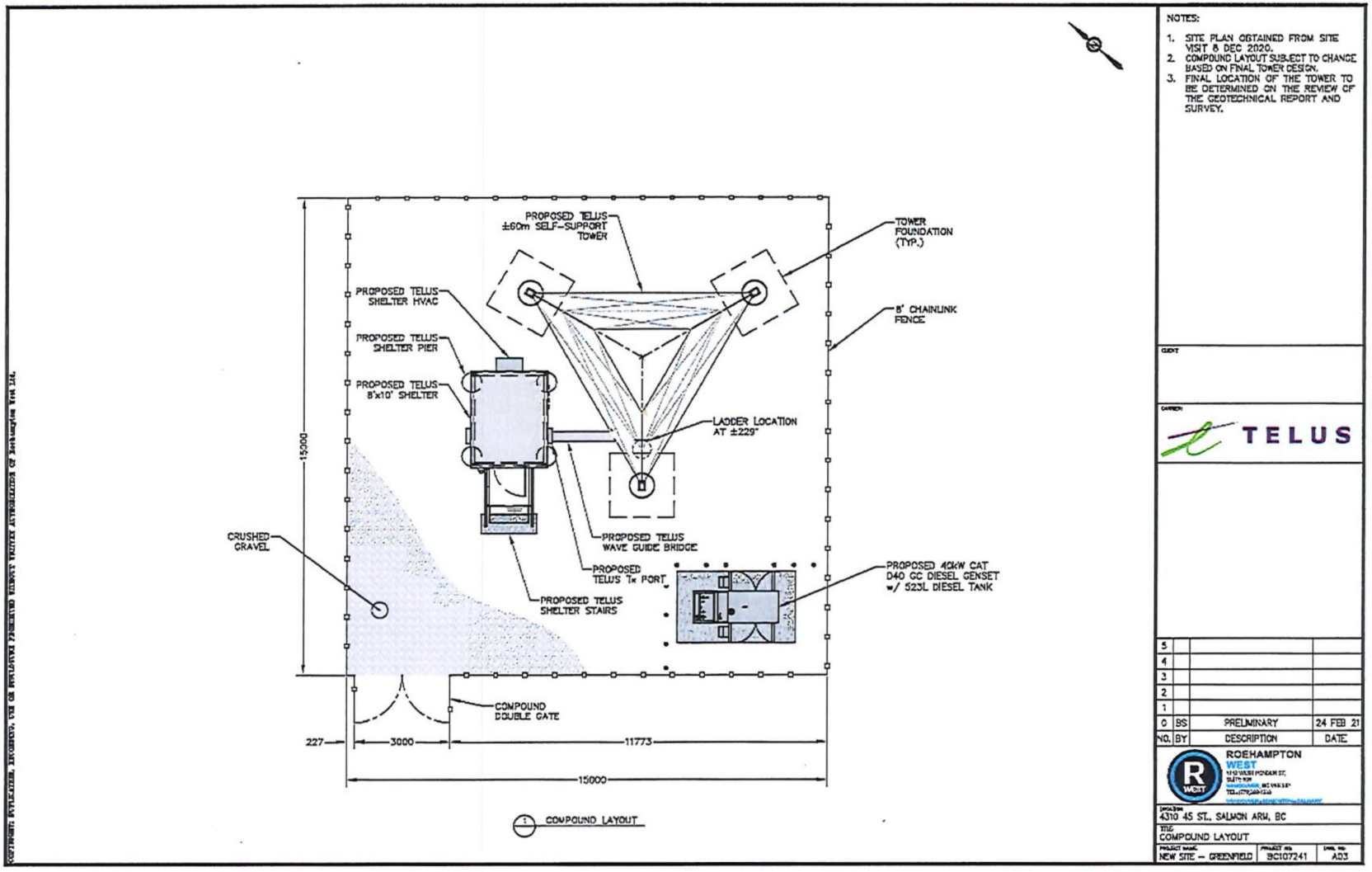
RDEHAMPTON WEST

4310 45 ST., SALMON ARM, BC

SITE PLAN

NEW SITE – GREENFIELD | BC107241 | A02

SCHEDULE B
PRELIMINARY DESIGN PLANS – COMPOUND LAYOUT



SCHEDULE C
PHOTO SIMULATION

BEFORE



AFTER



Artist's rendering of proposed facility.

Photo Simulation is a close representation and is for conceptual purposes only – not to scale.
Proposed design is subject to change based on final engineer plans.
The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.

Appendix 2: Affidavit of Notification

Affidavit of Cypress Land Services

I, Tawny Verigin, Manager of Government Affairs, in the City of Vancouver in the Province of B.C., make an Oath and say:

1. THAT I caused to be sent by regular mail, a notification letter, as included in Appendix A, to property owners, occupants and other recipients, as listed in Appendix B, on April 13, 2021.

Tawny Verigin, Manager of Government Affairs
Cypress Land Services

Sworn/Affirmed/Declared before me at the City of Vancouver, in the Province of B.C., this 13th day of April 2021.

(Commissioner's Signature)

A Commissioner for Taking Affidavits for the Province of B.C.

James Shaw
A Commissioner for Taking Affidavits
For British Columbia
Cypress Land Services Inc.
1051 - 409 Granville Street
Vancouver, BC V6C 1T2
Tel: 604-719-4469
Expires on: October 31, 2022

(Commissioner's stamp or printed name and expiry date)

Appendix A: Notification Letter

Dear Owner/Occupant, April 13, 2021

Please accept this notification regarding proposed TELUS Communications Inc. ("TELUS") wireless service improvements in your community.

Subject:	**TELUS Telecommunications Facility Proposal**
Municipal Address:	**4310 45 Street, Salmon Arm, BC**
Legal:	**PID: 005-269-601**
Coordinates:	**N 50.668994°, W 119.232556°**
TELUS Site:	**BC107241**

What is proposed?

TELUS seeks to continue to provide high quality wireless telecommunications services to communities throughout British Columbia. Increasingly, communities depend on wireless voice, data and internet communications for business, personal enjoyment and personal security reasons. As such, TELUS is proposing to improve wireless services in areas of south Salmon Arm with a new telecommunications facility.

TELUS proposes to install a 60.0 metre self-support tower with accessory electrical equipment cabinet at the base all enclosed within a security fence at 4310 45 Street, Salmon Arm, BC. The proposed tower may have sufficient space and loading capacity for additional antennas should another carrier wish to install equipment to support their network requirements at this location dependent upon the type of equipment.

Regulatory Authority

Telecommunications carriers are required by Innovation, Science, and Economic Development Canada ("ISED"), formerly Industry Canada, to consult with the local municipality and the general public regarding new installations. ISED does have exclusive jurisdiction over the approval and placement of telecommunications installations.

The consultation process will provide an opportunity for residents, stakeholders and landowners to obtain detailed information regarding the proposal and to provide comments for consideration. Any inquiries that are received as a result of this notification will be logged and submitted to the City of Salmon Arm as part of our application for concurrence.

Local Municipality

The City of Salmon Arm has adopted Communication Antenna System Location and Consultation, POLICY NO. 3.18. Proponents will consult with the Development Services Department of the City regarding locations within the City boundary being physically assessed for a potential antenna system.

This consultation process requires TELUS to submit an official Proposal to the City of Salmon Arm and carry out a Public Consultation process by notifying all properties within three times the height of the proposed structure and placing an advertisement in the local newspaper, the Salmon Arm Observer. This notification is to provide the opportunity to obtain information regarding the proposal, ask questions and provide comments. The public is offered 30 days to provide comment. The closing period for comments to be received by TELUS is May 21, 2021.

The City will aim to complete the consultation process within 120 days. At the conclusion of the consultation process, TELUS will provide a summary of comments received from the community as well as the replies provided by TELUS to the City of Salmon Arm Council for consideration of a Statement of Concurrence or Non-Concurrence from City Council.

TELUS®

Location
The subject property, 4310 45 St, Salmon Arm, BC, is currently used as industrial shop for the application of ceramic powder coating. It is proposed to locate the tower behind the existing building against the northern property line at the coordinates N 49.522099°, W 123.915699°. To confirm, there are no existing structures in the vicinity of the proposed tower to collocate antennas on. Please see Aerial Map on page 3. The tower will be located next to a stand of mature trees that will screen about 50% of the tower from view in some directions (north, east and west). From a radio frequency perspective, a site at this central location allows TELUS to improve service to the industrial area and beyond. TELUS has heard from several customers in the area requesting improved service.

Safety Code 6
ISED requires all wireless carriers to operate in accordance with Health Canada's safety standards. TELUS attests that the installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time.

Site Access
Access exists through the property. Construction is expected to take approximately one to two months.

Environment
TELUS confirms that the installation is excluded from environmental assessment under the *Canadian Environmental Assessment Act*.

Transport Canada
The tower has been reviewed by Transport Canada and will not require lighting or aeronautical markings.

Structural Considerations
TELUS confirms that the antenna structure described in this notification package will apply good engineering practices including, structural adequacy during construction. Third parties may apply to add equipment should they like.

General Information
General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website: http://www.ic.gc.ca/eic/site/ic-gc.nsf/eng/07422.html.

Contacts:
TELUS c/o Tawny Verigin of Cypress Land Services, Agents for TELUS
Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2
Phone: 1-855-301-1520, Fax: 604-620-0876
Email: publicconsultation@cypresslandservices.com

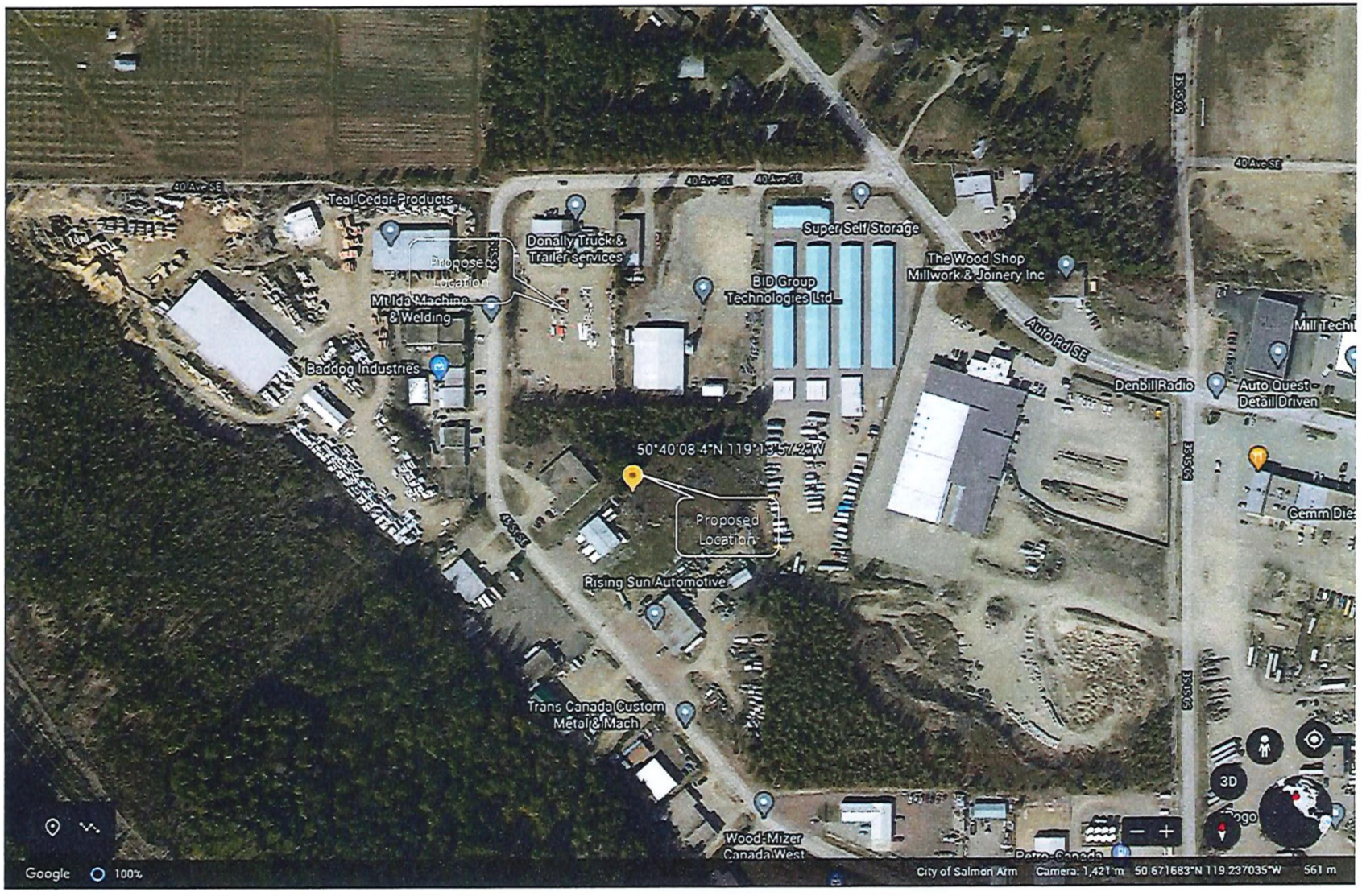
ISED – Lower Mainland District Office
13401 – 108 Avenue, Suite 1700, Surrey BC V3T 5V6
Phone: 604-586-2521, Fax: 604-586-2528
Email: ic.spectrumsurrey-surreyspectre.ic@canada.ca

Local Government Contact - City of Salmon Arm c/o Chris Larson, MCIP, Planning and Development Officer
500 2nd Avenue NE Box 40, Salmon Arm V1E 4N2
Phone: 250-03-4000
Email: clarson@salmonarm.ca

If you have any specific questions regarding the proposal, please feel welcome to contact the above.

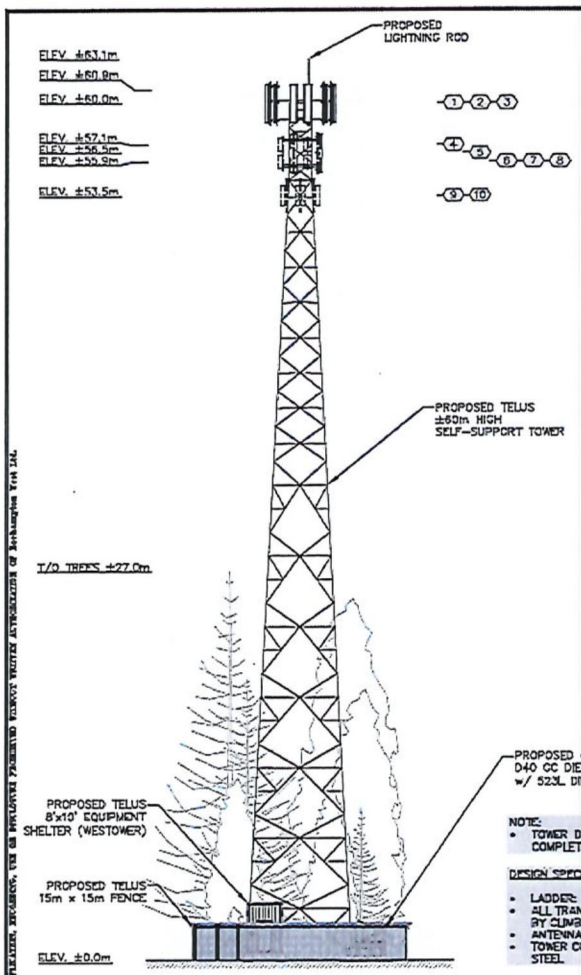
TELUS®

AERIAL MAP



TELUS®

PRELIMINARY DESIGN PLANS – TOWER PROFILE

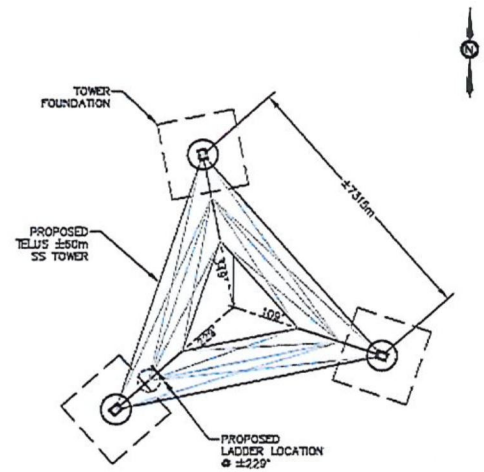


1 TOWER PROFILE

RADIO ANTENNA SCHEDULE									
#	ELEV. (m)	ANTENNA/EQUIPMENT			Tx LINE			OWNER	STATUS
		QTY.	MODEL	AZIMUTH(DEG.)	QTY.	MODEL	LENGTH		
1	±60.0	6	TONGYU TQBM-0608017-01727170EI-65F	TBD°/TBD°/TBD°	72	JUMPERS	±3.0m	TELUS	PROPOSED
2	±60.0	15	RRU'S	–	–	–	–	TELUS	PROPOSED
3	±60.0	2/2	MLUP/MLUF	–	2/2	DC & FB	±71.9m	TELUS	PROPOSED
4	±57.1	3	N78 GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
5	±56.5	3	TONGYU TQBM-0608017-01727170EI-65F	TBD°/TBD°/TBD°	36	JUMPERS	±3.0m	TELUS	FUTURE
6	±55.9	3	N77 GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
7	±55.9	9	RRU'S	–	–	–	–	TELUS	FUTURE
8	±55.9	3/3	MLUP/MLUF	–	3/3	DC & FB	±66.8m	TELUS	FUTURE
9	±53.5	3	MM GENERIC	TBD°/TBD°/TBD°	6	JUMPERS	±3.0m	TELUS	FUTURE
10	±53.5	1/1	MLUP/MLUF	–	1/1	DC & FB	±64.4m	TELUS	FUTURE
JUMPERS = LDF4=1/2" DC=1/2–3/4" FIBER = 3/8"–1/2"									

NOTE:
- TOWER DESIGN & ANTENNA MOUNTS TO BE COMPLETED BY OTHERS.

DESIGN SPECIFICATION:
- LADDER: INTERNAL @ ±229°
- ALL TRANSMISSION LINES TO BE ON BRACKETS BY CLIMBING LADDER
- ANTENNA MOUNTS SHOWN ARE CONCEPTUAL
- TOWER COLOR – NOT PAINTED GALVANIZED STEEL



2 TOWER BASE PLAN VIEW

NOTES:
1. TOWER DESIGN IS CONCEPTUAL FOR PERMIT PURPOSES AND IS NOT FOR CONSTRUCTION, OBTAIN SITE SPECIFIC WIND FOR FINAL DESIGN.
2. ALL WORK TO CONFORM TO LATEST TELUS SPECIFICATIONS.
3. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
4. DRAWINGS ARE NOT TO BE SCALED.

CLIENT

CARRIER: TELUS

NO.	BY	DESCRIPTION	DATE
5			
4			
3			
2			
1			
0	BS	PRELIMINARY	24 FEB 21

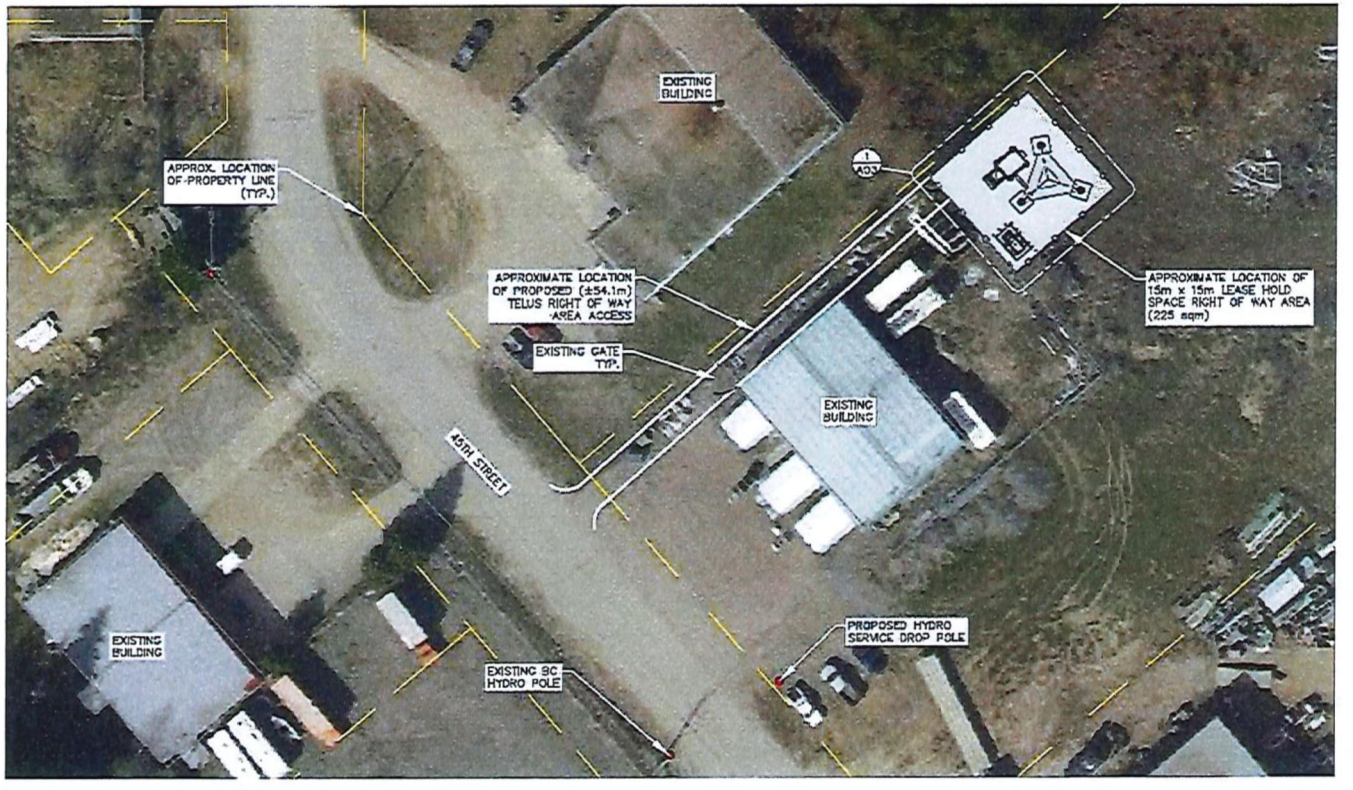
ROEHAMPTON WEST

LOCATION: 4310 45 ST., SALMON ARM, BC

TITLE: TOWER PROFILE

PROJECT NAME: NEW SITE – GREENFIELD | PROJECT NO.: BC107241 | DWG. NO.: A01

PRELIMINARY DESIGN PLANS – SITE PLAN



NOTE:
CLEAR VEGETATION AS REQUIRED W/ LANDLORD & CITY'S APPROVAL

1 SITE PLAN

NOTES:
1. SITE PLAN OBTAINED FROM SITE VISIT 8 DEC 2020.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT

TELUS

NO.	BY	DESCRIPTION	DATE
5			
4			
3			
2			
1			
0	BS	PRELIMINARY	24 FEB 21

ROEHAMPTON WEST

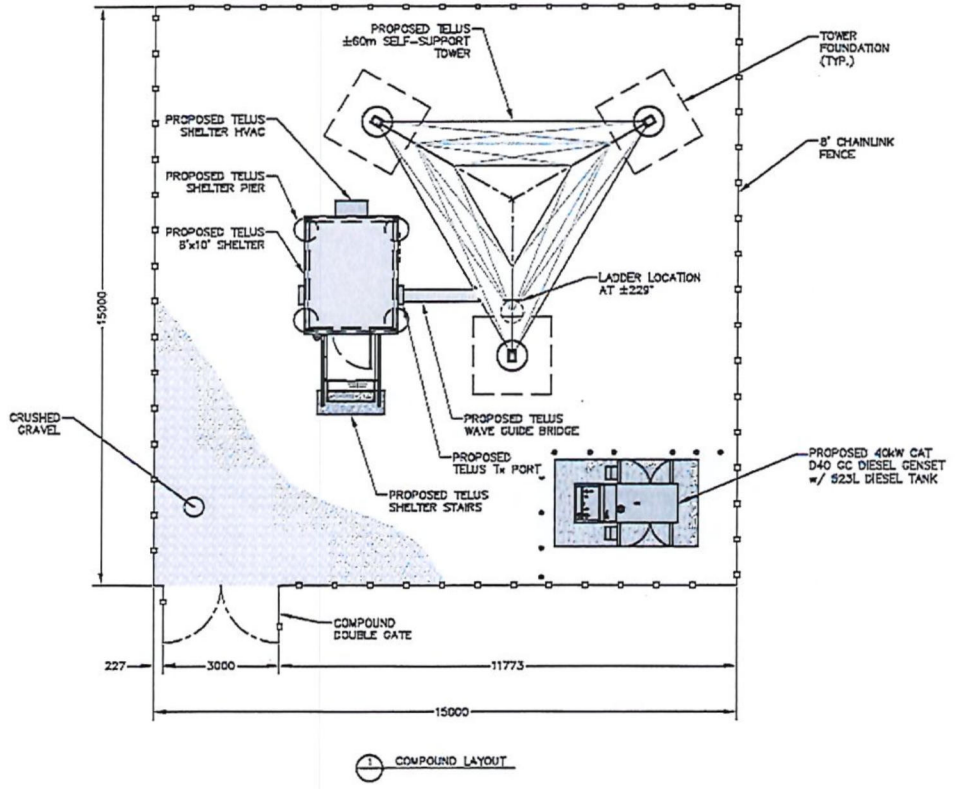
LOCATION: 4310 45 ST., SALMON ARM, BC

TITLE: SITE PLAN

PROJECT NAME: NEW SITE – GREENFIELD | PROJECT NO.: BC107241 | DWG. NO.: A02

COPYRIGHT RESERVED. THIS DRAWING AND DESIGN IS THE EXCLUSIVE PROPERTY OF TELUS AND MAY NOT BE REPRODUCED WITHOUT WRITTEN AUTHORIZATION OF Roehampton West Ltd.

PRELIMINARY DESIGN PLANS – COMPOUND LAYOUT



1 COMPOUND LAYOUT

NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT 8 DEC 2020.
2. COMPOUND LAYOUT SUBJECT TO CHANGE BASED ON FINAL TOWER DESIGN.
3. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT

TELUS

NO.	BY	DESCRIPTION	DATE
5			
4			
3			
2			
1			
0	BS	PRELIMINARY	24 FEB 21

ROEHAMPTON WEST

LOCATION: 4310 45 ST., SALMON ARM, BC

TITLE: COMPOUND LAYOUT

PROJECT NAME: NEW SITE – GREENFIELD | PROJECT NO: BC107241 | DWG NO: A03

COPYRIGHT RESERVED. THIS DRAWING AND DESIGN IS THE PROPERTY OF ROEHAMPTON WEST ARCHITECTURE & INTERIOR DESIGN LTD.

PHOTO SIMULATION

BEFORE



AFTER



Artist's rendering of proposed facility.

Photo Simulation is a close representation and is for conceptual purposes only – not to scale.
Proposed design is subject to change based on final engineer plans.
The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.

COMMENT SHEET
TELUS TELECOMMUNICATIONS FACILITY PROPOSAL
MUNICIPAL ADDRESS: 4310 45 ST, SALMON ARM, BC
LEGAL: PID: 005-269-601
COORDINATES: N 50.668994°, W 119.232556°
TELUS SITE: BC107241

1. Do you feel this is an appropriate location for the proposed facility?

☐ Yes
☐ No

Comments _____

2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?

☐ Yes
☐ No

Comments _____

3. Additional Comments _____

Please provide your name and full mailing address if you would like to be informed about the status of this proposal. This information will not be used for marketing purposes; however, your comments will only be used by TELUS in satisfying the City of Salmon Arm's Communication Antenna System Location and Consultation, POLICY NO. 3.18 requirements. The closing period for comments to be received by TELUS is May 21, 2021.

Name _____
(Please print clearly)
Email Address _____
Mailing Address _____

TELUS c/o Cypress Land Services Inc.
Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2
Attention: Tawny Verigin, Manager of Government Affairs
Email: publicconsultation@cypresslandservices.com
Thank you for your input.

Appendix B: List of Property Owners, Occupants and Other Recipients

Appendix 3: Newspaper Tear Sheets

Legal Notices | Legal Notices | Legal Notices | Legal Notices | Legal Notices | Legal Notices | Legal Notices | Legal Notices

TAKE NOTICE THAT;

Any One with a prior, equal, or superior right or interest in/to/for/of the NAME: SEAN MORGAN DENISON or DENISON, SEAN MORGAN Estate in any style or variation thereof capable to confuse, suspend or clog said NAME or Estate is hereby WARRANTED to present their said claim to witness: Curt Roelfsema 1116 Grayston Rd Enderby BC V0E1V3 before expiration of twenty-eight (28) days of this Notice publication (Original Publication date April 14 2021).

Garage Sales

Salmon Arm Moving Sale
Friday April 23rd
Saturday April 24th
251 17th Street SE
10:00 a.m - 4:00 p.m
Furniture, Household Items,Tools, etc.

Misc. Wanted

$$$$$ Cash Paid for GOLD & SILVER coins, bars, bullion, ingots, coin collections, jewelry, nuggets, plaster gold, gold dust, gold dental work, old sterling silver, sets, scrap+. Anything gold, silver, platinum etc. Todd The Coin Guy. 250-864-3521

RECORDS RECORDS BUYING large or small collections. Gary 250-838-0644

Misc. Wanted

$$$ Coin Collector Buying Royal Canadian Mint coins, coin collections, old coins, paper money, pre 1968 silver coins, bullion, bars, world money collections.+ ANYTHING GOLD & SILVER Todd The Coin Guy 250-864-3521

Rentals

Apt/Condo for Rent

Lakeview Manor Apts
Two fully furn suites:
1 bdrm & level entry
1 bdrm/study, in quiet, adult, n/s, n/p building.
Close to all amenities.
$1150/mo + hydro
250-833-9148 Refs req.
lakeviewmanor@telus.net

New JOBS posted daily www.localwork.ca

Scrap Car Removal

Aarrow Recycling

We Pay CA$H For Most
Call for an estimate
Serving The North Okanagan
604.551.9022

WHERE BUYERS AND SELLERS MEET
1-866-865-4460



TELUS®

Notice of Proposed TELUS Communication Inc. Telecommunications Facility

Description: As part of the public consultation process required by Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, TELUS Communication Inc. is inviting the public to comment on a proposed telecommunications facility consisting of a 63.1 metre self-support tower and ancillary radio equipment in order to provide dependable wireless data and voice communication services to Salmon Arm.

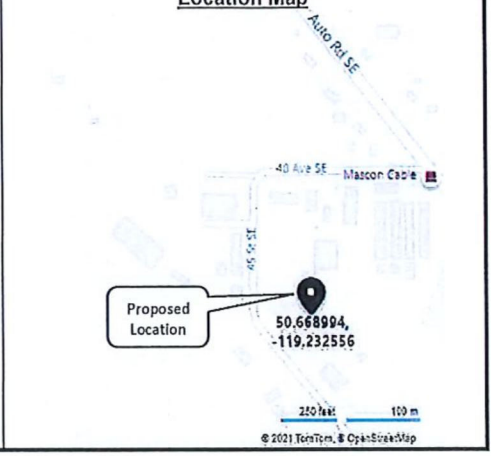
Location: 4310 45 St, Salmon Arm, BC (PID: 005-269-601)
Coordinates: N 50.668994°, W 119.232556°

For More Information:
Contact TELUS Communications Inc. at:
Tawny Verigin
c/o Cypress Land Services
Agents to TELUS Communications Inc.
Suite 1051, 409 Granville Street
Vancouver, BC V6C 1T2
Tel: 1.855.301.1520
Email:
publicconsultation@cypresslandservices.com

The public is welcome to comment on the proposal by the end of the business day on May 21, 2021 respect to this matter.

TELUS File: BC107241

Location Map





Appendix 4: Comments and Responses Tracker

Comments & Responses Tracker
#CB107241

Name of Resident	Email	Date Message Received	Email, Letter, Comment Sheet or Voice Message	Comment or Question	Support / non-support / neutral	Response to Comment or Question	Date Response Sent
Wilf Rischmueller / BLD Group Technologies	Patty.Unterschultz@bldgroup.ca,	20-Apr	comment sheet	1. Do you feel this is an appropriate location for the proposed facility? X Yes O No Comments: N/A 2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest? X Yes O No Comments: N/A 3. Additional Comments: N/A	Support	Hi Patty & Wilf, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Regards, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	20-Apr
Curtis Olson	Curt Olson <curtolson@shaw.ca>	22-Apr	email	Dear Tawny Verigin: I wish to offer my support for the proposed Telus telecommunications facility in Salmon Arm as per the above noted file number. Currently, wireless data and voice communications services in Salmon Arm offered by Telus is very poor and in need of a substantial upgrade. In particular, services in the area proposed for the facility is often non-existent leading to multiple dropped phone calls and the inability to use any wireless data information. It would be my hope that this facility will proceed as soon as possible and also that the new facility offer the latest 5G technology. Thank you for the opportunity to provide input. Regards, Curtis Olson Salmon Arm	support	Hi Curt, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	22-Apr
[redacted]		23-Apr	email	Tawny: One more quick question for you. What is the time frame for completion of the tower if it proceeds and will it incorporate 5G technology? Regards Curtis Olson	[redacted]	Hi Curt, Likely later this year on air but its going to come down to how quick the city approves it and TELUS' budget. Right now it is planned to build it asap. It will include 5G but maybe not immediately. Thanks Tawny	12-May
Laurence Roy	Laurence Roy <lroyy@yahoo.ca>	22-Apr	email	Attention Tawny Verigin: Telus cellular service in the Salmon Arm area lags behind many areas of the province. There are numerous gaps in coverage depending on the geographic location and dropped calls and loss of data are frustrating. The proposed expansion in the Industrial Park area in Salmon Arm should hopefully allow us more consistent coverage and the option to access future 5G services and other options. I offer my support to the project and look forward to improved quality of cellar service. Laurence Roy 1010 60 Ave NE Salmon Arm BC	support	Hi Laurence, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	23-Apr
Gord and Barb Duplisse	Barb/Gord Duplisse <bgdupe@telus.net>	23-Apr	email	We are in favour of the file BC107241 Salmon Arm for better data and voice communications, along with a 5G tower. At this time we find it very slow and sometime just doesn't send. We have 300 speed but not working as well as it should be. So you have out support for this tower. Gord and Barb Duplisse Salmon Arm	support	Hi Gord and Barb, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	26-Apr
Rob Seaman	Rob Seaman <rob.seaman@usnr.com>	26-Apr	email	Tawny Verigin, We at USNR are very pleased to hear of the possibility of adding increase service coverage to the Salmon Arm Industrial park. Our offices here employ over 100 people that have been struggling with cell reception for many years now. I have brought it to the attention of our Telus Business Representative(s) on numerous occasions. They have sent out representatives to do sampling and attempted to make improvements, but to date have made no progress. The lack of good coverage on a daily basis affects our businesses capability to communicate, however in the past year we have had two major instances of note that emphasized the issue. The first situation was a safety concern. In the spring of 2020 we held a fire drill. Once the employees had collected at the muster point, cell phones were to be used to communicate with management and the local fire department. Calls made from the parking lot of the facility were incomprehensible. The second issue related to a hardwired network loss at the facility. In the fall of 2020 we were required to disconnect from the hardwired network feed to the facility. As such, we were required to perform medial daily tasks through cellular access. Even with the addition of a cellular signal booster we were barely able to complete these tasks. I have years of communication with Telus about these issues if you are in need of any additional information. USNR would be very supportive of this installation. Rob Seaman | General Manager - Salmon Arm Direct: +1 250 833 3010 | rob.seaman@usnr.com USNR | Millwide, Worldwide.	support	Hi Rob, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	26-Apr

Appendix 4

Comments & Responses Tracker RC107241							
Name of Resident	**Email**	**Date Message Received**	**Email, Letter, Comment Sheet or Voice Message**	**Comment or Question**	**Support / non-support / neutral**	**Response to Comment or Question**	**Date Response Sent**
Mark Bunz CEO, Dinoflex Group LP	Mark Bunz <MBunz@dinoflex.com>	4-May	email	Date: May 05, 2021 TELUS Communications Tawny Verigin c/o Cypress Land Services Agents to TELUS Communications Inc. Suite 1051, 409 Granville Street Vancouver, BC V6C 1T2 RE: TELUS File: RC107241 To Whom it May Concern: I am writing in response to the request for public input on the proposed telecommunications facility and tower under consideration for construction in the Salmon Arm Industrial Park. Given the current wireless data and voice communication services in the Salmon Arm area are completely inadequate, this upgrade to services is not only required, but necessary. The current service grid is completely unreliable as a communication platform for any company to conduct business with its customers. To not have full, reliable cellular coverage within the boundaries of Salmon Arm in the year 2021 is completely unacceptable. Salmon Arm is a growing vibrant community that deserves better. As a company that requires reliable communications to its global customer base, this upgrade has my complete support and the support of Dinoflex Group LP. If there is anything I can do to help in this endeavor, please let me know. Best Regards, Mark Bunz	support	Hi Mark, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc	5-May
Steve Roth	littleprojectsltd@gmail.com	12-May	email	Attn: Tawny Verigin I would just like to confirm my support for the proposed Telus telecommunication facility & tower located at 4310 45st, Salmon Arm BC. Our company has a shop/office located at 5121 46 Ave. SE in the Salmon Arm Industrial Park and have had difficulties for years now with our wireless and cell reception. The signal is inconsistent and annoying at best. Dependable wireless data and voice services would greatly improve our company's efficiency. Regards Steve Roth Little Projects Ltd 250-803-1871 littleprojectsltd@gmail.com	support	Hi Steve, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	12-May
Asha Owens	Asha Owens <asha@mountainsideearthworks.com>	20-May	email	Good morning Tawny, On behalf of Mountain Side Earthworks Ltd, please accept the attached letter in support of the proposed Telus Communication facility. Should you have any questions, please do not hesitate to ask. Thank you, Asha Owens Project Coordinator Mountain Side Earthworks Ltd. 3010 40 Street SE, Salmon Arm, BC V1E 1X7 p: 250.832.7760 | c: 778.955.5441 | f: 250.832.7708 RE: Notice of Proposed TELUS Communication Inc. Telecommunications Facility Dear Tawny Verigin, Please accept this letter as confirmation of our support of the proposed Telus facility. As a business owner in the Salmon Arm area, specifically the Salmon Arm Industrial Park, and operating multiple companies, having good communication with our clients, staff and vendors is integral to our company's ability to provide excellent service and continue to grow. Unfortunately, we have operated our businesses in two different locations in the industrial park, and both locations have had extremely poor cell service. This has resulted in numerous dropped calls, slowed business function & significant frustration for all parties involved. We hope that that the new facility can be approved so that issues of the past can be rectified. Should you have any questions, please do not hesitate to ask. Thank you very much, Terry Sulphur President	support	Hi Asha and Terry, Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	20-May
Lana Fitt, Economic Development Manager Salmon Arm Economic Development Society	Lana Fitt <edo@saeds.ca>	20-May	email	Hi Tawny, Thank you for the opportunity to comment on the proposed cell tower at 4310 45th St in Salmon Arm, BC. Please find attached a package of letters from Salmon Arm businesses and community organizations, in full support of this proposal. Further, attached is an earlier letter from the City of Salmon Arm expressing concerns regarding cellular coverage in the Salmon Arm Industrial Park. Salmon Arm Economic Development Society has been communicating with Telus for a number of months, seeking a solution to this challenging issue which has been affecting all businesses operating in our Industrial Park. We are very hopeful this is the first step towards consistent and reliable Telus cellular service in the Salmon Arm Industrial Park. Lana Fitt, Economic Development Manager Salmon Arm Economic Development Society 250-833-0608	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Alan Harrison, Mayor of Salmon Arm (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	cityhall@salmonarm.ca	20-May	email	At the August 10, 2020 Regular Council Meeting Council passed the following resolution: THAT: Council write a letter for submission to the cellular service providers expressing the concerns regarding cellular coverage in the Salmon Arm Industrial Park. Salmon Arm's industrial and technology sectors are consistently growing, many of which are located in the industrial park. We would like to attract and retain businesses in Salmon Arm area by offering innovation and services that these businesses require. The Industrial Park is a growing economic hub for Salmon Arm. Council supports the Salmon Arm Economic Development Society in their proposal for a prompt solution to the limited cellular services in this area. --	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May

Comments & Responses Tracker BCL07243							
Name of Resident	**Email**	**Date Message Received**	**Email, Letter, Comment Sheet or Voice Message**	**Comment or Question**	**Support / non-support / neutral**	**Response to Comment or Question**	**Date Response Sent**
William Laird, Chairperson (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	edo@saeds.ca	20-May	email	Salmon Arm Economic Development Society (SAEDS) is a registered non profit society operating under a multi-year agreement with the City of Salmon Arm. SAEDS' mandate includes providing support to existing businesses to ensure their sustainability and growth. A large cluster of Salmon Arm's industry is located in the Salmon Arm Industrial Park (please see attached map). The Salmon Arm Industrial Park is located in a central area within city boundaries and is in close proximity to concentrated residential areas, the Trans-Canada Highway and Highway 97B. The Park is home to over 80 businesses representing a variety of economic sectors including aerospace, high-tech, and manufacturing, employing approximately 750 people. This area of our community has limited to no cellular coverage, to the detriment of these 80 businesses. SAEDS has received numerous requests for support from businesses operating in the Industrial Park, related to the lack of cellular service. Businesses have noted that the lack of coverage is a major barrier to their current operations and future growth potential. We are in full support of the proposed cell tower at 4310 45th St, Salmon Arm, BC. The City of Salmon Arm has realized significant growth in the last few years, which we anticipate will continue well into the future. The Industrial Park in particular, is a high-traffic, central area and we eagerly await a solution which will address both the immediate and future needs of our City. We appreciate your attention to this matter.	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Joan Gagsdale Regional Dean, Okanagan College (Sent via Lana Fitt, Economic Development Manager Salmon Arm)		20-May	email	To Whom It May Concern: The Salmon Arm campus is in full support of the TELUS cellular tower proposed at 4310 45th St in the Salmon Arm Industrial Park. Okanagan College has two campus sites in Salmon Arm, with our Trades facility located at 5450 48th Ave SE. The College has been providing trades training at this site within the Salmon Arm Industrial Park since 2006. As a community college, access to reliable cellular reception is integral to our ability to serve students and communicate with industry partners. With the onset of COVID the need for reliable high-speed service has become even more important. In order, to continue providing skilled trades training, we recognize the need for improved cellular service within the Industrial Park which this development will support. The College works closely with many of the businesses located in the Industrial park. Recent round table discussions and economic development meetings have identified the need for this tower as integral to the sustained economic growth of the area and community. Supporting this development is a significant priority for the land holders within Industrial Park. We look forward to supporting this development in anyway that we can. Sincerely, Regional Dean, Okanagan College	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Carolyn Rennie, MSc. Executive Director (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	admin@sachamber.bc.ca	20-May	email	On behalf of the Salmon Arm & District Chamber of Commerce, I am pleased to provide this letter of support, distributed through Salmon Arm Economic Development Society (SAEDs), to support the TELUS Communications proposal for the installation of a cellular tower in the Salmon Arm Industrial Park. The Salmon Arm & District Chamber of Commerce represents a membership of close to 300 businesses and we have received numerous complaints from our business and community members regarding the lack of cellular service within our industrial Park. The Salmon Arm Industrial Park has over 80 businesses which employ 750+ individuals. The companies in this highly-concentrated area are being negatively impacted by either intermittent cell service, and in many cases, by no cell service at their location. These businesses have been severely impacted as a result of this. We regularly hear that product sales are being restricted due to an inability to reach or speak to new or existing customers via phone communications. The proposed installation of a 63.1 meter self-support tower and ancillary radio equipment is something the Chamber and its members would strongly support. The Chamber does acknowledge this is but one step toward providing dependable wireless data and voice communications in the industrial park as not all of our members businesses use TELUS Communications. We welcome the opportunity to discuss this further and appreciate SAEDs collecting and distributing these letters of support. Thank you. Sincerely, Carolyn Rennie, MSc.	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Dave Barnard (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	edo@saeds.ca	20-May	email	EDS I support improving the cell service in the area of the Industrial Park . Currently, as soon as you pass the Shuswap Middle School receptions deteriorates and calls are dropped. This is not a good situation for an area that supplies significant benefit to the City and those employed there. Dave Barnard	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Margaret McMaster Corporate Compliance Manager (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	marg.mcmaster@adamintegrated.ca	20-May	email	To Whom It May Concern: At last. ...a glimmer of hope that we might get some reliable cell service in our area. Over the past years our company and many others have suffered because of an increasing lack of cellular coverage in our busy industrial park - the impact of having no dependable cellular service is huge. The current, limited and inconsistent service affects everything from taking routine client calls right through to accessing vital emergency services. As a partner and the Corporate Compliance Manager for ADAM Integrated, I wish to express our firm support for a telecommunications tower and its related equipment to be located in Salmon Arm's Industrial Park at 4310 45 St., Salmon Arm, BC. If the proposed location is found to be unsuitable, then I hope TELUS will immediately pursue an alternate location. The current situation cripples business and impedes reliable access to emergency services. I'm thankful that someone has finally listened to our pleas and concerns. If there is anything I can personally do to assist in this process of public consultation , please let me know. Yours truly , Margaret McMaster Corporate Compliance Manager ADAM Integrated Industries Inc. 5301 40th Avenue SE Salmon Arm, BC V1E 1X1	support	Hi Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May

Appendix 4

Comments & Responses Tracker

RCL07241

Name of Resident	Email	Date Message Received	Email, Letter, Comment Sheet or Voice Message	Comment or Question	Support / non-support / neutral	Response to Comment or Question	Date Response Sent
Rob Seaman I General Manager - Salmon Arm (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	rob.seaman@usnr.com	20-May	email	Tawny Verigin, We at USNR are very pleased to hear of the possibility of adding increase service coverage to the Salmon Arm industrial park. Our offices here employ over 100 people that have been struggling with cell reception for many years now. I have brought it to the attention of our Telus Business Representative(s) on numerous occasions. They have sent out representatives to do sampling and attempted to make improvements, but to date have made no progress. The lack of good coverage on a daily basis affects our businesses capability to communicate, however in the past year we have had two major instances of note that emphasized the issue. The first situation was a safety concern. In the spring of 2020 we held a fire drill. Once the employees had collected at the muster point, cell phones were to be used to communicate with management and the local fire department. Calls made from the parking lot of the facility were incomprehensible. The second issue related to a hardwired network loss at the facility. In the fall of 2020 we were required to disconnect from the hardwired network feed to the facility. As such, we were required to perform medial daily tasks through cellular access. Even with the addition of a cellular signal booster we were barely able to complete these tasks. I have years of communication with Telus about these issues if you are in need of any additional information. USNR would be very supportive of this installation. Rob Seaman I General Manager - Salmon Arm Direct: +1250 833 3010 I rob.seaman@usnr.com USNR I Millwide. Worldwide.	support	HI Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Cal Johnson (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	info@talus.com	20-May	email	Re: Proposed TELUS Communication Inc. Telecommunications Facility This letter should be considered to be in support of the proposed facility at 4310 45"11 St SE. Salmon Arm . Tall us is a rapidly growing manufacturing firm with it's Head Office located in Salmon Arm and employing close to l 00 staff. Our company has been in business for more than 40years with operations in BC, Ontario, Barbados, and Mexico. The Industrial Park is located in a central area within city boundaries and is in close proximity to concentrated residential areas, the Trans-Canada Highway and Highway 97B. Even though there are more than 80 businesses located in this concentrated area, there is currently very limited cellular service available. This is extremely detrimental and frustrating for our business and partners. We regularly experience dropped calls and staff are often exiting the building and trying unsuccessfully to find a spot outside with sel-vice. The lack of cell service presents a significant barrier to our operations and is I I'm siting the growth potential of our business. This issue is affecting our sales potential, inconveniencing our customers, reducing our productivity and creating a negative reputation for our company. Further, this lack of service is detrimental to future investment potential 2)within the Industrial Park. I personally live in a rural area only about an 8 minute drive from our office where again there is an entire community without reliable cellular service or data. As the Manage r of an International Manufacturing com pan), who requires reliable communication with our various operations 2417. and as the father of4 children who have been struggling at home with little to no data available for on line school learning opportunities, I am writing in support of the proposed facility. We eagerly await a solution which will address these issues. Sincerely, Cal Johnson	support	HI Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Mark Wilson CPA CMA Managing Director Whitestone Developments Ltd. (Sent via Lana Fitt, Economic Development Manager Salmon Arm)		20-May	email	To Whom It May Concern: We wanted to offer our support for the addition of an additional 63.1 M Self Support tower in the industrial park in Salmon Arm. This tower will be a great step towards the much required improvement of cellular service in the Salmon Arm Industrial Park. Regards Mark Wilson CPA CMA Managing Director	support	HI Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Ed Sims, Senior Director Valid Manufacturing (Sent via Lana Fitt, Economic Development Manager Salmon Arm)	sales@validmanufacturing.com	20-May	email	Re: Cellular Coverage - Salmon Arm Industrial Park Valid Manufacturing Ltd is a growing high-tech firm employing over 130 staff- including an engineering team of more than 40 people. Our company has been doing business in the Salmon Arm Industrial Park for the last two decades. If you toured our 100,000 square ft production facility today you would see our staff manufacturing a line of autonomous robots destined for COVID disinfection, a dozen studio generators for the film industry, and hundreds of digital instrument clusters for transit buses. Our business is located within city boundaries and is in close proximity to concentrated residential areas, the Trans-Canada Highway and Highway 97B. However, despite more than 80 businesses located in this central area cellular service is limited and highly unreliable. The lack of cell service is a significant barrier to our operations and is limiting the growth potential of our business. This issue is affecting our sales potential, inconveniencing our customers, reducing our productivity and creating a negative reputation for our company. In simple terms, its hard to sell credibility for manufacturing robots and other electronics when we can't even speak to clients on our cell phones. More broadly, this lack of service is detrimental to future investment potential within the Industrial Park. We have made repeated requests for support with this issue but have had no resolution. We are writing to request that you consider investing in the required infrastructure upgrades to ensure appropriate cellular service in this area. We eagerly await a solution which will address this issue. And I am very happy to hear and support the Telus Tower proposed at 4310 45th St Ed Sims, Senior Director Valid Manufacturing	support	HI Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May
Chris Meikle (Sent via Lana Fitt, Economic Development Manager Salmon Arm)		20-May	email	Dear Ms. Verigin, Re: Proposed Cell Tower- 4310 45th St, Salmon Arm BC (PID: 005-269-601) Idea 64 Projects is pleased to offer our full support for the cell tower proposed at 4310, 45th St in Salmon Arm BC. Our company is located within the Salmon Arm Industrial Park and has had consistent challenges related to the lack of cellular service in this area. Business operations throughout the Salmon Arm Industrial Park continue to be negatively impacted by inconsistent cellular service and we have been requesting a solution to this challenge for several months. We appreciate your attention to this matter and look forward this new infrastructure creating positive change in our industrial park. Sincerely, Chris Meikle Idea 64 Projects	support	HI Lana Thank you for providing us your comments of support regarding the proposed TELUS wireless communications facility at 4310 45 St, Salmon Arm. We appreciate your feedback and will share your comments with the City of Salmon Arm for consideration. Should you have additional comments, please respond within the next 21 days. Sincerely, Tawny Verigin Manager of Government Affairs Agent to TELUS Communications Inc.	25-May

0 non-support
20 support
0 neutral
20 total

Appendix 5: Sample Resolution

Resolution

WHEREAS TELUS proposes to erect a wireless communications facility at the location:
Municipal Address: 4310 45 Street, Salmon Arm, BC
Legal: PID: 005-269-601
Coordinates: N 50.668994°, W 119.232556°
TELUS Site: BC107241;

AND WHEREAS proponents of telecommunication towers are regulated by Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada on behalf of the Government of Canada and as part of their approval, ISED requires proponents to consult with land use authorities as provided for in CPC-2-0-03;

AND WHEREAS TELUS has consulted with the CITY OF SALMON ARM following the CPC-2-0-03 and the CITY OF SALMON ARM have no objection to the proposed telecommunications tower.

AND WHEREAS TELUS has consulted with the public by notifying properties within three times the tower height, placed an advertisement in the local newspaper and has provided a 30-day period for written public comment.

AND WHEREAS there are no significant land use issues identified by the consultation.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Clerk be instructed to advise TELUS that:

   a) TELUS has satisfactorily completed its consultation with the CITY OF SALMON ARM.
   b) The CITY OF SALMON ARM is satisfied with TELUS's public consultation process and does not require any further consultation with the public; and
   c) The CITY OF SALMON ARM concurs with TELUS's proposal to construct a wireless telecommunications facility provided it is constructed substantially in accordance with the plans submitted to the CITY OF SALMON ARM.

CITY OF
SALMONARM

From the Office of the Mayor

August 14, 2020

c/o Salmon Arm Economic Development Society
220 Shuswap Street NE
Salmon Arm, BC V1E 4N2

To Whom This May Concern,

Re: Cellular Reception in the Salmon Arm Industrial Park

At the August 10, 2020 Regular Council Meeting Council passed the following resolution:

> *THAT: Council write a letter for submission to the cellular service providers expressing the concerns regarding cellular coverage in the Salmon Arm Industrial Park.*

Salmon Arm's industrial and technology sectors are consistently growing, many of which are located in the industrial park. We would like to attract and retain businesses in Salmon Arm area by offering innovation and services that these businesses require.

The Industrial Park is a growing economic hub for Salmon Arm. Council supports the Salmon Arm Economic Development Society in their proposal for a prompt solution to the limited cellular services in this area.

Sincerely,

Alan Harrison
Mayor

SALMONARM
ECONOMIC DEVELOPMENT SOCIETY

May 3, 2021

Tawny Verigin
c/o Cypress Land Services
Agents to TELUS Communications Inc.
Suite 1051, 409 Granville Street
Vancouver, BC V6C 1T2

Re: Proposed Cell Tower – 4310 45th St, Salmon Arm, BC (PID: 005-269-601)

Salmon Arm Economic Development Society (SAEDS) is a registered non profit society operating under a multi-year agreement with the City of Salmon Arm. SAEDS' mandate includes providing support to existing businesses to ensure their sustainability and growth. A large cluster of Salmon Arm's industry is located in the Salmon Arm Industrial Park (please see attached map). The Salmon Arm Industrial Park is located in a central area within city boundaries and is in close proximity to concentrated residential areas, the Trans-Canada Highway and Highway 97B. The Park is home to over 80 businesses representing a variety of economic sectors including aerospace, high-tech, and manufacturing, employing approximately 750 people. This area of our community has limited to no cellular coverage, to the detriment of these 80 businesses.

SAEDS has received numerous requests for support from businesses operating in the Industrial Park, related to the lack of cellular service. Businesses have noted that the lack of coverage is a major barrier to their current operations and future growth potential. ***We are in full support of the proposed cell tower at 4310 45th St, Salmon Arm, BC.***

The City of Salmon Arm has realized significant growth in the last few years, which we anticipate will continue well into the future. The Industrial Park in particular, is a high-traffic, central area and we eagerly await a solution which will address both the immediate and future needs of our City. We appreciate your attention to this matter.

Sincerely,

William Laird, Chairperson

cc: SBA Canada

48 Aabil Automotive Service and Repair
45 ADAM Integrated Industries Inc.
35 Aerial Contractors Ltd.
59 AGC Cylinder Head Rebuilders
48 Auto Quest Enterprise Ltd.
57 Auto Road Self Storage
70 Bakker Mechanical
26 Barbarian Motor Works/ Machen Manufacturing
31 BC Hydro
28 BID Group of Technologies Ltd.
29 BID Group of Technologies Ltd.
25 Cedarbrooke Developments
5 Cheap Garbage Service
64 Complete Marine Detailing Inc.
2 Custom Log Homes Ltd.
78 Dinoflex - Recycled Rubber Innovators
79 Dinoflex - Recycled Rubber Innovators
92 Dinoflex - Recycled Rubber Innovators
12 Ecoline Woodwork
13 Fortis BC
14 Fortis BC
6 Geier's Fruit & Berry Farm
59 Gemm Diesel Ltd.
54 Glenn Power Contractors 1994 Ltd.
55 Glenn Power Contractors 1994 Ltd.
59 HardRock Granite
57 Highlands Cabinets & Home Renovations
32 Hodgson Saw Ltd.
78 IC Urethane Products Inc.
20 Integrity Roofing Corp.
19 Interior Cam Supply Ltd.
43 LADD Machining Ltd.
59 Lakeside Fasteners Ltd.
71 Landmark Solutions Ltd.
51 Leko Precast Ltd.
59 Marden Auto Hauling Ltd.
40 Mascon Cable System
23 Milestone Fabrication
24 Milestone Fabrication
49 Mill Tech Industries
48 Mirror Image Marine
69 MI-TEC Millwork & Cabinetry Ltd.
1 Mounce Construction Ltd
62 Mountain High Truck & Body
59 Mountain Side Earthworks Ltd.
9 Mt Ida Machine & Welding
16 Mur's Moving & Storage
59 MyBCDatacom Ltd.
91 Natural Choice Garden Supplies Ltd.
97 Northern Plastics Ltd
90 Okanagan College -Trades Centre
57 Shuswap Testing & Engineering CCMET
17 Pacific Urns

38 Petro Canada (Castle Fuels Inc.)
67 Precision Aluminum
15 Progressive Waste Solutions Canada Inc.
33 QC Universal Coatings
59 Reliable Septic Services
91 Renaissance Joinery & Millwork Inc.
46 Rocana Meats Ltd.
47 Rocana Meats Ltd.
72 Rupp Metalworks
80 S A Ecoline Products Ltd
63 Salmon Arm Truss Systems
85 School District #83 Bus Storage Lot
57 Shuswap Coffee Company
21 Shuswap Log Homes
64 Shuswap Millwork & Finishing
37 Shuswap Search and Rescue
96 Shuswap SPCA
62 Sila Grow Sales Ltd.
64 Southside Mini Storage
36 Standard Roofing Corporation
84 Stella-Jones Canada Inc.
74 Streamline Exteriors
30 Super Self Storage
81 T-1 Enterprises Custom Fabrication & Welding
66 Talius
7 Teal Cedar Products Ltd
8 Teal Cedar Products Ltd
48 Technology Brewing Corporation
59 The Tire Guys
42 The Woodshop Millwork & Joinery Inc.
3 Traditional Log Homes
18 TransCanada Custom Metal & Machine
59 Trish's Country Kitchen Restaurant
87 Ultimate Custom Upholstery
19 Urban Think Tank (The)
4 USNR
68 Valid Manufacturing Ltd.
76 Valid Manufacturing Ltd.
88 Valid Manufacturing Ltd. Main Office
87 Vern Custom Auto Ltd.
25 Vertical West Timber Ltd.
70 West Line Trucking Ltd.
22 Westside Towing & Used Auto Parts
73 Windowland Window & Doors
3 Winkler Disposal Systems
20 Wood-Mizer Canada Inc.

Not on the Map
Access Precision Machining Ltd.
3721—20th Avenue SE (on Airport Road)

Mt. Ida Nursery Ltd.
3121—20th Avenue SE (on Airport Road)

Salmon Arm
economic development society

it's happening here

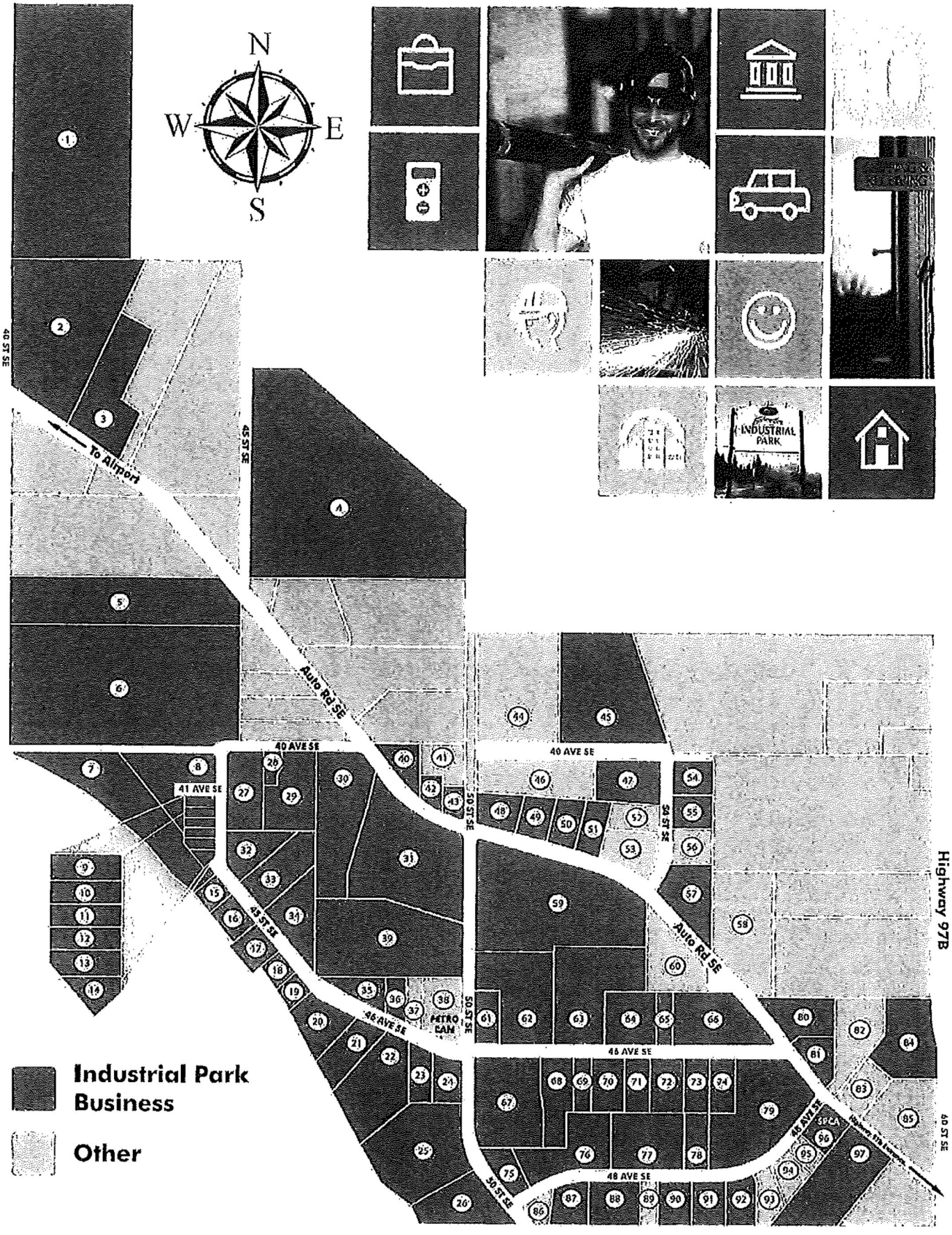
Industrial Park Directory



Salmon Arm Economic Development Society
#203, 20 Hudson Avenue NE
PO Box 130
Salmon Arm, BC V1E 4N2

www.saeds.ca
250-833-0608
edo@saeds.ca

Parks & Support


N
W
E
S
INDUSTRIAL PARK
To Airport
40 ST SE
45 ST SE
Auto Rd SE
40 AVE SE
41 AVE SE
50 ST SE
52 ST SE
43 ST SE
46 AVE SE
48 AVE SE
30 ST SE
METRO CAN
SPCA
Highway 97B
Industrial Park
Business
Other

April 29, 2021

Tawyna Verigin
c/o Cypress Land Services
Telus Communications Inc.
Suite 1051, 409 Granville St
Vancouver, BC V6C 1T2

Re: Proposed Telecommunication Facility, 4310 45 St, Salmon Arm

To Whom It May Concern:

The Salmon Arm campus is in full support of the TELUS cellular tower proposed at 4310 45th St in the Salmon Arm Industrial Park.

Okanagan College has two campus sites in Salmon Arm, with our Trades facility located at 5450 48th Ave SE. The College has been providing trades training at this site within the Salmon Arm Industrial Park since 2006.

As a community college, access to reliable cellular reception is integral to our ability to serve students and communicate with industry partners. With the onset of COVID the need for reliable high-speed service has become even more important. In order, to continue providing skilled trades training, we recognize the need for improved cellular service within the Industrial Park which this development will support.

The College works closely with many of the businesses located in the Industrial park. Recent round table discussions and economic development meetings have identified the need for this tower as integral to the sustained economic growth of the area and community. Supporting this development is a significant priority for the land holders within Industrial Park.

We look forward to supporting this development in anyway that we can.

Sincerely,

Joan Ragsdale
Regional Dean, Okanagan College

CHAMBER OF COMMERCE
SALMONARM
In Business. For Business.

TELUS Communications Inc.
Tawny Verigin
c/o Cypress Land Services
Agents to TELUS Communications Inc.
Suite 1051, 409 Granville Street
Vancouver BC V6C 1T2

May 18, 2021

Re: Proposed Installation of Cellular Tower – Salmon Arm Industrial Park

On behalf of the Salmon Arm & District Chamber of Commerce, I am pleased to provide this letter of support, distributed through Salmon Arm Economic Development Society (SAEDs), to support the TELUS Communications proposal for the installation of a cellular tower in the Salmon Arm Industrial Park.

The Salmon Arm & District Chamber of Commerce represents a membership of close to 300 businesses and we have received numerous complaints from our business and community members regarding the lack of cellular service within our Industrial Park. The Salmon Arm Industrial Park has over 80 businesses which employ 750+ individuals. The companies in this highly-concentrated area are being negatively impacted by either intermittent cell service, and in many cases, by no cell service at their location.

These businesses have been severely impacted as a result of this. We regularly hear that product sales are being restricted due to an inability to reach or speak to new or existing customers via phone communications.

The proposed installation of a 63.1 meter self-support tower and ancillary radio equipment is something the Chamber and its members would strongly support. The Chamber does acknowledge this is but one step toward providing dependable wireless data and voice communications in the Industrial park as not all of our members businesses use TELUS Communications.

We welcome the opportunity to discuss this further and appreciate SAEDs collecting and distributing these letters of support.

Thank you.

Sincerely,

Carolyn Rennie

Carolyn Rennie, MSc.
Executive Director
PO Box 999; #101 160 Harbourfront Drive NE
Salmon Arm, BC V1E 4P2
Office: 250-832-6247 Email: admin@sachamber.bc.ca

Lana Fitt

From: DAVE BARNARD <d_barnard@shaw.ca> on behalf of DAVE BARNARD
Sent: May 8, 2021 3:18 PM
To: edo@saeds.ca
Subject: Eds initiative

EDS

I support improving the cell service in the area of the Industrial Park. Currently, as soon as you pass the Shuswap Middle School receptions deteriorates and calls are dropped. This is not a good situation for an area that supplies significant benefit to the City and those employed there.

Dave Barnard

ADAM
INTEGRATED INDUSTRIES INC

April 26, 2021

Re: TELUS File BC107241

To Whom It May Concern:

At last…a glimmer of hope that we might get some reliable cell service in our area.

Over the past years our company and many others have suffered because of an increasing lack of cellular coverage in our busy industrial park - the impact of having no dependable cellular service is huge.

The current, limited and inconsistent service affects everything from taking routine client calls right through to accessing vital emergency services.

As a partner and the Corporate Compliance Manager for ADAM Integrated, I wish to express our firm support for a telecommunications tower and its related equipment to be located in Salmon Arm's Industrial Park at 4310 45 St., Salmon Arm, BC.

If the proposed location is found to be unsuitable, then I hope TELUS will immediately pursue an alternate location. The current situation cripples business and impedes reliable access to emergency services.

I'm thankful that someone has finally listened to our pleas and concerns. If there is anything I can personally do to assist in this process of public consultation, please let me know.

Yours truly,

M McMaster

Margaret McMaster
Corporate Compliance Manager
ADAM Integrated Industries Inc.
5301 40th Avenue SE
Salmon Arm, BC
V1E 1X1

Phone: 250-832-3480 (103)
Cell: 250-803-2814
Fax: 250-832-4530
marg.mcmaster@adamintegrated.ca

Lana Fitt

From: Rob Seaman <rob.seaman@usnr.com> on behalf of Rob Seaman
Sent: April 26, 2021 12:26 PM
To: publicconsultation@cypresslandservices.com
Cc: edo@saeds.ca; Rob Seaman
Subject: Notice of Proposed TELUS Communication Inc. Telecommunications Facility

Tawny Verigin,

We at USNR are very pleased to hear of the possibility of adding increase service coverage to the Salmon Arm Industrial park. Our offices here employ over 100 people that have been struggling with cell reception for many years now. I have brought it to the attention of our Telus Business Representative(s) on numerous occasions. They have sent out representatives to do sampling and attempted to make improvements, but to date have made no progress.

The lack of good coverage on a daily basis affects our businesses capability to communicate, however in the past year we have had two major instances of note that emphasized the issue.
The first situation was a safety concern. In the spring of 2020 we held a fire drill. Once the employees had collected at the muster point, cell phones were to be used to communicate with management and the local fire department. Calls made from the parking lot of the facility were incomprehensible.
The second issue related to a hardwired network loss at the facility. In the fall of 2020 we were required to disconnect from the hardwired network feed to the facility. As such, we were required to perform medial daily tasks through cellular access. Even with the addition of a cellular signal booster we were barely able to complete these tasks.

I have years of communication with Telus about these issues if you are in need of any additional information.

USNR would be very supportive of this installation.

Rob Seaman | General Manager - Salmon Arm
Direct: +1 250 833 3010 | rob.seaman@usnr.com
USNR | Millwide. Worldwide.

TALIUS®

P.O. Box 3279
5501 – 46 Avenue SE
Salmon Arm, BC V1E 4S1
Toll Free 800-665-5550
Tel 250-832-7777
Fax 250-832-8577
info@talius.com
www.talius.com

April 29, 2021

Re: Proposed TELUS Communication Inc. Telecommunications Facility

This letter should be considered to be in support of the proposed facility at 4310 45th St SE. Salmon Arm.

Talius is a rapidly growing manufacturing firm with it's Head Office located in Salmon Arm and employing close to 100 staff. Our company has been in business for more than 40years with operations in BC. Ontario. Barbados. and Mexico. The Industrial Park is located in a central area within city boundaries and is in close proximity to concentrated residential areas. the Trans-Canada Highway and Highway 97B. Even though there are more than 80 businesses located in this concentrated area, there is currently very limited cellular service available. This is extremely detrimental and frustrating for our business and partners. We regularly experience dropped calls and staff are often exiting the building and trying unsuccessfully to find a spot outside with service.

The lack of cell service presents a significant barrier to our operations and is limiting the growth potential of our business. This issue is affecting our sales potential. inconveniencing our customers. reducing our productivity and creating a negative reputationfor our company. Further, this lack of service is detrimental to future investment potential within the Industrial Park.

I personally live in a rural area only about an 8 minute drive from our office where again there is an entire community without reliable cellular service or data. As the Manager of an international Manufacturing company. who requires reliable communication with our various operations 24/7. and as the father of4 children who have been struggling at home with little to no data available for online school learning opportunities, I am writing in support of the proposed facility. We eagerly await a solution which will address these issues.

Sincerely,

Cal Johnson

Operations Manager

TALIUS®

40 YEARS Building solutions for the future

Head Office, Salmon Arm
250-832-7777
www.talius.com

whitstone
DEVELOPMENTS LTD.

May 7, 2021

RE: Telus File BC107241

To Whom It May Concern:

We wanted to offer our support for the addition of an additional 63.1 M Self Support tower in the Industrial park in Salmon Arm. This tower will be a great step towards the much required improvement of cellular service in the Salmon Arm Industrial Park.

Regards

Mark Wilson CPA CMA
Managing Director
Whitstone Developments Ltd.

CORNERSTONE
VILLAGE

the maplewoods
BY WHITSTONE

#1B 5270 Auto Road | Box 716 | Salmon Arm BC, V1E 4N8| p. 250.832.2567 |f. 250.832.5210 | whitstone.ca

Valid Manufacturing Ltd.
Advanced Technology... Simple Solutions

Telephone: 250-832-6477
Fax: 250-832-7746
sales@validmanufacturing.com
www.validmanufacturing.com

May 19th, 2021

Telus Mobility

Re: Cellular Coverage – Salmon Arm Industrial Park

Valid Manufacturing Ltd is a growing high-tech firm employing over 130 staff – including an engineering team of more than 40 people. Our company has been doing business in the Salmon Arm Industrial Park for the last two decades. If you toured our 100,000 square ft production facility today you would see our staff manufacturing a line of autonomous robots destined for COVID disinfection, a dozen studio generators for the film industry, and hundreds of digital instrument clusters for transit buses. Our business is located within city boundaries and is in close proximity to concentrated residential areas, the Trans-Canada Highway and Highway 97B. However, despite more than 80 businesses located in this central area cellular service is limited and highly unreliable.

The lack of cell service is a significant barrier to our operations and is limiting the growth potential of our business. This issue is affecting our sales potential, inconveniencing our customers, reducing our productivity and creating a negative reputation for our company. In simple terms, its hard to sell credibility for manufacturing robots and other electronics when we can't even speak to clients on our cell phones. More broadly, this lack of service is detrimental to future investment potential within the Industrial Park.

We have made repeated requests for support with this issue but have had no resolution. We are writing to request that you consider investing in the required infrastructure upgrades to ensure appropriate cellular service in this area. We eagerly await a solution which will address this issue.

And I am very happy to hear and support the Telus Tower proposed at 4310 45th St

Sincerely,

Ed Sims,

Senior Director Valid Manufacturing

cc: SBA Canada

Idea 64 Projects.

May 19th, 2021

Tawney Verigin
c/o Cypress Land Services
Agents to Telus Communications Inc.
Suite 1051, 409 Granville Street
Vancouver, BC V6C1T2

Dear Ms Verigin,

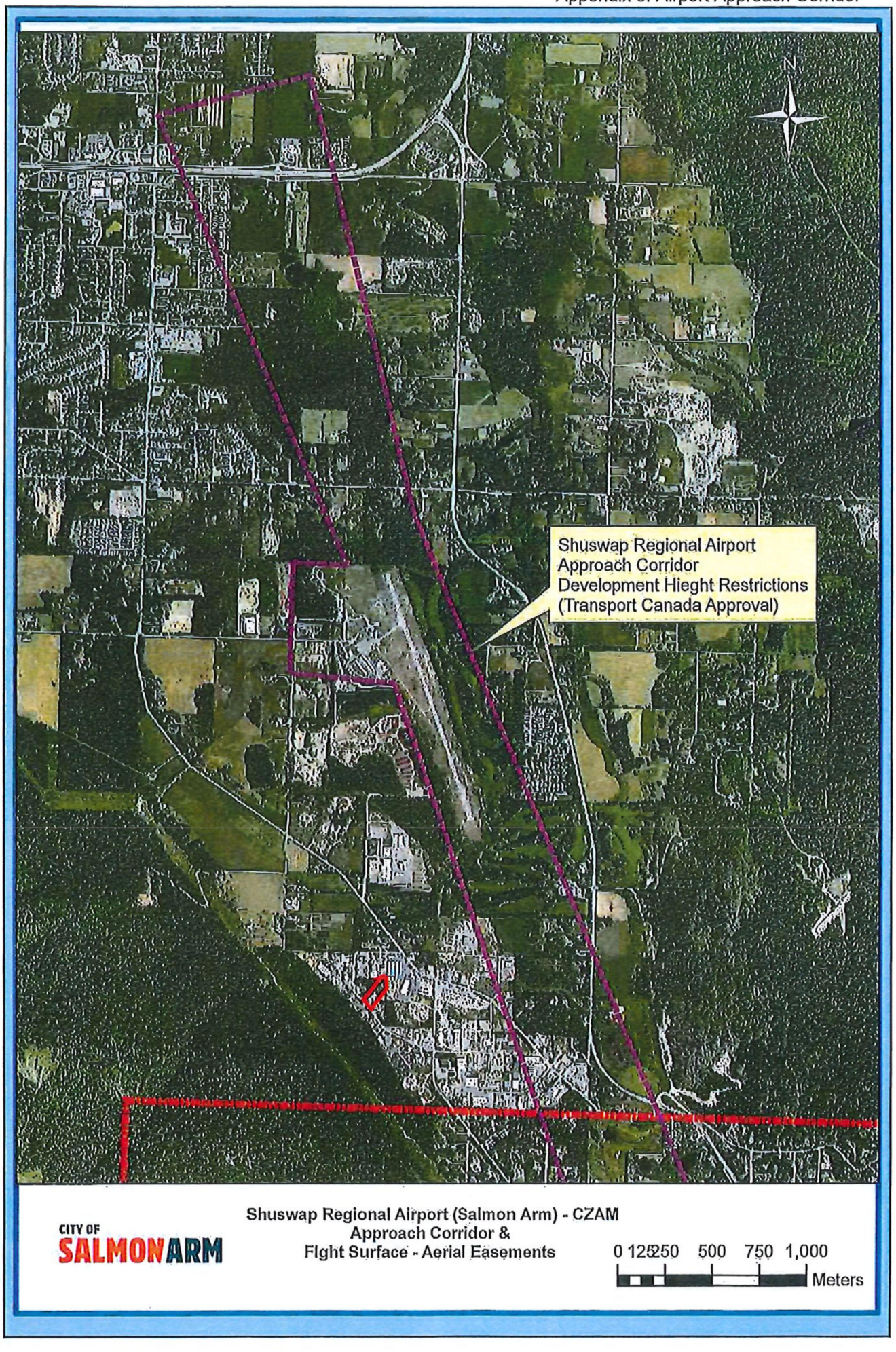
Re: Proposed Cell Tower – 4310 45th St, Salmon Arm BC (PID: 005-269-601)

Idea 64 Projects is pleased to offer our full support for the cell tower proposed at 4310, 45th St in Salmon Arm BC. Our company is located within the Salmon Arm Industrial Park and has had consistent challenges related to the lack of cellular service in this area.

Business operations throughout the Salmon Arm Industrial Park continue to be negatively impacted by inconsistent cellular service and we have been requesting a solution to this challenge for several months. We appreciate your attention to this matter and look forward this new infrastructure creating positive change in our industrial park.

Sincerely,

Chris Meikle
Idea 64 Projects


N
Shuswap Regional Airport
Approach Corridor
Development Hieght Restrictions
(Transport Canada Approval)
CITY OF
SALMONARM
Shuswap Regional Airport (Salmon Arm) - CZAM
Approach Corridor &
Flight Surface - Aerial Easements
0 125 250 500 750 1,000
Meters

Item 9.2

CITY OF SALMON ARM

Date: June 14, 2021

Director of Development Services – Storage Zoning

For Information

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

To: Development and Planning Services Committee

From: Director of Development Services

Date: May 31, 2021

Subject: Storage Zoning - For Information

Recent development proposals for storage facilities have raised discussion and some concern by Council.

Background

Storage is a land use permitted in a number of industrial and commercial zones. Storage is usually restricted to inside a building, or within an industrial shipping container (sea cans), or the open outside storage of items with screened conditions.

1. Industrial Zones: General Industrial (M1), Light Industrial (M2) and Auto Wrecking (M5). Within the M1 and M2 zones, the permitted use is *mini warehousing* (defined). In M5, outside storage is permitted if the yard is appropriately screened.

2. Commercial Zones: Service Commercial (C3) permits mini-warehousing and screened outside storage. The downtown, waterfront and some of the highway corridor commercial zones (e.g. C2 and C6) either do not allow outside storage at all or only under strict conditions or specific locations.

There are other zones where outside storage is either permitted outright or confined, such as the Airport Zone (P2) and the Institutional Zone (P3). Council amended the P3 zone not too long ago to allow outside storage for the Roots and Blues office - maximum of 15% site area or 280 m², whichever is less.

There has been a growing need for secure storage on commercial and industrial zoned land for boats, RVs, contractor's equipment and society's "stuff", in general. Some of the need in recent years is due in part to the ALC's enforcement of illegal storage on lands in the ALR. The concern appears to be with mini warehouse development and outside storage consuming remaining industrial lands, with a relatively low employee / m² or hectare ratio (more discussion on the next page).

Analysis

Within the Industrial Zones there are currently seven (7) business licences issued for primary storage businesses comprised of outside storage yards (undeveloped) or mini-warehousing (developed). This count does not include auto-wrecking yards or industrial / commercial businesses storing inventory / items outside and on site. Five (5) of the seven businesses are located in the SE industrial quadrant and two (2) are located in the SW. Maps showing these locations are attached.

With recent subdivision and development in the older and newer industrial areas and some C3 zoned land near 30 Street SW / TCH, there is a possibility for 2 - 3 more licences for mini-warehousing and boat / marine storage businesses.

There is approximately 283 hectares (700 acres) of land designated by the OCP for industrial use in the City. The SE industrial area is where most of the remaining undeveloped, industrial designated land is situated. There is approximately 53 hectares (130 acres) of undeveloped, industrial designated land remaining throughout the City, and most of that lies between 10th and 20th Avenues SE within the Special Industrial Development Area and adjacent to Highway 97B near Auto Road.

Of the 283 hectares of industrial land, approximately 12 hectares (29 acres) or > 4% of that is being used for mini warehousing and outside storage within the SE and SW industrial areas. There is another 2 hectares (5 acres) of land zoned C3 in the SW areas of the City where staff anticipate proposals in the near future for additional marine storage and mini-warehousing, as well as a pocket of C3 zoned land in the Canoe highway NE area where storage yards exist.

Discussion

The OCP supports warehousing and storage within the Industrial and Service Commercial areas of the City. The M1, M2, and C3 zones are the most wide-open, free enterprise zones in the City allowing for a very wide range of land uses and businesses with many uses added to these zones over decades.

There is an emerging trend of citizens in residential neighbourhoods, businesses in the downtown and waterfront areas and organizations using sea cans to store materials on lands not zoned for that use. The proliferation of these steel containers, uncontrolled or unregulated can lead to safety risks and, from an aesthetics point of view, do not fit well in those zones. They are a far cheaper alternative to new buildings and they lie in a gray area for building inspection. Stemming from a legal opinion obtained for residential bylaw enforcement complaints, the City deems them as an industrial use and entity.

The other obvious societal trend driven by consumer demand and the global chain of large supply outlets is on-line shopping, which will require land in local markets for shipping, receiving, warehousing and distribution, transportation and contractors equipment yards. The M1, M2 and C3 zones already allow for this. Staff periodically receive enquiries and complaints that there is not enough land for these purposes.

Developing the industrial lands where some of the storage businesses exist are challenged by two main obstacles: 1) road building and servicing requirements (albeit servicing that is common to other types of development and even at a lesser standard); and 2) contaminated sub-surface conditions which triggers onerous brownfield remediation requirements. For some of these properties, that use is the only affordable option for the land / business owner, and the market demand for it continues to grow, seemingly.

Of the 14 hectares total of industrial and commercial zoned land, approximately one-half of that is outside storage and mostly undeveloped, which means it could be developed for other industrial/commercial uses in the future should the market demand a conversion.

Staff understand the concerns with the possibility for the last remaining industrial lands being consumed by more mini-warehousing and storage businesses. The desire for these lands to be built out with value added, high technology, clean industry, with skilled workforce and high employment is an admirable long-term vision. Controlling mini-warehousing and storage use by zoning may or may not facilitate that. The overall amount of land being used for commercial storage is reflective of consumer demand. Should Council wish to restrict this use, Options 1 - 3 may be considered with a Zoning Bylaw text amendment.

Options

1. Consider a General Regulation or General Prohibition in the Zoning Bylaw prohibiting mini-warehousing and outside storage. With that, delete those uses from the M1 and M2 zones. Although this could seem to be a drastic approach, it could be in place on a temporary basis; however long Council deems necessary and the uses could remain permitted in C3.

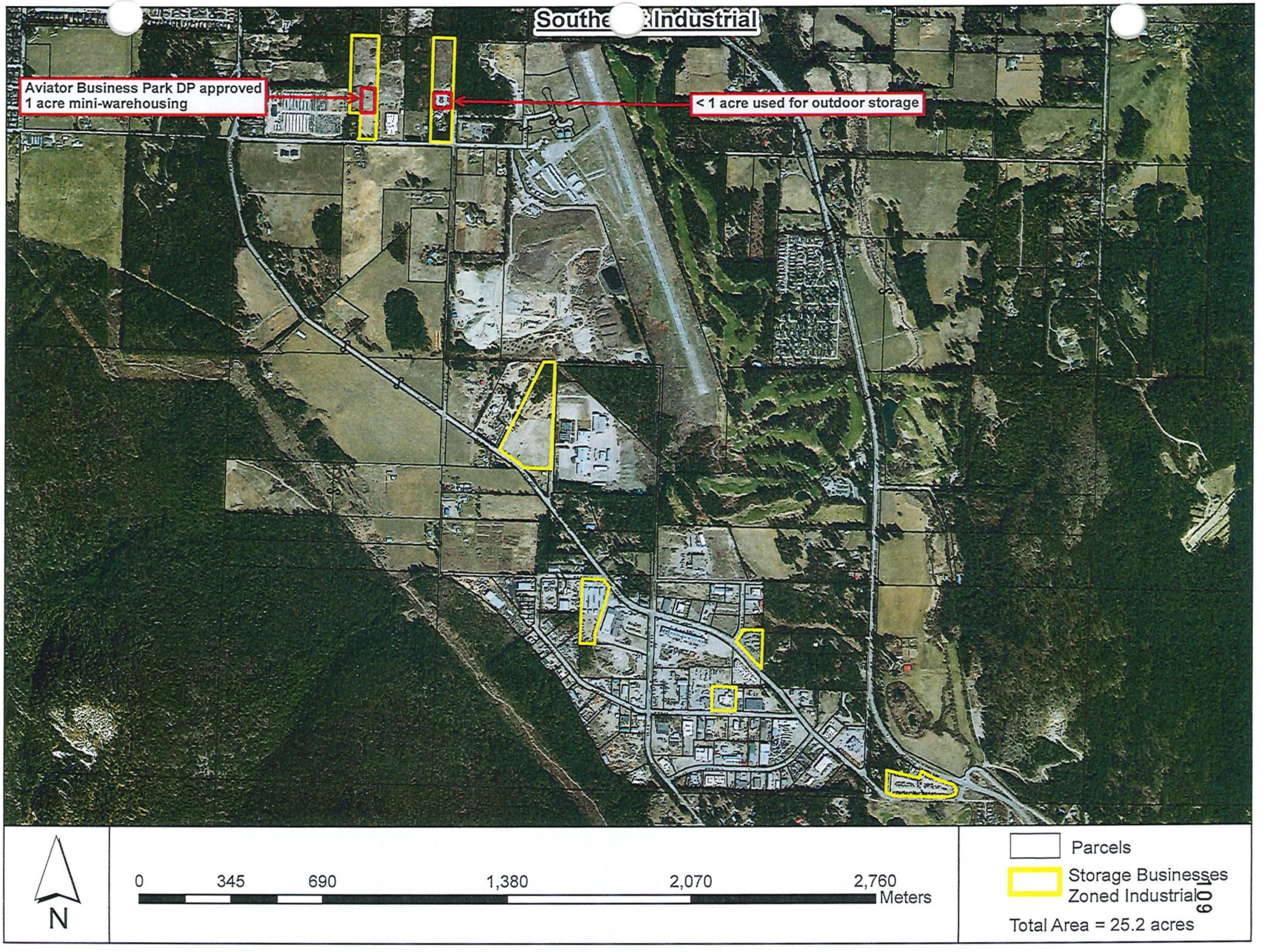
2. Delete mini-warehousing from the M1 and M2 zones, and create a <u>new</u> Industrial Zone (M7) permitting warehousing and screened outside storage, possibly with transportation and trans-shipment uses. With this option, one would need to apply to Council to rezone. The OCP could be adjusted to provide site specific and potentially market specific circumstances for support (i.e. the business / applicant / developer would need to provide Council with a market analysis).

3. Identify *mini-warehousing* and *outside storage* as accessory uses in the industrial zones and/or to a maximum of 20% or less of a gross parcel area (or some other percentage).

4. Maintain the status quo and let the market dictate what industrial uses can afford to develop and service the approximately 53 hectares (130 acres) remaining industrial land base.

Should Council wish to proceed Options 1 - 3, staff would require a motion to that effect. Any zoning changes mentioned above would result in non-conforming status for the existing businesses.

Kevin Pearson, MCIP, RPP
Director of Development Services


Southe Industrial
Aviator Business Park DP approved
1 acre mini-warehousing
< 1 acre used for outdoor storage
N
0
345
690
1,380
2,070
2,760
Meters
Parcels
Storage Businesses
Zoned Industrial
Total Area = 25.2 acres


Southwest Industrial
1 AVE S.W.
42 ST S.W.
TRANS CANADA HIGHWAY
4120
4060
431
420
740
N
0 30 60 120 180 240
Meters
Parcels
Storage Businesses
Zoned Industrial
Total Area = 4.1 acres

Item 9.3.

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey indicates the City is eligible for recognition from the Green Communities Committee as a 'Level 3 – Accelerating Progress' local government and that the City will not be carbon neutral for the 2020 reporting year;

AND FURTHER THAT: the 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey, attached as Appendix 1 in the Development Services Department memorandum dated May 13, 2021 be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:
  - ❑ Harrison
  - ❑ Cannon
  - ❑ Eliason
  - ❑ Flynn
  - ❑ Lavery
  - ❑ Lindgren
  - ❑ Wallace Richmond

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 13, 2021

Subject: 2020 City of Salmon Arm Carbon Neutral Progress Survey

RECOMMENDATION

THAT: The 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey indicates the City is eligible for recognition from the Green Communities Committee as a 'Level 3 – Accelerating Progress' local government and that the City will not be carbon neutral for the 2020 reporting year;

AND FURTHER THAT: The 2020 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey, attached as Appendix 1 in the Development Services Department memorandum dated May 5, 2021, be received as information.

INTRODUCTION

Typically, the purpose of this report is to present the 2020 City of Salmon Arm *Climate Action/Carbon Neutral Progress Survey* to Council for information to fulfill the public reporting requirements of the annual provincial Climate Action Revenue Incentive Program (CARIP) grant. However, due to this being the final year of the CARIP program as announced by the provincial Ministry of Municipal Affairs on May 11, 2021 (Appendix 1), the public report is not a program requirement this year. While in past years, to complete the *Climate Action/Carbon Neutral Progress Survey* (typically due for submission on June 1), the City must identify whether or not it intends to be carbon neutral for the reporting year or to continue with an option discussed below, this is not required for 2020. For information, staff have completed a 2020 *Climate Action/Carbon Neutral Progress Survey*, attached as Appendix 2.

BACKGROUND

The CARIP program had typically requires the submission of a *Climate Action/Carbon Neutral Progress Survey*, which is posted on the City's website and provided to the Province in support of the City's application for the annual CARIP grant prior to a June 1 deadline. A proposed 2020 Salmon Arm *Climate Action/Carbon Neutral Progress Survey* is attached as Appendix 2 for Council's consideration. As attached, the proposed *Climate Action/Carbon Neutral Progress Survey* indicates that: (1) it is the 'final' report; (2) the City will not be carbon neutral for the 2019 reporting year; and (3) the City suggests recognition at the 'Level 3 – Accelerating Progress' level with the Green Communities Committee. As noted above, the public report is not required, however staff have completed a report for information.

2008 British Columbia Climate Action Charter

The City's Official Community Plan (OCP) provides overall direction towards creating a more efficient community, with policies of "urban containment" guiding decisions on land use proposals, subdivision, and services / utilities. Along with the majority of other local governments in the province, in 2008 the City voluntarily signed the B.C. Climate Action Charter, a non-legally binding agreement between the provincial government, the Union of British Columbia Municipalities (UBCM) and local governments that acknowledges that climate change is a reality and establishes a number of goals to address the issue going forward. Of particular relevance to local governments is the agreement to achieve the following goals:

1. *Being carbon neutral in respect of their operations by 2012;*
2. *Measuring and reporting on their community's greenhouse gas emissions profile; and*

3. *Creating complete, compact, more energy efficient communities.*

While operations have not been carbon neutral for previous reporting years, the City has been annually measuring and reporting on emissions, and has completed several projects to improve efficiency.

Climate Action Reserve
The City of Salmon Arm has been claiming a carbon tax rebate via CARIP since 2008, considered conditional on directing these funds towards expenditures that will reduce greenhouse gas emissions. The funds received have been placed in a Climate Action Reserve which has directly financed various projects such as the acquisition of hybrid fleet vehicles, as well as SASCU Rec Centre and Arena upgrades (boilers, hot water tanks, heat exchangers, and LED lighting). This Climate Action Reserve fund (estimated balance is approximately $218,876.16) can support projects that allow the City to continue making progress towards carbon neutrality as determined through the budget process. The current CARIP rebate application is expected to be approximately $61,756.16 for the 2020 reporting year. This is expected to be the final year of grant payments under this program.

2008 Energy and Greenhouse Gas Emissions Study
In October of 2008 the City received the City of Salmon Arm Energy and Greenhouse Gas Emissions Study completed by Urban Systems, providing a description of initiatives that the City could undertake to reduce emissions and energy consumption and how the Climate Action Reserve may be best directed. Over time, the City has acted on several of these recommendations for initiatives funded through the Climate Action Reserve.

2010 Facility Reports
In June 2010, following the broad direction of the City of Salmon Arm Energy and Greenhouse Gas Emissions Study, four specific facility energy studies were completed to analyze the public works building, recreation centre, arena, and RCMP building, the City's largest producers of GHG emissions (the arena and rec centre produce roughly 40% of the City's emissions). Following the recommendations of these reports has guided efforts towards projects to enhance the efficiency of these facilities.

2019 Climate Emergency and Community Energy Association
In September 2019 City Council declared a climate emergency and engaged the Community Energy Association (CEA) to prepare a Community Energy and Emissions Plan (CEEP), and also became a member of the CEA. The CEA has provided support to staff through the CARIP process, particularly through reviewing reporting details and highlighting updates in the CARIP program. The most significant resulting change to this year's reporting is a reduction in the emission factor used within the inventory calculations applied to electricity in order to determine related ghg emissions.

2019 FCM-ICLEI Partners for Climate Protection (PCP) Program
Also in 2019, aligned with CEA membership, the City joined the Federation of Canadian Municipalities (FCM) Local Governments for Sustainability (ICLEI) Partners for Climate Protection (PCP) Program. The PCP program supports municipalities take action against climate change by reducing emissions, and consists of a five-step Milestone Framework, recognizing efforts that make a significant contribution to reducing Canada's ghg emissions. The City has been recognized for achieving PCP Milestone 1 for corporate ghg emissions, which is the creation of a baseline inventory and forecast (Appendix 5).

Climate Action Revenue Incentive Program Grant Reporting
As a signatory to the BC Climate Action Charter, the City has been eligible to apply for the annual CARIP grant equal to the amount spent by the City on Carbon Tax each year. CARIP grants to the City are allocated to a reserve account for future GHG emissions reduction projects and/or potentially for the purchase of carbon offset credits to achieve carbon neutrality. The City has been required to report publicly on its progress in reducing and managing both corporate and community-wide GHG emissions since 2010 and previous Salmon Arm Climate Action Reports are available on the City's website. This is expected to be the final year of grant payments under this program.

Corporate Emissions Inventory
A corporate emissions inventory tracks energy consumption (e.g. natural gas, electricity, gasoline, diesel and propane) from corporate operations and quantifies the corresponding GHG emissions. The service areas and required scope of a corporate emissions inventory are defined by several guidance documents

produced by the Green Communities Committee – a partnership between the provincial government and the UBCM - and the Ministry of Environment. The City's corporate emissions inventory was prepared by staff using these guidance documents, which are available on the BC Climate Action Toolkit website at www.toolkit.bc.ca. A summary of the City's 2020 inventory is shown below:

Table 1. Summary of the 2020 City of Salmon Arm Corporate Emissions Inventory

Service Area	Emissions (tonnes CO_2e)
Administration and Governance	57.74
Drinking, Storm and Waste Water	324.6
Solid Waste Collection, Transportation and Diversion	133
Roads and Traffic Operations	389.5
Arts, Recreation, Parks and Cultural Services	742.94
Fire Protection	99.9
Organic Waste Diversion	-458
Total	**1289.7**

* For context, the 2019 total was 1772.86, 2018 was 2061.8, 2017 was 2100.5, while 2016 was 1878.9 tonnes

An expanded inventory is attached as Appendix 3. A detailed multi-department analysis could more accurately explain the annual variation in emissions, but in general changes may be attributed to weather (including snowfall and temperature), capital works projects, demand from new programs and facilities, fluctuating service demands, as well as improved efficiencies.

The total reported in 2020 represent the lowest emissions total to date, improving on 2019 which was the previous lowest total. The significant reduction in emissions for 2020 can be directly most significantly attributed to the first full year of the Organic Waste Diversion program. Emission reductions in 2020 are also evident in the fleet, attributed to the use of hybrid fleet vehicles. Further to this, a significant decrease associated with street lighting and the City's water system can be attributed to both efficiency efforts and a reduction in the emission factor assigned to electricity that is used to calculate related ghg emissions.

Carbon Neutrality

The City's corporate operations produced a total of 1,289.7 tonnes CO_2e in 2020. In order to be carbon neutral, the City would need to purchase 1,289.7 carbon offset credits from a provider of certified offsets.

Past quotes for carbon offset credits have ranged from $16.00 to $25.00 per tonne. To offset 1,289.7 tonnes CO_2e to become carbon neutral for the 2020 reporting year would cost in the range of $20,000.00 to $33,500.00 (not including associated administrative costs). For the reporting years up to and including 2019, the City has not opted to purchase offset credits to achieve carbon neutrality, and staff have not recommended the purchase of offsets.

Climate Action Recognition Program

Local governments are not required to report for the 2020 year to be CARIP eligible, as previously noted. Furthermore, typically local governments not carbon neutral are still eligible for the CARIP grant based on continued measurement and reporting. The CARIP Green Communities Committee (GCC) Climate Action Recognition Program has provided three levels of recognition for local governments that will not be carbon neutral: "1 - Demonstrating Progress", "2 - Measuring", and "3 - Accelerating Progress".

These options are provided as it is understood that it may be difficult for some local governments to be carbon neutral, and additionally, that local governments may be undertaking projects that have the effect of reducing emissions that are difficult to quantify, but none-the-less important (e.g. constructing sidewalks, improving pedestrian spaces and alternative transportation options, smart growth policy).

The City has been measuring and publicly reporting on emissions for several years now through our Corporate Emissions Inventory. CARIP's "Measuring" category recognizes local governments that are both completing relevant emission-reduction projects and measuring emissions. The City chose and was awarded with Level 3 recognition "Accelerating Progress" for the last three reporting years. As such, and

in consideration of the range of ongoing and projected projects, staff recommends that "Accelerating Progress" is again the appropriate recognition, should the program be offered.
Related projects completed in 2020 and potential future actions planned include:

Hybrid fleet vehicle (1 additional vehicle purchased);
Art Gallery Solar Infrastructure installation (late 2019 / early 2020);
Active Transportation Task Force formed;
Tree Planting – 50 trees with Naturalist Society (2020);
Wildfire Fuel Load Management (South Canoe / Little Mountain projects - 2020);
Community Energy and Emissions Plan (2020);
Community Energy Association membership;
City Hall Lobby - LED conversions (2020);
Downtown LED street lighting conversion (completed 2020);
SASCU Rec Centre Auditorium LED lighting project (completed January 2020);
Efficiency upgrade: replacement of Shaw Centre arena chillers (2020);
Continued Organic Waste Diversion program and residential yard waste pick-up;
Sidewalk install (50 m by City and 367 m through development); and
Greenway network enhancement (2,800 m new trails created).

Future projects: Universal LED Street Lighting Project - Residential (2021);
Universal LED Street Lighting Project - Cobra Heads (2021);
City Hall office areas - LED conversions (2021);
Ross Street Underpass (2021);
Memorial Arena LED lighting project (2021);
Wildfire Fuel Load Management (Park Hill, Mt Ida and Fly Hills projects - 2021);
Fleet vehicle upgrades;
Continued Organic Waste Diversion program;
Continued residential yard waste pick-up (bi-annual);
Planning for Aquatic Centre replacement;
Active Transportation initiatives and planning;
Ongoing park enhancements (Klahani, Blackburn, and Canoe Beach Parks);
Ongoing greenways enhancements (S. Canoe and Hillcrest);
Trans Canada Highway improvements including parallel pathway;
10 Ave SW – multi use path (west of Picadilly – 100 m); and
Various sidewalk replacement projects.

The future projects listed are options and suggestions by City staff, and each would be subject to Council's consideration through the annual budget process.

Context: CARIP Results
The Provincial CARIP "Summary Report on Local Government Climate Actions 2018" is attached as Appendix 4 (a 2019 summary report was not completed).

A total of 50 out of 186 reporting local governments (regional and municipal) were carbon neutral for the 2018 reporting year (there are 189 local governments in BC). The majority of participating local governments were not carbon neutral, including Salmon Arm: 136 reporting local governments were not carbon neutral in 2018, representing 73% of 2018 CARIP participants.

Staff annually monitor CARIP reports from comparable communities and have observed a somewhat predictable trend where communities with the coldest climates show relatively high emissions, while those in warmer climates report lower emissions. Of the carbon neutral communities, approximately one-third achieve carbon neutrality through their own actions (primarily landfill gas capture or through organic recycling programs), while approximately two-thirds purchase offsets (note that while the City contributes to the CSRD's landfill gas capture, the CSRD maintains all associated carbon credits).

The attached 2018 Summary Report details the range of recent initiatives undertaken by local governments.

CONCLUSION

Staff recommend that the 2020 City of Salmon Arm *Climate Action/Carbon Neutral Progress Survey* indicate that the City is eligible for recognition at 'Level 3 – Accelerating Progress' with the Green Communities Committee (if offered) and intends to continue making progress towards carbon neutrality. While there are no public reporting requirements for the annual CARIP grant this year and this is expected to be the final year of this program, the 2020 *Climate Action/Carbon Neutral Progress Survey* will be placed on the City's website to communicate the City's ongoing efforts to reduce ghg emissions.

Prepared by: Chris Larson, MCIP, RPP
Senior Planner

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

May 11, 2021

Ref: 266895

Dear Mayors and Chairs:

I am writing in follow up to a recent update from Okenge Yuma Morisho, Deputy Minister of Municipal Affairs, to Chief Administrative Officers regarding the Climate Action Revenue Incentive Program (CARIP). As you may be aware, 2021 will mark the wind down and final year of grant payments under this program. Budget 2021 also commits new funding to help local governments reduce greenhouse gas emissions through planning for compact, energy-efficient communities. The purpose of this letter is to thank British Columbia's local governments for your continued leadership and to describe how our government continues to work with local governments to achieve our collective climate goals.

Since the 2008 inception of the Climate Action Charter (CAC), almost every local government in B.C. has signed the CAC, committing to take action and develop strategies to achieve the following three goals:

- Work toward becoming carbon neutral in their local government corporate operations
- Measure and report on their community greenhouse gas (GHG) emissions profile
- Create complete, compact, energy-efficient rural and urban communities

As of 2018, the last year of full reporting prior to the pandemic, 187 local governments had signed on to the CAC and were publicly reporting on their progress toward meeting their climate action goals, 147 were measuring and reporting GHG emissions, and 50 local governments had achieved carbon neutrality in their operations. Communities across B.C. both large and small have consistently demonstrated leadership in taking action on climate change, in areas as broad as local food production, renewable energy generation and planning for public transit and active transportation. Thank you for your continued ambition and efforts to reduce greenhouse gas emissions in your corporate operations, and more broadly to inspire and work within your communities to tackle climate change.

Under CleanBC, the Province of British Columbia has put a priority on reducing pollution, boosting energy-efficient solutions and building a low-carbon economy. Local governments will continue to be a key partner in our collective efforts to address the challenges of a changing climate, playing a specific and important role in B.C.'s climate goals.

.../2

Ministry of Municipal Affairs
Office of the Minister
Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312
Location:
Parliament Buildings
Victoria BC V8V 1X4
http://www.gov.bc.ca/muni

Just as local governments' actions on climate solutions have evolved in the past decade, our government is responding to support you with tools and funding programs such as:

- Updating the BC Action Climate Toolkit and the Green Communities Committee Carbon Neutral Framework.
- Investing $110 million in combined provincial and federal funding to help local governments and Indigenous communities develop energy efficiency and clean energy projects through the Investing in Canada Infrastructure Program CleanBC Communities Fund.
- Working with the federal government to assess the climate impacts of all major infrastructure being funded under the Investing in Canada Infrastructure Program to reduce GHG emissions and increase resilience to climate change, which benefits communities and creates jobs.
- Boosting active transportation infrastructure with $18 million through the Ministry of Transportation and Infrastructure.
- Making sure commuters can get out of their cars with historic investments in public transit, such as the Broadway Subway Line, and free transit for kids 12 and under starting this September.

Building on record investments in CleanBC, the province will continue to strengthen our work with local governments and support the CAC.

As noted, Budget 2021 commits $11 million in new funding to help local governments plan for compact, energy-efficient communities, directly supporting the CAC's commitment to create complete, compact, energy-efficient rural and urban communities. I look forward to working with all local governments through Union of BC Municipalities and the Green Communities Committee on how to support greener and more livable communities.

Our government remains committed to working with local governments to reach our climate goals and make life better for people across British Columbia.

Sincerely,

Josie Osborne
Minister

pc: Chief Administrative Officers

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

Survey

For the *2020 Climate Action/Carbon Neutral Progress Survey*

For purposes of this survey, the following definitions apply:

COMMUNITY-WIDE ACTIONS
Actions undertaken to reduce GHG emissions in the community at-large (e.g. not related to corporate operations).

CORPORATE ACTIONS
Actions undertaken to reduce GHG emissions produced as a result of a local government's delivery of "traditional services", including fire protection, solid waste management, recreational/cultural services, road and traffic operations, water and wastewater management, and local government administration.

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

Climate Action Public Report for 2020

Local Government:

City of Salmon Arm

Report Submitted by:
Name: Chris Larson
Role: Planner
Email: clarson@samonarm.ca
Phone: 250-803-4000

Date: May 5, 2021

The **City of Salmon Arm** has completed this 2020 Climate Action Report aligned with requirements of the Province of BC. This report summarizes actions taken in 2020 and proposed for 2021 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, and centred) plays an especially important role in energy and GHG reduction.

Q 6 + Q 7 Community-Wide Broad Planning Actions Taken in 2020 + Additional Actions	
	As per OCP policy, use Urban Containment Boundary to support long-term growth.
	As per OCP policy, strive to protect ALR lands, forested hillsides, and watercourses.
	As supported by OCP and Greenways Strategy enhance and continued development of greenways, active transportation network.
Q 8 Community-Wide Broad Planning Actions Proposed for 2021	
	As per OCP policy, use Urban Containment Boundary to support long-term growth.
	As per OCP policy, strive to protect ALR lands, forested hillsides, and watercourses.
	As supported by OCP and Greenways Strategy enhance and continued development of greenways, active transportation network.

Q 9 + Q 10 Corporate Broad Planning Actions Taken in 2020 + Additional Actions	
	Set aside funds in climate action reserve.
Q 11 Corporate Broad Planning Actions Proposed for 2021	
	Continue to set aside funds in climate action reserve for projects that will improve efficiency.

Broad Planning	
Q 12 What is (are) your current GHG reduction target(s)?	**OCP Section 4.6: 6% reduction by 2020**
Q 13 Are you familiar with your local government's community energy and emissions inventory (e.g. CEEI or another inventory)?	**Yes**
Q 14 What plans, policies or guidelines govern the implementation of climate mitigation in your community?	
• Community Energy and Emissions Plan	**Yes**
• Integrated Community Sustainability Plan	**No**
• Community- Wide Climate Action Plan	**No**
• Official Community Plan	**Yes**
• Regional Growth Strategy	**No**
• Do not have a plan	**No**
• Other:	**No**
Q 15 Does your local government have a corporate GHG reduction plan?	**Yes**

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 BUILDING AND LIGHTING ACTIONS

Building and Lighting Actions

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

Q 16 + Q 17 Community-Wide Building and Lighting Actions Taken in 2020 + Additional Actions	
Q 18 Community-Wide Building and Lighting Actions Proposed for 2021	

Q 19 + Q 20 Corporate Building and Lighting Actions Taken in 2020 + Additional Actions	
	Efficient replacement for Shaw Centre arena chillers
	SASCU Rec Centre Auditorium LED project
	Downtown LED Street Light Conversions
	City Hall Lobby LED project
Q 21 Corporate Building and Lighting Actions Proposed for 2021	
	Residential LED street lighting projects
	Cobra Head LED street lighting projects
	City Hall Offices LED lighting project
	Memorial Arena LED lighting project
	Planning for Aquatic Centre replacement

Building and Lighting The Province has committed to taking incremental steps to increase energy-efficiency requirements in the BC Building Code to make buildings net-zero energy ready by 2032. The BC Energy Step Code--a part of the BC Building Code--supports that effort	
Q 22 Is your local government aware of the BC Energy Step Code?	Yes
Q 23 Is your local government implementing the BC Energy Step Code?	Yes

CITY OF SALMONARM

2020 Climate Action/Carbon Neutral Progress Survey

P5 2020 ENERGY GENERATION ACTIONS

Energy Generation Actions

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

Q 24 + Q 25 Community-Wide Energy Generation Actions Taken in 2020 + Additional Actions	
Q 26 Community-Wide Energy Generation Actions Proposed for 2021	

Q 27 + Q 28 Corporate Energy Generation Actions Taken in 2020 + Additional Actions	
	Art Gallery Solar Project
Q 29 Corporate Energy Generation Actions Proposed for 2021	
	Solar project feasibility study

Energy Generation	
Q 30 Is your local government developing, or constructing a • district energy system • renewable energy system • none of the above	**No** **No**
Q 31 Is your local government operating a • district energy system • renewable energy system • none of the above	**No** **No**
Q 32 Is your local government connected to a district energy system that is operated by another energy provider?	**No**
Q 33 Are you familiar with the List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments?	**Yes**

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

Greenspace Actions

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

Q 34 + Q 36 Community-Wide Greenspace Actions Taken in 2020 + Additional Actions (Q 35 below Q 41)	
Q 37 Community-Wide Greenspace Actions Proposed for 2021	

Q 38 + Q 39 Corporate Greenspace Actions Taken in 2020 + Additional Actions	
	Tree planting – 50 trees with Naturalist Society
	Greenway network enhancement (2,800 m new trails created)
Q 40 Corporate Greenspace Actions Proposed for 2021	
	Ongoing park enhancements (Klahani, Blackburn, and Canoe Beach Parks)
	Ongoing greenways network enhancements (including Turner Creek Trail)

Greenspace	
Q 41 Does your local government have urban forest policies, plans or programs?	Yes
Q 35. Does your local government have policies, plans or programs to support local food production?	Yes

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 SOLID WASTE ACTIONS

Solid Waste Actions

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

Q 42 + Q 43 Community-Wide Solid Waste Actions Taken in 2020 + Additional Actions	
	Continued residential recycling pick-up.
	Residential yard waste pick-up (bi-annual).
	Continued curbside food waste pick-up program
Q 44 Community-Wide Solid Waste Actions Proposed for 2021	
	Continued residential recycling pick-up.
	Residential yard waste pick-up (bi-annual).
	Continued curbside food waste pick-up program

Q 45 + Q 46 Corporate Solid Waste Actions Taken in 2020 + Additional Actions	
	Continued Food waste program
Q 47 Corporate Solid Waste Actions Proposed for 2021	

Solid Waste	
Q 48 Does your local government have construction and demolition waste reduction policies, plans or programs?	No
Q 49 Does your local government have organics reduction/diversion policies, plans or programs?	Yes

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 TRANSPORTATION ACTIONS

Transportation Actions

Transportation actions that increase transportation system efficiency emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling and public transit, can contribute to reductions in GHG emissions and more livable communities.

Q 50 + Q 51 Community-Wide Transportation Actions Taken in 2020 + Additional Actions	
	Greenway network enhancement (2,800 m new trails created)
	New sidewalk install (50 m by City and 367 through development)
	Active transportation Task Force formed
Q 52 Community-Wide Transportation Actions Proposed for 2021	
	Ongoing greenways network enhancements
	Various sidewalk projects (175 m proposed)
	10 Ave SW multi use path project
	Ross Street Underpass project
	Trans Canada Highway improvements including parallel pathway

Q 53 + Q 54 Corporate Transportation Actions Taken in 2020 + Additional Actions	
	Hybrid fleet vehicles (1 purchased)
Q 55 Corporate Transportation - Actions Proposed for 2021	
	Fleet vehicle upgrades

Transportation	
Q 56 Does your local government have policies, plans or programs to support:	
• Walking	**Yes**
• Cycling	**Yes**
• Transit Use	**Yes**
• Electric Vehicle Use	**Yes**
• Other (please specify)	**No**
Q 57 Does your local government have a Transportation Demand Management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behaviour)?	**No**
Q 58 Does your local government integrate its transportation and land use planning?	**Yes**

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 WATER AND WASTEWATER ACTIONS

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces GHG emissions.

Q 59 + Q 60 Community-Wide Water and Wastewater Actions Taken in 2020 + Additional Actions	
	Annual sprinkler restrictions.
	Require installation of water meters on new development.
Q 61 Community-Wide Water and Wastewater Actions Proposed for 2021	
	Continued annual sprinkler restrictions.
	Continue to require installation of water meters on new development.

Q 62 + Q 63 Corporate Water and Wastewater Actions Taken in 2020 + Additional Actions	
Q 64 Corporate Water and Wastewater Actions Proposed for 2021	
	Continue exploring Water and Wastewater System efficiency upgrades and techniques.

Water Conservation	
Q 65 Does your local government have water conservation policies, plans or programs?	Yes

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 CLIMATE CHANGE ADAPTATION ACTIONS

This section of the survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

Q 66 Please identify the THREE climate impacts that are most relevant to your Local Government.	
• Increased temperatures increasing wildfire activity • Increased temperatures affecting air quality • Extreme weather events contributing to urban and overland flooding	
Other (please specify): Decreased average temperatures increasing winter burdens	

Q 67 In 2020 has your local government addressed the impacts of a changing climate using any of the following?	
Risk and Vulnerability Assessments	Yes
Risk Reduction Strategies	Yes
Emergency Response Planning	Yes
Asset Management	Yes
Natural/Eco Asset Management Strategies	Yes
Infrastructure Upgrades (e.g. stormwater system upgrades)	Yes
Beach Nourishment Projects	No
Economic Diversification Initiatives	Yes
Strategic and Financial Planning	Yes
Cross-Department Working Groups	Yes
Official Community Plan Policy Changes	Yes
Changes to Zoning and other Bylaws and Regulations	Yes
Incentives for Property Owners (e.g. reducing storm water run-off)	Yes
Public Education and Awareness	Yes
Research	Yes
Mapping	Yes
Partnerships	Yes

Q 68 Climate Change Adaptation Actions Taken in 2020 Please elaborate on key actions and/or partnerships your local government has engaged in to prepare for, and adapt to a changing climate. Add links to key documents and information where appropriate.	

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

Q 69 Climate Change Adaptation Actions Proposed for 2020	
	Wildfire mitigation projects – South Canoe and Little Mountain Parks
Q 70 For more information please contact	

Q 71. The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation?	
Indicators of Climate Change for British Columbia	Useful
Plan2Adapt	Useful
Climate Projections for Metro Vancouver	Not Useful
Climate Projections for the Capital Region	Not Useful
Climate Projections for the Cowichan Valley Regional District	Not Useful
Province of BC's BC Adapts Video Series	Haven't Used
Preparing for Climate Change: Implementation Guide for Local Governments	Useful
Public Infrastructure and Engineering Vulnerability Committee's (PIEVC)	Haven't Used
Sea Level Rise Adaptation Primer	Not Useful
BC Regional Adaptation Collaborative Webinars	Haven't Used
Retooling for Climate Change	Useful
Water Balance Model	Haven't Used
Water Conservation Calculator	Haven't Used
Funding:	
National Disaster Mitigation Program (NDMP)	Haven't Used /Useful/Not Useful
Community Emergency Preparedness Fund (CEPF)	Haven't Used /Useful/Not Useful
Municipalities for Climate Innovation Program (MCIP)	Haven't Used /Useful/Not Useful
Climate Adaptation Partner Grants (FCM)	Haven't Used /Useful/Not Useful
Infrastructure Planning Grants (MAH)	Haven't Used /Useful/Not Useful
Federal Gas Tax Fund	Haven't Used /Useful/Not Useful
Other (please specify)	

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 OTHER CLIMATE ACTIONS

Other Climate Actions

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

Q 72 Community-Wide Other Actions Taken in 2020
Q 73 Corporate Other Actions Taken in 2021

Other	
Q 74 Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC)?	**Yes**
Q 75 Is your local government using the CLIC tool?	**No**

INNOVATION AND PEER-TO-PEER LEARNING

Innovation

This section provides the opportunity to showcase an innovative *Corporate and/or Community-Wide* GHG reduction and/or climate change adaptation activity that your local government has undertaken and that has had, or has the potential to have, a significant impact. You are welcome to highlight an action that has already been listed. Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible. Communities that have conducted innovative initiatives may want to consider making applications to CEA's Climate and Energy Action Awards, FCM Sustainable Communities Awards or to FCM's National Measures Report.

Q 76 Community-Wide Innovation Action
Q 77 Corporate Innovation Action

Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government's climate actions by listing each entry in the box below separated by a forward slash (e.g. program1/program2).

Mitigation

Q 79 Mitigation Programs, Partnerships and Funding
As a member municipality of the CSRD, the City of Salmon Arm contributes to regional climate actions, with the most relevant being the CSRD`s gas capture at the Salmon Arm landfill.

Adaptation

Q 80 Adaptation Programs, Partnerships and Funding

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

2020 CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the B.C. Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Prior to completing this portion of the survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially the Workbook and Becoming Carbon Neutral: A Guide for Local Governments in British Columbia.

Please note: As a result of the BC Recycling Regulation, local governments are no longer required to account for GHG emissions from vehicles, equipment and machinery required for the collection, transportation and diversion of packaging and printed paper, in their annual Climate Action reports.

Reporting Emissions

Q 81 Did your local government measure corporate GHG emissions for 2020?	**Yes**
Q 82 If your local government measured 2020 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent)	**946.57**
Q 83 If your local government measured 2020 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent)	**801.13**
Q 84 TOTAL A: CORPORATE GHG EMISSIONS FOR 2020 (Direct GHGs + Contracted GHGs)	**1747.7 tCO2e**

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2020 by one or a combination of the following actions:

- undertake GCC-supported Option 1 Project(s)
- undertake GCC-supported Option 2 Project(s)
- purchase carbon offsets from a credible offset provider

For more information about options to balance or offset corporate GHG emissions please refer to Becoming Carbon Neutral: A Guidebook for Local Governments in British Columbia.

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

If applicable, please report the 2020 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from any of the following Option 1 GHG Reduction Projects:

OPTION 1 PROJECTS	REDUCTIONS
Q 85 Energy Efficient Retrofits (in tonnes of carbon dioxide equivalent (tCO2e))	
Q 86 Solar Thermal (in tonnes of carbon dioxide equivalent (tCO2e))	
Q 87 Household Organic Waste Composting (in tonnes of carbon dioxide equivalent (tCO2e))	458
Q 88 Low Emission Vehicles (in tonnes of carbon dioxide equivalent (tCO2e))	
Q 89 Avoided Forest Conversion (in tonnes of carbon dioxide equivalent (tCO2e))	
Q 90 TOTAL B: REDUCTIONS FROM ALL OPTION 1 PROJECTS FOR 2020	458 tCO2e

Q 91 If applicable, please report the names and 2020 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

Option 2 Project Name	REDUCTIONS
Option 2 GHGs Reduced (tCO2e)	
Q 92 TOTAL C: REDUCTIONS FROM ALL OPTION 2 PROJECTS FOR 2020	0 tCO2e

Offsets

Q 93 If applicable, please report the name of the offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO2e)) from an offset provider for the 2018 reporting year:

NOTE: DO NOT INCLUDE ANY FUNDS THAT MAY BE SET ASIDE IN A CLIMATE ACTION RESERVE FUND.

Offset Provider Name	OFFSETS
Offsets (tCO2e)	
Q 94 TOTAL D: OFFSETS PURCHASED FOR 2018	0 tCO2e

Q 95 TOTAL REDUCTIONS AND OFFSETS FOR 2020 (Total B+C+D) = 458 tCO2e

Corporate GHG Emissions Balance for 2020

Your local government's Corporate GHG Emissions Balance is the difference between total corporate offsetable GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

Q 96 CORPORATE GHG EMISSIONS BALANCE FOR 2020 = (A – (B+C+D)) = 1289.7 tCO2e

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

Carbon Neutral Reporting	
Q 99 Does your local government set aside funds in a climate reserve fund or similar?	**Yes**

GCC CLIMATE ACTION RECOGNITION PROGRAM

Green Communities Committee Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) Climate Action Recognition Program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 – Demonstrating Progress on Charter Commitments: For local governments who demonstrate progress on fulfilling one or more of their Charter commitments.

Level 2 – Measuring GHG Emissions: For local governments that achieve Level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with their community's energy and emissions inventory (i.e. CEEI)

Level 3 – Accelerating Progress on Charter Commitments: For those local governments who have achieved Level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (e.g. through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: For local governments who achieve carbon neutrality in the reporting year.

Q 100 Based on your local government's 2020 Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

	Level 1 – Demonstrating Progress on Charter Commitments	
	Level 2 – Measuring GHG Emissions	
	Level 3 – Accelerating Progress on Charter Commitments	X
	Level 4 - Achievement of Carbon Neutrality	
	Not Sure	

CITY OF SALMON ARM

2020 Climate Action/Carbon Neutral Progress Survey

Q 101 Related to Level 3 recognition, if applicable, please identify any new or ongoing corporate or community wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time and/or financial resources and is intended to result in significant GHG reductions:

PROJECT NAME:
• Hybrid fleet vehicle purchase • Efficient Arena Chiller replacement • Art Gallery Solar project • Ongoing LED street lighting projects • Ongoing civic building LED lighting projects • Ross Street Underpass project • Active Transportation planning • Planning for Aquatic Centre replacement • Trans Canada Highway improvements including parallel pathway

Service Area		Emissions (tonnes CO_2e)							
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Administration and Governance	72	42.9	60.7	55.4	53.1	74.57	78.02	70.74	57.74
Drinking, Storm and Waste Water	462	403.4	455.8	427.9	405.4	451.26	427.23	418.35	324.6
Solid Waste Collection, Transportation and Diversion	107	106.5	119.5	113.8	116.5	115	123.1	113.5	133
Roads and Traffic Operations	266	344.7	361.6	367.1	369	415.59	425.94	427.53	389.5
Arts, Recreation, Parks and Cultural Services	932	858.3	877.3	806.7	843.2	932.53	904.44	875.82	742.94
Fire Protection	105	94.5	106	95.4	91.7	111.55	103.1	106.12	99.9
Subtotal	1944	1850.3	1980.9	1866.3	1878.9	2100.05	2061.8	2012.06	1747.7
Organic Diversion	0	0	0	0	0	0	0	-239.2	-458
Total	1944	1850.3	1980.9	1866.3	1878.9	2100.5	2061.8	1772.86	1289.7

Service Area	Emissions tonnes CO_2e								
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Administration and Governance									
City Hall	65	36.2	53	47.4	44.6	64.67	69.07	66.02	54.99
Fleet	7	6.7	7.7	8	8.5	9.9	8.95	4.72	2.75
Total	**72**	**42.9**	**60.7**	**55.4**	**53.1**	**74.57**	**78.02**	**70.74**	**57.74**
Drinking, Storm and Waste Water									
Water	130	148.1	165.8	161.2	145	159.84	134.93	126.9	67.2
Sewer (Treatment Plant)	153	125.6	156.7	146	135	157.77	167.97	167.19	140.7
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83
Fleet	169	119	122.7	111.2	116.1	121.13	113.43	113.77	106.81
Total	**462**	**403.4**	**455.8**	**427.9**	**405.4**	**451.26**	**427.23**	**418.35**	**324.6**
Solid Waste Collection, Transportation and Diversion									
Curbside Collection*	107	106.5	119.5	113.8	116.5	115	123.1	113.5	113.8
Biosolids*									15.3
CSA Facility Collection*									3.9
Total	**107**	**106.5**	**119.5**	**113.8**	**116.5**	**115**	**123.1**	**113.5**	**133**
Roads and Traffic Operations									
Lighting	18	16.4	20.2	19.8	20.3	20.77	20.97	21.48	8.8
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83
Fleet	238	317.6	330.8	337.8	339.4	382.3	394.07	395.56	370.87
Total	**266**	**344.7**	**361.6**	**367.1**	**369**	**415.59**	**425.94**	**427.53**	**389.5**

Arts, Recreation, Parks and Cultural Services									
Parks+cemetery+LMC	12	10.7	11.55	10.3	8.6	12.9	20.0	15.26	8.99
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83
Arena and Recreation Centre*	810	761	759.7	695.1	740.8	829.34	801.31	784.76	646
Haney Heritage Village & Museum*	10	7	8.8	7.7	7.3	10.19	9.95	11.72	10.07
Art Gallery*	13	15	17.9	12.3	11.6	14.04	12.67	13.3	12.06
Fleet	77	53.9	68.75	71.8	65.6	53.54	49.61	40.29	55.99
Total	**932**	**858.3**	**877.3**	**806.7**	**843.2**	**932.53**	**904.44**	**875.82**	**742.94**
Fire Protection									
Fire Halls & Training Centre	72	63.5	74.2	63.7	59.8	80.37	75.18	72.69	68.8
Fleet	33	31	31.8	31.7	31.9	31.18	27.93	33.43	31.1
Total	**105**	**94.5**	**106**	**95.4**	**91.7**	**111.55**	**103.1**	**106.12**	**99.9**
Sub Total	1944	1850.3	1980.9	1866.3	1878.9	2100.5	2061.8	2012.06	1747.7
In-House Portion	**991**	**960.8**	**1075**	**1037.4**	**1002.7**	**1131.93**	**1114.77**	**1088.78**	**946.57**
Contracted Portion*	**953**	**889.5**	**905.9**	**828.9**	**876.2**	**968.57**	**947.03**	**923.28**	**801.13**
Organic Diversion	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**-239.2**	**-458**
Grand Total	**1944**	**1850.3**	**1980.9**	**1866.3**	**1878.9**	**2100.5**	**2061.8**	**1772.86**	**1289.7**

	2012	2013	2014	2015	2016	2017	2018	2019	2020
Buildings									
City Hall	65	36.2	53	47.4	44.6	64.67	69.07	66.02	54.99
Arena and Recreation Centre*	810	761	759.7	695.1	740.8	829.34	801.31	784.76	646
Haney Heritage Village & Museum*	10	7	8.8	7.7	7.3	10.19	9.95	11.72	10.07
Art Gallery*	13	15	17.9	12.3	11.6	14.04	12.67	13.3	12.06
Fire Halls & Training Centre	72	63.5	74.2	63.7	59.8	80.37	75.18	72.69	68.8
Building Totals	**970**	**882.7**	**913.6**	**826.2**	**864.1**	**998.61**	**968.18**	**948.49**	**791.92**

Appendix 4

Summary Report on LOCAL GOVERNMENT CLIMATE ACTIONS 2018



BRITISH COLUMBIA

CARIP

CLIMATE ACTION REVENUE INCENTIVE PROGRAM

SEPTEMBER 2019

Contents

INTRODUCTION 3

THE 2018 CARIP SUMMARY REPORT 3

CARBON NEUTRAL LOCAL GOVERNMENT 4

CORPORATE AND COMMUNITY-WIDE CLIMATE MITIGATION ACTIONS 5

THE SMALL COMMUNITY EXPERIENCE *(POPULATION UP TO 4,999)* 6

- Corporate Mitigation Actions 6
- Community-Wide Mitigation Actions 6

THE MEDIUM-SIZED COMMUNITY EXPERIENCE *(POPULATION 5,000- 49,999)* 8

- Corporate Mitigation Actions 8
- Community-Wide Mitigation Actions 8

LARGE COMMUNITY EXPERIENCE *(POPULATION 50,000 +)* 11

- Corporate Mitigation Actions 11
- Community-Wide Mitigation Actions 12

ADAPTATION 14

- Wildfire 14
- Flooding 15
- Drought 15

PARTNER ORGANIZATIONS 17

- List of Partners Identified in CARIP Reports 18

CONCLUSION 19

APPENDIX A 20

- 2018 Carbon Neutral Status of Reporting BC Local Governments 20

APPENDIX B 22

Front & back cover photo courtesy: HCMA Architecture + Design, District of North Saanich Municipal Hall (See page 8)

Introduction

Established in 2010, the Climate Action Revenue Incentive Program (CARIP) provides conditional grants to local government signatories of the BC Climate Action Charter (Charter). The Charter establishes the joint Provincial-UBCM Green Communities Committee (GCC) to provide support to signatories. By signing the Charter, local governments commit to taking action towards achieving carbon neutrality in their corporate operations and to reducing community-wide emissions through the development of more complete, compact and energy efficient rural and urban communities.

The CARIP grant is equal to 100% of the carbon tax that eligible local governments have directly paid in a given year. To be eligible, local governments are required to be Charter signatories, report publicly on their plans and progress toward meeting their corporate and community-wide climate action goals, and complete an annual CARIP survey summarizing their actions.

In 2018, 186 of the 187 signatory local governments responded to the CARIP survey and reported on climate actions in areas as diverse as land use, transportation, waste, water, energy, and other infrastructure and service provision. It is evident from these surveys that local governments are continuing to demonstrate leadership and apply innovative approaches to both reducing greenhouse gas (GHG) emissions and adapting to a changing climate.

2018 CARIP Report Snapshot
Local Governments Reporting: **186**
Local Governments Measuring: **147**
Carbon Neutral Local Governments: **50**

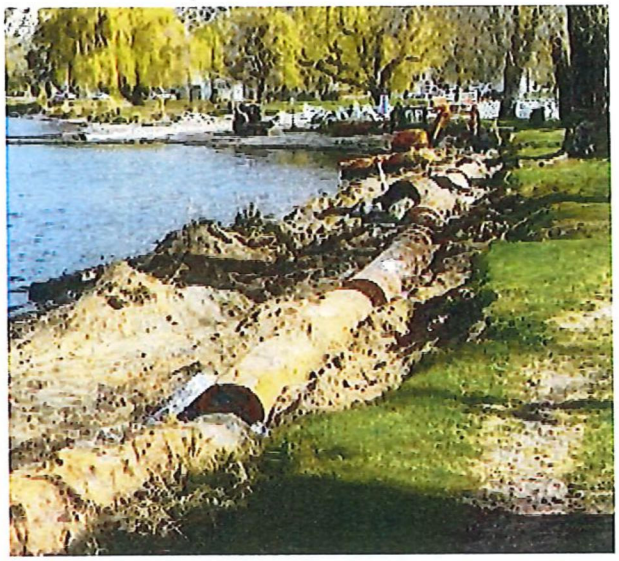


Photo courtesy: City of Kelowna

The 2018 CARIP Summary Report

This report illustrates the continued progress by local governments to reduce carbon emissions through highlighting examples of the achievements and experiences of small, medium, and large communities.

The 2018 CARIP Summary Report includes:

- Update on local government progress towards carbon neutrality
- Highlights of climate mitigation and adaptation actions taken by small, medium, and large communities across B.C.
- Hyperlinked list of funding sources and programs used by local governments in support of climate action

50 Local Governments achieved carbon neutrality in their corporate operations in 2018

Ashcroft
Capital Regional District
Central Saanich
Coldstream
Columbia Shuswap RD
Comox Valley RD
Comox
Cowichan Valley RD
Cumberland
Delta
Duncan
Fort St. James
Granisle
Highlands
Islands Trust
Keremeos
Ladysmith
Langley
Lantzville
Logan Lake
Lumby
Mission
Nelson
New Denver
Oak Bay
Oliver
Osoyoos
Parksville
Peace River RD
Pemberton
Penticton
Pitt Meadows
Port Alice
Port Hardy
Powell River
RD of East Kootenay
RD of Kitimat-Stikine
RD of Mount Waddington
RD of Nanaimo
Richmond
Sidney
Sooke
Squamish
Thompson-Nicola RD
Tofino
Ucluelet
Vancouver
View Royal
West Vancouver
Whistler

Carbon Neutral Local Government

The annual reporting of Climate Action Charter signatories through the CARIP survey enables a comparison from year-to-year, on the progress made by local governments on their carbon neutral commitments.

Of the 147 local governments that measured and reported on their GHG emissions in the 2018 CARIP reporting year, 50 local governments achieved carbon neutrality. This is an increase of five local governments since 2017. Appendix A lists the status of each local government's achievement toward the Charter commitment of carbon neutrality.

To support their achievement of Charter commitments, the GCC maintains a Carbon Neutral Framework (CNF), to provide guidance to local governments in measuring corporate emissions and balancing – through verified emission reduction projects – or offsetting emissions. The framework clarifies what emissions are in scope and how those emissions can be reduced and balanced / offset.

The CNF is designed to meet three key interests: ensuring that the approach offers choice in terms of the offsets that can be purchased; providing options for investments in local GHG reduction projects that are practical and flexible for the range of B.C. local governments; and ensuring that the approach is credible and that emission reductions are measurable. To do this, the approach provides options that allow local governments to use measurable community reductions to balance their corporate emissions (Options 1 and 2), as well as the ability to purchase validated offsets from a credible offset provider (Option 3).



Photo courtesy: The City of Nanaimo

The increase in carbon neutral local governments may be attributed to the new trenchless technology GCC Option 1 project profile, which became available for measuring emission reductions in the 2018 reporting year. The 1,310 tCO_2e of reduction credits that were claimed from the trenchless technology projects represent a significant uptake and surpassed the amount claimed for energy efficient retrofits, solar thermal, and low emission vehicles combined.

The total corporate GHG emissions generated by local governments in 2018 was 273,242 tCO_2e[1], a decrease of 533 tCO_2e from 2017. The moderate decrease in emissions can be in part attributed to the success of the CNF, which encourages emission reductions wherever possible. Corporate emissions reductions may also be due in part to the 2017 change to the scope of local government corporate emissions inventory. Recycle BC is now responsible for emissions associated with the collection of packaging and printed paper, which was previously counted as part of local government corporate inventories.

In 2018, local governments claimed 139,345 tCO_2e of GHG emission reductions and offsets to balance their corporate footprint. Of the total emission reductions and offsets claimed, 127,247 tCO_2e were achieved through GCC Option 1 and 2 projects.[2] In 2018, Household Organic Waste Composting remained the most common Option 1 project and Biocover Methane Reduction the most common Option 2 project. Local governments chose to purchase 12,097 tCO_2e worth of offsets in 2018, a decrease from the 12,349 tCO_2e purchased in 2017. This decrease in purchased offsets may be attributed to greater use of GCC Option 1 and 2 projects. Please refer to Appendix B for total corporate emissions and reductions reported through CARIP between 2012 and 2018.

Corporate and Community-Wide Climate Mitigation Actions

Since 2010, the number and scope of corporate and community-wide climate change mitigation actions and plans pursued by local governments has been increasing. Actions range from shifting to LED lighting, to those that require significant investment, such as installing alternative energy systems. The results from the 2018 CARIP survey indicate that local governments across B.C. are adopting and promoting the BC Energy Step Code, supporting active transportation through broader planning efforts, and continuing to support community engagement and education on climate-related topics in a variety of ways.

In 2018, 51% of CARIP respondents reported having corporate GHG reduction plans in place while approximately 94% of CARIP respondents indicated using planning tools to support climate mitigation on a community-wide scale. As shown in Table 1, since 2015[3], there has been an increase in the percentage of local governments with Energy and Emissions Plans, Community Wide Action Plans, and Official Community Plans supporting climate action.

1 tCO_2e denotes tonnes of carbon dioxide equivalent.

2 For more information, see *Chapter 2 of Becoming Carbon Neutral: Guidebook for B.C. Local Governments.*

3 2015 was the first year local government were asked to identify the plans they have that support climate change mitigation.

The Small Community Experience *(population up to 4,999)*

Corporate Mitigation Actions

Small communities across B.C. are taking action to reduce their corporate emissions in a multitude of ways. Actions reported in the survey include the installation of LED lighting in buildings and solid waste diversion (recycling, composting and reducing single use plastics). There is also a continued focus on the installation of solar generation systems and energy upgrades to existing buildings to increase energy efficiency and reduce GHGs. For example, the new district office in Elkford has been designed according to Commercial Step Code 3 with 30% of the electrical power to be provided by solar panels. The District of Sparwood installed building automation systems in each district building to reduce energy use and the District of Barriere received a grant to expand its biomass district hot water heating system to include the Barriere Search and Rescue building and fire hall.

CLIMATE ACTION HIGHLIGHT: ***The Thorsen Creek Waste and Recycling Centre*** opened in November of 2018, marking the Central Coast Regional District's (CCRD) 50 years of service to the community. The centre, complemented by a comprehensive recycling program, provides improved access to recycling options for the community, diverts more waste and extends life of the current landfill. Residents are now able to recycle a wide range of items such as packaging material (cans, jars, plastics, cardboard), printed paper, small appliances, tires, light bulbs, and used oil.

Waste management has been a top priority for the community and the new centre is one of many strategies implemented to maximize remaining landfill space. Additional strategies include maximizing recycling opportunities, a new funding agreement between the CCRD and the Nuxalk Nation, hiring a recycling attendant, updating the district's Solid Waste Management Plan, increasing education and promotion of recycling, and decommissioning the old waste transfer site to free up landfill space. An overall reduction in waste generation and efforts made to recycle material can reduce the need for energy-intensive extraction and processing activities, leading to fewer GHG emissions.

The total cost of the project was approximately $1 million covered in part by the Federal Gas Tax-Community Works Fund, with additional capital funds from the region's solid waste management budget. Financial support was also provided by the BC Used Oil Management Association for the purchase of storage tanks and modified sea-cans. BC Hydro provided the funding for the trees and shrubs planted at the site.

Community-Wide Mitigation Actions

Smaller communities, that represent 41% of CARIP survey respondents, continue to support community-wide reduction efforts by promoting actions in areas that include local food production, renewable energy generation and planning for public transit and active transportation.

90% *of CARIP survey respondents continue to have water conservation plans or policies in place.*

45% *of CARIP survey respondents have urban forest policies, plans or programs.*

Table 1: *Policies by Mode of Transportation*

MODE OF TRANSPORTATION	% OF LGS REPORTING ACTIONS 2018	% OF LGS REPORTING ACTIONS 2017	% OF LGS REPORTING ACTIONS 2016
Walking	81	80	79
Cycling	77	76	75
Transit	75	72	65
Electric Vehicles	69	62	54

As indicated in Table 1: *(Above) There has been an increase in the number of local governments reporting actions across all modes of low emission transportation with notable increases in actions related to transit and electric vehicles.*

About ***21%*** *of CARIP survey respondents are engaged in transportation demand management activities. In large communities (****100,000+****), where congestion is most acute,* ***40%*** *of local governments have transportation demand management strategies in place.*

CLIMATE ACTION HIGHLIGHT: *The District of Lillooet's Active Community Master Plan*, completed in July 2018, will guide the District's work in becoming a complete community and promoting healthy living. Development of the plan included an extensive community engagement process that will also inform an upcoming update to the District's Official Community Plan. One of the guiding objectives of the Active Community Master Plan is to support safe, active transportation. The plan includes strategies to improve communications regarding Lillooet's current active living opportunities, improve road safety for pedestrians and cyclists, expand bicycle infrastructure, explore opportunities to improve the pedestrian realm, and enhance the public trail network.

CLIMATE ACTION HIGHLIGHT: ***The Village of Masset***, with help from the Whistler Centre for Sustainability, completed the *Masset 2040: Integrated Official Community Plan* (IOCP) update. The IOCP articulates a shared vision and goals for the future success and sustainability of Masset and identifies the policies to help guide the community there. The *Masset 2040 IOCP Implementation Guide* articulates priority actions to be implemented following the adoption by Council of the IOCP update. These actions, that began in 2018, include remediation of empty lots in the downtown core, clean-up the park area at Seaplane Spit to create an accessible greenspace, enhancing the Delkatla Wildlife Sanctuary, increasing overall health and wellbeing of residents, and providing improved tourism amenities.

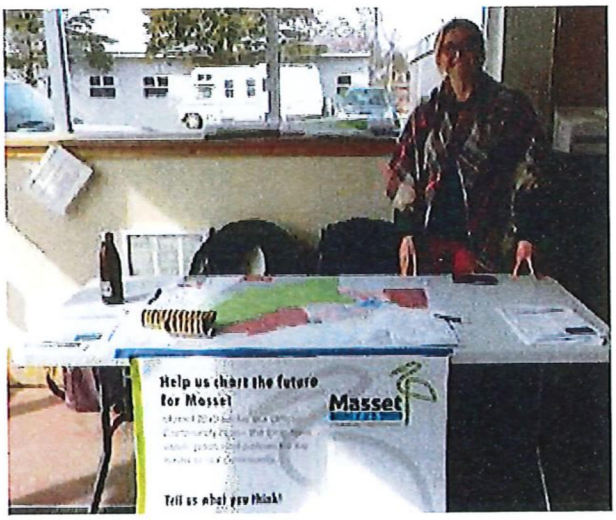


Photo courtesy: The Village of Masset

The Medium-sized Community Experience *(population 5,000- 49,999)*

Corporate Mitigation Actions

Corporate climate actions undertaken by medium-sized communities included addressing buildings and lighting and water and waste water. LED lighting upgrades continue to be undertaken as do updates to HVAC systems and the integration of sustainable building design. Local governments also supported new approaches to staff travel, including the addition of electric and conventional bikes to municipal fleets.

CLIMATE ACTION HIGHLIGHT: ***The District of North Saanich*** is now realizing benefits from its new Municipal Hall. Construction began in 2015 and was completed in August 2017. The objectives of the project were to replace aging infrastructure, provide seismic upgrades, and increase energy efficiency. The new building features solar energy panels and battery backup, an electric vehicle charging station, variable refrigerant flow HVAC systems, low flow plumbing systems, and LED lighting.

The project was completed on time, within budget and was fully funded through reserve funds; tax increases or borrowing were not required.



Photo courtesy: The District of North Saanich

Community-Wide Mitigation Actions

In 2018, medium-sized communities (representing 40% of CARIP survey respondents) continued to demonstrate a commitment to reducing GHG emissions by taking actions across many sectors. As in small communities, the completion of Official Community Plan updates focused on actions supporting the development of compact complete communities and implementing active transportation initiatives.

CLIMATE ACTION HIGHLIGHT: ***The City of Langford's*** Smart Cities Plan responded to Infrastructure Canada's 2018 Smart Cites Challenge. The Plan is a 10-year digital strategy linked directly to City priorities in the new City Centre Design Guidelines and acts as a roadmap for policy and technology implementation to improve efficiency and sustainability as it relates to Langford's twin pillars of affordability and livability. Considerations include reduced GHG emissions, the optimization of energy and resource use, impacts of climate change, population growth, and economic development. Langford has partnered with academic researchers, local businesses and residents to achieve plan goals such as a 54% reduction in energy use per-capita; the city-wide reduction of GHG emissions to pre-2007 levels; and 15% or more reduction in city water consumption costs.

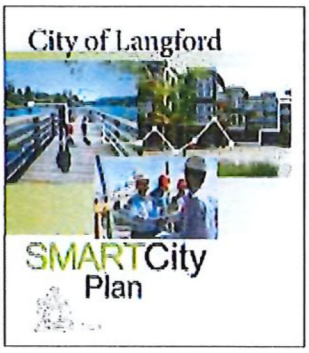


Photo courtesy: The City of Langford

CLIMATE ACTION HIGHLIGHT: ***The District of Squamish*** adopted its *2040 Official Community Plan update* in June 2018, which addresses both corporate and community climate action. Mitigation policies include reaffirmed GHG emissions reduction targets, a vision of compact infill land use within a newly identified Growth Management Boundary, a focus on local employment and reduced commuting distances, and support for alternative and active transportation options.

Beginning in 2016 when the District finalized its *Active Transportation Plan* it began allocating $700,000 annually for related infrastructure projects. The goal is to encourage a mode shift away from single occupant vehicles for a variety of reasons including: improving physical and mental health, reducing GHG emissions, and improving transportation options for youth, seniors and other residents who are not able to own/operate their own vehicles.



Photo courtesy: The District of Squamish

CLIMATE ACTION HIGHLIGHT: ***The City of Port Alberni*** has developed an extensive network of trails, sidewalks, parks, and natural and heritage attractions. Its *Active Transportation Plan* includes greater connectivity and continuity of the trail and road networks, encouraging residents and visitors to walk and bicycle for transportation and recreation. The extensive trail network and natural environment attract visitors, increases community livability and quality of life, and reduces GHG emissions due to reduced use of vehicles.



Photo courtesy: The City of Port Alberni

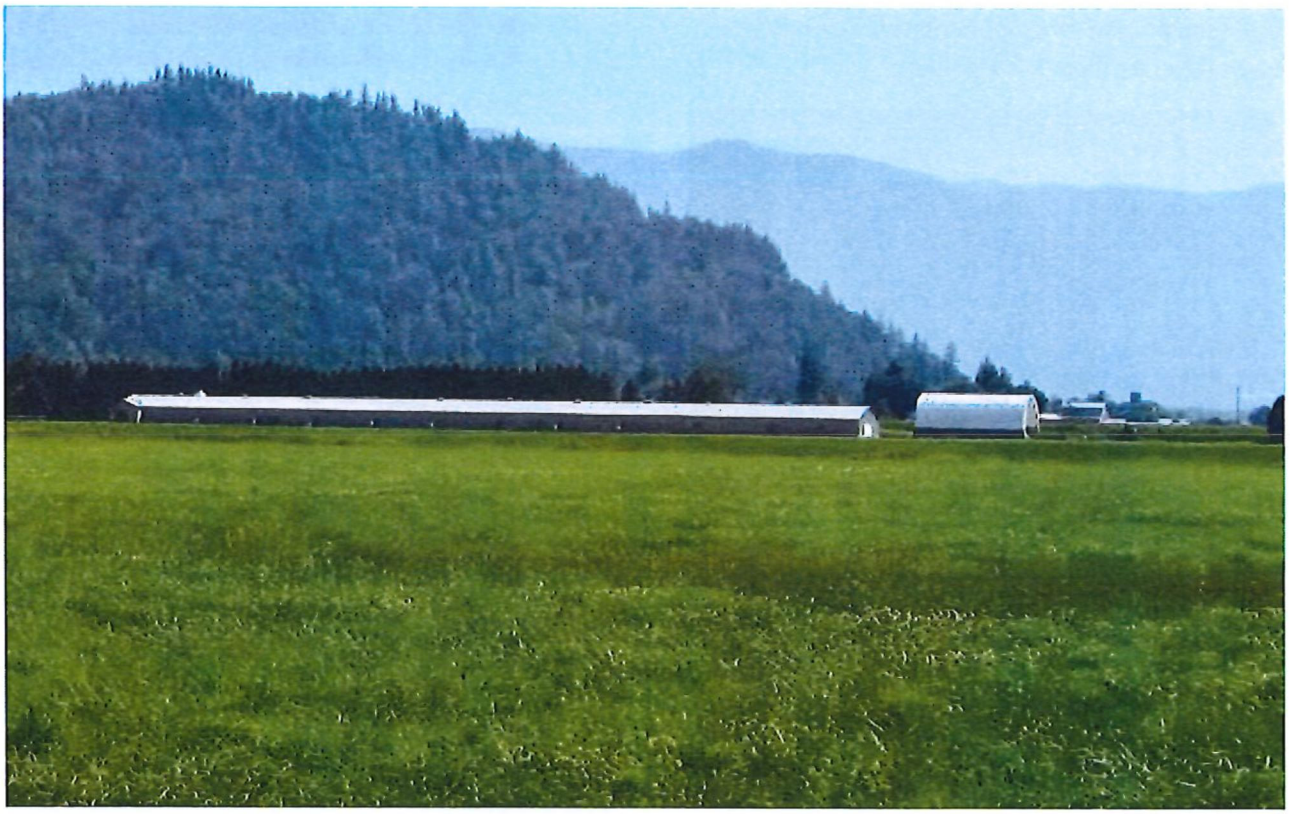
CLIMATE ACTION HIGHLIGHT: ***The District of Kent*** completed the Highway 9 shoulder enhancement project to improve the cycling route between Agassiz and Harrison Hot Springs. The project supports the District's 2009 *Active Transportation Plan* which focused on linkages to other modes of transportation (pedestrian, transit, lakes/blueways) and built on the Community-Based Leisure Needs Assessment that identified trails and bike lanes as a high priority. The Fraser Valley Regional District, Village of Harrison Hot Springs, and Kent Harrison Healthy Communities Committee all played an active role in the planning process.



Photo courtesy: The District of Kent

Medium-sized communities also focused on actions to achieve GHG reductions through energy efficient buildings initiatives, including:

- *Power Down Campbell River* offered rebates and resources for homeowners wanting to retrofit their homes for energy efficiency. The program includes educational videos on home energy ratings and energy efficiency considerations.
- The City of Penticton has implemented the BC Energy Step Code. Step One is required for new residential buildings including single detached houses, duplexes, and row housing. Buildings that achieve a minimum of Step 3 of the Step Code at time of occupancy, will receive a 5% building permit fee rebate.
- The City of Kimberly engaged with local developers regarding energy efficiency changes to the BC Energy Step Code.
- The City of Fort St. John promoted its certified Passive House including public tours. The City also facilitated tours of a recently completed BC Hydro/BC Housing 50-unit Passive Apartment building.
- The Town of Smithers, in partnership with the Province and the Dik Tiy Housing Society built a 19-unit affordable housing project to Passive House standard.



District of Kent Floodplain Bylaw Adaptation Project (See page 15). Photo courtesy: The District of Kent

Large Community Experience *(population 50,000 +)*

Corporate Mitigation Actions

Large communities in B.C. continue to be engaged in a variety of GHG reduction activities. Electric vehicle fleet initiatives (including charging station installations), building upgrades, and innovative energy efficient design were popular themes in the corporate actions reported by these communities.

CLIMATE ACTION HIGHLIGHT: In July 2018, the ***City of Surrey*** began construction of the Clayton Community Centre, an integrated service facility, slated to become the first community centre in North America to achieve Passive House certification. Located in the rapidly growing East and West Clayton neighbourhoods, the centre is designed to maximize energy efficiency and protect natural ecosystems. Planned to feel like an extension of the surrounding forest and parkland, it features a state-of-the-art heating and cooling system, triple-glazed windows, and an exterior designed to minimize heat loss. As a community hub, it integrates four civic services – recreation, library, arts, and parks – all in a single facility. The unique mix of space delivers arts and culture programming, branch library services, and recreational activities. These core services are complemented by shared social spaces for residents to connect with their neighbours, as well as a mix of supplementary spaces designed to enable community-led programming. On track for a summer 2020 completion, this facility will play an important role in the community life and identity of Clayton and serve as a leading example of green building design.

"The new Clayton Community Centre meets many pressing needs in a community that has rapidly expanded in recent years. Combining city services and programs in one place simply makes sense for residents and their families. Using materials and a design to achieve Passive House certification means it will sustainably benefit residents for decades to come."
Mayor Doug McCallum – City of Surrey





Photos Courtesy: HCMA Architecture + Design, City of Surrey

CLIMATE ACTION HIGHLIGHT: ***Metro Vancouver's Sustainable Infrastructure and Buildings Policy***, effective as of October 2018, establishes minimum standards for sustainable design and construction of Metro Vancouver infrastructure and buildings. Metro Vancouver undertakes a wide range of capital projects that support the organization's mandate of delivering services to the region including drinking water, liquid waste, solid waste, air quality, regional planning and regional parks. The policy aims to ensure that all projects, regardless of size or type, are consistent in their sustainability considerations. In particular, the policy focuses on improving energy efficiency, reducing lifecycle greenhouse gas emissions, encouraging the efficient and sustainable use of resources, and mitigating the impact of infrastructure and building projects on the natural environment.

Using the Envision and LEED rating systems, along with the BC Energy Step Code, the policy sets design and construction standards to reduce environmental impacts, demonstrate fiscal responsibility through life cycle costing, and show leadership in sustainable design. Metro Vancouver is currently developing a Design Guide to support implementation of the policy.

CLIMATE ACTION HIGHLIGHT: ***The District of Saanich*** has identified the need for its aging building portfolio to be upgraded, and in some cases redeveloped, to maintain the delivery of services to residents. The District's Strategic Facilities Master Plan, adopted in April 2018, guides capital investment decisions for the District's 10 key facilities. Whether for day-to-day maintenance and replacement upgrades or major renovations and redevelopment, the plan reinforces the District's commitment to be a 100% renewable energy community and achieving an 80% reduction of GHGs by 2050. New projects are recommended to be LEED Gold at a minimum as well as the highest equivalent levels for the BC Energy Step Code. The District's first project, the redevelopment of Fire Station #2 has been recently approved by Council and will be targeting net zero in addition to LEED Gold and Step Code Commercial Level 3.

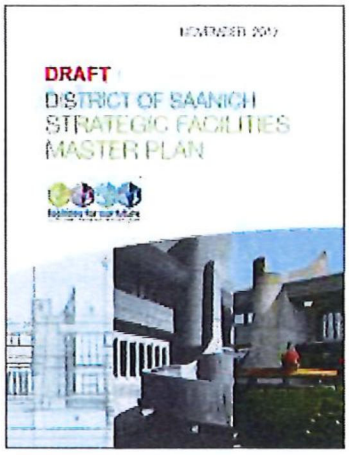


Photo courtesy: The District of Saanich

Community-Wide Mitigation Actions

As in previous years, there were a range of community-wide actions reported by large communities, whose local governments make up 19% of CARIP survey respondents. Efforts include promoting the BC Energy Step Code, encouraging transit-oriented development and implementing active transportation strategies.

***51%** of CARIP survey respondents had a corporate GHG reduction plan in 2017.*

***55%** of survey respondents have a climate action reserve fund (a **5%** increase from 2017).*

CLIMATE ACTION HIGHLIGHT: ***The District of North Vancouver*** Youth in Film Program was established in 1998 with the intent of providing youth opportunities to explore careers in film and television. The 2018 Sustainability on Screen Youth Film Camp empowered participants to produce short films about 'climate action'.

The larger program was created to engage youth in the production of films on subjects they are passionate about. In this case, their interest in climate change and the opportunity to tell the story about the District's *Community Energy and Emissions Plan* (CEEP) fit well with those interests. The District's draft

CEEP identifies actions and targets to meaningfully reduce its contribution to climate change and advance efforts on making the District a more energy efficient community.

Participants gained a heightened understanding of both climate change and climate action. Specifically, participating youth were challenged to think about how to promote climate action within their age cohort, how to be more civically engaged, and how to articulate activism and awareness using an artistic lens. This initiative provided a unique opportunity to learn about climate action directly from staff working to establish a community-wide plan to reduce emissions.

The short films produced are titled 'The Little Things', and 'Between the Forest'. These films were screened at the June 11, 2018 Regular Meeting of Council, and can be viewed on the *District webpage*.

CLIMATE ACTION HIGHLIGHT: In 2018, over 300 grade 4 and 5 students, teachers, and parents attended the *City of Nanaimo's Public Works day event*. ***The City of Nanaimo*** participates in National Public Works Week, an initiative to bring awareness to the essential role that public works play in a community's quality of life. Through 16 interactive stations, Public Works Day gives school-aged children an experiential and behind the scenes look at the programs, operations and infrastructure that keep Nanaimo flowing, and encourages youth to become engaged citizens and stewards for sustainability. One of the focuses of the day is the hydrological cycle, including the watershed, water conservation and treatment, sewers and drainage systems, as well as the potential impacts of climate change on the system. The Regional District of Nanaimo participated as part of a partnership in water, wastewater and solid waste sustainability.

Response to Public Works Day has been fantastic! For example: "Thank you for providing a great field trip for us to enjoy. We hope you keep taking care of Nanaimo! We really appreciate all the work you do!" – Pleasant Valley Elementary School, grade 4.



Photo courtesy: The City of Nanaimo

CLIMATE ACTION HIGHLIGHT: ***The City of New Westminster***, through *Energy Save New West*, is delivering a comprehensive program of industry training, Builder & Developer Breakfasts, and incentives on energy modeling to support BC Energy Step Code implementation. Since 2015, the City has hosted 12 Builder & Designer Breakfasts with over 450 attendees including architects, designers, builders and other tradespeople. The 2018 event covered the BC Energy Step Code Implementation Framework for Part 9 Buildings, Energy Step Code Performance Metrics, and the FortisBC New Home Program.

City Council adopted a *Building Bylaw Amendment* (No. 8084, 2019), requiring new buildings to achieve a minimum level of the BC Energy Step Code effective March 31, 2019 for Part 9 residential buildings, and effective January 1, 2020 for Part 3 multi-unit residential and commercial buildings.



Photo courtesy: The City of New Westminster

Adaptation

Over the last several years, the CARIP survey has included questions about local government actions on climate adaptation. Survey responses illustrate the development of local government knowledge, planning, and action since 2015.

In 2018, 84% of survey respondents identified being engaged in emergency response planning to address the impacts of a changing climate. Approximately two thirds of survey respondents reported being engaged in infrastructure upgrades and public education. Over 50% reported being engaged in risk and vulnerability assessments, risk and reduction strategies, strategic financial planning, OCP policy changes, research, mapping, and partnerships.

The top three climate change impacts of concern for local governments include:

- Increased temperatures increasing wildfire activity
- Extreme weather events contributing to urban and overland flooding
- Changes in temperature and precipitation causing seasonal drought

The examples below demonstrate how some local governments are addressing these impacts.



Wildfire

Several local governments in B.C. are addressing wildfire risk through fuel reduction - a fire management strategy that focusses on removing ground brush and debris, pruning lower branches and removing tight second growth trees. For example, Cowichan Valley Regional District conducted an urban wildfire interface analysis, the Village of New Denver continued wildfire interface brushing, and the Squamish-Lillooet Regional District engaged in interface wildfire risk reduction.

While some local governments are taking direct action to mitigate the spread of wildfires, others are engaged in public outreach and education activities. For example, the District of West Kelowna installed wildfire prevention signs on main travel routes and both the Mountain Resort Municipality of Sun Peaks and the District of Barriere engaged in public education efforts.

CLIMATE ACTION HIGHLIGHT: ***The Capital Regional District's*** (CRD) approach to wildfire risk includes funding research by Natural Resources Canada (NRCan) and the University of Victoria to collect and analyze sediment cores from both the Sooke Lake Reservoir and nearby Begbie Lake, which are within the primary water supply catchment in the Greater Victoria Water Supply Area. The research has characterized changes in forest composition and wildfire return intervals associated with changes to climate and other drivers since the end of the last ice age. It is also examining the effects of wildfires and human disturbances within the past several hundred years on Sooke Lake Reservoir and assessing fire induced impacts and recovery. The findings are being used to assess the potential vulnerability of forest tree species in the water supply area to climate change, how the likelihood of wildfire in the area could change with climate, and the potential impacts of wildfire and other disturbances on water quality in the Sooke Lake Reservoir.

CLIMATE ACTION HIGHLIGHT: In the ***Resort Municipality of Whistler***, hotter and drier summers due to climate change are expected, which will exacerbate both the risks and consequences of wildfire. In response, a *development permit area* for wildfire protection was established. When the 2018 OCP is adopted, wildfire development permit guidelines will apply to new developments and will mitigate the likelihood and consequences of wildfire scenarios.



Photo courtesy: Resort Municipality of Whistler

Flooding

Many communities, including the Regional District of Okanagan-Similkameen, the Regional District of Kootenay Boundary, qathet Regional District, the Village of Tahsis, the District of Chetwynd and the Resort Municipality of Whistler engaged in flood risk studies.

To respond to flood events of 2017 and 2018, and to proactively mitigate the anticipated effects of climate change, the City of Kelowna completed risk and vulnerability assessments of waterfront parks including Manhattan Beach, Manhattan Point, Sutherland Beach, Kinsmen Park, City Park, Kerry Park, Sarsons Beach, Paddle Centre, and Maude Roxby Marsh. The City completed a beach nourishment project and monitoring program with the goal of building a public foreshore that is resilient to future climatic events.

The District of Kent adopted a Floodplain Bylaw to support appropriate development on the Agassiz floodplain and to account for potential flood water levels. The bylaw designates land as floodplain and makes provisions in relation to flood control, flood hazard management, and the development of land that is subject to flooding or erosion.

Drought

Many local governments have taken recent action to address the impacts of drought in their community. The City of Terrace's Downtown Action Plan and Urban Design Guidelines include drought tolerant landscape design recommendations. The Cowichan Valley Regional District implemented a water use plan and groundwater monitoring system. The Capital Regional District assessed various ecosystem service characteristics in the Greater Victoria Water Supply Area in order to identify vulnerabilities to water quality and supply, as it relates to climate change projections.

CLIMATE ACTION HIGHLIGHT: ***The Regional District of Okanagan-Similkameen*** developed the *Okanagan Agricultural Water Supply Status Communications Pilot Project* – a joint effort of the *Okanagan Basin Water Board* (OBWB) and the *BC Agriculture & Food Climate Action Initiative*. The BC Agriculture and Food Climate Action Initiative identified challenges producers face as their operations are affected by a changing climate. The project aims to increase communication with producers in times of extreme weather or wildfire, for example better communications to producers by their water purveyor before and during drought events.

With the availability of mass notification systems, and willing local governments and purveyors, the Climate Action Initiative brought this project idea forward. The OBWB provided local utilities access to Civic Ready, a mass notification system, and created template messaging for users. The RDOS, already using Civic Ready, joined the pilot and assists the City of Penticton in outgoing messaging.

The pilot's success is illustrated through producer support and reduction in water consumption when requested. Less water pumped, more electricity and resources saved! Messages are sent to the producers in the manner that best suits them; text, email, text to voice, and landline voice messaging. Texts and emails allow for attachments and links to provide producers with more information.



Photo courtesy: City of Kelowna

CLIMATE ACTION HIGHLIGHT: The Sardis-Vedder Aquifer is the primary source of drinking water for 84,000 residents in the ***City of Chilliwack***. The City has proactively protected this groundwater supply by implementing the 1997 Groundwater Protection Plan, the first of its kind in B.C., included groundwater modelling, vulnerability mapping, and a contaminant inventory. The 2018 Sardis-Vedder Aquifer Groundwater Model Update Study included an update of the original groundwater model based on current conditions. The updated model was used to conduct capture-zone analyses and carry out predictive simulations to assist with aquifer management. The results were used to develop an updated Groundwater Protection Plan and Groundwater Management Plan.

Partner Organizations

In recent years, local governments have identified, through the CARIP survey, partner organization that helped them work toward their climate mitigation and adaptation goals. These organizations range from non-profits, industry, academic institutions, to government institutions. Some collaborative initiatives required sector specific or region-specific partnerships. For example, local governments reported initiatives that resulted from partnering with the Okanagan Similkameen Invasive Species Society, the Penticton and Area Cycling Association, the South Vancouver Island Habitat Acquisition Trust, and the Gwaii Trust Society.



Pictured Above: City of Nanaimo Public Works Day t-shirt design winner 2018. Photo courtesy: City Nanaimo Public Works Day

Each year the CARIP summary report highlights one of the identified partners. This year numerous local governments connected with the BC Sustainable Energy Association (BCSEA).

The BCSEA is a volunteer-based charity that supports the sustainable production, distribution, and consumption of energy in British Columbia and beyond. The association collaborates with governments, industry, universities and other institutions, other non-governmental organizations, and citizens to put in place the conditions needed to accelerate the province's transition to a lower-carbon economy. The BCSEA develops and undertakes educational programs, policy advocacy, public outreach and energy planning in the following areas: Chapter Outreach (*Victoria*, *Vancouver*, *Kamloops* and *Okanagan*); Advance Renewable Energy Generation; Advance Energy Conservation and Efficiency; and Advance Low-Carbon Passenger Transportation.

List of Partners Identified in CARIP Reports

Adaptation to Climate Change Team Asset Management BC

BC Agriculture and Food Climate Action Initiative

BC Energy Step Code Council

BC Energy Step Code Local Government Peer Network

BC Healthy Communities

BC Hydro Energy Wise Network

BC Hydro Sustainable Communities

BC Hydro Community Energy Manager Funding

BC Hydro Power Smart

BC Hydro EV Charging Station Program

BC Municipal Climate Leadership Council

BC Oil to Heat Pump Incentive Program

BC Sustainable Energy Association

BC Bikes Cycling Project Funding Bioregional's One Planet Cities Initiative

C40 Cities

Carbon Neutral Cities Alliance

Cariboo Chilcotin Conservation Society

City Green Solutions

Clean Water and Wastewater Fund

Climate Action Program (CRD)

Collaborative for Advanced Landscape Planning (UBC)

Columbia Basin Trust

Community Energy Association

Community Emergency Preparedness Fund (UBCM)

Community Energy Leadership Program Community Regreening Program (BC Hydro)

Community Resiliency Investment Program: Reducing Wildfire Risks & Impacts Community Works Fund Data Science for Social Good

David Suzuki Foundation

Dreamrider Theatre

EfficiencyBC program

Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative Emergency Management BC

Energy Innovation Program

FCM Asset Management

FCM Climate Change Staff Grant

FCM Municipalities for Climate Innovation Program

FCM Partners for Climate Protection Program FCM Transition 2050 Grants

Federal Gas Tax Funding

Forest Enhancement Society of BC

FortisBC Community Energy Specialist Funding Fraser Basin Council

Habitat Stewardship Program for Species at Risk

HASTe Hub for Active School Travel

ICLEI Canada

Greenbricks Education Society

Innovative Clean Energy Fund (Province of B.C.)

Institute for Integrated Energy Systems

Institute for Resources, Environment and Sustainability (UBC)

Investing in Canada Infrastructure Program Municipal Natural Assets Initiative

New Building Canada Fund (Government of Canada)

Northern Development Trust

Northern Initiative Trust

Okanagan Basin Water Board

Pacific Institute for Climate Solutions

Pacific Climate Impacts Consortium

Partnership for Water Sustainability

Pembina Institute (Green Building Leaders)

Plug in BC (Province of B.C.)

Recycle BC

Recycling Council of British Columbia

Real Estate Foundation

Renewable Cities North Growth FoundationRural Dividend Program Scout Environmental

School of Community and Regional Planning (UBC)

Smart Prosperity

SolarBC Solar Hot Water Ready Regulation (Province of B.C.)

Solar Now

Strategic Priorities Fund (UBCM)

Tree Canada

Urban Sustainability Directors Network

Vancity enviroFund Initiative

Western Economic Diversification Canada (Government of Canada)

Woodstove Exchange Program (Province of B.C.)

Urban Development Institute

Conclusion

Local governments continue to demonstrate a commitment to reducing their corporate and community-wide GHG emissions and addressing the impacts of climate change.

Five additional local governments in B.C. achieved carbon neutrality in 2018, bringing the total to 50. Approximately 95% of CARIP survey respondents have a plan in place to support community-wide climate mitigation, an increase over 2017. As indicated in the Climate Action Highlights, innovative projects are being implemented by communities of all sizes, from building upgrades and energy efficient design to education and outreach initiatives. Local governments also reported on adaptation actions implemented in 2018, and planned for in 2019, further demonstrating an understanding of the need to address the range of climate change impacts experienced by communities across the province.

More information on the CARIP program and CARIP Summary Reports from past years can be found *here*.



Thorsen Creek Waste and Recycling Centre.
Photo courtesy: Central Coast Regional District

APPENDIX A

2018 Carbon Neutral Status of Reporting BC Local Governments

CARBON NEUTRAL

Ashcroft
Capital RD
Central Saanich
Coldstream
Columbia Shuswap RD
Comox Valley RD
Comox
Cowichan Valley RD
Cumberland
Delta
Duncan
Fort St. James
Granisle
Highlands
Islands Trust
Keremeos
Ladysmith
Langley, Township
Lantzville
Logan Lake
Lumby
Mission
Nelson
New Denver
Oak Bay
Oliver
Osoyoos
Parksville
Peace River RD
Pemberton
Penticton
Pitt Meadows
Port Alice
Port Hardy
Powell River
East Kootenay RD
Kitimat-Stikine RD
Mount Waddington RD
Nanaimo RD
Richmond
Sidney
Sooke
Squamish
Thompson-Nicola RD
Tofino
Ucluelet
Vancouver
View Royal
West Vancouver
Whistler

ACCLERATING PROGRESS ON CHARTER COMMITMENTS

Abbotsford
Armstrong
Burnaby
Campbell River
Chetwynd
Chilliwack
Clearwater
Colwood
Coquitlam
Courtenay
Cranbrook
Creston
Dawson Creek
Elkford
Esquimalt
Fernie
Fort St. John
Fraser Valley RD
Fruitvale
Gold River
Golden
Grand Forks
Harrison Hot Springs
Houston
Invermere
Kamloops
Kelowna
Kimberley
Kootenay Boundary RD
Lake Country
Langford
Langley, City
Maple Ridge
Masset
Metchosin
Metro Vancouver RD
Midway
Montrose
Nanaimo
New Westminster
North Cowichan
North Saanich
North Vancouver, City
North Vancouver, District
Peachland
Port Alberni
Port Coquitlam
Port McNeill

APPENDIX A

2018 Carbon Neutral Status of Reporting BC Local Governments

ACCLERATING PROGRESS ON CHARTER COMMITMENTS *(con'd)*

Port Moody
Prince George
Qualicum Beach
Quesnel
Radium Hot Springs
RD Bulkley-Nechako
RD Central Kootenay
RD Okanagan-Similkameen
RD Fraser Fort George
Revelstoke
Rossland
Saanich
Salmon Arm
Slocan
Smithers
Sparwood
Squamish-Lillooet RD
Stewart
Summerland
Sunshine Coast RD
Surrey
Taylor
Telkwa
Valemount
Vanderhoof
Vernon
Victoria
West Kelowna
White Rock

MEASURING GHG EMISSIONS

100 Mile House
Cariboo RD
Central Okanagan RD
Clinton
Enderby
Gibsons
Greenwood
Kitimat
Mackenzie
Merritt
North Okanagan RD
Northern Rockies
Port Clements
qathet RD
Sicamous
Strathcona RD
Terrace
Trail
Tumbler Ridge
Williams Lake

DEMONSTRATING PROGRESS ON CHARTER COMMITTMENTS

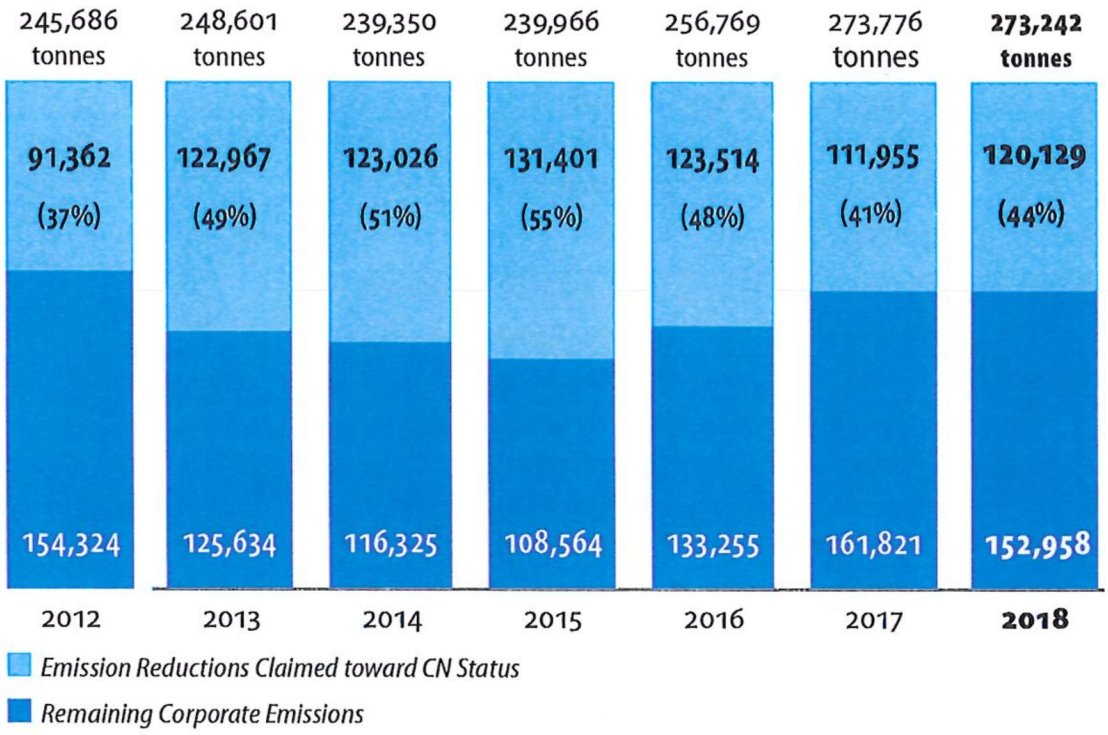
Alert Bay
Alberni-Clayoquot RD
Anmore
Barriere
Belcarra
Bowen Island
Burns Lake
Cache Creek
Canal Flats
Castlegar
Central Coast RD
Chase
Fraser Lake
Hazelton
Hope
Hudson's Hope
Kaslo
Kent
Lake Cowichan
Lillooet
Lions Bay
Lytton
McBride
Nakusp
New Hazelton
North Coast RD
Port Edward
Pouce Coupe
Prince Rupert
Princeton
Queen Charlotte
Salmo
Sayward
Sechelt
Spallumcheen
Sun Peaks
Tahsis
Warfield
Wells

APPENDIX B

The following table and bar graph present corporate emissions reported and emission reductions claimed toward carbon neutral status[4].

For further information, please contact *PLUM@gov.bc.ca* .

CORPORATE EMISSIONS REPORTED THROUGH CARIP, 2012-2017				
	Number of LGs Measuring	Total Corporate Emissions	Emission Reductions Claimed toward CN Status	Remaining Corporate Emissions
2012	144	245,686	91,362	154,324
2013	157	248,601	122,967	125,634
2014	142	239,350	123,026	116,325
2015	146	239,966	131,401	108,564
2016	147	256,769	123,514	133,255
2017	150	272,305	111,955	160,350
2018	147	273,242	120,129	152,958



4 These figures do not include carryover amounts (i.e. the amounts that can be carried over to the following year from reductions over and above the amount required to be carbon neutral). Carryover amounts were included in emission reductions reported in previous years' CARIP Summary Reports.



BRITISH COLUMBIA

CARIP

CLIMATE ACTION REVENUE INCENTIVE PROGRAM

FCM FEDERATION OF CANADIAN MUNICIPALITIES FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

ICLEI Local Governments for Sustainability

FEDERATION OF CANADIAN MUNICIPALITIES

PRESIDENT
GARTH FRIZZELL
COUNCILLOR
CITY OF PRINCE GEORGE (BC)

CHIEF EXECUTIVE OFFICER
CAROLE SAAB
OTTAWA (ON)

MAILING ADDRESS
24 CLARENCE STREET,
OTTAWA, ONTARIO
K1N 5P3
T. 613-241-5221
F. 613-241-7440
fcm.ca

ICLEI–LOCAL GOVERNMENTS FOR SUSTAINABILITY

PRESIDENT
FRANK COWNIE
MAYOR
DES MOINES, USA

EXECUTIVE DIRECTOR, CANADA OFFICE
MEGAN MEANEY
TORONTO (ON)

CANADA OFFICE
204-401 RICHMOND STREET W.
TORONTO, ONTARIO M5V 3A8
T. 647-728-4308
Icleicanada.org

2021-03-18

City of Salmon Arm
PO Box 40
500 2nd Avenue North East
Salmon Arm, British Columbia / Colombie-Britannique
V1E 4N2

Mr. Alan Harrison and Members of Council:

On behalf of the FCM-ICLEI Partners for Climate Protection (PCP) program, I wish to congratulate the City of Salmon Arm for achieving Milestone 1 for corporate greenhouse gas (GHG) emissions. The City of Salmon Arm has shown bold leadership in addressing these important issues, and we are pleased to share your achievement on the PCP website at fcm.ca/pcp. If you have requested a customized PCP Milestone Trophy for your municipality, you will receive the puzzle pieces symbolizing the milestones your local government has achieved by mail in the next few months.

We look forward to working with as you set your emissions reduction trgets as well as in the development of a local action plan, the implementation of actions, monitoring of progress and reporting on results for both corporate and community GHG emissions, which form the remaining milestones in the PCP framework. Your efforts, along with those of a growing number of PCP participants, are making a significant contribution to reducing Canada's GHG emissions.

Cost-effective, community-based projects offer significant opportunities for taking action on climate change. In 2018, PCP member municipalities voluntarily reported over 160 projects to reduce GHG emissions, representing over 720,000 tonnes in annual GHG reductions. Along with reducing the impacts of climate change, municipalities saw other community benefits and savings, including $2.88 million in annual cost savings generated by reducing emissions from streetlights, municipally-owned vehicles and buildings.

PCP members benefit from one-on-one support from the PCP Secretariat. Visit the program's online networking platform at pcphub.fcm.ca to connect with FCM and ICLEI staff and receive support to achieve your next milestone.

Should you have any questions about PCP, our program officer can be reached by telephone at (613) 907-6392 or by e-mail at pcp@fcm.ca.

Yours sincerely,

Garth Frizzell

Councillor, City of Prince George

President, Federation of Canadian Municipalities

T. M. Franklin Cownie

Frank Cownie

Mayor, Des Moines, USA

President, ICLEI—Local Governments for Sustainability

cc. Kevin Pearson, Director of Development Services

Community Energy Association | Salmon Arm Corp Milestone 1



City of Salmon Arm Corporate Milestone 1

Prepared for FCM's Partners for Climate Protection Program

February 2021

The 'first stop' for local government and First Nation leaders addressing energy sustainability and climate change

Community Energy Association
Connecting communities, energy and sustainability

Appendix

Introduction

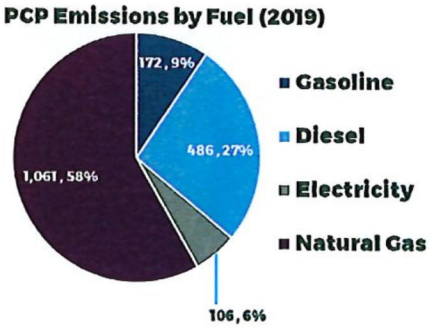
This document has been created for the City of Salmon Arm's Corporate Milestone 1 submission for FCM-ICLEI's Partners for Climate Protection program.

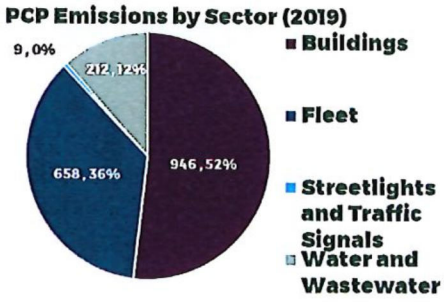
This document provides a Business As Usual (BAU) forecast of corporate emissions 10 years in to the future.

Inventory

The PCP inventory for the City of Salmon Arm is being submitted for the 2019 year.

Biogenic emissions are excluded from CARIP reporting due to carbon tax allocations. Under PCP classification, these emissions are included. According to the 2019 Corporate Inventory, total emissions from non-biogenic sources is 1,800 tCO_2e. Biogenic sources account for 24 tCO_2e, resulting in total emissions from service delivery of **1,824** tCO_2e. See below for tabular and graphical representations of the inventory by fuel, and by sector.





Energy (GJ)					
	Gasoline	Diesel	Electricity	Natural Gas	Total
Buildings	-	-	12,014	18,245	30,259
Corporate Solid Waste	-	-	-	-	-
Fleet	2,642	6,931	-	-	9,573
Streetlights and Traffic Signals	-	-	2,976	-	2,976
Water and Wastewater	-	-	20,499	3,025	23,523
Total	2,642	6,931	35,489	21,270	66,332

Emissions (tCO2e)					
	Gasoline	Diesel	Electricity	Natural Gas	Total
Buildings	-	-	36	910	946
Corporate Solid Waste	-	-	-	-	-
Fleet	172	486	-	-	658
Streetlights and Traffic Signals	-	-	9	-	9
Water and Wastewater	-	-	61	151	212
Total	172	486	106	1,061	1,824

Data Sources & Assumptions

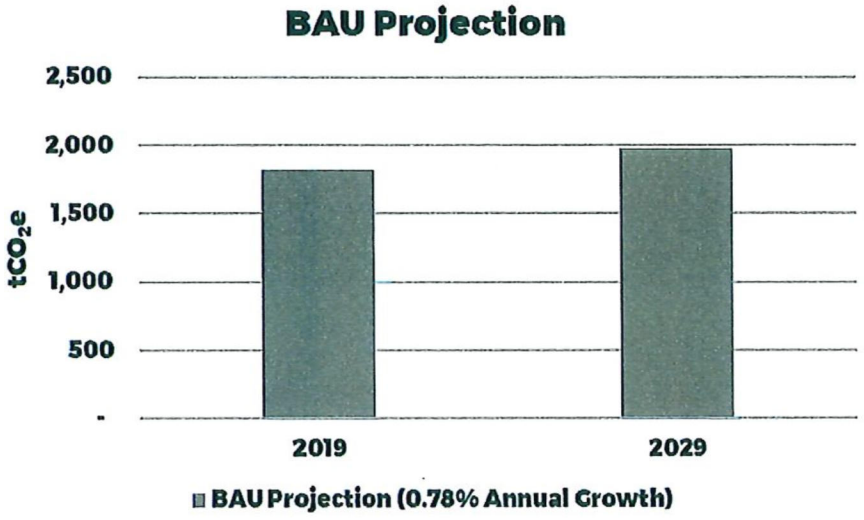
Utility-based energy consumption data is derived from the City's utility bills, while fuel consumption for other sources (fleet, non-utility fuels) is entered directly from internal ledgers. The inventory follows the methodology for calculations emissions outlined in the Province of BC's *The 2018 B.C. Methodological Guidance for Quantifying Greenhouse Gas Emissions*, and contains all assumptions used to calculate emissions (including emission factors, boundary conditions, global warming potentials, etc.). No emissions are reported for Corporate Solid Waste, as the City does not own its own landfill, and did not collect data on corporate waste tonnage.

Business As Usual Forecast

The 10 year BAU forecast is shown in the following chart.

The 2019 figure is an actual inventory figure obtained from the inventory.

The 2029 figure has been created by assuming that the corporate GHG footprint will increase from the 2019 figure proportionally with population changes for the community. It is assumed that the community's population will increase by 0.78% per year on average, as that is what occurred over the last two census years (2011 and 2016), based on data from Stats Canada.



THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.4

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the purchase of a 2021 RAM 2500 Big Horn Truck from Braby Motors in accordance with the quote price of $42,450.72 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the 2021 RAM 2500 Big Horn Truck and to authorize sole sourcing of same to Braby Motors.

Vote Record

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

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

City of Salmon Arm
Fire Department

MEMORANDUM

Date: June 8, 2021

To: Mayor and Council

From: Brad Shirley, Fire Chief

Re: Replacement 4x4 ¾ Ton Truck

Suggested Motion:

THAT: Council authorize the purchase of a 2021 RAM 2500 Big Horn Truck from Braby Motors in accordance with the quoted price of $42,450.72 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the 2021 RAM 2500 Big Horn Truck and to authorize sole sourcing of same to Braby Motors.

Background:

In the 2021 budget, Council approved the replacement of the Fire Departments 2005 Dodge pickup truck with a budget of $60,000.00 This estimated cost included the cost of the truck, lights, siren, consul and graphics.

Con't

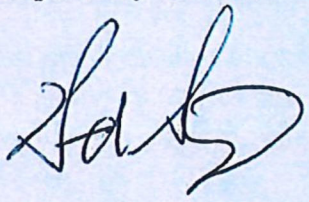
Following sending out Request for Proposals to three of the City's local car dealerships of Salmon Arm GM, Braby Motors and Jacobson Ford, only one responded, that being Braby Motors.

Salmon Arm G.M. indicated they could not supply a truck due to lack of inventory and Jacobson Ford misplaced the R.F.P. and missed the deadline to respond.

The quoted price from Braby Motors includes a trade in value of the 2005 Dodge of $7500.00 and if approved, delivery is expected in 4 – 6 months from time of order.

The purchase of this truck is also one year beyond the scheduled replacement schedule.

Respectively Submitted



Brad Shirley, Fire Chief

cc: Chelsea Van de Cappelle, Chief Financial Officer

THIS PAGE INTENTIONALLY LEFT BLANK

Item 9.5

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the following bids/offers be accepted for the sale of surplus equipment on a "where is, as is" basis:

Equipment	*Buyer*	*Bid Amount* *(plus GST and PST)*
1997 Ford Aerostar Van S/N 1FMDA41X2V2B37716	Dave McFadyen	$1,100.00

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:
  - ❑ Harrison
  - ❑ Cannon
  - ❑ Eliason
  - ❑ Flynn
  - ❑ Lavery
  - ❑ Lindgren
  - ❑ Wallace Richmond

CITY OF
SALMON ARM

Date: June 2, 2021
To: Mayor Harrison and Members of Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: Disposal of Surplus Equipment

Motion for Consideration:
THAT: The following bids/offers be accepted for the sale of surplus equipment on a "where is, as is" basis:

Equipment	*Buyer*	*Bid Amount* *(plus GST and PST)*
1997 Ford Aerostar Van S/N 1FMDA41X2V2B37716	Dave McFadyen	$1,100.00

Background:
The following equipment is no longer required by the City Public Works Department and as a result has been advertised for sale through a sealed bid process with a minimum upset price:

- 1997 Ford Aerostar Van S/N 1FMDA41X2V2B37716 $ 150.00

2008 Jeep Compass
One (1) bid was received on the 1997 Ford Aerostar Van as follows:

- Dave McFadyen - $1,100.00

It is recommended that Dave McFadyen's offer of $1,100.00 (plus taxes) be accepted.

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

Item 9.6

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to include an allocation of $23,800.00 for Year-end Accounting and Audit Preparation Software funded from the Future Expenditure Reserve ($13,520.00) and the Caseware Reserve ($10,280.00);

AND THAT: the Mayor and Corporate Officer be authorized to purchase an accounting and audit preparation software license for Caseware with Caseware International Inc. to be renewed automatically on an annual basis in accordance with their quote of $7,890.00 plus applicable taxes;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Service Level Agreement with F.H. Black & Company Incorporated for a three (3) year period for Caseware in accordance with their quote of $13,650.00 plus applicable taxes;

AND FURTHER THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of year-end audit/accounting software to authorize sole sourcing of same to Caseware International Inc. and F.H. Black & Company Incorporated respectively.

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: June 7, 2021
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: Year-end Accounting and Audit Preparation Software

Recommendation:

THAT: The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to include an allocation of $23,800.00 for Year-end Accounting and Audit Preparation Software funded from the Future Expenditure Reserve ($13,520.00) and the Caseware Reserve ($10,280.00);

AND THAT: The Mayor and Corporate Officer be authorized to purchase an accounting and audit preparation software license for Caseware with Caseware International Inc. to be renewed automatically on an annual basis in accordance with their quote of $7,890.00 plus applicable taxes;

AND THAT: The Mayor and Corporate Officer be authorized to execute the Service Level Agreement with F.H. Black & Company Incorporated for a three (3) year period for Caseware in accordance with their quote of $13,650.00 plus applicable taxes;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of year-end audit/accounting software to authorize sole sourcing of same to Caseware International Inc. and F.H. Black & Company Incorporated respectively.

Background:

The City of Salmon Arm's (City) finance department currently prepares all year-end working papers using a paper-based format. All accounting numbers are manually entered from the City's accounting software reports into Excel spreadsheets. Once entered, each Excel spreadsheet is printed and supported by various forms of backup (copies of contracts, grants, aged listings, etc.). The Accountant manually references all working papers, so that the auditors can easily follow all working papers. Each year, six (6) binders are generated in this process. Each binder is reviewed by both the Manager of Financial Services and Chief Financial Officer. Any changes during the year-end process requires reprinting and re-referencing. Once complete, five (5) of the binders are photocopied and provided to the City's auditors.

Since the City's current year-end system does not integrate with the accounting software used, there is an increased chance of manual entry errors. The finance staff must take extra caution when

entering into and reviewing the working papers, which is extremely time consuming. The year-end process of the finance department typically starts in December and carries through to completion in April/May of the following year.

Overall, the current process is very manual and uses a significant amount of paper. Since all work is paper-based, access to the year-end backup is limited to the physical copies. The City's auditors expect the City to move towards an electronic year-end system, similar to many other municipalities. In addition, the current COVID 19 crisis has further emphasized a need for off-site and remote work options. This will support the City in its ability to provide that.

During the COVID 19 pandemic, our auditors were required to spend an increased amount of time working remotely, instead of on-site at City Hall. Since the City's year-end is currently paper-based, our auditors had to scan numerous documents between team members. Finance staff also had to assist more in finding requested accounting support (i.e. invoices, registers, etc.), as it was not easily found in scanned copies. With a year-end accounting and audit preparation software, which is digitally organized, the City's auditors will be able to work more effectively. This will assist in keeping audit costs low and increase the quality of audits the City receives.

The finance team reached out to other municipalities for their experience with different year-end accounting and audit preparation software. All of the local municipalities contacted (Sicamous, CSRD, Revelstoke) have been using Caseware for years. This was not surprising, as Caseware is used by our auditing firm and most other auditing firms. By using a software that auditors are experienced with, there is a smoother transition when introducing a new layout to the auditors. Auditors can also make recommendations for efficiencies we can implement, as they have experience with different uses of the software.

The finance team also reached out to other municipalities around BC, using the Government Finance Officers Association Forum. There were two (2) other software providers noted by other municipalities. The software providers were as follows:

- Municipal 360 Inc.; and
- PSD Citywide Inc.

Both software's provide trial balance lead-sheets and financial statement generation. However, they do not provide working paper assembly/organization, as a result most of the yearend would still be paper-based. The City has always provided very detailed working papers to our auditors, allowing the City to obtain relatively low audit fees annually. The software program the City implements must have the capability to incorporate these same detailed working papers going forward. Given the desire to move to a fully electronic year-end system, Caseware is viewed as the only sole source available that meets the finance department's needs.

The estimated implementation cost of Caseware is $ 23,800.00, which includes the following:

Software	$ 8,500.00
Three (3) Year Service Level Agreement	13,650.00
Three (3) Desktop Scanners	1,200.00
Computer Storage Upgrades	450.00
Total Direct Costs	$ 23,800.00

The desktop scanners are relatively small and portable and will assist with scanning supporting documents into the electronic file. In addition, they could be easily utilized by other departments or other projects i.e. Cemetery Digitization.

The City has $ 10,280.00 in reserve for the purchase/implementation of a year-end accounting and audit preparation software. The remaining $ 13,520.00 is proposed to be funded from the Future Expenditure Reserve, which has an approximately balance of $52,000.00.

Ongoing annual licensing costs will be approximately $ 7,300.00 per year and include technical support, software patches and version upgrades.

The finance department would require approximately one (1) month setting up and implementing the software, which can be absorbed within existing wage budgets. Two of the three staff anticipated to use Caseware have previous experience with the program. While this is likely to create additional efficiencies, the three (3) year service level agreement provides for up to 70 hours of enhanced assistance as related to the software should it be required.

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

Item 9.7

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council accept the Architectural Consulting Services Quote for Phase I of the Public Works Building Renovation from Bernd Hermanski Architect Inc., for the quoted price of $69,584.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of these works to authorize sole sourcing to Bernd Hermanski Architect Inc.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

File: 2021-26

TO:	His Worship Mayor Harrison and Members of Council
FROM:	Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY:	Darin Gerow, Manager of Roads & Parks
DATE:	June 7, 2021
SUBJECT:	**PUBLIC WORKS BUILDING RENOVATION – PHASE I**

STAFF RECOMMENDATION

THAT: **Council accept the Architectural Consulting Services Quote for Phase I of the Public Works Building Renovation from Bernd Hermanski Architect Inc., for the quoted price of $69,584.00 plus applicable taxes.**

AND THAT: **The City's Purchasing Policy No. 7.13 be waived in the procurement of these works to authorize sole sourcing to Bernd Hermanski Architect Inc.**

BACKGROUND

The City of Salmon Arm Public Works Yard, commonly known as the "Top Shop", is located at 100 – 30 Street SE was built in the early 1980's. Since this time, only minor interior upgrades/alterations have been completed to the building. The initial improvements were brought forward as a recommendation from the City's Health & Safety Committee due to Worksafe BC requirements and BC Building Code requirements. In addition, throughout the COVID-19 global pandemic it became apparent that the spacing for the additional personnel since is lacking and self-distancing is very difficult in the existing spaces available to staff. During the peak staffing periods in summer months, we have approximately 50-55 staff working out of the Top Shop.

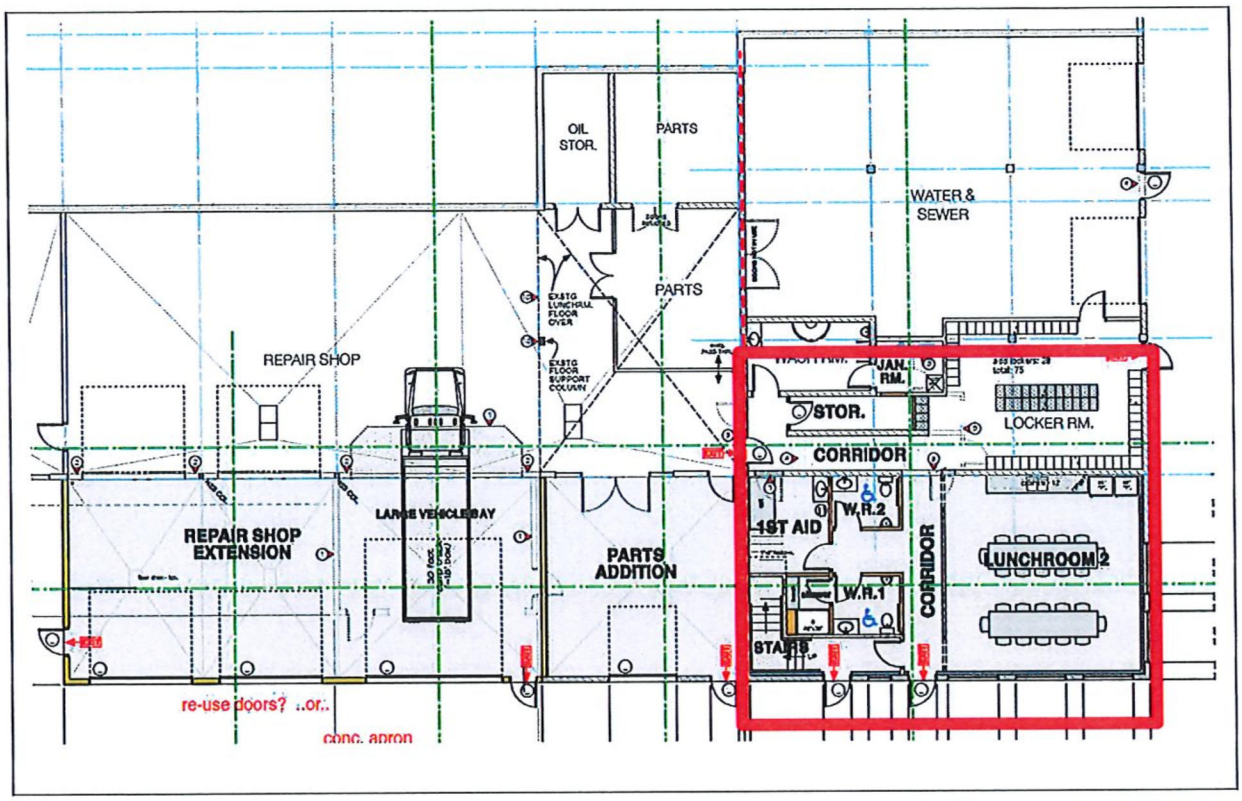
The upgrades within Phase I will include, but not limited to:

- First aid room
- Appropriate washroom facilities
- Inventory & file storage
- Shower station
- Janitorial storage
- Appropriate locker room
- Exterior improvements

In 2017 Bernd Hermanski Architect was awarded the consulting services to provide drawings for the propose upgrade complete with cost estimates. Plans and cost estimates were received late 2017. Since completion of the plans, a reserve fund was started and now has sufficient funds to complete Phase I.

STAFF COMMENTS

Moving forward, the architect is required to complete drawing revisions to incorporate a phased construction plan. Phase I will include the works within the red outline on the photo below. Once the phased plan is complete, the scope will include construction document preparation, tendering services, services during construction, final inspection and approvals.



Staff are recommending that council accept the architectural consulting services quote for Phase I of the Public Works Building Renovation from Bernd Hermanski Architect Inc. in the amount of $69,584.00, plus taxes as applicable. Bernd Hermanski Architect has been involved with this project since the beginning. The 2021 budget has $903,000.00 approved for the architectural services and construction services.

Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc – Chelsea Van de Cappelle, CFO

THIS PAGE INTENTIONALLY LEFT BLANK

Item 10.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4453 be read a first and second time.

[ZON-1206; Dobie, S. and J./Lawson Engineering Ltd.; 821 60 Street NW; A2 to A3]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:
  - ❑ Harrison
  - ❑ Cannon
  - ❑ Eliason
  - ❑ Flynn
  - ❑ Lavery
  - ❑ Lindgren
  - ❑ Wallace Richmond

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 25, 2021

Subject: Zoning Bylaw Amendment Application No. 1206

Legal:	Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563
Civic Address:	821 – 60 Street NW
Owner	Dobie, Susan and Jody
Applicant:	Jessica Johnson, Lawson Engineering Ltd.

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563 from A2 (Rural Holding Zone) to A3 (Small Holding Zone).**

PROPOSAL

The subject parcel is located at 821 – 60 Street NW (Appendices 1 & 2). The proposal is to rezone the parcel from A2 (Rural Holding Zone) to A3 (Small Holding Zone) in order to facilitate a two lot subdivision (Appendix 3).

BACKGROUND

The parcel is designated Acreage Reserve (AR) in the City's Official Community Plan (OCP), and zoned A2 (Rural Holding) in the Zoning Bylaw (Appendices 4 & 5).

The subject property is located in the rural neighbourhood of Gleneden, outside of the Urban Containment Boundary. The surrounding area consists almost entirely of A2 parcels with a few A3 parcels located over 200 m away.

The southeast corner and northern property lines consist of some portions of ALR land (Appendix 6). Land uses directly adjacent to the subject property include the following:

North: A2 (Acreage Reserve) and within the ALR
South: 8 Avenue NW, and A2 (Acreage Reserve) and partially within the ALR
East: 60 Street NW, and A2 (Acreage Reserve) and within the ALR
West: A2 (Acreage Reserve) and not within the ALR

The total area of the property is approximately 4.16 ha (10.28 ac) and it currently contains a single family dwelling and two accessory buildings. In addition to residential use, the property is also being used for agriculture (including cropland and some limited cattle rearing). Site photos are attached as Appendix 7.

The proposal is to subdivide a 2.087 ha (5.16 ac) portion of the property. The remaining 2.073 ha (5.12 ac) portion would contain the existing single family residence and other accessory building.

The A2 zone requires a minimum parcel size of 4.0 ha (9.9 ac), this rezoning is intended to facilitate a two lot subdivision. The A3 zone permits a minimum parcel size of 2.0 ha (4.9 ac) which means both the proposed new lot and remainder lot would meet the minimum parcel size under the A3 zone (see A3 zoning regulations attached as Appendix 8). This rezoning application is accompanied by a concurrent subdivision application.

The applicant has not advised of a development proposal for the site beyond this rezoning and subdivision. Staff note that subdivision would permit a single family residence on the proposed remainder lot (subject to compliance with A3 zoning and building permit approval).

COMMENTS

Agricultural Land Commission Comments

The Agricultural Land Commission (ALC) response letter has been included as Appendix 9 of this report. Comments made by the ALC will be addressed at the subdivision stage.

Engineering Comments

No concerns with rezoning. See Appendix 10 attached for requirements related to the subdivision application.

Building Department

Geotechnical review recommended. Geotechnical requirements will be addressed at the subdivision stage. No concerns with rezoning or subdivision.

Fire Department

No comments provided.

Planning Department

OCP Policies:
This property is designated Acreage Reserve (AR) in the OCP which aligns with A3 zoning. While rezoning and subdivision of parcels with AR designation is generally not supported within the OCP, Policy 7.3.29 states that subdivision of small agricultural holdings may be supported in the Gleneden area provided the following criteria are met:

- The site is well drained and free from hazardous conditions such as flooding and unstable soils;
- On-site sewage disposal can be accommodated for each parcel;
- There is an adequate supply of potable water on each parcel;
- Each parcel is a minimum of 2 ha in area; and
- The site has an improved agricultural soil capability rating between classes 4 and 7.

Proposed lot 1 and the remainder lot would both be over 2 ha and the subject property consists of 70% class 6 and 30% class 5 soil (improved soil classes). Geotechnical conditions, and potential for on-site sewage disposal and potable water will need to be confirmed by qualified professionals at the subdivision stage.

Although most of the property is not within the Agricultural Land Reserve (ALR), the application states that the property owner plans to continue to use this site for croplands which would support Policy 7.3.12 of the OCP.

Roads and Access:
Road upgrades required as per Appendix 10 will need to be addressed at the subdivision stage.

The property has an existing driveway on 8 Avenue NW and no further access is being proposed at this stage. The engineering department has noted that direct access to 60 Street NW will not be permitted.

Geotechnical:
The site has a slight upward slope from the bottom of 8 Avenue NW to the driveway of the existing residence and some small areas of slopes greater than 30% are identified on our mapping. As mentioned earlier in this report, geotechnical conditions will need to be assessed through a geotechnical report as part of the subdivision.

Conclusion:
This smaller rural lot outside of the urban containment boundary is in an area where subdivision is supported subject to conditions noted in Policy 7.3.29 of the OCP. Staff are in general support of the rezoning but note that additional requirements will need to be met at the subdivision stage. Additional requirements may also arise if further development is proposed as part of the subdivision (i.e. driveway construction for new lot, construction of additional buildings).

Prepared by: Brenda Kolenbrander
Planner

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

Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – Subdivision Sketch Plan
Appendix 4 – OCP Map
Appendix 5 – Zoning Map
Appendix 6 – ALR Map
Appendix 7 – Site Photos
Appendix 8 – A3 Zoning Regulations
Appendix 9 – ALC Comments
Appendix 10 – Engineering Comments

APPENDIX 1

Location Map

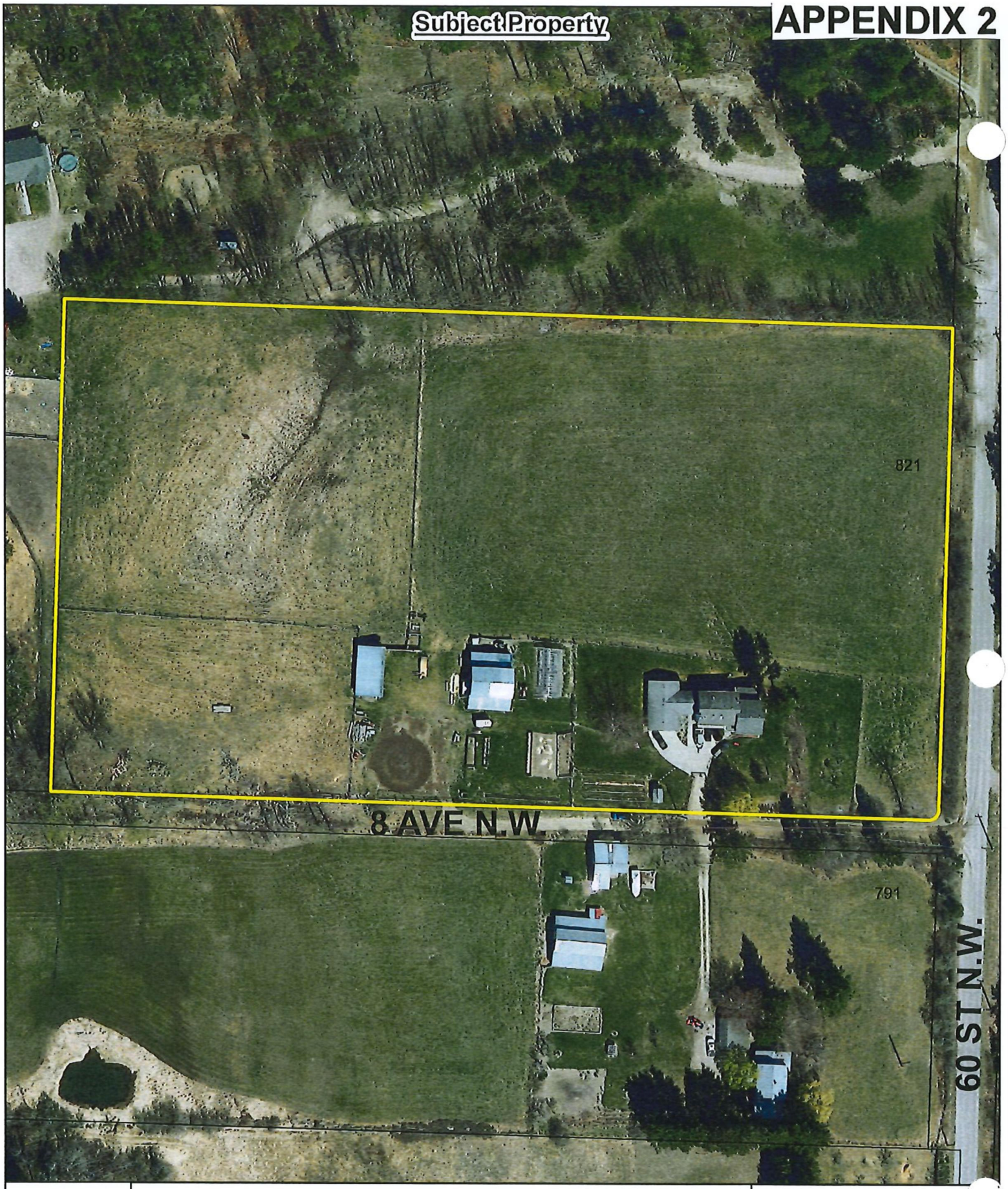


N

0 37.5 75 150 225 300 Meters

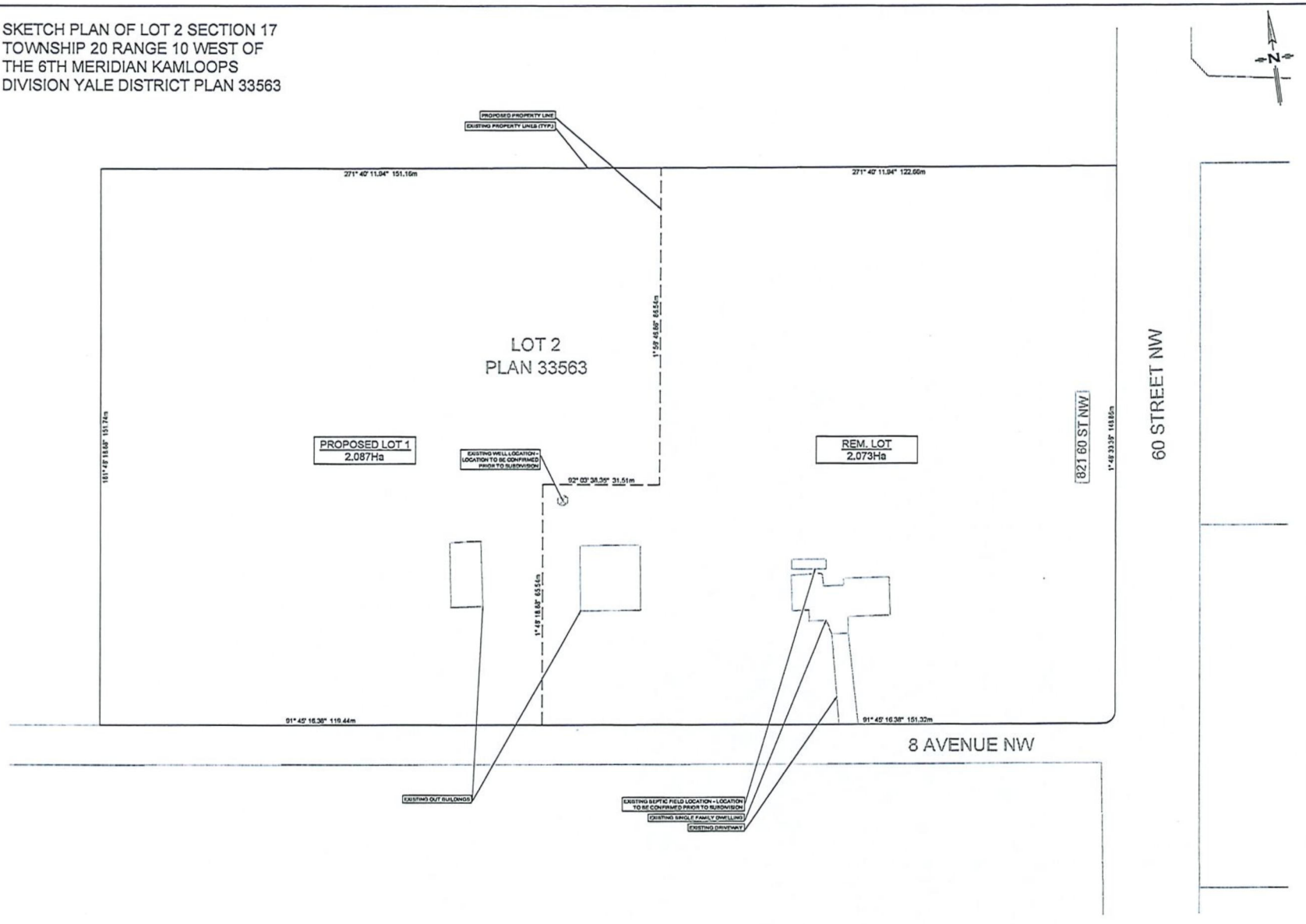
Subject Property

Parcels


Subject Property
APPENDIX 2
821
8 AVE N.W.
791
60 ST N.W.
N
0 20 40 80 120 160
Meters
Subject Property
Parcels

APPENDIX 3

SKETCH PLAN OF LOT 2 SECTION 17
TOWNSHIP 20 RANGE 10 WEST OF
THE 6TH MERIDIAN KAMLOOPS
DIVISION YALE DISTRICT PLAN 33563



LEGEND

EXISTING
HYDRO/TELEPHONE POLE
HYDRO/TELEPHONE POLE C/W GUY
TELEPHONE POLE
HYDRO POLE
HYDRO POLE C/W TRANS
POST TOP STREET LIGHT
GUY
SANITARY MANHOLE
STORM MANHOLE
CATCHBASIN
FIRE HYDRANT
GATE VALVE
SANITARY SEWER
STORM MAIN
WATER MAIN
GAS
UNDERGROUND TELEPHONE
FENCE
DECIDUOUS/EVERGREEN
HEDGE

PROPOSED
SANITARY MANHOLE
STORM MANHOLE
CATCHBASIN
GATE VALVE
FIRE HYDRANT
SANITARY SEWER
STORM SEWER
WATER MAIN
DITCHLINE
INLET/OUTLET HEADWALL
END CAP
WHEELCHAIR RAMP
DRIVEWAY LETDOWN

COPYRIGHT:
THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WHICH SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY LAWSON ENGINEERING LTD.

DISCLAIMER:
THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK.

DRAWINGS ARE NOT TO BE SCALED

NO	DATE (YYYY/MM/DD)	DESCRIPTION	BY	APP'D
A	2021/02/24	ISSUED FOR REZONING APPLICATION	JSJ	JSJ

REVISIONS

DRAFT

DESIGN	JSJ
DRAWN	JSJ
DATE	2021-02-24
CHECKED	JSJ

P.ENG N/A

SCALES 0 HORIZ. = 1:500 25

LAWSON ENGINEERING LTD.
825C LAKESHORE DRIVE W.
PO BOX 105 SALMON ARM, BC V1E 4N2
P: (250) 832-2220

SUSAN & JODY DOBIE

821 60 ST NW
SALMON ARM, BC

SUBDIVISION
SKETCH PLAN

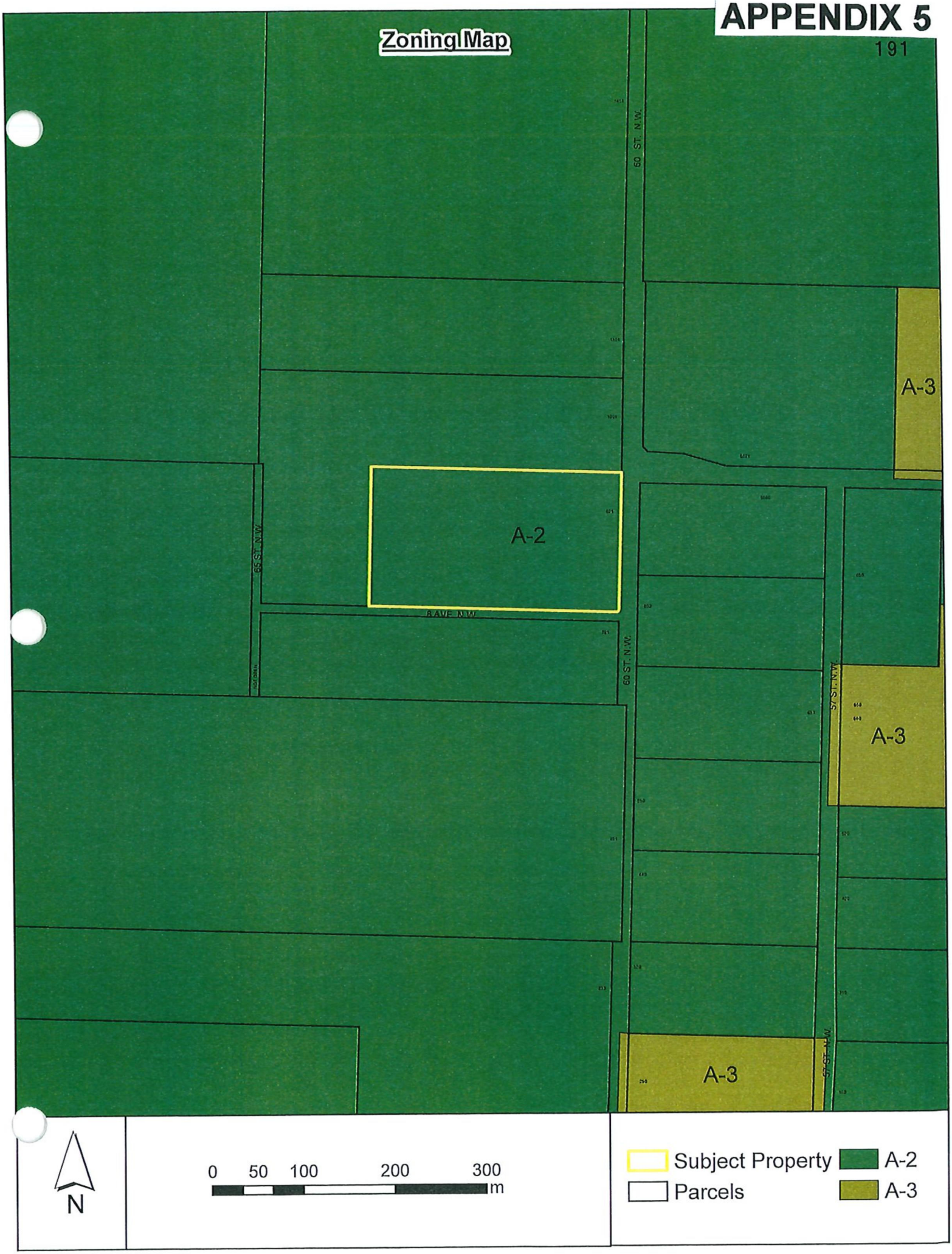
PROJECT No. 205-1

SHEET 1 OF 1

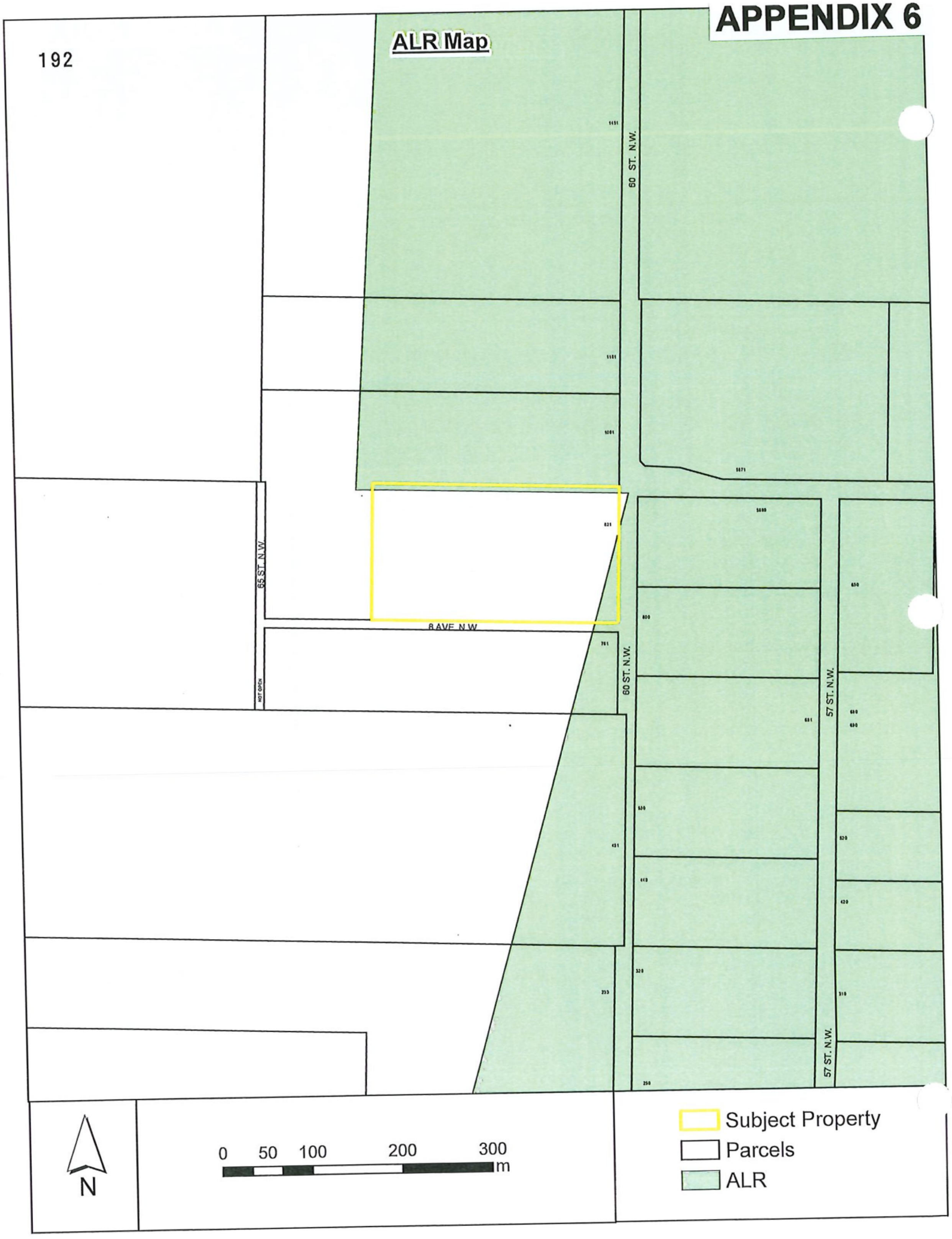
DWG. No. C101 REV. No. A

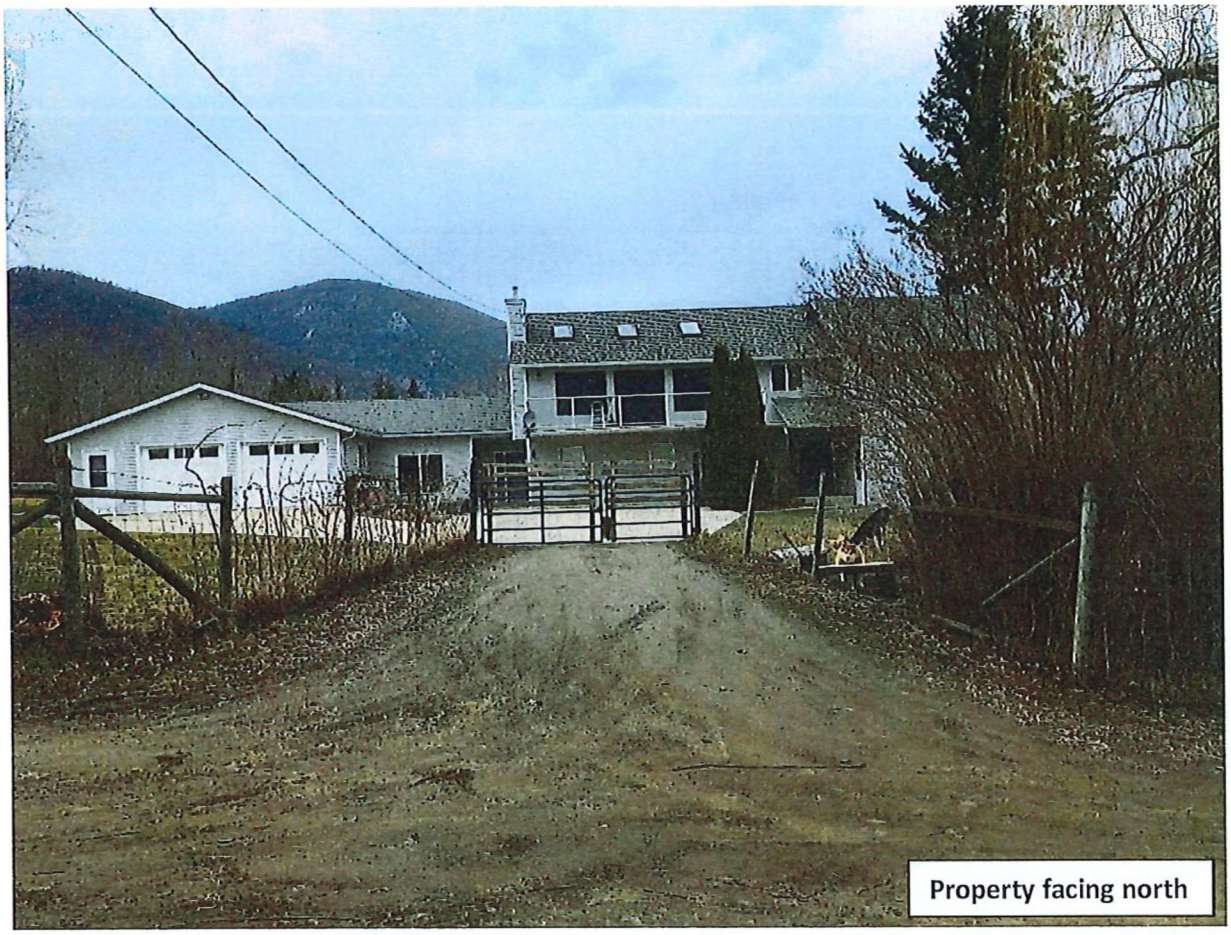

APPENDIX 4
OCP Map
190
60 ST. N.W.
65 ST. N.W.
8 AVE N.W
60 ST. N.W.
57 ST. N.W.
57 ST. N.W.
N
0 50 100 200 300
m
Subject Property
Parcels
Acreage Reserve

Zoning Map

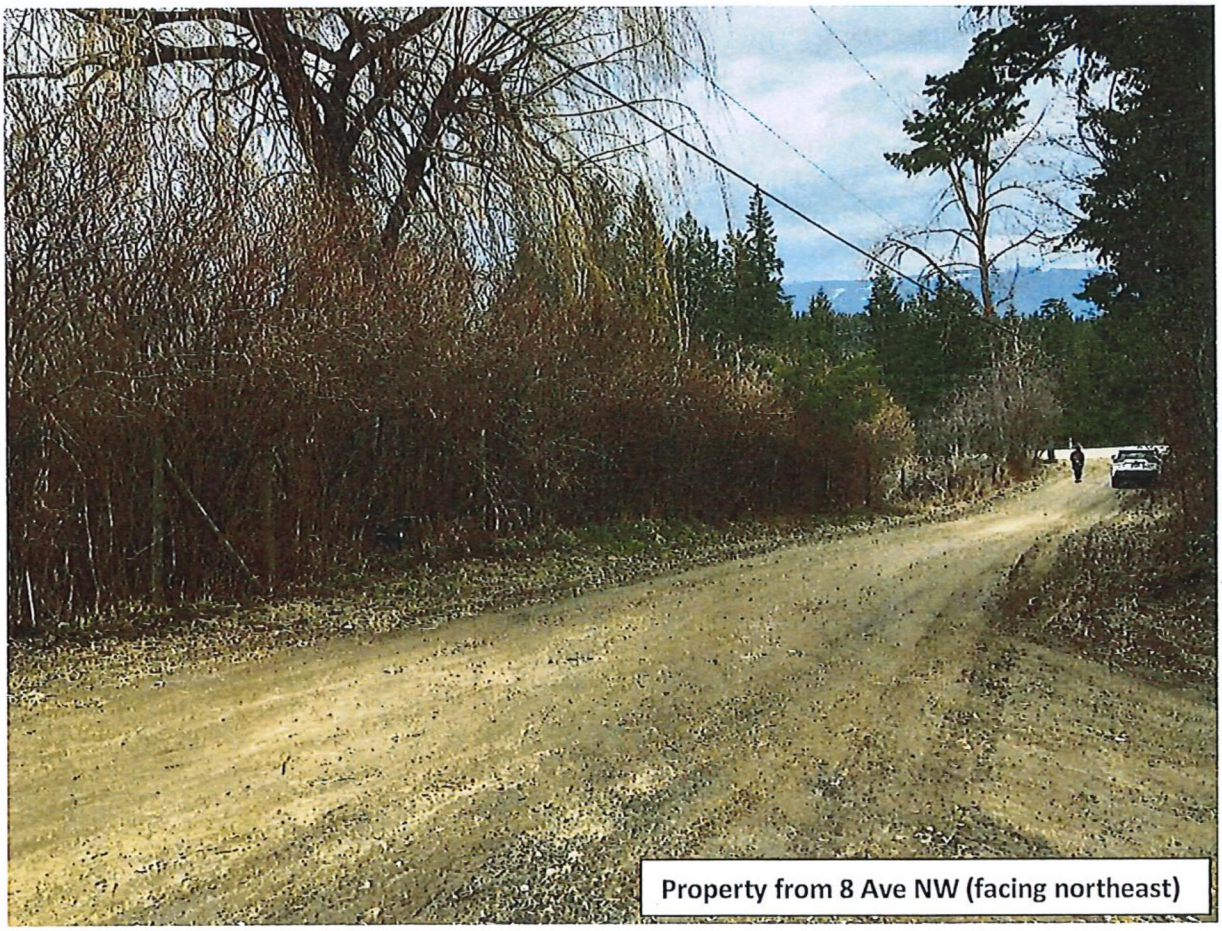

60 ST. N.W.
A-3
A-2
65 ST. N.W.
8 AVE. N.W.
60 ST. N.W.
57 ST. N.W.
A-3
A-3
67 ST. N.W.
N
0 50 100 200 300
m
Subject Property
Parcels
A-2
A-3

APPENDIX 6


ALR Map
192
60 ST. N.W.
65 ST. N.W.
8 AVE N.W.
60 ST. N.W.
57 ST. N.W.
57 ST. N.W.
N
0 50 100 200 300 m
Subject Property
Parcels
ALR



Property facing north



Property from 8 Ave NW (facing northeast)



8 Ave NW (facing west)

Purpose

36.1 The A-3 *Zone* is intended to provide for the creation of two hectare *parcels* in areas specified in the *Official Community Plan* where further urbanization is not anticipated and where the Agricultural Land Commission (ALC has either excluded the area from the Agricultural Land Reserve or where the ALC has agreed to the A-3 Zoning).

Regulations

36.2 On a *parcel zoned* A-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 A-3 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

36.3 The following uses and no others are permitted in the A-3 *Zone*

.1 *agriculture*;
.2 *bed and breakfast*, limited to three let rooms;
.3 *boarders*, limited to two; #2767
.4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations); #4018, #4193
.5 *family childcare facility*; #3082
.6 *group childcare;* #3426
.7 *home occupation*;
.8 *public use*;
.9 *public utility*;
.10 *secondary suite;* #3212
.11 silviculture;
.12 *single family dwelling*;
.13 *accessory use*, including the retail sale of agricultural products produced on the *parcel*.

Maximum Number of Single Family Dwellings

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

.1 A second dwelling may be permitted under Section 4.13 of the bylaw.

Maximum Number of Secondary Suites #4018

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

Maximum Residential *Building Area* #4223

36.6 The maximum combined *building area* for all dwelling units (single family dwelling, detached suite and farm help) shall be no greater than 500 m^2 (5,382ft^2).

Maximum Height of Single Family Dwellings

36.7 The maximum *height* of *the single family dwelling* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

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

Minimum Parcel Size

36.9 The minimum *parcel* size shall be 2.0 hectares (4.9 acres).

Minimum Parcel Width

36.10 The minimum *parcel width* shall be 50.0 metres (164.0 feet).

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

36.11

.1 The minimum *setback* of *principal* and accessory *buildings* intended to accommodate non-agricultural uses from all *parcel* lines shall be 6.0 metres (19.7 feet).
.2 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

.1	*Front parcel line* shall be	30.0 metres (98.4 feet)
.2	*Rear parcel line* shall be	15.0 metres (49.2 feet)
.3	*Interior side parcel line* shall be	15.0 metres (49.2 feet)
.4	*Exterior side parcel line* shall be	30.0 metres (98.4 feet)
.5	Any *single family dwelling* shall be	15.0 metres (49.2 feet)
.6	Any *watercourse* or body of water shall be	30.0 metres (98.4 feet)
.7	Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811	

Sale of Agricultural Products

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

Parking

36.14 Parking shall be required as per Appendix I.

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000 | Fax: 604 660-7033
www.alc.gov.bc.ca

April 9, 2021

Reply to the attention of Sara Huber
ALC Issue: 52185
Local Government File: ZON-1206 and SUB-21.05

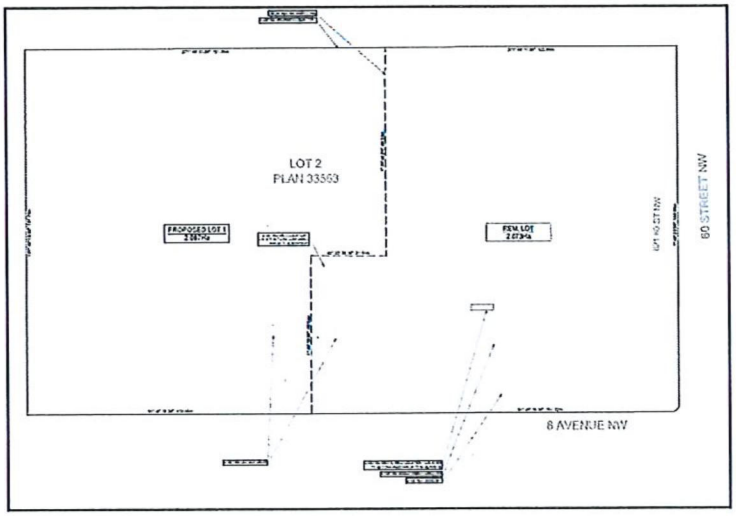
Melinda Smyrl
Planner, City of Salmon Arm
msmyrl@salmonarm.ca

Re: City of Salmon Arm Zoning Amendment and Subdivision Application File Nos. ZON-1206 and SUB-21.05

Thank you for forwarding a draft copy of City of Salmon Arm (the "City") Zoning Amendment and Subdivision Application File Nos. ZON-1206 and SUB-21.05 (the "Application") for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Application is consistent with the purposes of the *ALC Act*, the Agricultural Land Reserve (ALR) General Regulation, the ALR Use Regulation, and any decisions of the ALC.

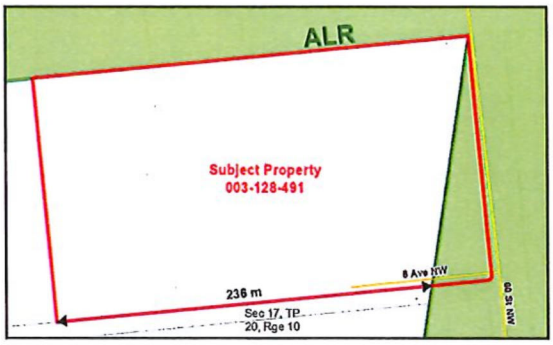
The Application proposes to rezone the property identified as 821-60 Street Southwest; PID: 003-128-491 (the "Property") from A2 (Rural Holding Zone) to A3 (Small Holding Zone) in order to facilitate a two-lot subdivision.

Proposal Map:



Only a small portion of the Property is within the ALR (approximately 0.3 ha) and the subdivision does not bisect ALR land.

ALR Map:



ALC staff generally do not object to the Application, recognizing that the subdivision is not proposed to affect ALR land. However, in consideration that there are ALR lands to the north of the Property, the City may wish to consider setbacks/buffering on the northern Property boundary in accordance with the Ministry of Agriculture, Food and Fisheries' Guide to Edge Planning if/when new development is proposed on the westerly lot.

*****

The ALC strives to provide a detailed response to all referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any decisions of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3258 or by e-mail (Sara.Huber@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Sara Huber, Regional Planner

Enclosure: Referral of Salmon Arm ZON-1206 and SUB-21.05

CC: Ministry of Agriculture – Attention: Alison Fox (Alison.Fox@gov.bc.ca)

52185m1

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	May 19, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
APPLICANT:	**Lawson Engineering Ltd**
SUBJECT:	**SUBDIVISION APPLICATION SUB-21.05** **ZONING AMENDMENT APPLICATION ZON-1206**
LEGAL:	Lot 2, Section 17, Township 20, Range 10, W6M KDYD, Plan 33563
CIVIC:	**821 – 60 St NW**

Further to your referral dated March 23, 2021, we provide the following servicing information.

Engineering Department does not have any concerns related to the Re-zoning amendment. The following information is a requirement of subdivision.

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 overhead 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. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement and/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.

7. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / 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. 60 Street NW, on the subject property's eastern boundary, is designated as a Rural 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. 60 Street NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Paved Local Road standard is required, in accordance with Specification Drawing No. RD-8. Upgrading may include, but is not limited to, road widening and construction, bike lane construction, paving. Owner / Developer is responsible for all associated costs.

3. 8 Avenue NW, on the subject property's southern boundary, is designated as a Rural Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 4.971m additional dedication is required (to be confirmed by a BCLS). Owner / Developer is responsible for all associated costs.

4. 8 Avenue NW is currently constructed to an Interim Rural Gravel Road standard. Upgrading to a Rural Gravel Local Road standard is required, in accordance with Specification Drawing No. RD-8. Upgrading may include, but is not limited to, road widening and construction (gravel surface), temporary cul de sac construction after proposed lot access in accordance with modified Specification Drawing RD-11. Since upgrading 8 Avenue NW past access for the proposed lot is premature at this time, a 100% cash in lieu payment towards future upgrading will be accepted. Owner / Developer is responsible for all associated costs.

5. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 60 Street NW and 8 Avenue NW. Owner / Developer is responsible for all associated costs.

6. As 60 Street NW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Accesses will only be permitted onto 8 Avenue NW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

Water:

1. The proposed subject property does not front onto a City watermain; an Alternative Water Source is required. Installation of a new on-site water supply system is required in accordance with Section 5.2 of the bylaw. Either a Professional Driven Approach (completed by a qualified Professional Engineer) or a Homeowner Driven Approach (completed by the homeowner and/or qualified well driller) may be required to certify quality and quantity of the alternative water source.

2. The remaining subject property does not front onto a City watermain and is currently serviced by an Alternative Water Source is required. A water quality test completed within 12 months for the existing well is required for subdivision approval.

Sanitary:

1. The subject properties do not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, a private on-site disposal system will be required for the proposed lot at building permit stage.

Drainage:

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

Geotechnical:

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

Matt Gienger
Engineering Assistant

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

CITY OF SALMON ARM

BYLAW NO. 4453

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

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

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

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

   Rezone Lot 2, Section 17, Township 20, Range 10, W6M, KDYD, Plan 33563, from A-2 (Rural Holding Zone) to A-3 (Small Holding Zone), as shown on 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

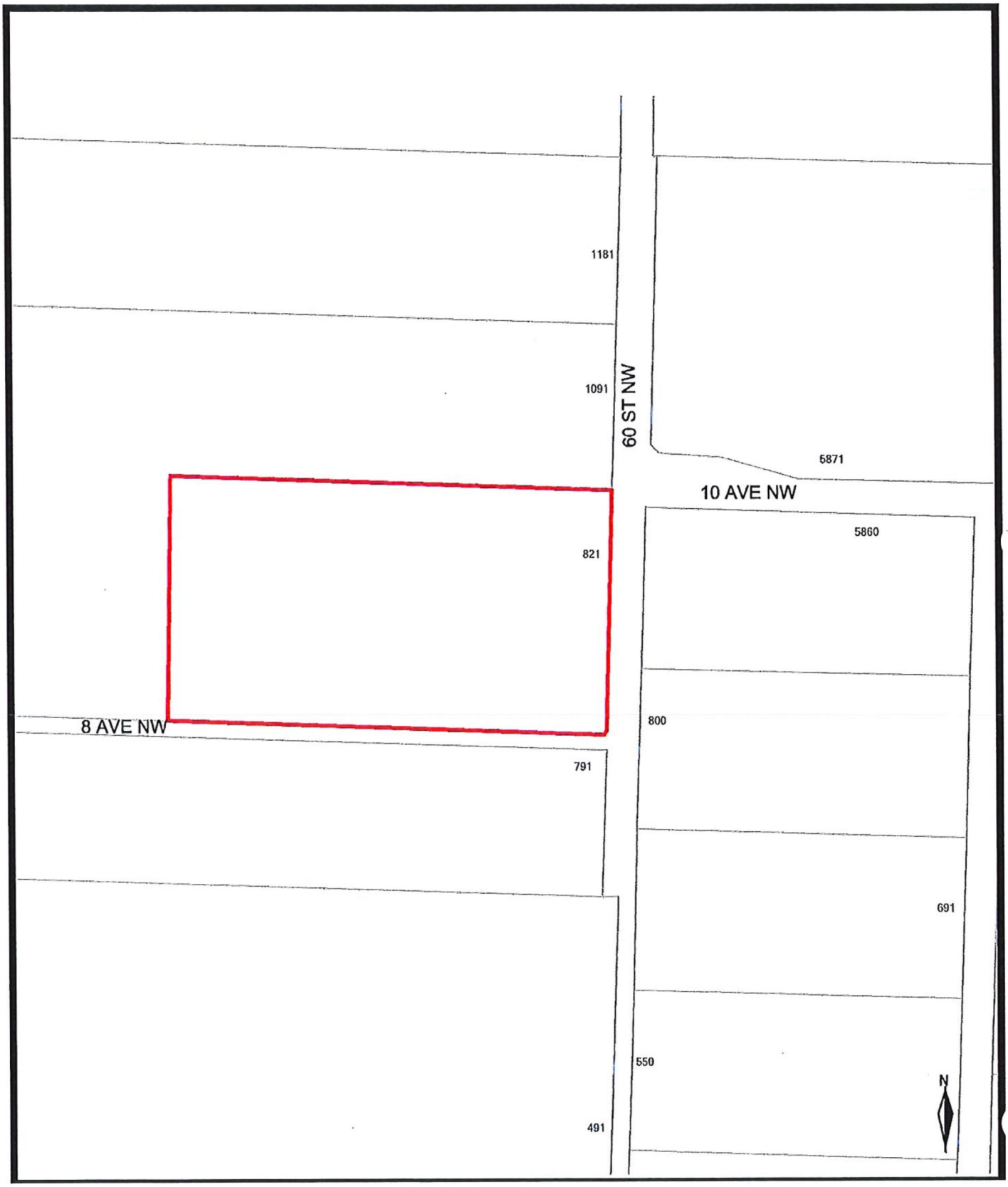
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4453"**

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2021
ADOPTED BY COUNCIL THIS	DAY OF	2021

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"


1181
1091
60 ST NW
5871
10 AVE NW
5860
821
800
8 AVE NW
791
691
550
491
N

Item 10.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4462 be read a first and second time;

AND THAT: final reading be withheld subject to submission of a Building Permit application showing that the proposed secondary suite conforms to BC Building Code and Zoning Bylaw requirements.

[ZON-1211; LeFloch, C. and Sinopoli, R.; 1080 12 Street SE; R7 to R8]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: May 18, 2021

Subject: Zoning Bylaw Amendment Application No. 1211

Legal: Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan 14114
Civic Address: 1080 12 Street SE
Owner/Applicant: LeFloch, C. and Sinopoli, R.

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan 14114 from R7 (Large Lot Single Family Residential Zone) to R8 (Residential Suite Zone);**

AND THAT: **Final reading of the zoning amendment bylaw be withheld subject to the submission of a Building Permit application showing that the proposed *secondary suite* conforms to BC Building Code and Zoning Bylaw requirements.**

PROPOSAL

The subject parcel is located at 1080 12 Street SE (Appendices 1 and 2). The proposal is to rezone the parcel from Large Lot Single Family Residential (R7) to Residential Suite Zone (R8) to facilitate construction of a *secondary suite* (Appendices 3 and 4).

Site photos are attached as Appendix 5.

BACKGROUND

The parcel is designated Low Density Residential (LDR) in the City's Official Community Plan (OCP), and zoned Large Lot Single Family Residential in the Zoning Bylaw (Appendix 6 & 7).

The subject property is located within the Urban Containment Boundary (UCB) in the Hillcrest neighbourhood which consists largely of single family residential properties.

Land uses directly adjacent to the subject property include the following:

North: R7 (Large Lot Single Family Residential), Residential Suite Zone (R8), and R1 (Single Family Residential)
South: R7 (Large Lot Single Family Residential)
East: R7 (Large Lot Single Family Residential)
West: R1 (Single Family Residential)

The property is approximately 0.204 ha (2,035.7 m^2) in size and contains a single family dwelling and two accessory buildings. The proposal is to remodel the basement of the existing single family dwelling in order to construct a *secondary suite*. The floor area of the single family dwelling is 178.8 m^2 (1,924 ft^2), meaning a maximum suite area of 71.5 m^2 (769.6 ft^2) is permitted. The applicant is proposing a suite 49.5 m^2 (532.3 ft^2) in size so this would be well within the permitted footprint for a *secondary suite.*

COMMENTS

Engineering Department

No concerns with rezoning. Future suite will require water service upgrade and water meter at homeowner/developer's cost.

Building Department

No concern with rezoning. BC Building Code applies.

Fire Department

No concerns.

Planning Department

Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. See Appendix 8 for R8 zoning regulations.

Three parking spaces will be required for all uses on this property (two for the existing single family dwelling and one for the proposed *secondary suite*). Staff feel that adequate parking can easily be provided on site given that the property already has a long paved driveway and garage. The applicant has also shown a new parking space for the suite to the west of the principle building.

This property is well suited for a *secondary suite* given its size and location. Subject to compliance with the BC Building Code, staff are in support of this rezoning application.

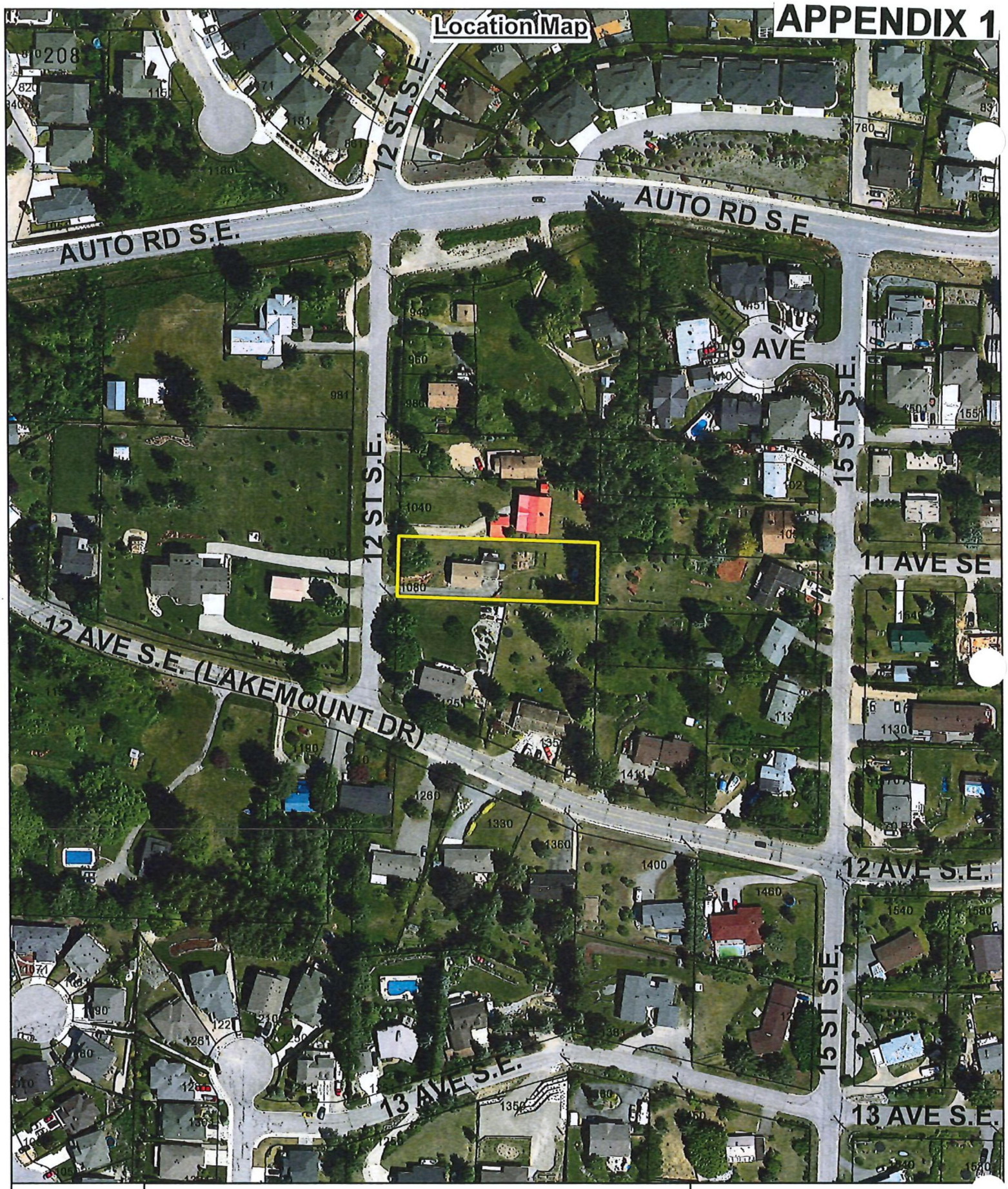
Prepared by: Brenda Kolenbrander
Planner

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

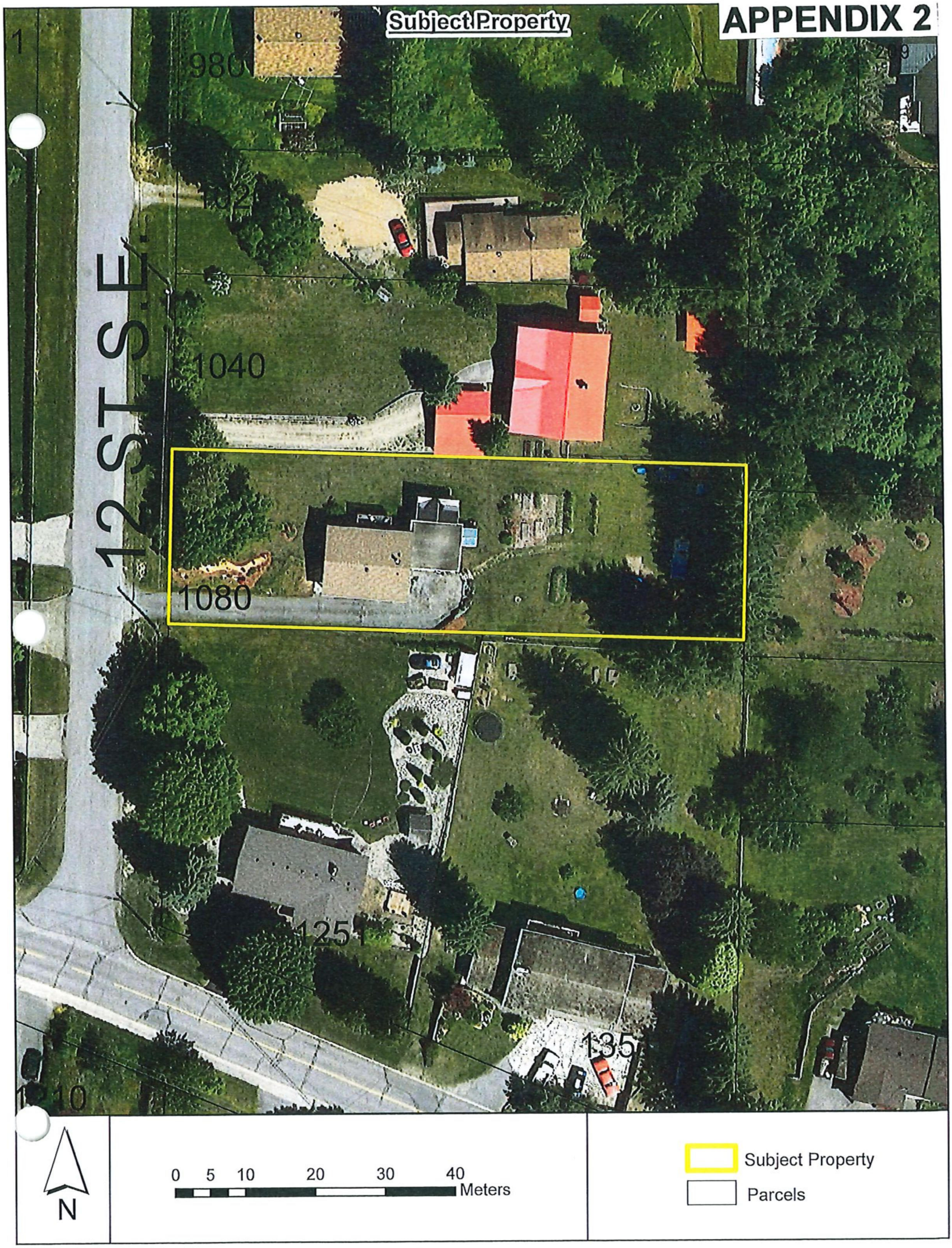
Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – Site Plan
Appendix 4 – Suite Floor Plan
Appendix 5 – Site Photos
Appendix 6 – OCP Map
Appendix 7 – Zoning Map
Appendix 8 – R8 Zoning Regulations

APPENDIX 1

Location Map



APPENDIX 2


Subject Property
12 ST S.E.
980
1040
1080
1251
135
N
0 5 10 20 30 40
Meters
Subject Property
Parcels

APPENDIX 3

BROWNE JOHNSON Land Surveyors
BRITISH COLUMBIA AND CANADA LANDS
Box 362, Salmon Arm, B.C. V1E 4N5
250-832-9701 | office@brownejohnson.com

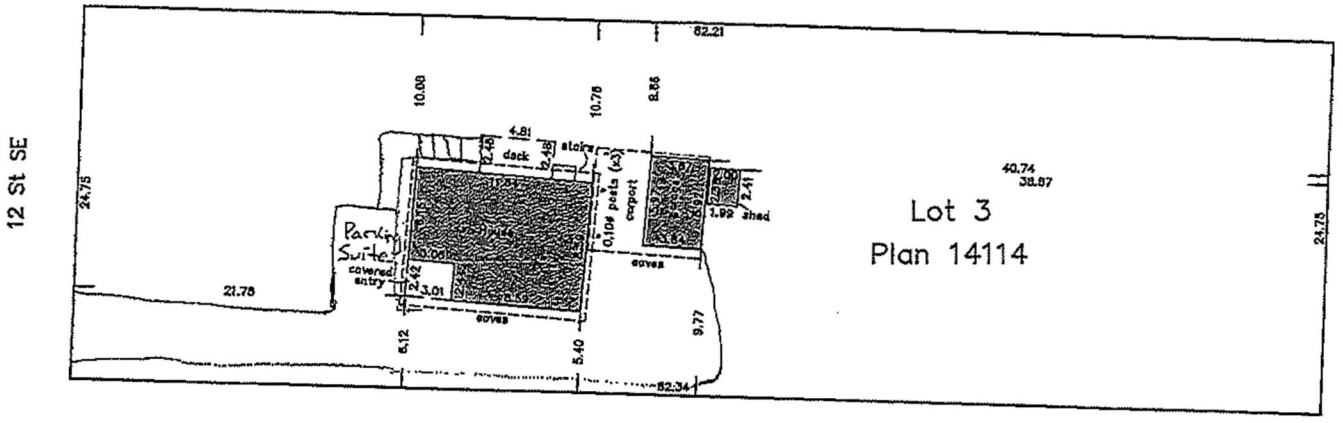
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Christine LeFloch
1080 12 St SE,
Salmon Arm, BC

Re: Lot 3, Sec 12, Tp 20, Rge 10, W6M, KDYD, Plan 14114

Parcel Identifier (PID): 009-116-974
Civic Address: 1080 12 St SE, Salmon Arm

List of documents registered on title which may affect the location of improvements:
none



Scale 1:250
5 0 5 10 15 20 25

All distances are in metres.
Dimensions derived from Plan 14114

Offsets from property line to building are measured from the finished material (stucco/siding).

The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries.

This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 9th day of April, 2021.

Nicole Bird BTKBAK
Digitally signed by Nicole Bird BTKBAK
Date: 2021.04.13 14:44:45 -07'00'

BCLS

COPYRIGHT © BROWNE JOHNSON 2021 LAND SURVEYORS

All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS.

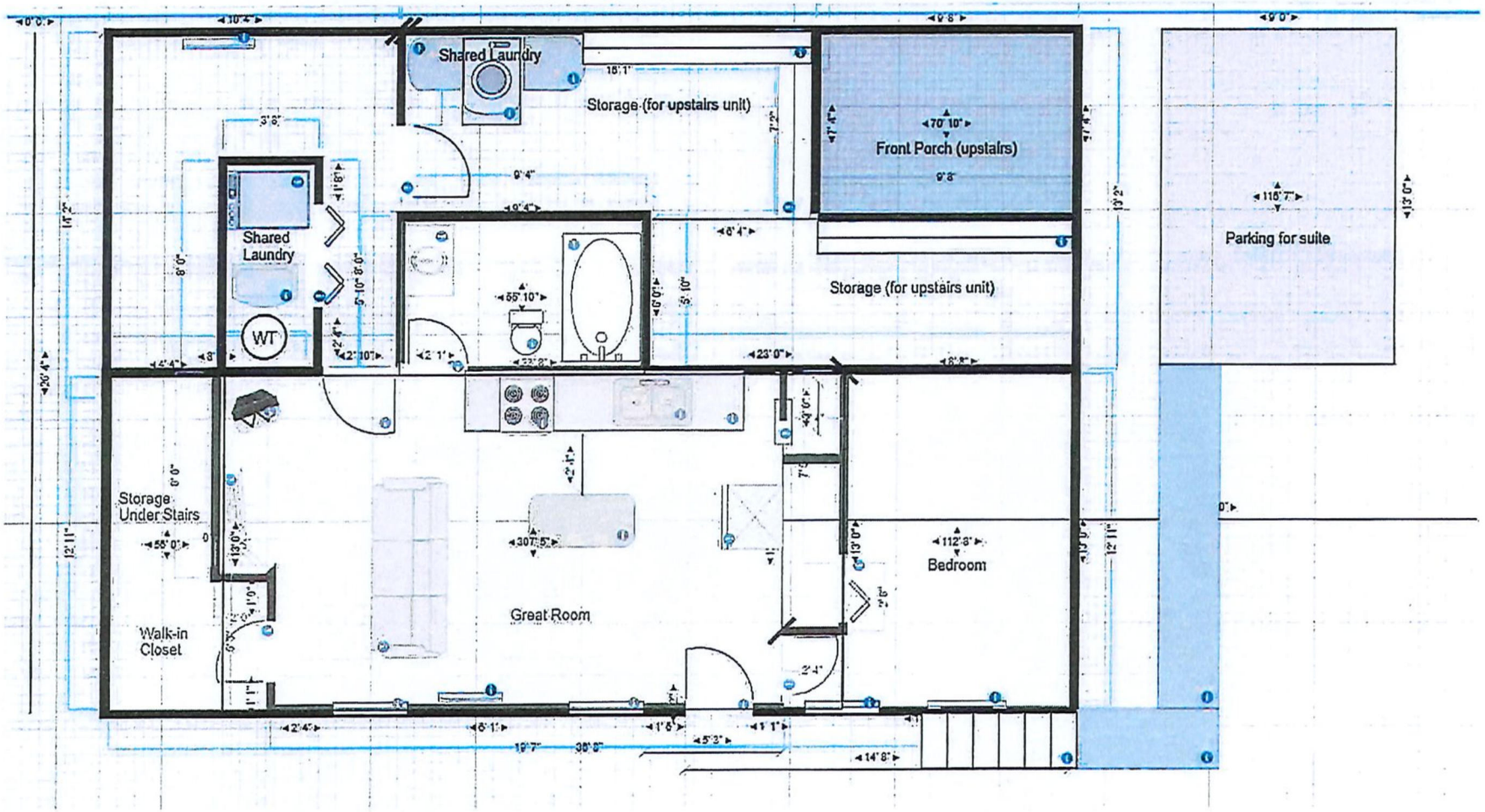
THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY or DIGITALLY SIGNED.

Our File: 138-21 Fb: 138-21.raw

APPENDIX 4

1080 12 St. SE
Basement Remodel (suite)

April 25, 2021



Floor Area of suite = 532.25 ft^2
Floor Area of house = 1924 ft^2

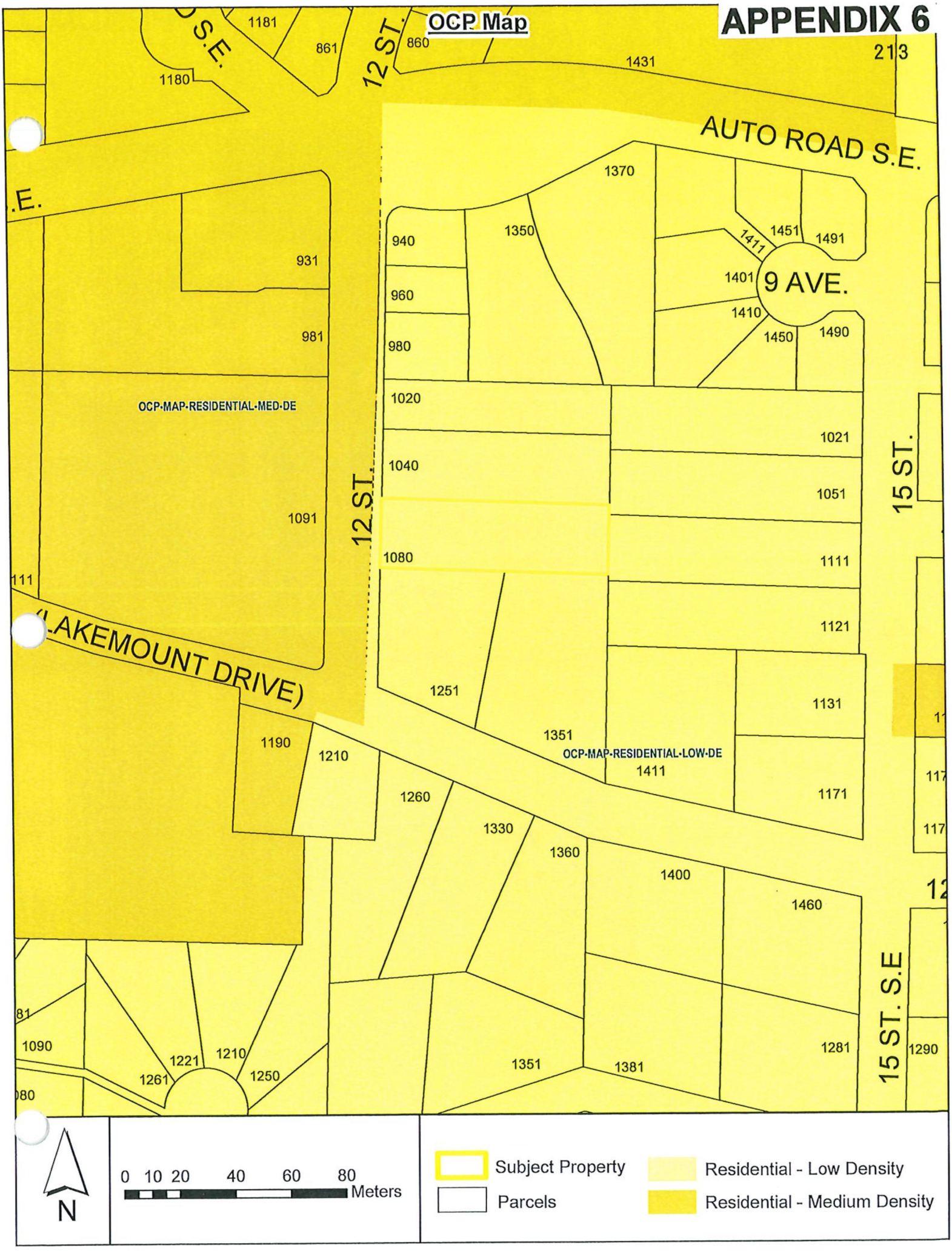
APPENDIX 5

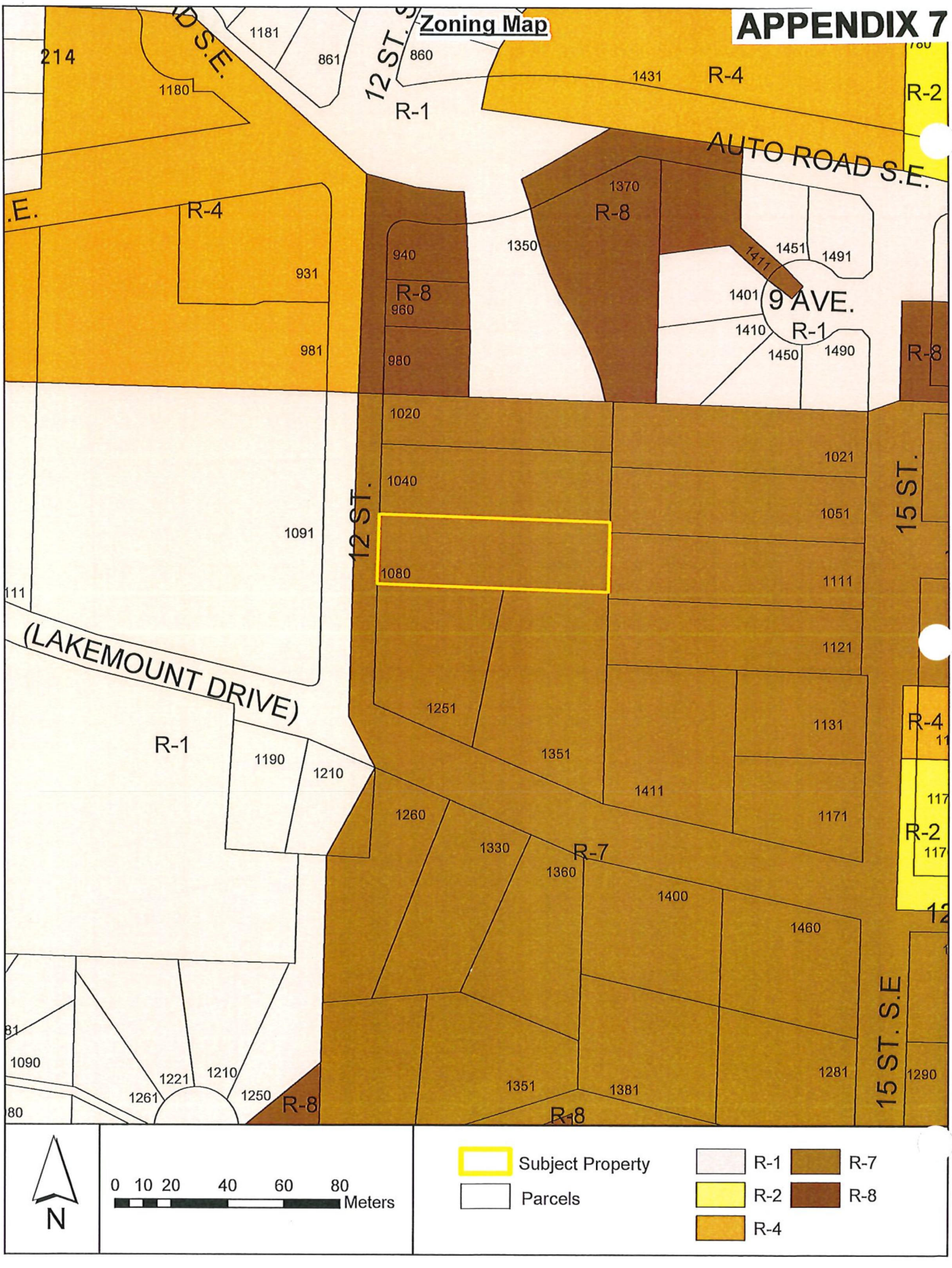


Property facing east



Property facing southeast


OCP Map
APPENDIX 6
AUTO ROAD S.E.
9 AVE.
12 ST.
15 ST.
15 ST. S.E
LAKEMOUNT DRIVE)
OCP·MAP·RESIDENTIAL·MED·DE
OCP·MAP·RESIDENTIAL·LOW·DE
1181
861
860
1431
213
1180
1370
1350
940
960
980
931
981
1091
1020
1040
1080
1021
1051
1111
1121
1131
1171
1251
1351
1411
1190
1210
1260
1330
1360
1400
1460
1281
1290
1381
1090
1221
1261
1250
1401
1410
1450
1490
1451
1491
N
0 10 20 40 60 80 Meters
Subject Property
Parcels
Residential - Low Density
Residential - Medium Density


Zoning Map
APPENDIX 7
AUTO ROAD S.E.
9 AVE.
12 ST.
15 ST.
15 ST. S.E
(LAKEMOUNT DRIVE)
R-1
R-2
R-4
R-7
R-8
214
1180
1181
861
860
1431
1370
1350
940
931
960
981
980
1401
1411
1451
1491
1410
1450
1490
1020
1021
1040
1051
1080
1091
1111
1121
1251
1131
1351
1411
1171
1190
1210
1260
1330
1360
1400
1460
1281
1290
1090
1221
1261
1250
1381
0 10 20 40 60 80
Meters
N
Subject Property
Parcels

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE #3996

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:*

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

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

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.* #4272

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)

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)

216

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)

.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). #3426

.6 Refer to Section 4.9 for "Special Building Setbacks" which may apply #2811

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)

.5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

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.

CITY OF SALMON ARM

BYLAW NO. 4462

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

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

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

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

   Rezone Lot 3 Section 12, Township 20, Range 10, W6M, KDYD, Plan 14114 from R-7 Large Lot 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

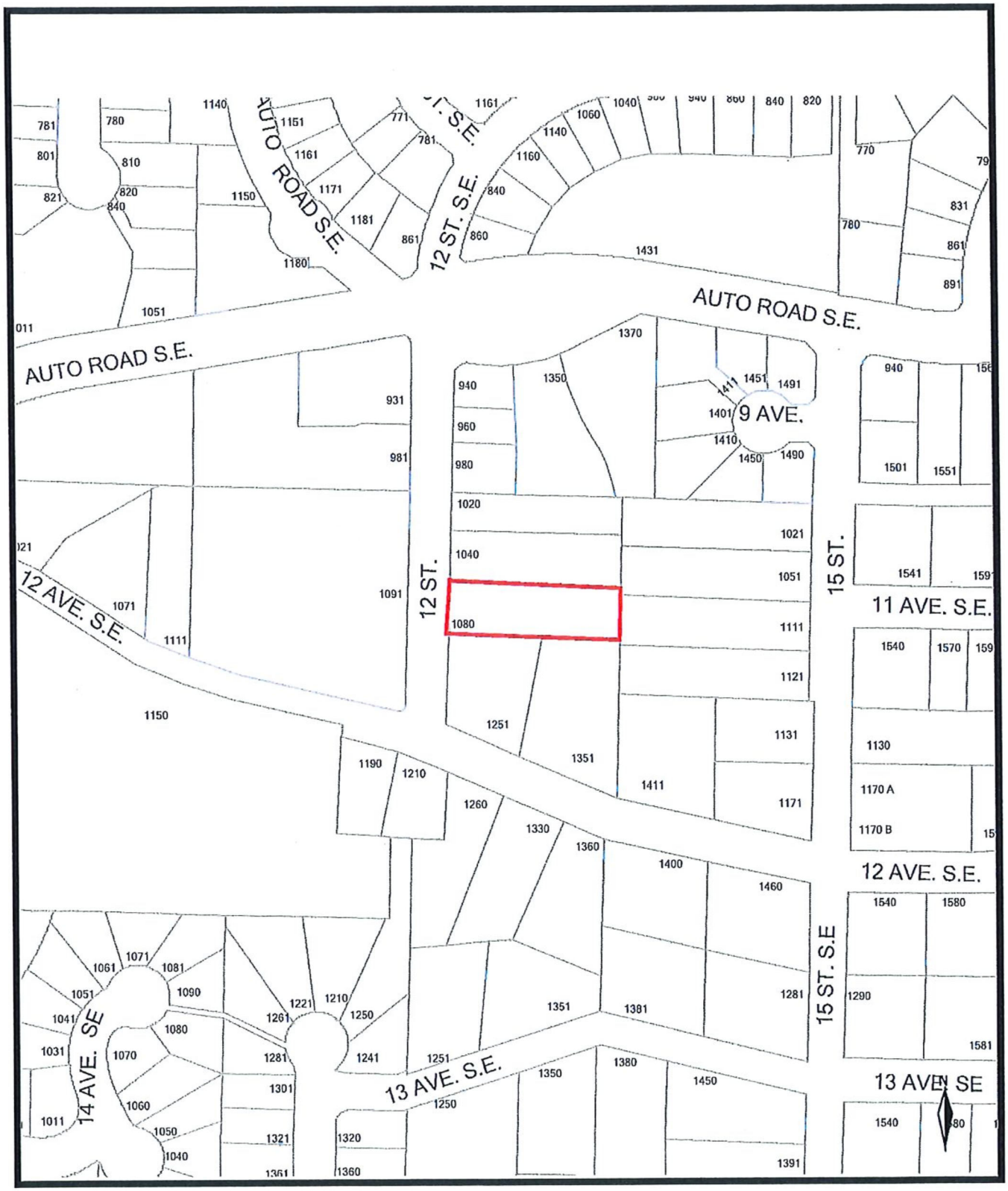
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4462"**

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2021
ADOPTED BY COUNCIL THIS	DAY OF	2021

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"


AUTO ROAD S.E.
12 ST. S.E.
AUTO ROAD S.E.
AUTO ROAD S.E.
9 AVE.
12 ST.
15 ST.
11 AVE. S.E.
12 AVE. S.E.
12 AVE. S.E.
15 ST. S.E
13 AVE. S.E.
13 AVE SE
14 AVE. SE

THIS PAGE INTENTIONALLY LEFT BLANK

Item 10.3

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4464 be read a first and second time;

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

[ZON-1213; CDN Framing & Development Co.; 941 8 Avenue NE; R1 to R8]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 25, 2021

Subject: Zoning Bylaw Amendment Application No. 1213

Legal:	Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318
Civic Address:	941 8 Avenue NE
Owner/Applicant:	CDN Framing & Development Co.

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone);**

AND THAT: **Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.**

PROPOSAL

The subject parcel is located at 941 8 Avenue NE (Appendices 1 & 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate construction of a *secondary suite* within a single family dwelling currently under construction (Appendix 3).

BACKGROUND

The parcel is designated High Density Residential (HDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5).

The subject property is located in the Downtown area in a residential neighbourhood close to Shuswap Lake General Hospital. In addition to residential zones, some institutional and park zones can also be found close to the subject property. The adjacent lot to the north of the subject property was rezoned to R8 for a detached suite in February 2020.

Land uses directly adjacent to the subject property include the following:

North: R8 (Residential Suite), R7 (Large Lot Single Family Residential), R1 (Single Family Residential)
South: R1 (Single Family Residential), P3 (Institutional)
East: R1 (Single Family Residential), R8 (Residential Suite)
West: R1 (Single Family Residential), R4 (Medium Density Residential), R8 (Residential Suite)

The property is approximately 0.06 ha (538.5 m^2) in size and contains a single family dwelling. The proposal is to construct a *secondary suite* within a single family dwelling that is currently under construction (see site photos attached as Appendix 6).

The floor plan provided shows the suite to be proposed at 959 ft^2 (89.1 m^2). A maximum floor area of 90 m^2 is permitted for a *secondary suite* so this appears to be in compliance with the Zoning Bylaw.
A variance was approved for the rear setback of this single family dwelling to reduce the required setback from 6.0 m to 5.0 m.

COMMENTS

Ministry of Transportation and Infrastructure
MOTI has given preliminary approval of this Zoning Amendment Bylaw. Pursuant to Section 52(3)(a) of the *Transportation Act* final MOTI approval will be required after third reading and prior to adoption.

Engineering Department
No engineering concerns.

Building Department
No concerns. BC Building Code applies.

Fire Department
No comment.

Planning Department

OCP Policy:
Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

Zoning Bylaw Regulations:
Three parking spaces will be required for all uses on this property (two for the existing single family dwelling and one for the proposed *secondary suite*). Building plans show a garage with a driveway that is 6.9 m in length. The garage would only account for one parking space, meaning the driveway would need to accommodate two more parking spaces. Each parking space must be 2.6 m wide so a minimum driveway width of 5.2 m is required. Plans show the garage is approximately 5.1 m in width so with the driveway extending just past the garage on either side, this would more than meet the required width to accommodate the remaining two parking spaces side by side.

Plans for the proposed suite appear to show general compliance with the zoning regulations (R8 regulations attached as Appendix 7).

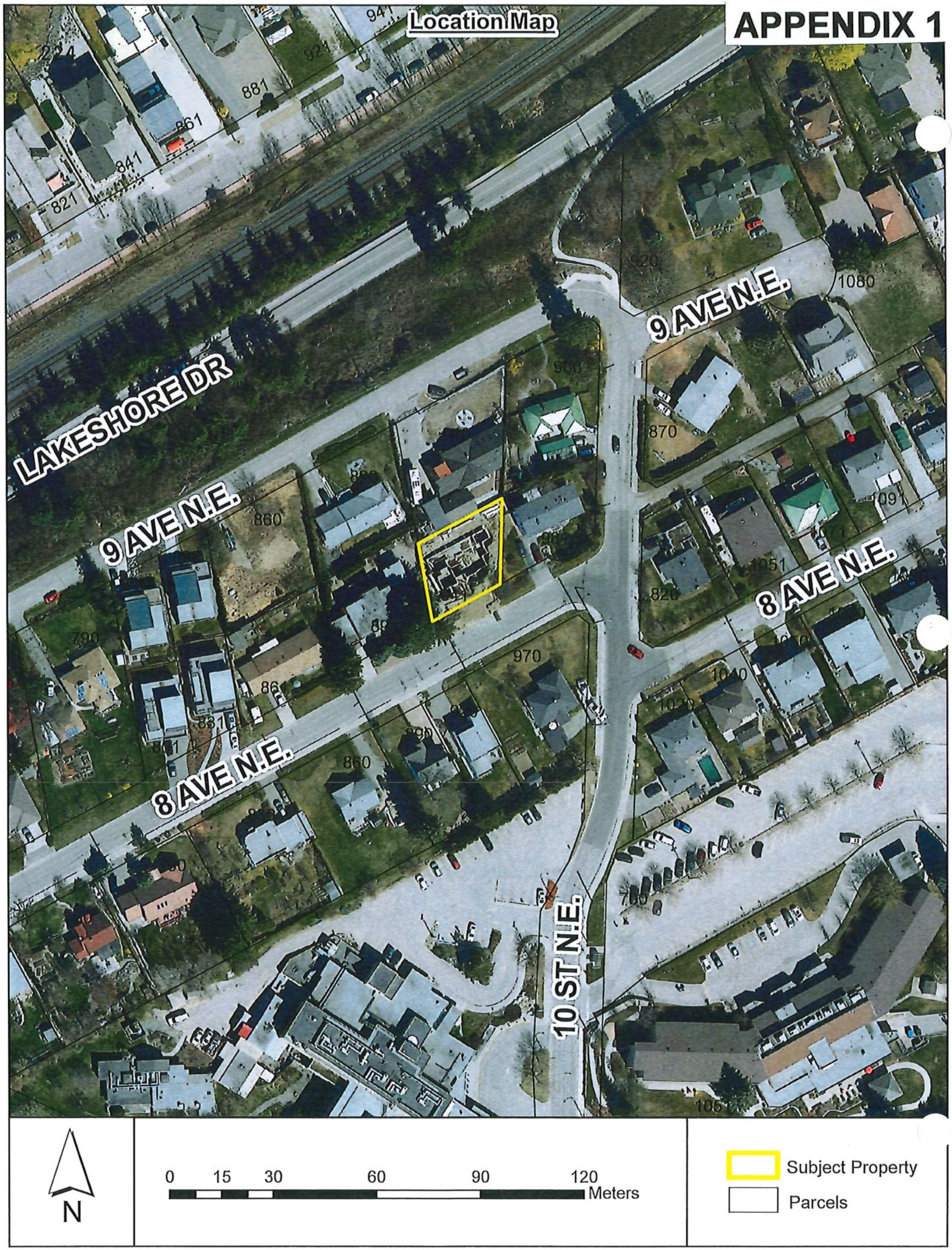
Conclusion:
This property is well suited for a *secondary suite* and plans appear to meet Zoning Bylaw requirements. Compliance with the Zoning Bylaw and BC Building Code will be confirmed at the Building Permit stage.

Prepared by: Brenda Kolenbrander
Planner

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

Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – Site Plan and Building Plans
Appendix 4 – OCP Map
Appendix 5 – Zoning Map
Appendix 6 – Site Photos
Appendix 7 – R8 Zoning Regulations

APPENDIX 1

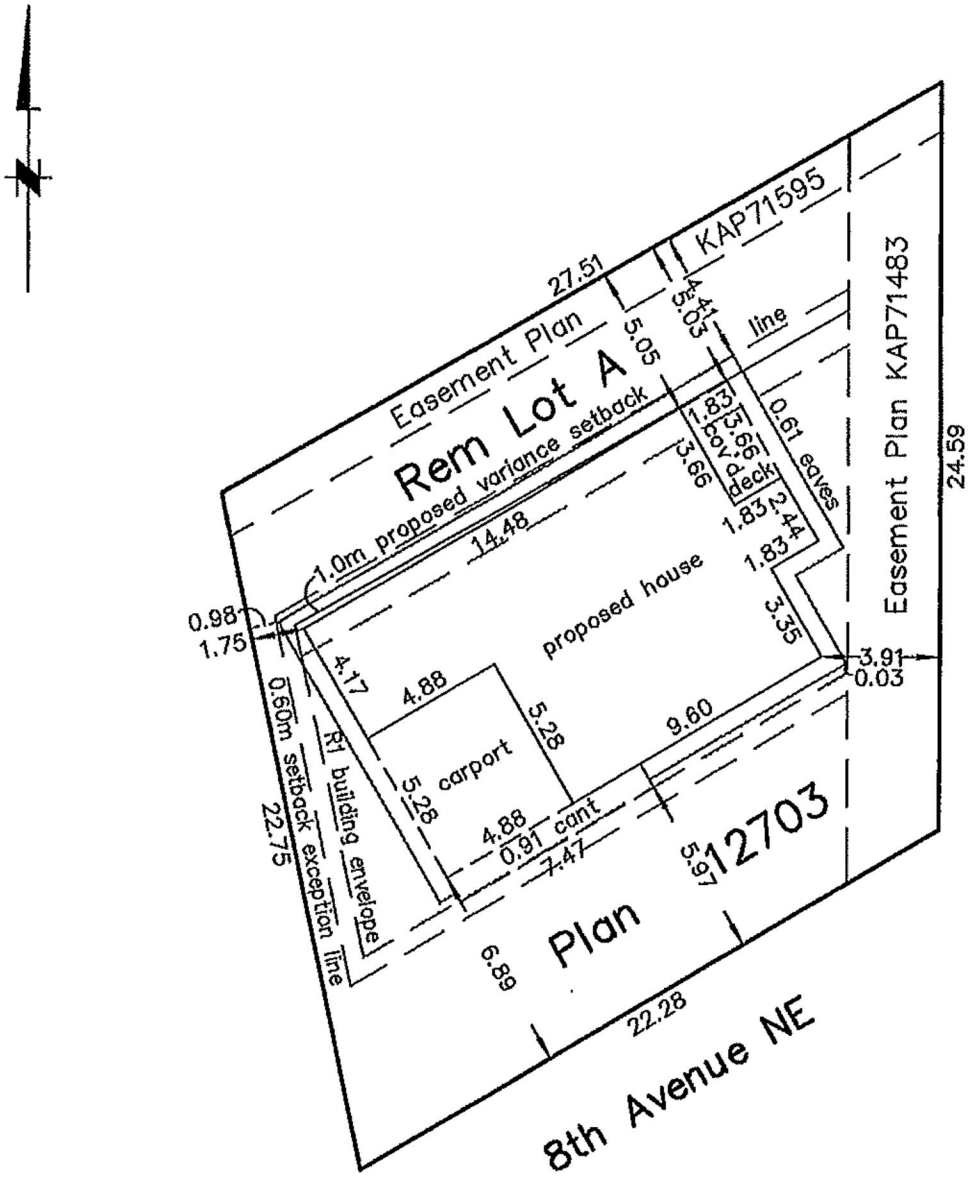

Location Map
LAKESHORE DR
9 AVE N.E.
9 AVE N.E.
8 AVE N.E.
8 AVE N.E.
10 ST N.E.
941
921
881
861
841
821
920
1080
870
860
1091
1051
820
790
970
1040
1020
860
N
0 15 30 60 90 120
Meters
Subject Property
Parcels


Subject Property
941
98
8 AVE N.E.
970
N
0 2.5 5 10 15 20
Meters
Subject Property
Parcels

APPENDIX 3

Plan Showing Proposed Building on Lot A, Sec 14, Tp 20, R 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318

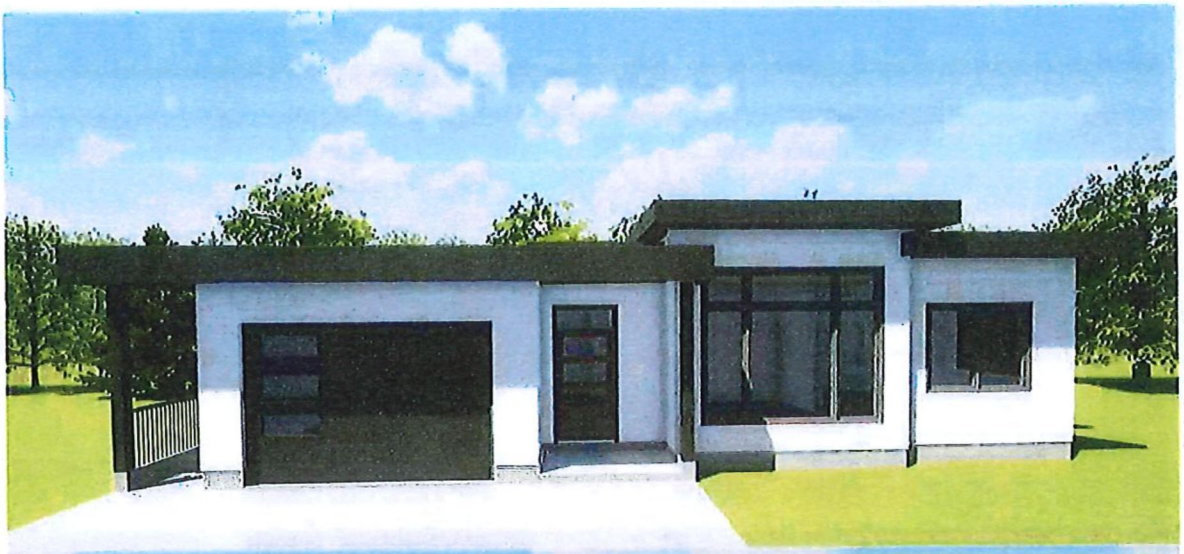
Scale 1:250



May 9, 2013

List of Documents on title which may affect the location of improvements:
Covenants KT73181 & KT73182
Easments KT73185 & KT80680
Right of Way KT73186

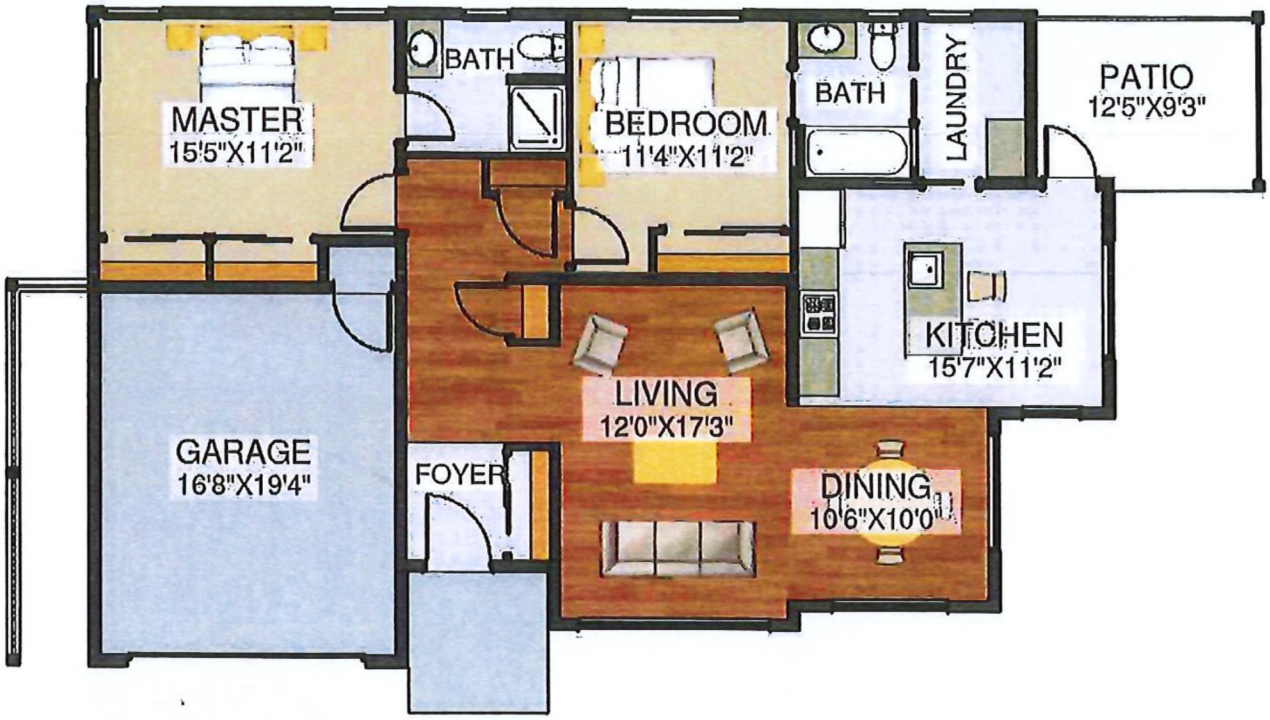
BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 137-13





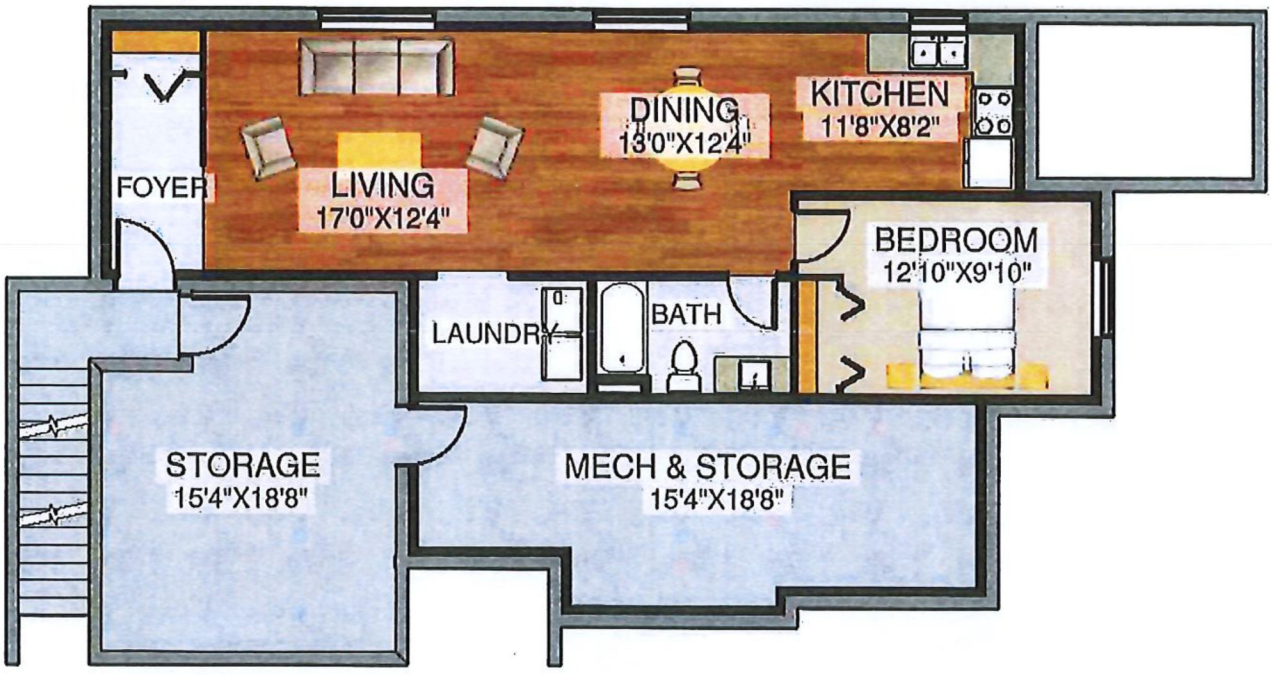


941 8 AVE NE SALMON ARM



MAIN FLOOR PLAN

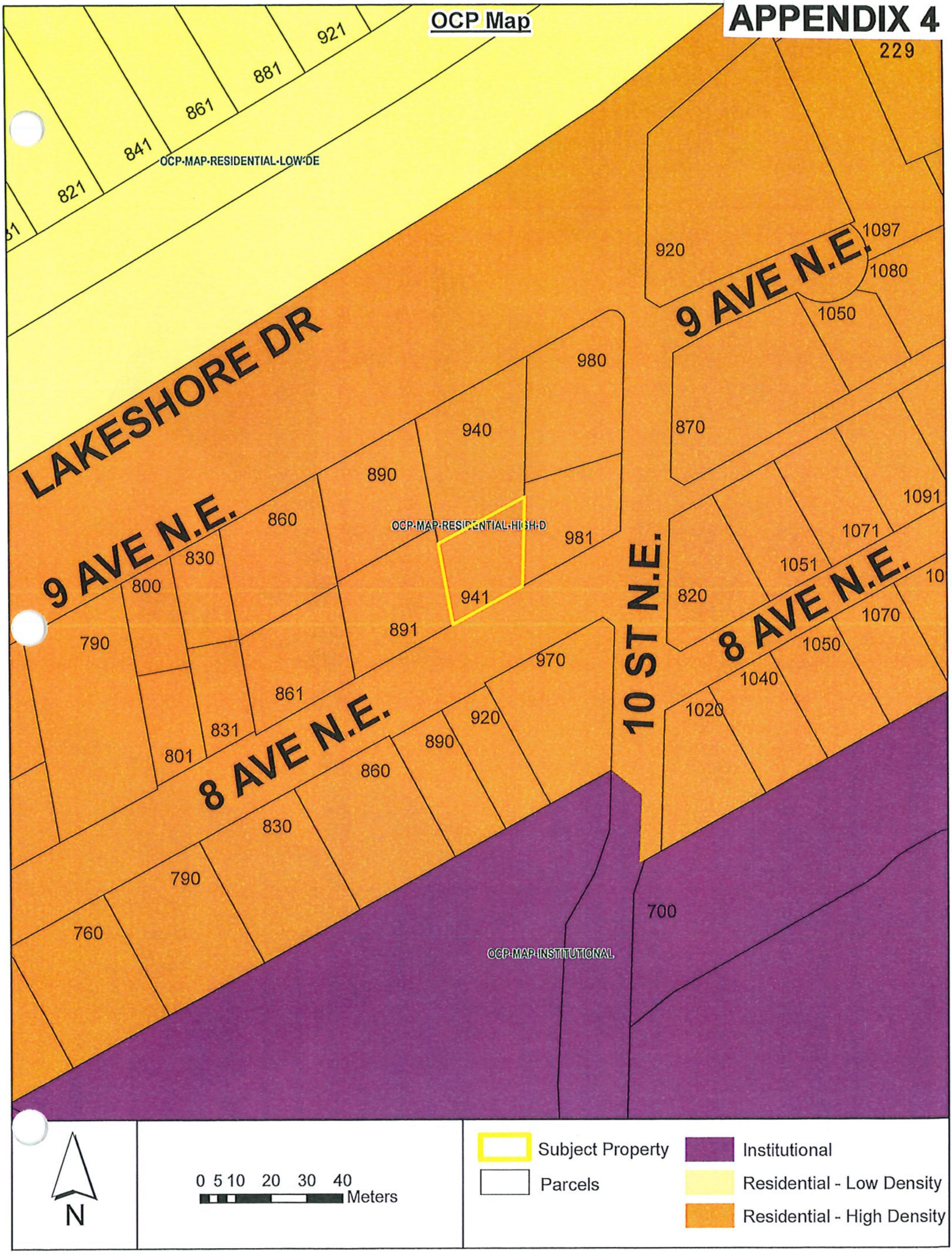
MAIN FLOOR - 1,307 SQFT GARAGE - 319 SQFT



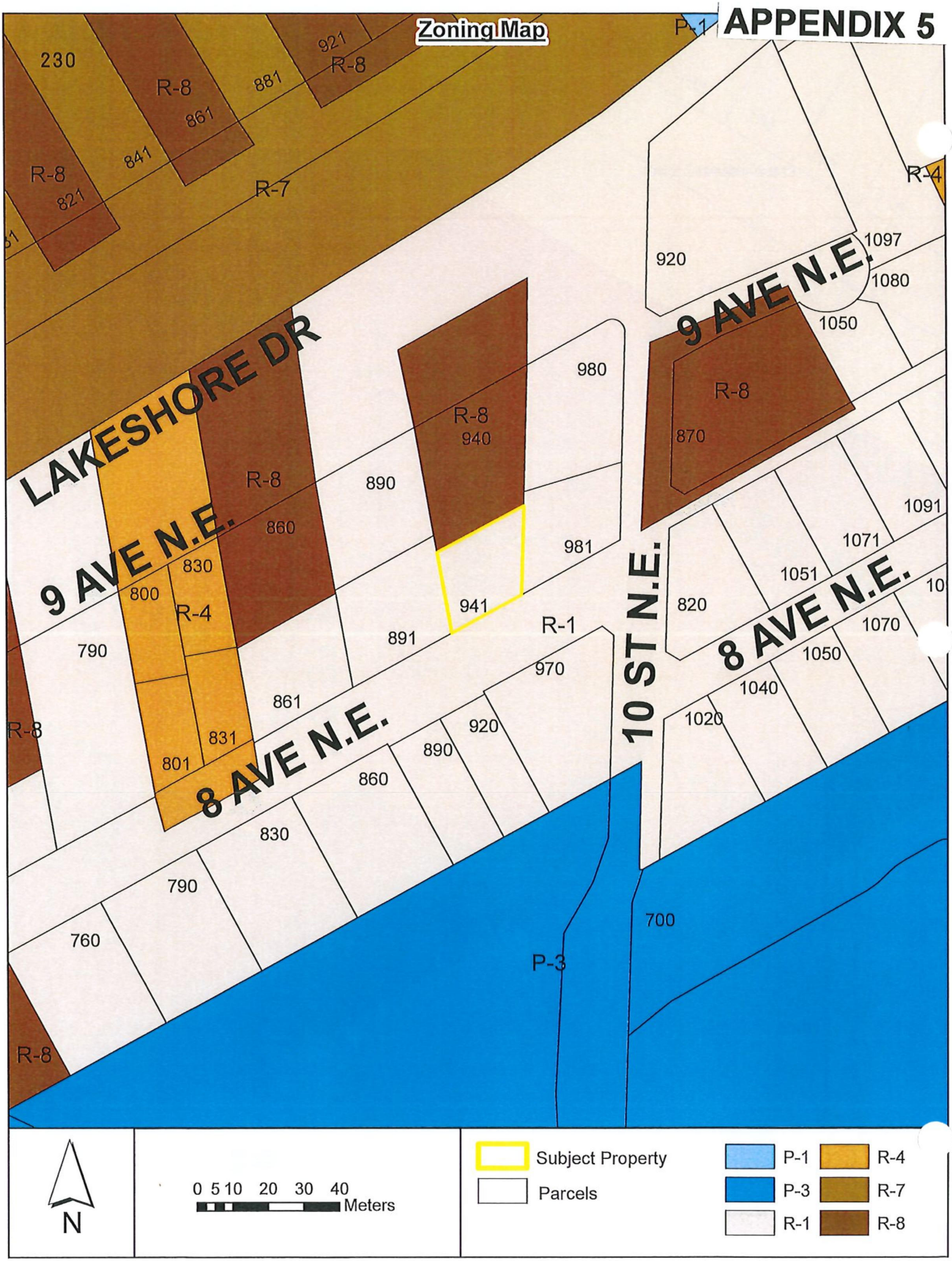
LOWER FLOOR PLAN

SUITE - 959 SQFT MECH / STORAGE- 637 SQFT

941 8 AVE NE SALMON ARM


OCP Map
APPENDIX 4
OCP MAP RESIDENTIAL LOW DE
OCP MAP RESIDENTIAL HIGH D
OCP MAP INSTITUTIONAL
LAKESHORE DR
9 AVE N.E.
8 AVE N.E.
10 ST N.E.
921
881
861
841
821
229
920
1097
1080
1050
980
940
890
870
860
830
800
790
981
941
891
1091
1071
1051
820
1070
1050
1040
1020
970
861
831
801
920
890
860
830
790
760
700
N
0 5 10 20 30 40
Meters
Subject Property
Parcels
Institutional
Residential - Low Density
Residential - High Density

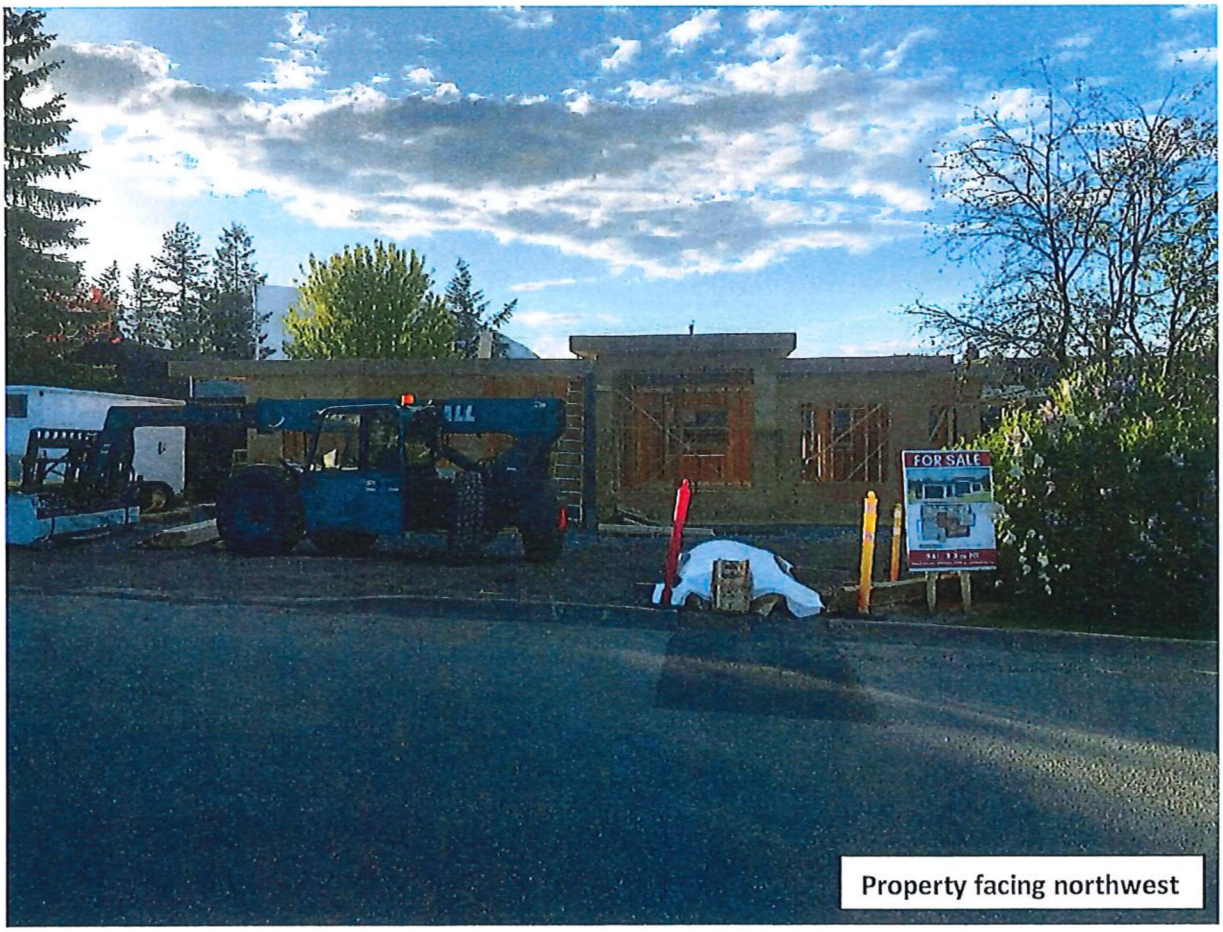
APPENDIX 5



Zoning Map
P-1
230
R-8
921
R-8
881
861
841
R-8
821
R-7
R-4
920
1097
1080
1050
9 AVE N.E.
LAKESHORE DR
980
R-8
940
R-8
870
R-8
890
860
9 AVE N.E.
830
800
R-4
981
941
1091
1071
1051
820
8 AVE N.E.
10 ST N.E.
R-1
891
790
970
1070
1050
1040
1020
861
R-8
831
801
8 AVE N.E.
920
890
860
830
790
760
700
P-3
R-8
N
0 5 10 20 30 40
Meters
Subject Property
Parcels
P-1
P-3
R-1
R-4
R-7
R-8



Property facing north



Property facing northwest

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE #3996

232

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:*

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

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

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.* #4272

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)

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)

.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). #3426

.6 Refer to Section 4.9 for "Special Building Setbacks" which may apply #2811

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)

.5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

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.

CITY OF SALMON ARM

BYLAW NO. 4464

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

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

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

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

   Rezone Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), as shown on 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. 4464"**

READ A FIRST TIME THIS DAY OF 2021

READ A SECOND TIME THIS DAY OF 2021

READ A THIRD TIME THIS DAY OF 2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2021

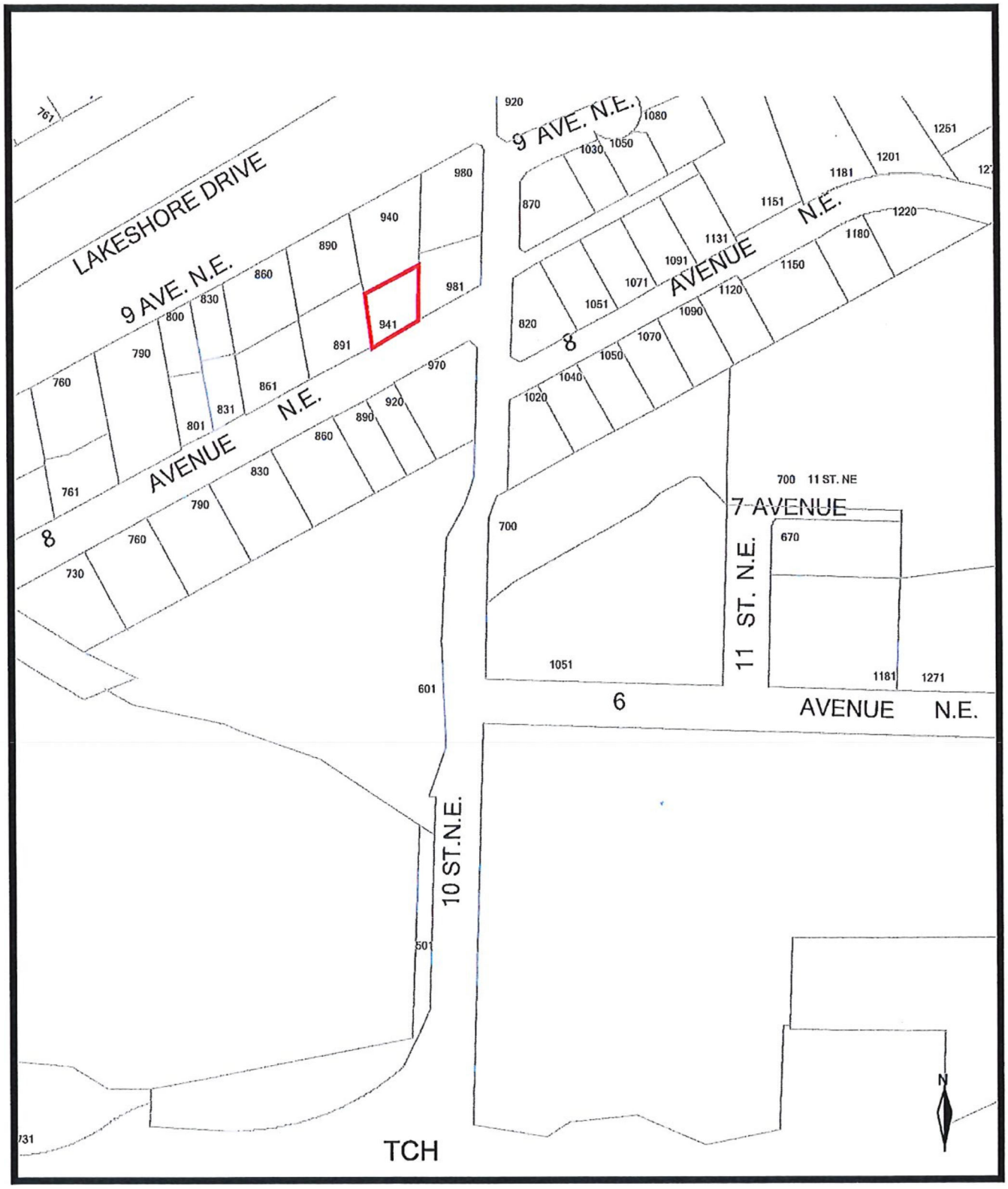
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


LAKESHORE DRIVE
9 AVE. N.E.
9 AVE. N.E.
8 AVENUE N.E.
8 AVENUE N.E.
7 AVENUE
11 ST. N.E.
6 AVENUE N.E.
10 ST.N.E.
TCH
700 11 ST. NE
N

Item 10.4

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4465 be read a first and second time.

[ZON-1214; Text Amendment]

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: June 7, 2021

Subject: Zoning Bylaw Amendment No. 1214
Addition of Rural Detached Suite Definition and Use to Zoning Bylaw No. 2303

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would Amend Zoning Bylaw No. 2303 as follows:**

1. Section 2.0 Definitions to add the following:

***RURAL DETACHED SUITE* means a *dwelling unit* that consists of a Z240 mobile home, A277 modular home or a stick built structure and shall not include a travel trailer, recreational vehicle or a storage container. A *Rural Detached Suite* is subject to the Agricultural Land Commission Act and Regulations.**

2. Sections 34 (A-1 Zone), 35 (A-2 Zone), 36 (A-3 Zone), 41 (CD-3 Zone), and 56 (CD-18) – Delete *detached suite* and replace with *rural detached suite.*

3. Table A1 - Required Offstreet Parking Spaces, Column 1 Use – Delete Secondary Suite and Detached Suite and replace with Suite (secondary, detached or rural detached).

PURPOSE

To introduce Zoning Bylaw text amendments that would allow a small additional residential unit on lands affected by the Agricultural Land Reserve (ALR). The proposed text amendments would bring the Zoning Bylaw in alignment with the current ALR regulations.

BACKGROUND

Land within the ALR typically falls into one of five possible zones – A1 (Agriculture Zone), A2 (Rural Holding Zone), A3 (Small Holding Zone), CD-15 (Comprehensive Development Zone) or CD-18 (Comprehensive Development Zone 18) (Appendices 1 to 5). Generally, development on land zoned for agriculture and within the ALR is restricted to a single residential unit.

Previous Zoning Bylaw amendments were adopted that added *detached suite* as a permitted use in the Rural (zones noted above) and Urban areas (R8 Residential Suite Zone). Zoning Bylaw No. 2303 defines a *detached suite* as a:

> "dwelling unit with a maximum floor area of 90 m^2 (968 ft^2) that is contained within a building which is accessory to a single family dwelling, and shall not include a mobile home, manufactured home, travel trailer, recreational vehicle or a storage container".

At the time of those Zoning Bylaw amendments, ALR regulations permitted additional residences and the BC Building Code limited the permitted floor area for a secondary suite. Approximately 5 years ago the ALC permitted detached suites above a farm building. ALC approval was granted through a Non-Adhering Residential Use Permit (along with City Council's endorsement).

The subject Zoning Bylaw amendments would affect the rural areas only and propose to replace *detached suite* with *rural detached suite*. A *rural detached suite* would be defined as:

> a *dwelling unit* that consists of a Z240 mobile home, A277 modular home or a stick built structure and shall not include a travel trailer, recreational vehicle or a storage container. A *Rural Detached Suite* is subject to the Agricultural Land Commission Act and Regulations.

ALC Regulatory Changes and Zoning Bylaw No. 2303

In 2019 significant changes were made to the ALR regulations governing additional dwelling units. Specifically, the ALR regulations restricted residential development to a single residence and less than 500m² in floor area. The unit may contain a secondary suite but a *detached suite* or carriage house is no longer an outright permitted use. Under the revised regulations, owners may make a Non-Adhering Residential Use application through the ALC for permission for a second residence.

The changes in ALR regulations were swift and many landowners were unprepared for the changes so the ALC granted a temporary policy exemption for land owners to provide a residence for a relative. A unit for a bonafide relative is permitted; however, the unit must be a mobile or manufactured home and no greater than 9m in width. The exemption was granted until July 2021 and has now been extended to December 2021. In an effort to be accommodating of the policy exemption at the staff level, these units have been accepted as *detached suites* under the Zoning Bylaw.

Given the temporary nature of the ALC exemption, staff did not propose any additional Zoning Bylaw amendments because the direction from the ALC was unclear as to how or if additional residential units would be addressed by further regulatory changes or not. With that, staff continue to enforce the 90m² (968 ft²) portion of the *detached suite* definition as a means to ensure that proposed units are accessory to the principle dwelling. Table 1 provides a summary of the regulations and highlights the discrepancies between the current Zoning Bylaw definition and ALR regulations governing second dwellings. In effect, owners are able to design units that are compliant with ALR regulations but, with regard to unit format and area, the design could conflict with the Zoning Bylaw.

Table 1. Comparison of Regulations Governing Second Dwellings on ALR land

	Zoning Bylaw - Agriculture Zones (A1, A2, A3 and CD 18)	ALR Regulations
Detached suite	Yes, no restrictions on tenancy	Yes, but only for a relative
Mobile home	No. *detached suite* may not be mobile or manufactured home	Yes. Only mobile or manufactured home is permitted.
Area of unit	Limited to 90m²	N/A
Width of Unit	N/A	Limited to 9 m

Staff are proposing amendments at this time because the ALC recently stated that regulations governing additional dwellings will becoming forward in the near future. These changes include allowing for "smaller" additional residential units on ALR land without additional application (Appendix 6). It is anticipated that the ALR changes will include limitations on size for additional unit. The proposed Zoning Bylaw Amendments allow an additional residential unit, with the housing format and floor area to be determined under ALR regulations and policy.

Official Community Plan

The Rural and Agriculture section of the OCP is structured to limit non-agricultural development in the Rural areas. Subdivision, residential and commercial development potential is limited. However, the OCP has been supportive of limited additional residential units – dwellings for farm help, compassionate use, secondary and detached suites. The proposed amendments are consistent with the OCP and allow some flexibility in light of pending changes to ALR regulations in the near future.

Agricultural Advisory Committee

The proposed Zoning Bylaw amendment changes have not been reviewed by the AAC. Council could provide direction to staff to forward this report to the AAC for a recommendation.

Conclusion

In May 2021 staff received a rezoning application that requested amendments to the Zoning Bylaw to increase the allowable area for a detached suite. A letter submitted by the applicant is attached as Appendix 7. Since the ALC temporary exemption to allow an additional residential unit for a relative, staff have been inundated by requests from owners and their relatives for these units. To date, the City has approved approximately 10 units for a relative in the Rural areas with another 5-10 units expected in the near future. It is expected that given the current state of the housing market and availability, should the proposed amendments be adopted, demand will continue to increase. In addition to the letter from the Hooper's, staff also received a letter from Mike Shroeder (Lakeland Farms). The letter outlines the rationale a unit for a relative larger than the current bylaw permits and support for the proposed text amendments (Appendix 8).

In 2020 the City's Housing Strategy called for additional density. As the demand increases, so too has the timeline for local manufacturers to create these customized units. It should be noted, that while the demand is premised in a desire to keep the farming interests in the family, acquiring a home in the community but not on the farm has become an issue of increasing proportions. The proposed amendments would allow for additional (albeit limited) density in the Rural areas. Staff are supportive of the proposed Zoning Bylaw amendments.

The proposed addition of *rural detached suite* to the Zoning Bylaw would not have any impact on properties currently zoned R8 (Residential Suite Zone) or for those existing *detached suite* units in the Rural areas.

Staff are supportive of the proposed Zoning bylaw amendments because the amendments would assist in providing housing for families in the Rural areas, thereby allowing small scale development in the Rural areas where other forms of development (i.e. subdivision, multi-family units) are otherwise restricted. The Agricultural zones will continue to restrict maximum residential building area (footprint) to 500m^2 for all dwelling units but would allow flexibility consistent with ALR regulations and BC Building Code. Overall, the proposed amendments would bring the Zoning Bylaw in alignment with provincial regulations creating a more consistent approach for owners and staff.

Melinda Smyrl, MCIP, RPP
Planner III

Kevin Pearson, MCIP, RPP
Director of Development Services

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;
.3 *boarders*, limited to two; #2767
.4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations); #4013, #4193
.5 *equestrian facility;* #3218
.6 *equestrian facility campsite;* #3218
.7 *family childcare facility;* #3426
.8 *group childcare;* #3426
.9 *home occupation*;
.10 *intensive agriculture*;
.11 *kennel*;
.12 *outdoor recreation*;
.13 *public use*;
.14 *public utility*;
.15 silviculture;
.16 *secondary suite;* #3212
.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*

.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. #3322

.3 A second dwelling may be permitted under Section 4.13 of this bylaw.

Maximum Number of Secondary Suites #4018

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

Maximum Residential *Building Area* #4223

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 m^2 (5,382ft^2).

Maximum Height of Residential Buildings

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

242

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	*Front parcel line* shall be	6.0 metres (19.7 feet)
.2	*Rear parcel line* shall be	6.0 metres (19.7 feet)
.3	*Interior side parcel line* shall be	3.0 metres (9.8 feet).4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
.5	Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811	

Minimum Setback of Detached Suites #4018

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

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	*Front parcel line* shall be	30.0 metres (98.4 feet)
.2	*Rear parcel line* shall be	15.0 metres (49.2 feet)
.3	*Interior side parcel line* shall be	15.0 metres (49.2 feet)
.4	*Exterior side parcel line* shall be	30.0 metres (98.4 feet)
.5	Any *single family dwelling* shall be	15.0 metres (49.2 feet)
.6	Any *watercourse* or body of water shall be	30.0 metres (98.4 feet)
.7	Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #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 *highway* right-of-way shall be	100.0 metres (328.1 feet)
.2	any *parcel* not *zoned* A-1 shall be	65.0 metres (213.3 feet)

Sale of Agricultural Products

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.

SECTION 56 - CD-18 - COMPREHENSIVE DEVELOPMENT ZONE – 18 #4155

Purpose

56.1 The *CD-18 Zone* is intended to identify and preserve land with good agricultural or forestry potential and allow for any type of second dwelling for farm help. *Development* on land located in the CD-18 *Zone* will respect the rural nature of the area.

Regulations

56.2 On a *parcel zoned* CD-18, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-18 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

56.3 The following uses and no others are permitted in the CD-18 *Zone*:

.1 *agriculture*;
.2 *bed and breakfast*, limited to three let rooms;
.3 *boarders*, limited to two;
.4 *detached suite* on a *parcel* or *site* not located within the Agricultural Land Reserve;
.5 *equestrian facility;*
.6 *equestrian facility campsite;*
.7 *family childcare facility;*
.8 *group childcare;*
.9 *home occupation*;
.10 *intensive agriculture*;
.11 *kennel*;
.12 *outdoor recreation*;
.13 *public use*;
.14 *public utility*;
.15 silviculture;
.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

56.4

.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*

.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. 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.

Maximum Number of Secondary Suites

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

Maximum Residential *Building Area* #4223

56.6 The maximum combined *building area* for all *dwelling units* (single family dwelling,detached suite and farm help) shall be no greater than 500 m^2 (5,382 ft^2)

244

Maximum Height of Residential Buildings

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

Maximum Height of Accessory Buildings

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

Minimum Parcel Size

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

Minimum Parcel Width

56.10 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

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

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

Minimum Setback of Detached Suites

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

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

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

Minimum Setback of Kennels

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

Minimum Setback of Feed Lots

56.15 The minimum *setback* of feed lots from:

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

Sale of Agricultural Products

56.16 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

56.17 Parking shall be required as per Appendix I.

SECTION 35 - A-2 - RURAL HOLDING ZONE

Purpose

35.1 The A-2 *Zone* is intended to provide predominantly residential *parcels* in a rural setting.

Regulations

35.2 On a *parcel zoned* A-2, 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-2 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

35.3 The following uses and no others are permitted in the A-2 *Zone:*

.1 *agriculture*;
.2 *bed and breakfast*, limited to three let rooms;
.3 *boarders*, limited to two; #2767
.4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations); #4018, #4193
.5 *equestrian facility;*
.6 *equestrian facility campsite*#3218; #3218
.7 *family childcare facility*; #3082
.8 *group childcare;* #3426
.9 *home occupation*;
.10 *kennel*;
.11 *outdoor recreation*;
.12 *public use*;
.13 *public utility*;
.14 *secondary suite;* #3212
.15 silviculture;
.16 *single family dwelling*;
.17 *accessory use*, including the retail sale of agricultural products produced on the *parcel.*

Maximum Number of Single Family Dwellings

35.4

.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.*

.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. #3322

.3 A second dwelling may be permitted under Section 4.13 of this bylaw.

Maximum Number of Secondary Suites #4018

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

Maximum Residential *Building Area* #4223

35.6 The maximum combined *building area* for all dwelling units (single family dwelling, detached suite and farm help) shall be no greater than 500 m^2 (5,382ft^2).

Maximum Height of Residential Buildings

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

Maximum Height of Accessory Buildings

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

246

Minimum Parcel Size

35.9 The minimum *parcel* size shall be 4.0 hectares (9.9 acres).

Minimum Parcel Width

35.10 The minimum *parcel width* shall be 100.0 metres (328.1 feet).

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

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

.1	*Front parcel line* shall be	6.0 metres (19.7 feet)
.2	*Rear parcel line* shall be	6.0 metres (19.7 feet)
.3	*Interior side parcel line* shall be	3.0 metres (9.8 feet)
.4	*Exterior side parcel line* shall be	6.0 metres (19.7 feet)

.5 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

Minimum Setback of Detached Suites #4018

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

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

.1	*Front parcel line* shall be	30.0 metres (98.4 feet)
.2	*Rear parcel line* shall be	15.0 metres (49.2 feet)
.3	*Interior side parcel line* shall be	15.0 metres (49.2 feet)
.4	*Exterior side parcel line* shall be	30.0 metres (98.4 feet)
.5	Any *single family dwelling* shall be	15.0 metres (49.2 feet)
.6	Any *watercourse* or body of water shall be	30.0 metres (98.4 feet)

.7 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

Minimum Setback of Kennels

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

Sale of Agricultural Products

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

Parking

35.16 Parking shall be required as per Appendix I.

SECTION 36 - A-3 - SMALL HOLDING ZONE

Purpose

36.1 The A-3 *Zone* is intended to provide for the creation of two hectare *parcels* in areas specified in the *Official Community Plan* where further urbanization is not anticipated and where the Agricultural Land Commission (ALC has either excluded the area from the Agricultural Land Reserve or where the ALC has agreed to the A-3 Zoning).

Regulations

36.2 On a *parcel zoned* A-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 A-3 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

36.3 The following uses and no others are permitted in the A-3 *Zone*

.1 *agriculture*;
.2 *bed and breakfast*, limited to three let rooms;
.3 *boarders*, limited to two; #2767
.4 *detached suite* (*development* of a *detached suite* in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations); #4018, #4193
.5 *family childcare facility*; #3082
.6 *group childcare;* #3426
.7 *home occupation*;
.8 *public use*;
.9 *public utility*;
.10 *secondary suite;* #3212
.11 silviculture;
.12 *single family dwelling*;
.13 *accessory use*, including the retail sale of agricultural products produced on the *parcel.*

Maximum Number of Single Family Dwellings

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

.1 A second dwelling may be permitted under Section 4.13 of the bylaw.

Maximum Number of Secondary Suites #4018

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

Maximum Residential *Building Area* #4223

36.6 The maximum combined *building area* for all dwelling units (single family dwelling, detached suite and farm help) shall be no greater than 500 m^2 (5,382ft^2).

Maximum Height of Single Family Dwellings

36.7 The maximum *height* of *the single family dwelling* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

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

Minimum Parcel Size

36.9 The minimum *parcel* size shall be 2.0 hectares (4.9 acres).

Minimum Parcel Width

36.10 The minimum *parcel width* shall be 50.0 metres (164.0 feet).

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

36.11

.1 The minimum *setback* of *principal* and accessory *buildings* intended to accommodate non-agricultural uses from all *parcel* lines shall be 6.0 metres (19.7 feet).
.2 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

248

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

.1	*Front parcel line* shall be	30.0 metres (98.4 feet)
.2	*Rear parcel line* shall be	15.0 metres (49.2 feet)
.3	*Interior side parcel line* shall be	15.0 metres (49.2 feet)
.4	*Exterior side parcel line* shall be	30.0 metres (98.4 feet)
.5	Any *single family dwelling* shall be	15.0 metres (49.2 feet)
.6	Any *watercourse* or body of water shall be	30.0 metres (98.4 feet)
.7	Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811	

Sale of Agricultural Products

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

Parking

36.14 Parking shall be required as per Appendix I.

Purpose

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

Regulations

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

Permitted Uses

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

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

Maximum Number of Single Family Dwellings

53.4

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

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

Maximum Height of Residential Buildings

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

Maximum Height of Accessory Buildings

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

Minimum Parcel Size

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

Minimum Parcel Width

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

250

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

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

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

Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses

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

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

Minimum Setback of Kennels

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

Minimum Setback of Feed Lots

53.12 The minimum *setback* of feed lots from:

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

Sale of Agricultural Products

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

Parking

53.14 Parking shall be required as per Appendix I.

APPENDIX 6

251

- Skip to main content

British Columbia News

Residential flexibility in the Agricultural Land Reserve

https://news.gov.bc.ca/24203

Friday, April 9, 2021 10:46 AM

The ministry's 2020 intentions paper outlined proposed changes to create more residential opportunities in the Agricultural Land Reserve (ALR).

After hearing from farmers, ranchers, ALR landowners, the Agricultural Land Commission (ALC), local governments and First Nations governments, government is now finalizing these changes.

- In the coming months, government expects to detail rules that will, in most circumstances, enable ALR landowners to have both a principal residence (that could include a secondary suite) and a small additional residence, whether or not there is farming activity on the property, and without having to apply and receive permission from the ALC.
- The ministry is proposing new rules to provide more flexibility to help farming families thrive and to benefit non-farmers living in the ALR.
- New rules will also help small-scale farmers by streamlining approval for a small-farm labourer residence or agri-tourism accommodation.
- Local government rules continue to apply and may be more restrictive on residential use of the ALR and may even prohibit any additional residences on the ALR.
- People who are farming already have a path with the ALC to build one or more residences of any size if it can be demonstrated that they are reasonably necessary for farming purposes.
- The ALC approves approximately 80% of applications for additional residences for farm use. Local government approval is also required.
- While changes are being finalized, the grandfathering period for manufactured homes on the ALR is planned to be extended until Dec. 31, 2021 to provide the necessary six-month transition period for local governments to adjust their rules as necessary.

Learn More:

Residential Flexibility intentions paper:
https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/agriculture-land-reserve/residential_flexibility_intentions_paper.pdf (https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/agriculture-land-reserve/residential_flexibility_intentions_paper.pdf)

What we heard report on residential flexibility:
https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/agriculture-land-reserve/what_we_heard_summary_residential_flexibility.pdf (https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/agriculture-land-reserve/what_we_heard_summary_residential_flexibility.pdf)

Dave Townsend

Government Communications and Public Engagement
Ministry of Agriculture, Food and Fisheries

RECEIVED
MAY 12 2021
CITY OF
SALMON ARM

May 7, 2021

re: File No. ZON-1214 / Bylaw No. 4465

Dear Council,

Please accept this Zoning Amendment Application as a request to place a manufactured home on my A-2 property, for my daughter and her family. As you know, the current allowance for a second dwelling (as per Zoning Bylaw No. 2303) is a maximum of 968.8 sq. ft., which is an unrealistic size for her growing family of 4; therefore, we are hoping to place a double wide manufactured home on my property, which would be a much more suitable size and yet still be compliant with ALC regulations.

As this property is in the ALR, I feel it is important to state my intention to continue farming the land. I have owned this property for almost 30 years and plan to live here as long as possible however, since I lost my husband in a farming accident at our home in 2014, it has become increasingly difficult to maintain the acreage on my own. Being able to have my daughter and her family live on the property would not only give them a place to live, but would also provide me with the help I need in order to continue living here, farming and preserving the land.

I feel it is also important to note that our community would benefit from having this young family here, as Jesse will be involved in his family's business, Garage Furniture, thus allowing his almost 70 year old father to be able to retire; and although Carly is currently on Maternity Leave, she will bring almost 10 years experience working as a Child Protection Social Worker.

The current housing market has made it nearly impossible to find a home in Salmon Arm; however, this is where we all call home, and in all honesty it would be mine and my late husband's dream to have our grandchildren grow up on the farm where we raised our girls. As such, we are asking you to please consider amending the bylaw to allow for larger secondary dwellings on properties in the ALR, while still being compliant with ALC regulations.

Thank you for your consideration!

Sincerely,

Debra Hooper

To:
His Worship Mayor Harrison and Members of Council

Subject: Rural Detached Suite Bylaw - Development and Planning Services Committee Meeting - June 7, 2021

From:
Mike Schroeder
Lakeland Farms Inc.
[redacted]
Salmon Arm, BC
[redacted]

June 6, 2021

To Whom It May Concern:

We are a multi-generation family farm based in the Salmon Valley as of 2015. We operate on 325 acres of owned and leased land with 4,500 birds of organic egg production and a new organic feed mill servicing ours and other poultry farms in Southern BC. We have worked hard over the past 6 years to build a viable farm business made possible by the generation before us. Our family began the succession planning process in 2016 to transfer ownership of the farm from my parents Ian and Rose Schroeder my wife Sarah and myself. It has been a great process for our family and has given Sarah and I confidence in our future in agriculture in Salmon Arm. Sarah and I feel very fortunate that my parents have made these opportunities possible and we believe very strongly that they have earned and deserve a comfortable retirement on the farm that they helped to build surrounded by their family (a very common dream for retired farmers!). They both still provide valuable council to us in farm management decisions and they are active on the farm in a *semi-retired* way!

We would like to build a double-wide manufactured home (1,550 sq ft) for them on the property conforming to the standards of the Agricultural Land Reserve. The site we intend to build their home on is a past mobile home site with an existing driveway, the dated home having been removed in 2019. Our plan will not have an impact on existing, productive agricultural land and is situated on a hillside of poor soil quality. We feel that the current zoning bylaws in Salmon Arm for a 968 sq ft additional dwelling on a farm property is unrealistic to provide space for aging parents (with a multitude of hobbies) to lead a comfortable retirement, entertain guests and have the grandkids spend the night occasionally. The alternatives to our plan would require much larger capital investments and reduce the viability of our operation.

We are asking council to approve Zoning Bylaw Amendment 1214 and the addition of a *RURAL DETACHED SUITE* making our city bylaws consistent with the policies of the Agricultural Land Commission. Farms in BC and in the Shuswap area are dominated by family owned and operated businesses. They are almost always passed down from generation to generation and we are far from the only family that will benefit from this amendment.

Thank you,

Mike Schroeder

EST. 2005
LAKELAND Farms INC.

CITY OF SALMON ARM

BYLAW NO. 4465

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

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

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

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

1) Addition under Section 2 Definitions and alphabetize accordingly:

> *RURAL DETACHED SUITE* means a *dwelling unit* that consists of a Z240 mobile home, A277 modular home or a stick built structure and shall not include a travel trailer, recreational vehicle or a storage container. A *Rural Detached Suite* is subject to the Agricultural Land Commission Act and Regulations.

2) Deletion of "detached suite" and replace with "rural detached suite" in the following zones and sections:

1. A1 (Agriculture Zone) Section 34
2. A2 (Rural Holding Zone) Section 35
3. A3 (Small Holding Zone) Section 36
4. CD18 (Comprehensive Development Zone) Section 56

3) Delete from Table Schedule "A", Table A1-1 Required Offstreet Parking Spaces, Column 1 Use "Secondary Suite or Detached Suite" and replace with "Suite (secondary, detached or rural detached)".

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. 4465"**

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2021
ADOPTED BY COUNCIL THIS	DAY OF	2021

_____
MAYOR

_____
CORPORATE OFFICER

Item 10.5

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the construction of the replacement Zone 5 Booster Station in the amount of $200,000.00, funded from the Water Development Cost Charge Reserve;

AND THAT: the bylaw entitled City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4467 be read a first, second and third time;

AND THAT: approval of the electors be obtained through the Alternative Approval Process for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish Monday, September 13, 2021 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish the Elector Response Form as shown on Appendix 1, attached to the staff report dated June 1, 2021, for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND FURTHER THAT: Council establish the fair determination of the total number of elector responses required as 1,503 for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station.

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
From: Chelsea Van de Cappelle, Chief Financial Officer,
Robert Niewenhuizen, Director of Engineering and Public Works, and
Erin Jackson, Director of Corporate Services
Date: June 1, 2021
Subject: Loan Authorization Bylaw No. 4467 – Zone 5 Booster Station

Recommendation:

THAT: The 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the construction of the replacement Zone 5 Booster Station in the amount of $200,000.00, funded from the Water Development Cost Charge Reserve;

AND THAT: Bylaw No. 4467 cited as the "City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4467", be given three (3) readings;

AND THAT: Approval of the electors be obtained through the Alternative Approval Process for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish Monday, September 13, 2021 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish the Elector Response Form as shown on Appendix 1 for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

AND THAT: Council establish the fair determination of the total number of elector responses required as 1,503 for the proposed borrowing of $1,315,000.00 for the purpose of undertaking the construction of the replacement Zone 5 Booster Station;

Background:

The Zone 5 Booster Station feeds into the Zone 5 reservoir providing water to large portions of the SE quadrant of the City including the Industrial Park. The existing booster station has exceeded its useful life and the existing reservoir is incapable of providing volumes required for four (4) hour fire flows. Upgrades to the booster station include pumps capable of providing domestic and fire flows without necessary reliance on the reservoir volumes.

Through the Asset Management Risk Evaluation process for 2021, the Zone 5 Booster Station was revised from "High" to a "Very High" risk due to increased development in the lower SE quadrant putting further usage pressure on the system.

A design and Class 'A' Opinion of Probable Cost was completed by WSP in May of 2021. The estimated cost to complete the proposed works including 15% contingency is $2,500,000.00.

Estimated Costs and Funding:
The following table summarizes the total estimated costs to undertake the construction of the Zone 5 Booster Station upgrade:

Description	Cost
Construction Costs	$ 1,923,000.00
Engineering (15%)	288,500.00
Contingencies (15%)	288,500.00
Borrowing Costs	15,000.00
Total Costs	2,515,000.00
Less: Development Cost Charges	(1,200,000.00)
Net Costs	$ 1,315,000.00

The existing estimated budget for this project was $2,315,000.00. As a result of the opinion of probable cost, a budget amendment is required in the amount of $200,000.00. The Zone 5 Booster Station is eligible for funding from the Water Development Cost Charge Reserve and it is therefore recommended to fund the additional amount from this reserve.

It is anticipated that the annual operation and maintenance costs will remain similar to the current Zone 5 Booster Station. However, there is likely to be a period (approximately 6 months) when both stations are operational until the old station is decommissioned. The estimated increase in costs during this time is $13,500.00.

Long Term Debt:
The 2021 Budget reflects borrowing in the amount $1,315,000.00 to undertake the construction of the replacement Zone 5 Booster Station. The impact of this borrowing does not affect the 2021 Budget. The City intends to fund the project utilizing the temporary borrowing provisions (Section 181) of the Community Charter. Temporary borrowing may only be accessed once Council as adopted the loan authorization bylaw and obtained the necessary approvals. Under temporary borrowing, the City will be responsible for monthly interest (at a variable rate) only on any outstanding balance. Once the project is complete, the City will transfer the outstanding balance to long-term borrowing. It is anticipated that this will occur in the fall of 2022, and therefore will impact the 2022 Budget when the debenture goes under repayment. Repayment of the debenture debt is approximately $80,395.00 (Term: 25 years; Interest Rate: 3.09%).

The projected annual repayment of the debenture debt estimated as follows:

Principal	$ 39,760.00
Interest – 3.09%	40,635.00
	$ 80,395.00

With respect to debt repayment funding, a number of options were explored to rationally assess fairness and reasonableness and the economic impact to the water system users. Funding options explored included increases to user fees, frontage taxes and a reduction in expenditures.
The reduction to expenditures included the following options:

- Operation and Maintenance – is not feasible without jeopardizing the integrity of the system;
- Transfer to Reserves – the transfer to the Water Major Maintenance Reserve could be reduced to account for the repayment, but may necessitate the need to borrow in the future; and
- Capital Expenditures –a certain amount of major maintenance infrastructure work needs to be undertaken annually.

Frontage tax funding should be used for new or upgraded major water infrastructure. All properties with access to the water system contribute to these types of projects. An analysis of the frontage tax rate compared to capital repayment requirements have indicated the rate is sufficient to support current needs.

As a result, it is recommend that the transfer to the Water Major Maintenance Reserve be reduced from $140,000.00 to $59,600.00 to fund the annual repayment requirements of the proposed debenture. The costs associated with increased operating and maintenance can be funded through user fees as Council as already approved a 2% increase for 2022. This will generate approximately $51,000.00 in additional revenues.

Elector Assent:
Elector Assent is required to undertake long-term debt for the construction of the replacement Zone 5 Booster Station and the process is outlined below.

The Local Government Act enables the City to establish and operate any service which is deemed necessary or desirable for all or part of the community. The construction of the replacement Zone 5 Booster Station aligns with the City of Salmon Arm's Corporate Strategic Plan and our focus on the provision of Core Services. In order to move forward with the long-term borrowing required for this project, there are some steps that need to be followed.

Pursuant to Section 180 of the Community Charter, approval of the electors is required before Council can adopt a long-term Loan Authorization Bylaw. In accordance with Section 84, elector approval may be obtained by either of the following means:

a) assent of the electors though referendum; or

b) approval of the electors by alternative approval process.

Both methods provide for formal consultation with the public, however; utilizing the alternative approval process would be more efficient and less cost prohibitive than a referendum, considering the essential nature of this project and the fact that the City has conducted a number of alternative approval processes and developed a set of forms and best practices.

Once the Loan Authorization Bylaw has received third reading it must be approved by the Inspector of Municipalities. When the bylaw has received statutory approval the alternative approval process can begin. It is estimated that the processes could be completed by September 13, 2021; however, this is a date that Council must establish.

Alternative Approval Process:

Pursuant to Section 86 of the Community Charter, notice of the approval process will be published in a newspaper once per week for 2 consecutive weeks. In addition, it will be posted in the lobby of City Hall and on the City's website. The public notice must include a description of the proposed bylaw, amount of proposed debenture, term, elector response procedure, the deadline for elector responses and a statement that Council may proceed with borrowing the funds unless at least 10% (1,503) of the electors indicate that Council must obtain the assent of the electors though a referendum before moving forward. Elector responses will be collected by the Corporate Officer for not less than thirty (30) days following the second public notice, on a form which includes the full name, residential address and signature of each elector, and, if applicable, the address of the property in relation to which the individual is entitled to register as a non-resident property elector.

After the established deadline, the Corporate Officer must determine and certify whether enough elector response forms have been submitted to exceed the 10% (1,503) threshold. This determination is final and conclusive. If more than 10% have responded, Council can not adopt the bylaw and will need to decide whether to continue to a referendum.

Fair Determination of Electors Methodology:

According to BC Stats, by 2018 the population of Salmon Arm had increased to 19,299. Of this number, 82% or 15,825 are presumed eligible to vote (based on the age group percentages calculated using both Statistics Canada and BC Stats information).

With an additional conservative reduction of 5%, the 10% required for the purpose of the alternative approval process is approximately 1,503. Recognizing that Statistics Canada conducts the Census of Population in order to develop a statistical portrait of Canada on one (1) specific day and that even on that day the census numbers are an approximation, it is impossible to determine the exact population of the City at this time. Using the 2016 Census population number for Salmon Arm and adjusting based on BC Stats estimated increase and a further reduction of 5%, the City has come up with the most conservative estimate available.

It is recommended that Council proceed with obtaining elector approval through the alternative approval process as detailed in the motion for consideration.

Chelsea Van de Cappelle, CPA
Chief Financial Officer

Robert Niewenhuizen
Director of Eng. & Public Works

Erin Jackson
Director of Corporate Services

CITY OF SALMON ARM - ELECTOR RESPONSE FORM

By completing this elector response form I oppose the municipal council's intention to adopt Zone 5 Booster Station Loan Authorization Bylaw No. 4467 (which authorizes the borrowing of up to $1,315,000.00 to be repaid over a period not exceeding 25 years in order to finance the costs of constructing the replacement of the Zone 5 Booster Station) unless a vote is held.

Instructions to Electors:

The *Community Charter* of the Province of British Columbia requires that in order for an Elector Response to be valid:

1. The person signing the Elector Response Form is an eligible elector of the City of Salmon Arm;
2. The form must include full name, residential address and signature of the elector; and
3. If signing as a Property Elector (non-resident), full residential address of property in Salmon Arm must be entered, as well as your residential address.

I, the undersigned declare that:

- I am 18 years of age or older;
- I am a Canadian citizen;
- I have resided in British Columbia for at least the past six (6) months;
- I have resided in OR have been the registered owner of real property in the City of Salmon Arm for at least the past 30 days; and
- I am not disqualified by the *Local Government Act* or any other enactments.

Elector(s) Full Name (PLEASE PRINT)	Elector(s) Residential Address (PLEASE PRINT)	Elector(s) Signature(s)

Elector Response Forms may be submitted by mail or person to City of Salmon Arm City Hall by no later than 4:00 p.m. on Monday, September 13, 2021 to the address noted below. Postmarks will not be accepted as date of submission. City of Salmon Arm, 500 – 2 Avenue NE, Box 40 Salmon Arm, BC V1E 4N2

For more information please contact Erin Jackson, Corporate Officer at (250)803-4029 or ejackson@salmonarm.ca.

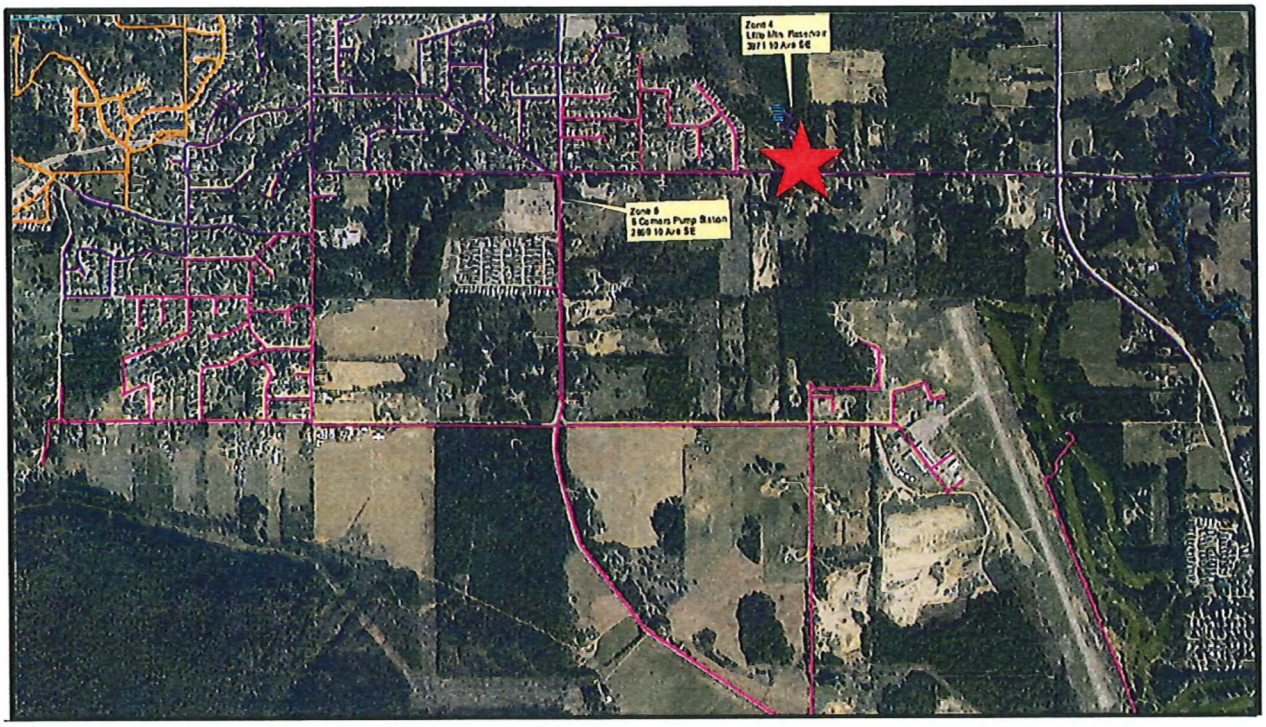
Erin Jackson
Corporate Officer

CITY OF
SALMONARM

Public Notice

Pursuant to Section 180 of the Community Charter, approval of the electors is required before Council can adopt a Loan Authorization Bylaw. In accordance with Section 84, Council has authorized staff to undertake an Alternative Approval Process as the means for determining whether the public is in support of borrowing for the following vital project, which aligns with the City of Salmon Arm's Corporate Strategic Plan and the provision of essential core services.

Replacement Zone 5 Booster Station
$1,315,000.00



The Zone 5 Booster Station feeds into the Zone 5 reservoir providing water to large portions of the SE quadrant of the City including the Industrial Park. The existing booster station has exceeded its useful life and the existing reservoir is incapable of providing volumes required for four (4) hour fire flows. Upgrades to the booster station include pumps capable of providing domestic and fire flows without necessary reliance on the reservoir volumes. Through the Asset Management Risk Evaluation process for 2021, the Zone 5 Booster Station was revised from "High" to a "Very High" risk due to increased development in the lower SE quadrant putting further usage pressure on the system.

The total project cost is estimated at $2,515,000.00 of which $1,200,000.00 is proposed to be funded from the Water Development Cost Charge Reserve Fund. The City proposes to borrow the remaining project funding of $1,315,000.00. The repayment is projected at $80,395.00 annually financed over twenty-five (25) years at an estimated interest rate of 3.09%. The proposed borrowing will not result in a frontage tax increase and can be funded from existing water utility revenues.

CITY OF SALMON ARM

BYLAW NO. 4467

A bylaw to authorize the borrowing for the purpose of a capital nature

---

WHEREAS under the provisions of Section 179 of the Community Charter, Council may, by a loan authorization bylaw adopted with the approval of the Inspector, incur a liability by borrowing for any purpose of a capital nature;

WHEREAS it is deemed desirable and expedient to design and construct the replacement of the Zone 5 Booster Station;

AND WHEREAS the amount to be borrowed to construct such improvements and to do all things necessary in connection herewith is the sum of $1,315,000.00 which is the amount of debt intended to be created by this bylaw;

AND WHEREAS the maximum term for the debentures to be issued to secure the monies authorized to be borrowed hereunder is twenty-five (25) years;

AND WHEREAS the approval of the Inspector has been obtained prior to its adoption, pursuant to Section 179 of the Community Charter;

AND WHEREAS the electors within the boundaries of the City of Salmon Arm were notified, under the alternative approval process, pursuant to Section 86 of the Community Charter, that Council intends to borrow to undertake the construction of the replacement Zone 5 Booster Station and do all things necessary in connection herewith;

AND WHEREAS the Council has been advised through a report prepared by the Corporate Officer that elector responses submitted by the electors within the boundaries of the City of Salmon Arm, requesting Council not to proceed with the borrowing to construct the replacement Zone 5 Booster Station unless it is approved by assent of the electors are insufficient;

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

1. The Council of the City of Salmon Arm is hereby authorized and empowered to undertake and carry out or cause to be carried out the borrowing for the construction of the replacement Zone 5 Booster Station and do all things necessary in connection herewith and without limiting the generality of the foregoing:

    a) To borrow upon the credit of the Municipality a sum not exceeding $1,315,000.00 and the maximum term for the debentures to be borrowed hereunder is twenty-five (25) years.

b) To acquire all such property, easements, rights-of-way, licences, rights or authorities as may be requisite or desirable for or in connection with the construction of the replacement Zone 5 Booster Station.

2. This bylaw may be cited as "City of Salmon Arm Zone 5 Booster Station Loan Authorization Bylaw No. 4467"

READ A FIRST TIME THIS	DAY OF	2021
READ A SECOND TIME THIS	DAY OF	2021
READ A THIRD TIME THIS	DAY OF	2021

APPROVED BY THE INSPECTOR PURSUANT TO SECTION 179 OF THE COMMUNITY

CHARTER THIS	DAY OF	2021
ADOPTED BY COUNCIL THIS	DAY OF	2021

_____
MAYOR

_____
CORPORATE OFFICER

THIS PAGE INTENTIONALLY LEFT BLANK

Item 11.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4448 be read a final time.

[ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: March 29, 2021

Subject: Zoning Bylaw Amendment Application No. 1202

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204
Civic Address: 2050 – 22 Street NE
Owner/Applicant: Giles, S. & H.

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';**

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

PROPOSAL

The subject parcel is located at 2050 – 22 Street NE (Appendices 1 & 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate the conversion of the basement of the existing single family dwelling into a secondary suite.

BACKGROUND

The parcel is designated Medium Density Residential (MDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The subject property is located in the Bastion neighbourhood which largely consists of R1 and some R8 zoned parcels. There are currently three lots within 100 metres of the subject property that are zoned R8, including a property across the street on 21 Street NE that underwent the rezoning process two years ago.

The subject property is not located close to any land within the ALR. Land uses adjacent to the subject property include the following:

North: R1 (Single Family Residential), R8 (Residential Suite Zone)
South: R1 (Single Family Residential), R8 (Residential Suite Zone)
East: R1 (Single Family Residential)
West: R1 (Single Family Residential)

The parcel is approximately 0.07 ha (699.3 m^2) in size and currently contains a single family residence.

The applicant is proposing to convert the basement of the existing residence into a *secondary suite*. Staff note that the suite cannot exceed 90 m^2 and must be no more than 40% of the gross floor area of the building. Each floor of the building is 1,167 ft^2 (108.4 m^2), meaning the maximum floor area for the suite would be 933.6 ft^2 (86.7 m^2).

Site photos for the property are attached as Appendix 5.

COMMENTS

Engineering Comments

- Access width limited to 8.0 m (impermeable width from street to property line) for all future development. Application shows rock beside driveway, which is acceptable.
- Any future building permit which proposes additional demand to the water service will trigger the need to upgrade water service to 1" (from water main to curb stop) (not a requirement for rezoning).
- No other engineering concerns regarding rezoning.

Building Department

- Zoning Bylaw applies regarding the size of the suite.
- No concerns with balance of application.

Fire Department

No concerns.

Planning Department

OCP Policy:
Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

Secondary Suite Regulations:
The R8 zone relevant to *secondary suites* is attached as Appendix 6.

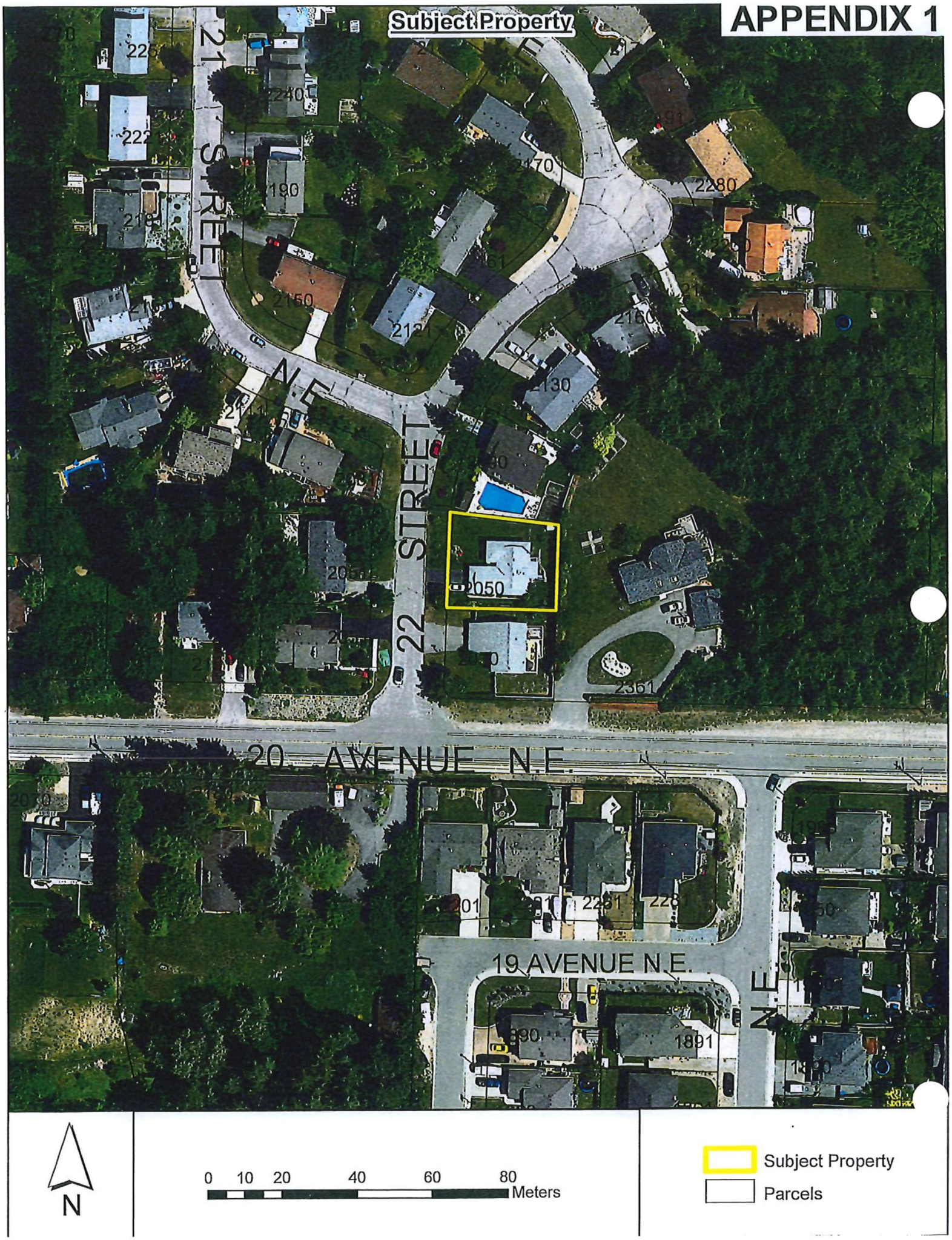
Parking and Access:
Three parking spaces are required for the uses on this property (two for the existing single family dwelling and one for the proposed *secondary suite*). The property already consists of an approximately 6.0m wide driveway and the applicant is proposing to add a gravel pad to the right of the residence to provide additional space for tenant parking.

Conclusion:
The proposed R8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff, subject to meeting BC Building Code and *secondary suite* regulations within the Zoning Bylaw. The City's Bylaw requirements have been conveyed to the owner/applicant.

Prepared by: Brenda Kolenbrander
Planner

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

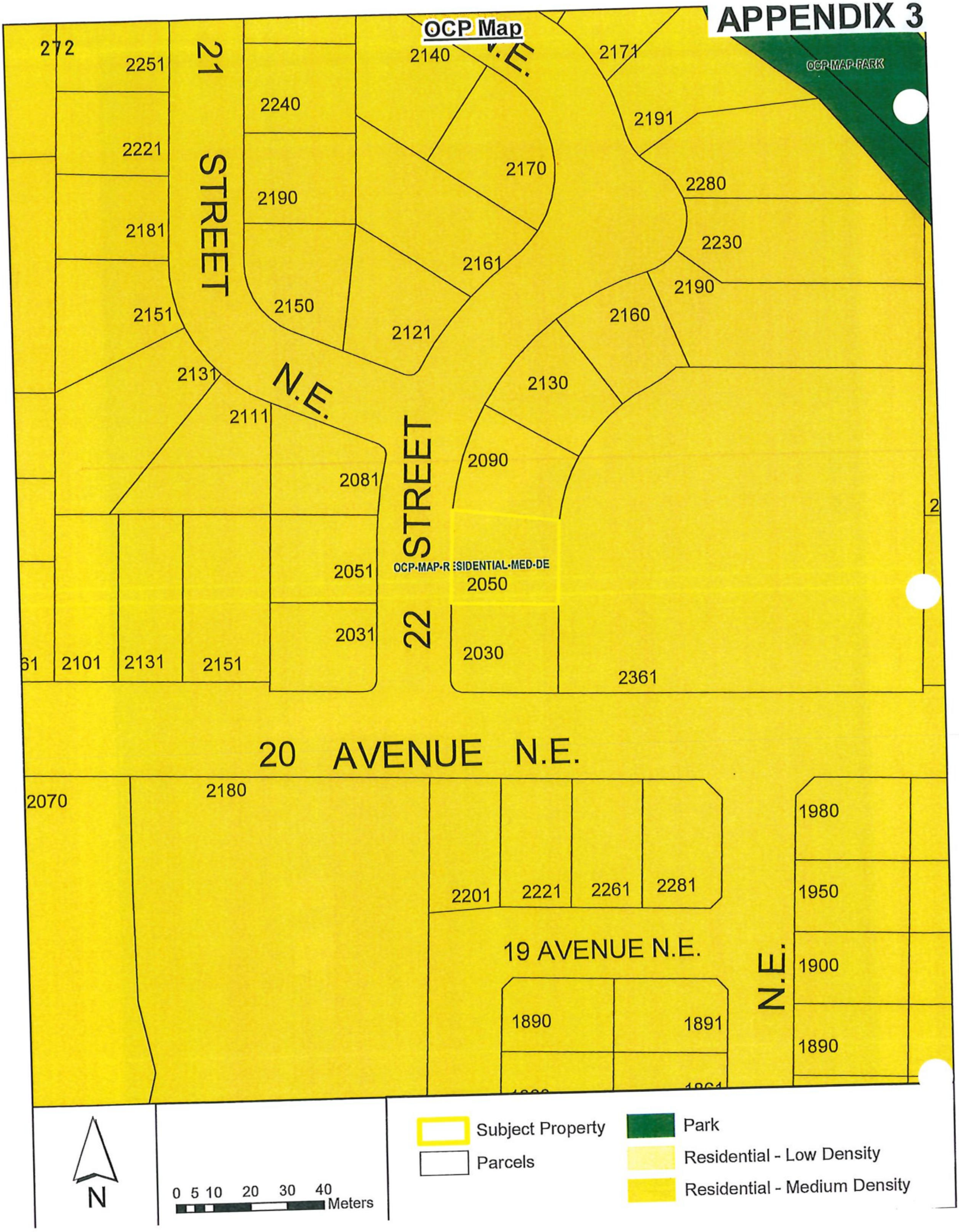
APPENDIX 1



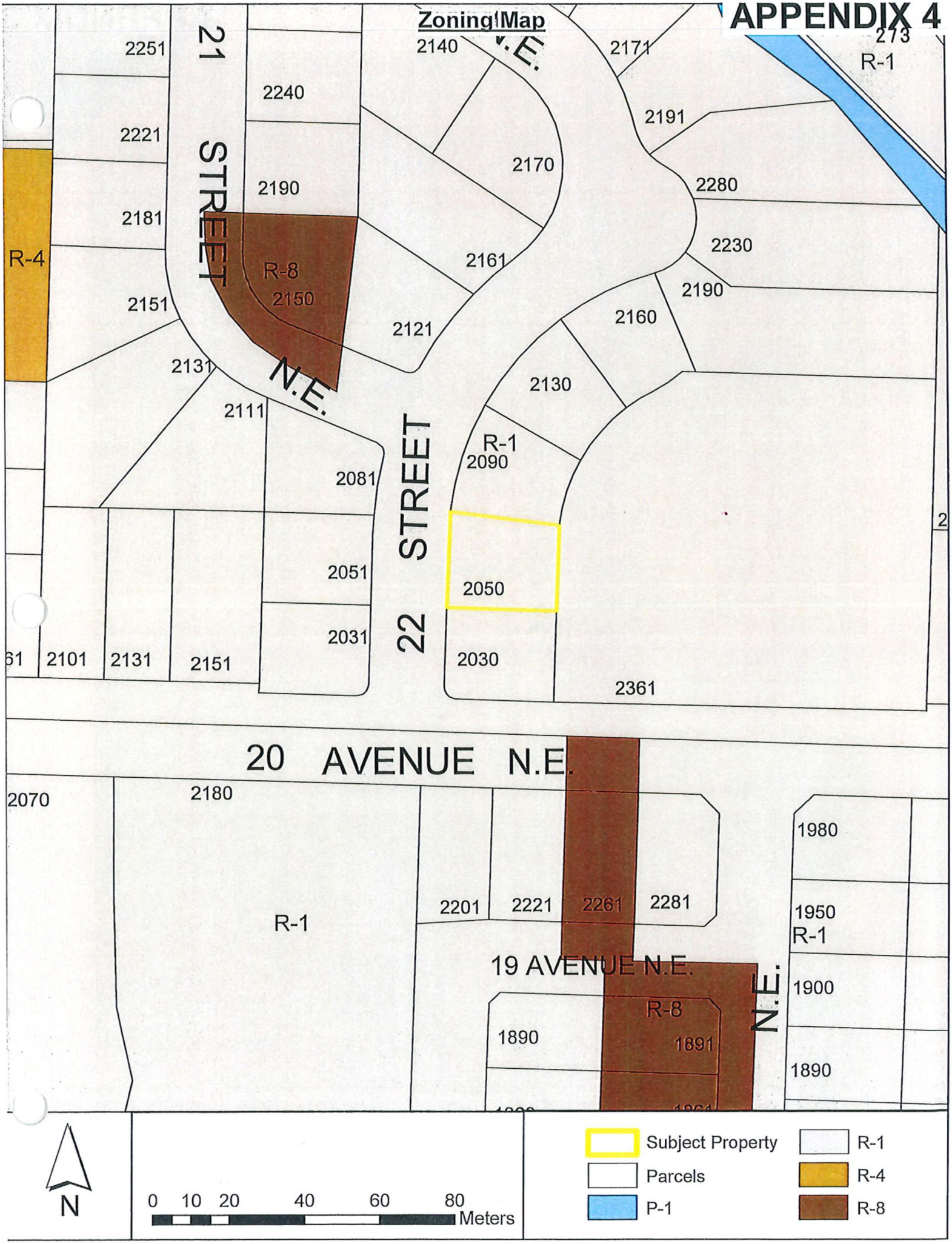
Subject Property
21 STREET N.E.
22 STREET
20 AVENUE N.E.
19 AVENUE N.E.
N.E.
2050
2361
2280
2150
2130
2160
2240
2190
2201
2251
2281
1891
N
0 10 20 40 60 80
Meters
Subject Property
Parcels


TENANT PARKING
WILL BE A GRAVEL PAD
2050 22 St NE, Salmon Arm, BC V1E 3E4

APPENDIX 3


OCP Map
OCP MAP PARK
OCP MAP RESIDENTIAL MED DE
21 STREET N.E.
22 STREET N.E.
20 AVENUE N.E.
19 AVENUE N.E.
272
2251
2221
2181
2151
2131
2101
2111
2081
2051
2031
2140
2240
2190
2170
2150
2121
2161
2171
2191
2280
2230
2190
2160
2130
2090
2050
2030
2361
2070
2180
2201
2221
2261
2281
1980
1950
1900
1890
1891
N
0 5 10 20 30 40 Meters
Subject Property
Parcels
Park
Residential - Low Density
Residential - Medium Density

APPENDIX 4


Zoning Map
21 STREET N.E.
22 STREET N.E.
20 AVENUE N.E.
19 AVENUE N.E.
2251
2240
2221
2190
2181
2151
2131
2111
2081
2051
2031
2101
2131
2151
2140
2171
2191
2170
2280
2230
2161
2190
2160
2121
2130
2090
2050
2030
2361
2180
2070
2201
2221
2261
2281
1980
1950
1900
1890
1891
R-1
R-4
R-8
2150
273
N
0 10 20 40 60 80 Meters
Subject Property
Parcels
P-1

APPENDIX 5



Property facing east



Property facing northeast

23. STATUTORY PUBLIC HEARINGS

2. Zoning Amendment Application No. ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8]

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

Submissions were called for at this time.

H. Giles, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:06 p.m.

CITY OF SALMON ARM

BYLAW NO. 4448

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

WHEREAS notice of a Public Hearing to be held by electronic means as authorized by Ministerial Order M192, British Columbia, on April 26, 2021 at the hour of 7:00 p.m. was published in the April 14 and 21, 2021 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 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

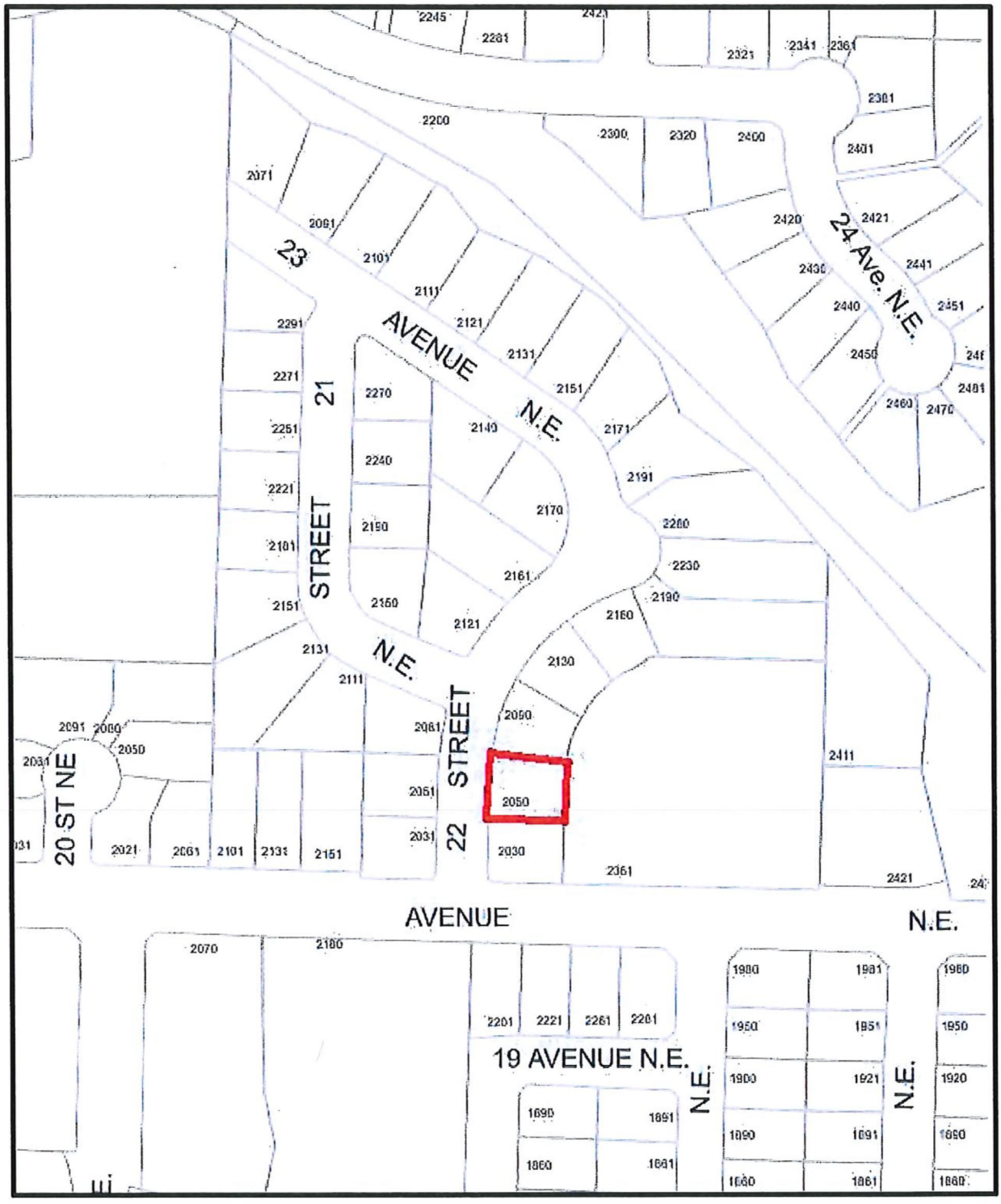
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4448"**

READ A FIRST TIME THIS	12	DAY OF	April	2021
READ A SECOND TIME THIS	12	DAY OF	April	2021
READ A THIRD TIME THIS	26	DAY OF	April	2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"


23 AVENUE N.E.
21 STREET N.E.
22 STREET
20 ST NE
24 Ave. N.E.
19 AVENUE N.E.
AVENUE
N.E.
2050

Item 11.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4440 be read a final time.

[ZON-1200; LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2]

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 9, 2021

SUBJECT: Zoning Bylaw Amendment Application No. 1200 (C-3 to C-2)
1230, 1260 & 1290 10 Ave. SW
Owner: LST Ventures Ltd.
Applicant: West Urban Developments Ltd.

STAFF RECOMMENDATION

THAT: **A Bylaw be prepared for Council's consideration, adoption of which would rezone Lots 1 and 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 and Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan 6136, 35041 and KAP76862 from C-3 Service Commercial Zone to C-2 Town Centre Commercial Zone;**

AND THAT: **Fourth reading be withheld subject to:**

1) **Approval of the Bylaw by the Ministry of Transportation and Infrastructure; and**

2) **Registration of a Section 219 Land Title Act Covenant on the titles of subject property restricting development until such time that a geotechnical report is provided to the City of Salmon Arm addressing the 200-year floodplain, confirming the land is safe for the intended use, and saving the City harmless.**

BACKGROUND

The proposal is to rezone the three lots from C-3 to C-2 to accommodate a mixed commercial / residential use development. The development concept consists of a six-storey, L-shaped building mass with underbuilding parking, main level commercial and upper residential floor space; potentially 140 residential units and a combined floor area of 11,364 m² (122,321 ft²).

The combined area of the properties is approximately 0.88 hectares (2.17 acres). The 10 Avenue SW frontage is approximately 72 m in length and the lot depth is approximately 104 m. Floor space ratio of 1.14 would be relatively for Salmon Arm even with most of the lot area needed for surface parking.

Official Community Plan: the lots are designated "City Centre Commercial" (Land Use); "Potentially Hazardous Areas" (200-Year Floodplain); and City Centre Development Permit Area. Reference maps, the development proposal and the C-2 zone regulations are attached.

COMMENTS

The proposed zoning is consistent with the land use polices of the OCP. The C-2 zone mostly encompasses the original downtown core area of Salmon Arm. This zone allows for the largest building masses and development densities in the City. The zone allows for zero building setbacks and a maximum building height of 20 m.

The subject properties and immediate area have been subject to a slow yet steady transformation involving the redevelopment of various land use uses over the past 20 years. In 2011, recognizing the emerging mixed-use development node in the vicinity of 10 Ave. / 10 St. SW, the OCP Land Use category of the subject properties was changed from "Service Commercial" to "City Centre Commercial".

With new office building development and residential stratas of various densities and forms, the 10 / 10 node has been slowly transforming from service commercial to a more retail and multi-family residential landscape. Adjacent land uses and zoning are described as follows:

North:	Piccadilly Mall	Zoned C-7 – Shopping Centre Commercial
South:	Village at 10th & 10th	Zoned R-4 – Medium Density Residential
East:	Dwelling and City Furniture	Zoned R-1 / C-3
West:	Farmland	Zoned A-1 / C-3 – Agriculture / Service Commercial

If the rezoning is approved and then followed by lot consolidation, the next step would be for the applicant to apply for a form and character Development Permit. The land is subject to the "City Centre Development Permit Area" guidelines. The applicant has engaged and architect for this next step. Detailed site and landscaping plans and exterior building design drawings would be required at that point for review by City staff, the Design Review Panel and Council.

Registration of the covenant referred to in the motion for consideration would satisfy the "Potentially Hazardous Areas Development Permit Area" guidelines of the OCP.

The proposed development concept intends to meet the Zoning Bylaw requirements for off-street parking, unlike in the C-2 zone of the downtown core where properties are subject to the Specified Parking Area levy and parking relaxations.

OTHER COMMENTS

The Engineering Department has provided a memorandum outlining the anticipated off-site servicing requirements (attached).

The Ministry of Transportation and Infrastructure (MOTI) has received the referral for this application but has not provided preliminary approval at this time. MoTI approval is required for rezoning pursuant to Section 52 of the Transportation Act.

Fortis BC has responded indicating no objections subject to the abandonment of all utility connections at the time of development.

The Fire Department has expressed no concerns with the rezoning.

CONCLUSION

Staff support the proposed rezoning. The development concept and land use would fit well within this area of the City Centre, providing ground level commercial floor space and much needed higher density housing units.

Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Properties

WESTURBAN DEVELOPMENTS LTD

111-2036 South Island Hwy
Campbell River, BC V9W 0E8
Phone: (250) 914-8485
Fax: (250) 914-8490

January 6, 2021

Development Services
City of Salmon Arm
P.O. Box 40
500 2 Avenue NE
Salmon Arm, BC V1E 4N2

Attention Development Services:

RE: Rezoning Amendment Application – 1230, 1260, 1290 10th Ave. SW

The enclosed rezoning application is being submitted by WestUrban Developments Ltd. to amend the zoning on the properties located at 1230, 1260, 1290 10th Ave. SW. from Service Commercial (C3) to Tourist/Recreation Commercial (C6).

Further to our pre-application discussions, we are pleased to propose a building comprised of a blend of street-oriented commercial on the main floor and purpose-built rental apartments units on the upper floors. We are excited to introduce a new commercial option to the main floor of this property, that will make up part of this transitional and vibrant area of the city. Also, the variety of residential floorplans will offer choice to a broad demographic to make these new residences their home. The development is committed to offer a long-term, purpose-built rental solution to Salmon Arm residents who desire a housing option close to the downtown core.

Project Description

The application proposes 600 square meters of commercial space fronting on to 10th Avenue SW. Above the commercial space, we have provided 140 residential units that range from studio to three-bedrooms that will be built on the 2-6 floors. To serve both the commercial and residential tenants, 172 surface and covered parking stalls have been provided. The new building is responsive to the neighboring properties and is a positive introduction to the streetscape. Careful attention has been given to responding to the residential dwellings to the south and the busy streetscape along 10th Ave SW. The proposed increase in density is an appropriate approach for this location.

WESTURBAN DEVELOPMENTS LTD.
111-2036 South Island Hwy
Campbell River, BC V9W 0E8
Phone: (250) 914-8485
Fax: (250) 914-8490

Project Rationale

The proposed project aligns to the Salmon Arm Official Community Plan (OC)P, Housing needs Assessment Report and Zoning Bylaw No. 2303. The following table details alignment to these policy and guiding documents.

Policy/Guiding Document	Project Rationale
OCP vision: *Salmon Arm will be a place where residents enjoy quality, affordable services in a compact urban form. Salmon Arm will:* • *increase development densities and discourage urban sprawl.* • *provide a mix of land uses and densities that are sensitively integrated.*	The 10th Ave. SW corridor is a location suitable for increased density with recent projects representative of this proposed development. The proposal includes a mix of commercial and residential with studio, one, two and three-bedroom units.
OCP Goal: To provide a variety of housing types to meet the needs of all residents in the community.	We believe the requested rezoning is an appropriate designation for the subject site and will complement not only the existing commercial property of Piccadilly Mall, but also the need to provide rental housing for the City of Salmon Arm.
Housing Diversity. Encourage a variety of housing types, including affordable housing, to meet the needs of all residents in the community.	Purpose-built rental units are a more affordable option than purchasing a single-family home.
Growth rate: By 2020, there will be another 932 to 2000 residents, requiring an additional 388 to 833 units. The total number of new units required over the next 9 years will therefore be between 758 and 1,516.	The Salmon Arm community continues to grow in population. The development proposal provides 140 of the required 758-1516 new units to serve the growing population.
Housing needs: Addressing rental housing needs as one of the Strategic Themes for action that has been identified in the Housing Needs Assessment report.	Providing rental housing is a key priority for the community. Providing housing within the Urban Core is a mandate of the present Council.

WESTURBAN DEVELOPMENTS LTD

111-2036 South Island Hwy
Campbell River, BC V9W 0E8
Phone: (250) 914-8485
Fax: (250) 914-8490

Smart Growth: Create a range of housing opportunities and choices: • Create walkable and accessible communities • Emphasize the need for a mix of land uses • Strengthen and direct development towards existing developed areas and communities	The development is in a walkable community that provides a mix of residential and commercial offerings. The site is located in a developed area taking advantage of existing amenities, services and infrastructure.
4.4 Growth Management Policies: 4.4.7 Continue to support 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. 4.4.8 Continue to recognize and support the City Centre as the principal commercial, business, cultural and administrative centre, encouraging it to be a vibrant, compact, accessible downtown that reinforces the comfortable, safe atmosphere of Salmon Arm, including opportunities for upper floor dwelling units as part of mixed use developments (see Map A-1).	To support the needs of a diverse population a wide range of housing types withing the apartment rental classification have been provided including studio, one, two three-bedrooms. Also, work live units will be provided. The development will be sensitively integrated into the exiting development area. The 140 upper floor dwelling units proposed will encourage the vibrancy, compactness and accessibility and safe atmosphere of Salmon Arm.
Zoning Bylaw No. 2303 Highway Service/ Tourist Policies 9.3.15 Encourage land uses in the Highway Service/Tourist Commercial area which are distinguished by an orientation toward access by vehicular traffic. Uses included are automotive services, tourist accommodation, entertainment and recreational tourist services, minor repair, retail commercial warehousing, retail and food outlets, and upper floor dwelling units.	140 upper floor dwelling units have been provided. The orientation of the building is toward 10th Ave SW to facilitate vehicular traffic access.

The scale and exterior materials selected are also responsive to the architectural language of the Urban Core. A resident in this location will enjoy close community amenities, walkable activities, and everything the City of Salmon Arm area offers while realizing an affordable rental lifestyle.

WESTURBAN DEVELOPMENTS LTD

111-2036 South Island Hwy
Campbell River, BC V9W 0E8
Phone: (250) 914-8485
Fax: (250) 914-8490

Site Access and Vehicle Movement

Extensive efforts have gone into streamlining traffic circulation. The parking levels are situated to the rear of the property with entrance doors concealed from the back of the buildings utilizing landscape and architectural screening. Surface parking is also contained within the drive aisle to streamline the tenant and visitor experience.

Landscape and Lifestyle Amenities

The commercial units that line the frontage of 10th Ave SW all have front entry doors that are oriented to the streetscape as well as a dedicated parking stalls connected to the units in the back. As you make your way up in the building, second level apartments will have outdoor patio areas for private use. Having the ability to enjoy the indoor/outdoor climate in the Okanagan is a priority for planning in this development. Other lifestyle amenities contemplated include a fitness area, dog wash, and relaxation areas. Planning for the development is aimed at a lifestyle for long-term rental residents. We want to ensure this building will feel like 'home'.

Community Well-Being and Connectedness

These are two primary considerations in this section, crime prevention and urban interaction. As part of the community well-being, safety measures such as security cameras, secure tenant access, generous lighting, and activated building faces have all been contemplated. Crime prevention and a sense of safety is a primary need for all of us. An active property manager and welcoming lobby environment will also add to the comfort of all residents within the development. The urban interaction surrounding the subject property is significant. The Blackburn Park is very close to the development and provides a beautiful public park for residents to enjoy. The proposed development is a significant opportunity to add new commercial and housing options within the downtown commercial neighborhood. The rezone to Tourist/Recreation Commercial (C6) offers a variety of commercial/residential space that responds to the continued demand and sustainability of Salmon Arm. We look forward to receiving the support of Staff and Council for this Rezoning Application and welcome your feedback as we work together to enhance the community.

Kind Regards,

Blair Sampson
WestUrban Developments

PROJECT DATA

LEGAL ADDRESS:

CIVIC ADDRESS:
10TH AVENUE SALMON ARM BC

ZONING:
CD6

LOT SIZE
+/- 8387 SQ.M.

BUILDING AREA:
PROPOSED FOOTPRINT 874 SQ.M. (AT GRADE)
2098 SQ.M. (RESIDENTIAL OVER)

FLOOR AREAS:

MAIN	722 SQ.M.
SECOND	1771 SQ.M.
THIRD	1771 SQ.M.
FOURTH	1771 SQ.M.
FIFTH	1771 SQ.M.
SIXTH	1771 SQ.M.
TOTAL (NET)	**9577 SQ.M.**
COMMON (MAIN)	152 SQ.M.
COMMON (SECOND)	327 SQ.M.
COMMON (THIRD)	327 SQ.M.
COMMON (FOURTH)	327 SQ.M.
COMMON (FIFTH)	327 SQ.M.
COMMON (SIXTH)	327 SQ.M.
TOTAL (NET)	**1787 SQ.M.**
TOTAL (GROSS)	**11,364 SQ.M.**

FLOOR AREA RATIO:
PROPOSED: 1.14

DENSITY:
PROPOSED: 140 UNITS

LOT COVERAGE:
10% (AT GRADE)
25% (RESIDENTIAL FOOTPRINT OVER)

OPEN SPACE:
PROVIDED = 892 SQ.M.

BUILDING HEIGHT:
6 STOREYS

UNIT COUNT:	MAIN	2-6TH FLOORS	BUILDING
STUDIO BEDROOM	0	0 (*5)	0
ONE BEDROOM	0	16 (*5)	80
TWO BEDROOM	0	12 (*5)	60
THREE BEDROOM	0	0 (*5)	0
TOTAL	**0**	**28 (*5)**	**140**

SETBACKS

FRONT (NORTH)	PROPOSED	3.3M
REAR (SOUTH)	PROPOSED	15.48M
SIDE (EAST)	PROPOSED	10.41M
SIDE (WEST)	PROPOSED	4.48M

PARKING:

REQUIRED	RESIDENTIAL 1 PER UNIT:	140
	COMMERCIAL 1:20 SQ.M	30
TOTAL		**170**
PROVIDED	STANDARD:	168
	HANDICAP STALLS (2% REQ.D)	4
	SMALL CAR	0
TOTAL		**172**



LOCATION PLAN
N.T.S.

PROJECT DATA

LEGAL ADDRESS:

CIVIC ADDRESS:
10TH AVENUE SALMON ARM BC

ZONING:
C06

LOT SIZE
+/- 8367 SQ.M.

BUILDING AREA:
PROPOSED FOOTPRINT 874 SQ.M. (AT GRADE)
2098 SQ.M. (RESIDENTIAL OVER)

FLOOR AREAS:

MAIN	722 SQ.M.
SECOND	1771 SQ.M.
THIRD	1771 SQ.M.
FOURTH	1771 SQ.M.
FIFTH	1771 SQ.M.
SIXTH	1771 SQ.M.
TOTAL (NET)	9577 SQ.M.
COMMON (MAIN)	152 SQ.M.
COMMON (SECOND)	327 SQ.M.
COMMON (THIRD)	327 SQ.M.
COMMON (FOURTH)	327 SQ.M.
COMMON (FIFTH)	327 SQ.M.
COMMON (SIXTH)	327 SQ.M.
TOTAL (NET)	1787 SQ.M.
TOTAL (GROSS)	11,364 SQ.M.

FLOOR AREA RATIO:
PROPOSED: 1.14

DENSITY:
PROPOSED: 140 UNITS

LOT COVERAGE:
10% (AT GRADE)
25% (RESIDENTIAL FOOTPRINT OVER)

OPEN SPACE:
PROVIDED = 882 SQ.M.

BUILDING HEIGHT:
6 STOREYS

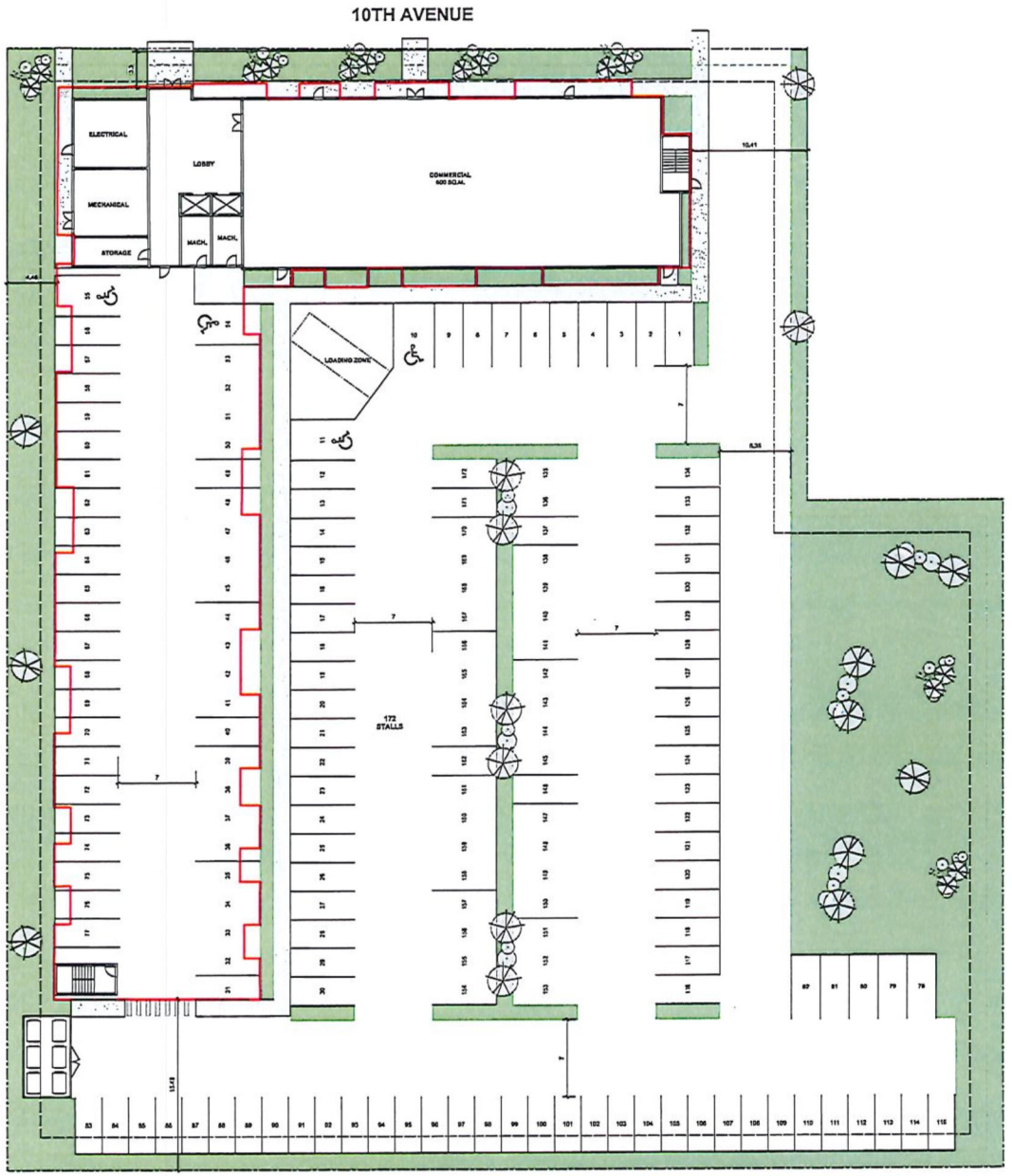
UNIT COUNT:	MAIN	2-6TH FLOORS	BUILDING
STUDIO BEDROOM	0	0 (*5)	0
ONE BEDROOM	0	18 (*5)	90
TWO BEDROOM	0	12 (*5)	60
THREE BEDROOM	0	0 (*5)	0
TOTAL	0	28 (*5)	140

SETBACKS

FRONT (NORTH)	PROPOSED	3.3M
REAR (SOUTH)	PROPOSED	15.46M
SIDE (EAST)	PROPOSED	10.41M
SIDE (WEST)	PROPOSED	4.46M

PARKING:

REQUIRED	RESIDENTIAL 1 PER UNIT:	140
	COMMERCIAL 1:20 SQ.M.	30
TOTAL		170
PROVIDED	STANDARD:	168
	HANDICAP STALLS (2% REQ'D)	4
	SMALL CAR	0
TOTAL		172



SITE PLAN
SCALE: 1:192 METRIC

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURVEYS, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

COPYRIGHT RESERVED. THESE PLANS ARE THE PROPERTY OF THUJA ARCHITECTURE STUDIO. TO BE USED SOLELY FOR THE PROJECT SHOWN. UNAUTHORIZED REPRODUCTION OR USE IN ANY MANNER IS NOT PERMISSIBLE.

DEVELOPED BY:
WESTURBAN DEVELOPMENTS

THUJA architecture + design
Tanis Schulte Architect AIBC LEED AP
41289 Horizon Dr. Squamish BC V8B 0Y7
T: 250.650.7901 E:info@thujarchitecture.ca

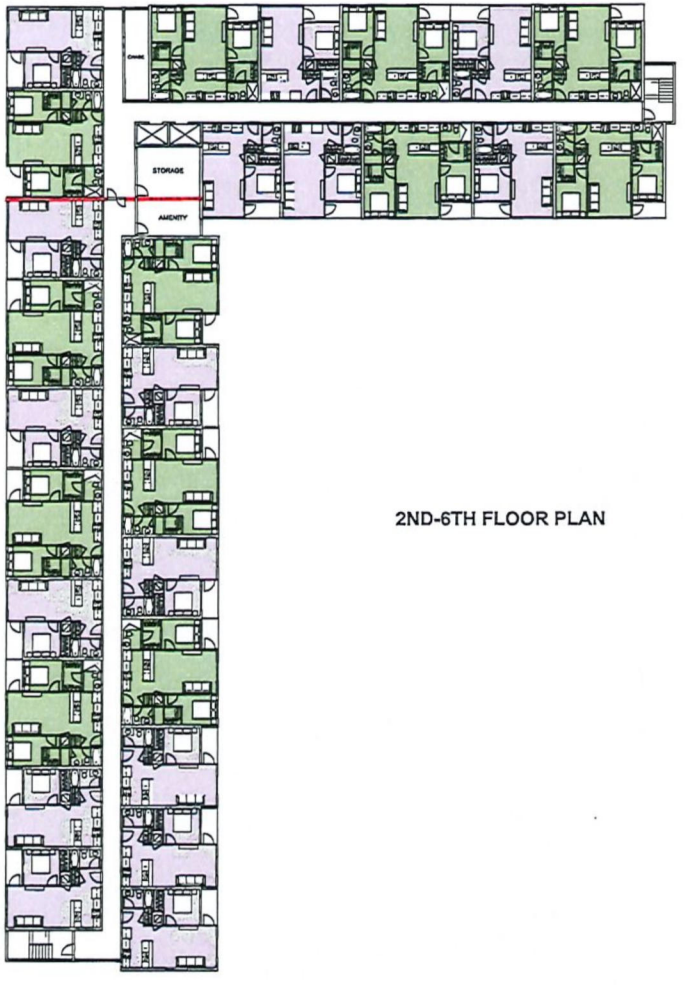
NO.	DATE
ISSUED FOR REVIEW	JAN 08 2020

PROJECT
SALMON ARM DEVELOPMENT

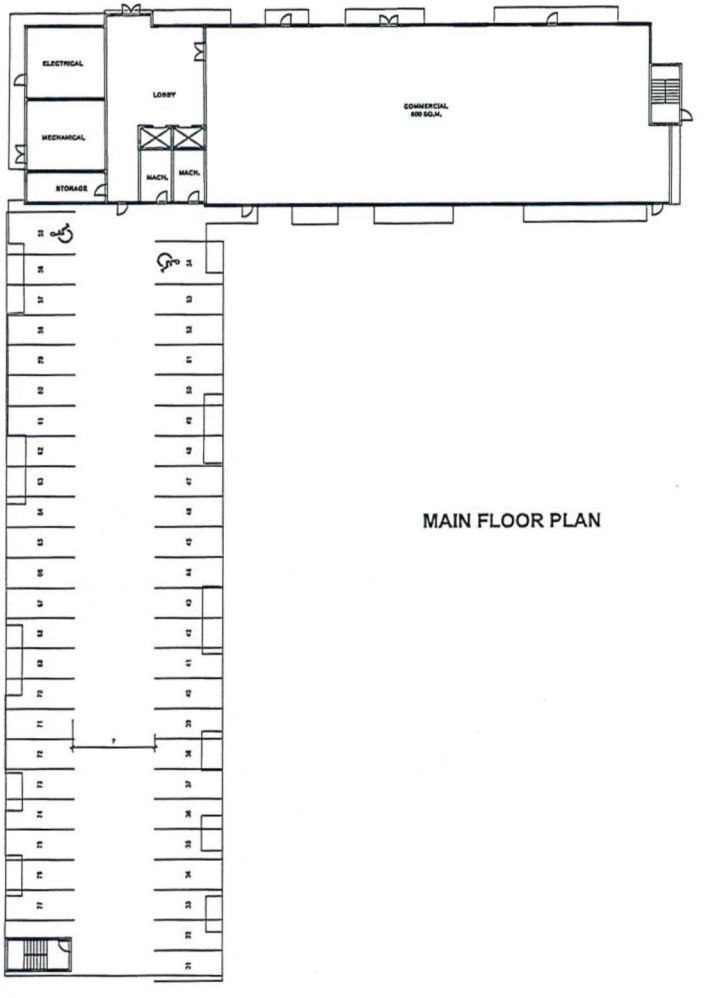
DRAWING
SCHEMATIC SITE PLAN

SCALE AS NOTED	PROJECT NO.
DATE	DRAWN BY TS
SHEET	

PR1



2ND-6TH FLOOR PLAN



MAIN FLOOR PLAN

CONTRACTOR TO VERIFY ALL LINES, LEVELS, SURVEYS, DIMENSIONS, LOCATION OF BUILDING ON SITE AND LOCATION OF ALL SERVICES PRIOR TO CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH THE B.C. BUILDING CODE, CURRENT EDITION AND ALL LOCAL BUILDING BYLAWS.

COPYRIGHT RESERVED. THESE PLANS ARE THE PROPERTY OF THUJA ARCHITECTURE STUDIO. TO BE USED SOLELY FOR THE PROJECT SHOWN. UNAUTHORIZED REPRODUCTION OR USE IN ANY MANNER IS NOT PERMISSIBLE.

DEVELOPED BY:

WESTURBAN DEVELOPMENTS LTD

THUJA
architecture + design

Tonis Schulte Architect AIBC LEED AP
41289 Horizon Dr, Squamish BC V8B 0Y7
T: 250.650.7901 E:info@thujaarchitecture.ca

NO.	DATE
ISSUED FOR REVIEW	JAN 08 2020

PROJECT

SALMON ARM DEVELOPMENT

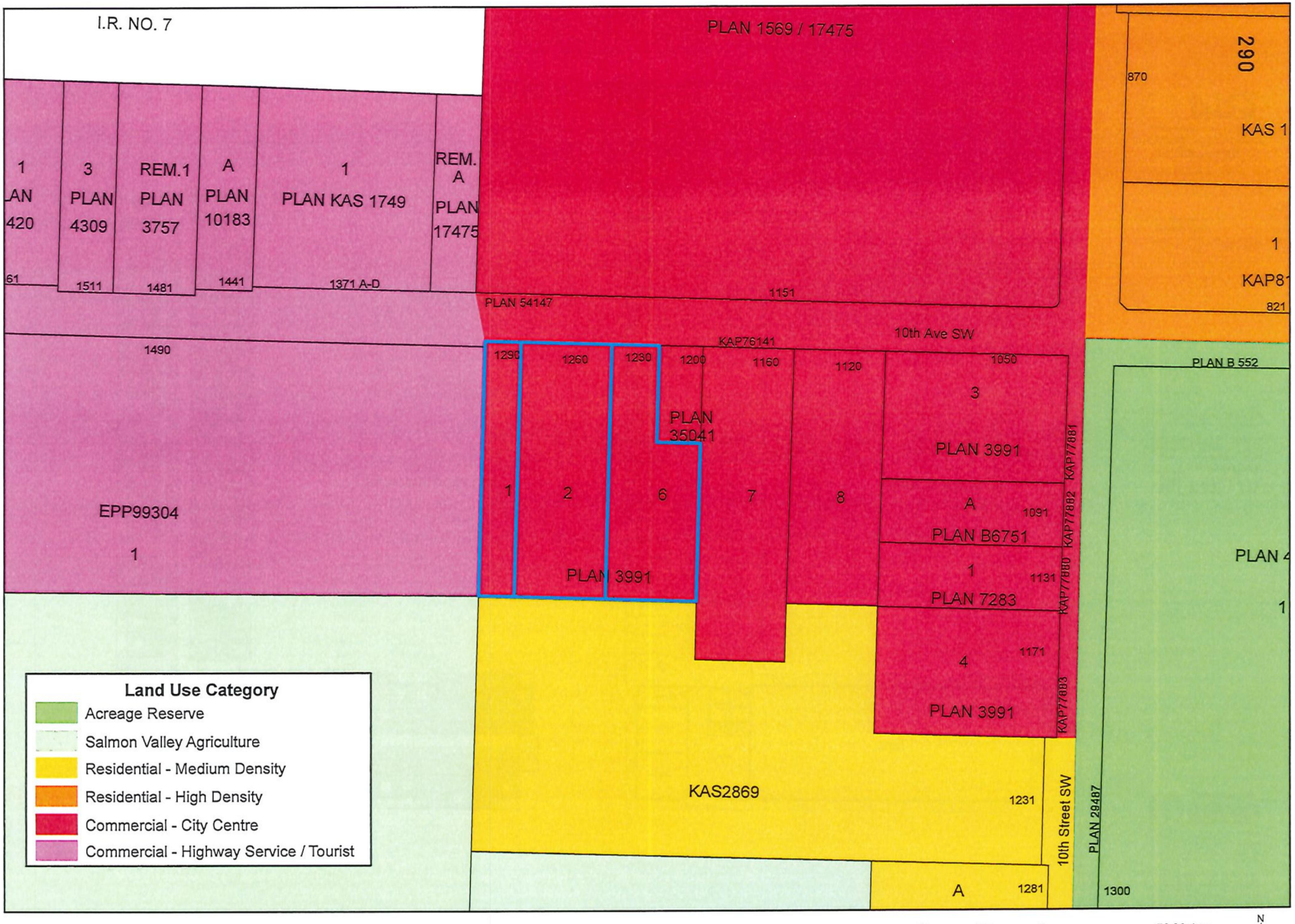
DRAWING

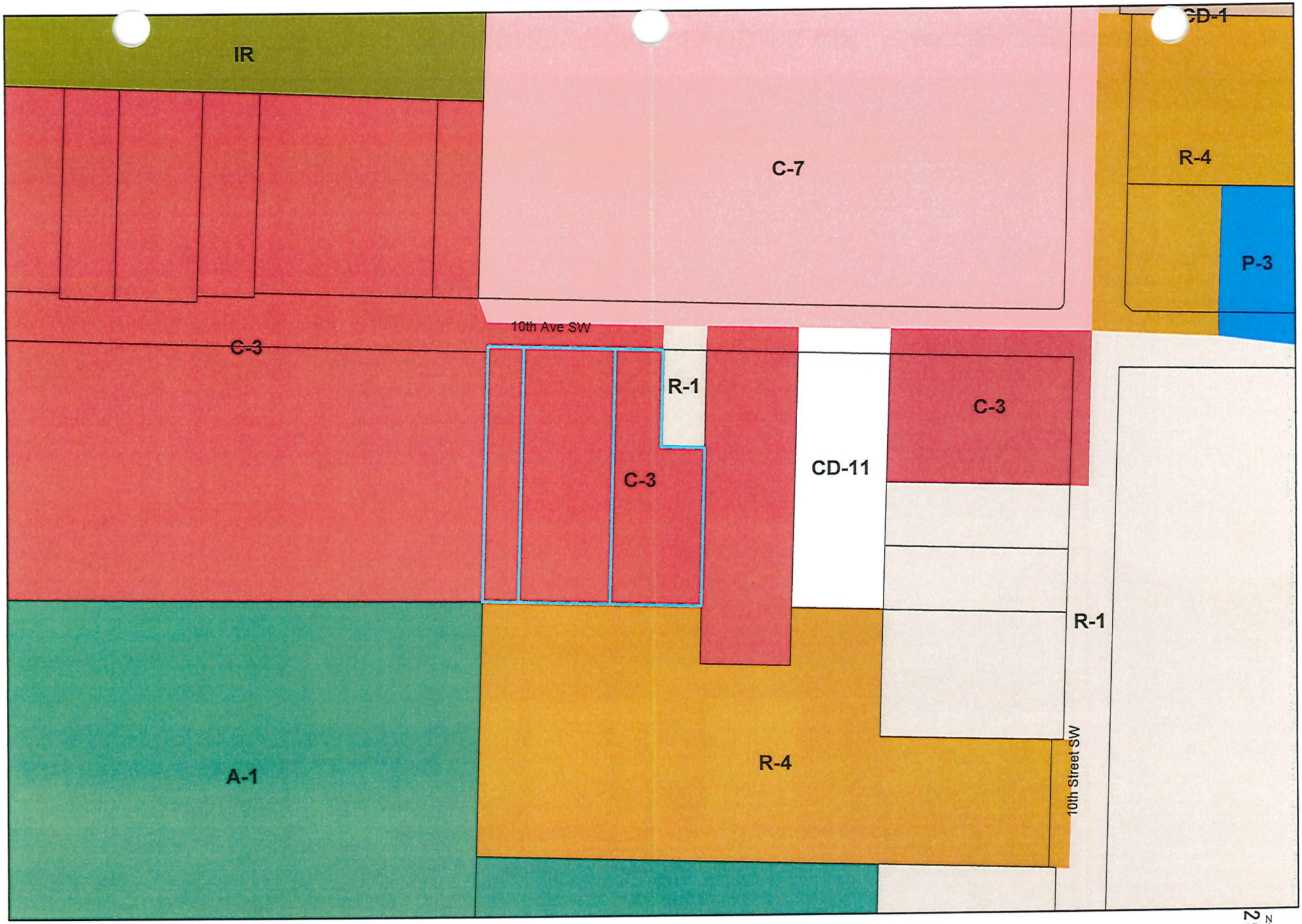
SCHEMATIC FLOOR PLANS

SCALE AS NOTED	PROJECT NO.
DATE	DRAWN BY TS

SHEET

PR2


I.R. NO. 7
PLAN 1569 / 17475
290
870
KAS 1
1
KAP81
821
1
LAN
420
61
3
PLAN
4309
1511
REM.1
PLAN
3757
1481
A
PLAN
10183
1441
1
PLAN KAS 1749
1371 A-D
REM.
A
PLAN
17475
PLAN 54147
1151
1490
KAP76141
10th Ave SW
1290
1260
1230
1200
1160
1120
1050
PLAN B 552
PLAN
35041
3
PLAN 3991
KAP77881
1
2
6
7
8
A
1091
PLAN B6751
KAP77882
EPP99304
1
PLAN 3991
1
1131
PLAN 7283
KAP77880
4
1171
PLAN 3991
KAP77883
PLAN 4
1
KAS2869
1231
10th Street SW
PLAN 29487
A
1281
1300
Land Use Category
Acreage Reserve
Salmon Valley Agriculture
Residential - Medium Density
Residential - High Density
Commercial - City Centre
Commercial - Highway Service / Tourist
Subject Properties
OFFICIAL COMMUNITY PLAN - LAND USE
50
25
0
50 Meters
2016 Image
N
W
E
S



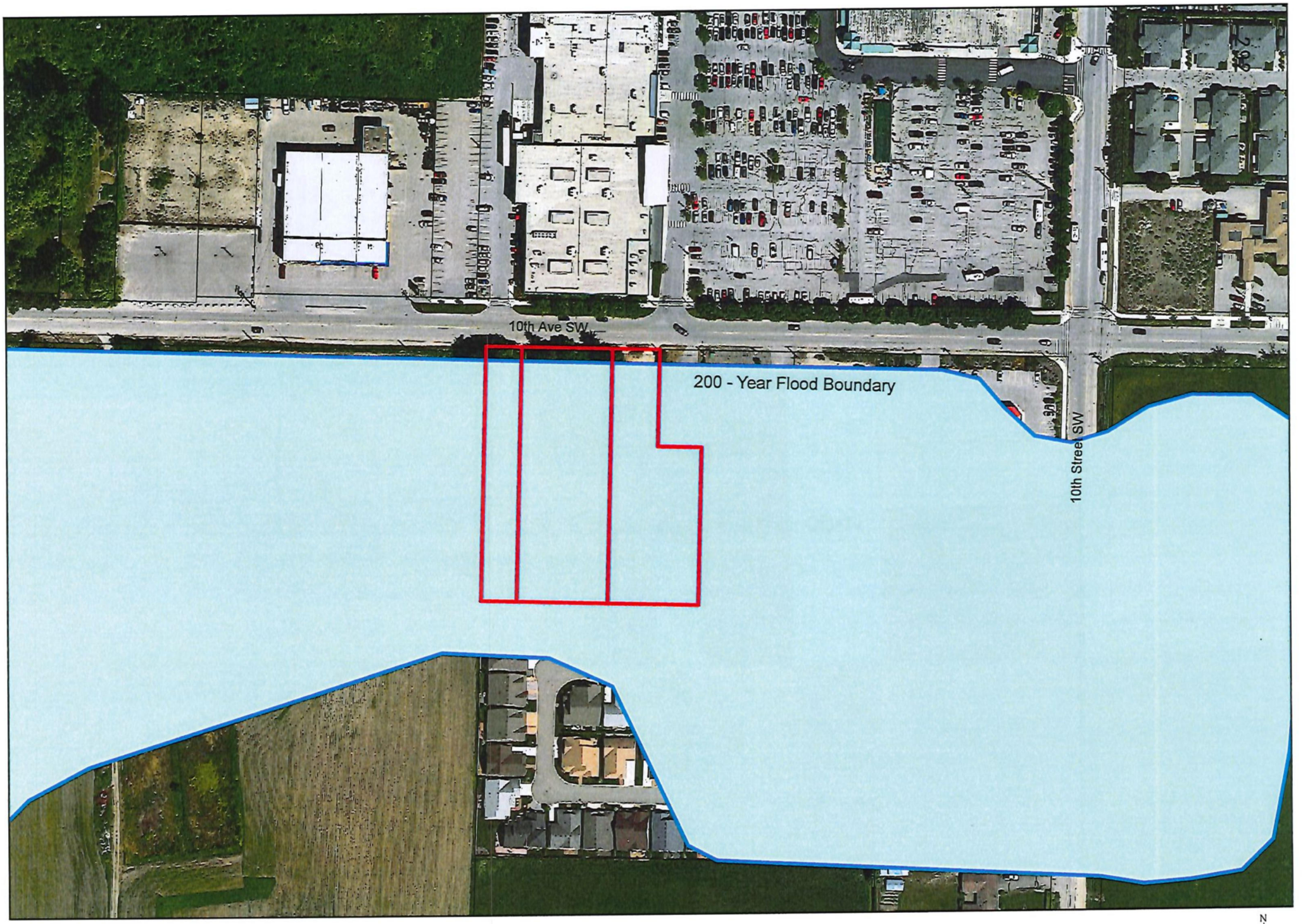
Subject Properties

Zoning Bylaw - Zone Categories

50 25 0 50 Meters

2016 Image

29 N W E S



Subject Properties

OFFICIAL COMMUNITY PLAN - FLOODPLAIN

50 25 0 50 Meters

2016 Image

N W E S

SECTION 16 - C-2 - TOWN CENTRE COMMERCIAL ZONE

Purpose

16.1 The C-2 *Zone* is intended to function as the central business district of the *Municipality* and as such be oriented to pedestrian traffic and provide for a wide variety of activities including retail, business, entertainment, cultural and limited residential uses. New *developments zoned* C-2 may be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*.

Regulations

16.2 On a *parcel zoned* C-2, 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-2 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

16.3 The following uses and no others are permitted in the C-2 *Zone:*

.1 *assembly hall*;
.2 auto parts retail; #3001
.3 cabaret;
.4 *cafe;* #2900
.5 *churches*; #2819
.6 *commercial daycare facility*;
.7 *congregate housing;* #3067
.8 *education/training facility*;
.9 *entertainment facility*;
.10 *financial institution;*
.11 *health services centre;*
.12 *home occupation*; #2782
.13 *hotel*;
.14 *licensee retail store;* #3223
.15 *lower floor dwelling units;* #3951
.16 *neighbourhood pub*;
.17 *mobile food vending;* #4240
.18 nightclub;
.19 outside display of goods and wares;
.20 *office*;
.21 parkade/off street parking;
.22 *personal service establishment*;
.23 print service;
.24 *public use*;
.25 *private utility*; #3060
.26 *public utility*;
.27 radio and television broadcasting station;
.28 *recreation facility - indoor*;
.29 *restaurant*;
.30 *retail store*;
.31 sporting goods stores;
.32 *tourist retail shop;*
.33 transportation use;
.34 *upper floor dwelling units*;
.35 upholstery shop;
.36 *accessory use.*

Maximum Height of Principal Buildings

16.4 The maximum *height* of the *principal buildings* shall be 20.0 metres (65.6 feet).

Maximum Height of Accessory Buildings

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

Maximum Parcel or Site Coverage

16.6 The maximum *parcel* or *site coverage* shall be 100% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

16.7 The minimum *parcel* size or *site* area shall be 300.0 square metres (3,229.3 square feet).

Minimum Parcel or Site Width

16.8 The minimum *parcel* or *site* width shall be 10.0 metres (32.8 feet).

Outside Storage

16.9 Outside storage shall not be permitted.

Parking and Loading

16.10 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:	February 3, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
OWNER:	**LST Ventures Ltd.**
APPLICANT:	WestUrban Developments Ltd
SUBJECT:	**Rezoning Application No. 1200**
LEGAL:	Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 (PID:010-732-462) Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 (PID: 010-732-446) Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plans 6136, 35041 and KAP76862 (PID: 002-834-910)
CIVIC:	**1230, 1260 & 1290 10 Avenue SW**

Further to your referral dated January 14, 2021, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. These comments are based on amalgamation of the three subject lots, as indicated in the rezoning application:**

Engineering Department does not have any concerns related to the Rezoning and recommends that they be approved.

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 prior to the commencement 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 and 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.

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 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). Available records indicate that 2.38m of additional dedication is required, with an additional 2.50m of Right of Way required (dedication requested). All dimensions and areas of dedication and Right of Ways to be confirmed by BCLS.

2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to a modified Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4, with consideration for the planned open drainage system (see Drainage Section 1). Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multi-use path, boulevard construction, street lighting, street drainage, fire hydrants, and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

4. As 10 Avenue SW is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. Only one (1) 8.0m wide driveway access with culvert will be permitted onto 10 Avenue SW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

5. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

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. Water service is to be provided 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. Only one water service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.

3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

5. Records indicate existing fire hydrant approximately 50 meters east of easternmost frontage of 1230 10 Ave SW. Fire hydrant installation will be required, spaced 90m from existing hydrant to meet the commercial density spacing requirements.

Sanitary:

1. The subject property fronts a 305mm diameter AC sanitary sewer and a 200mm diameter sanitary sewer on 10 Ave SW. The 200mm main terminates within the frontage of 1290 10 Ave SW. No upgrades will be required at this time.

2. Records indicate that the existing properties are each serviced by City sanitary sewer. The subject parcel is to be serviced by a single sanitary service connection, adequately sized (minimum 100mm) to satisfy the requirements of the development. Only one sanitary sewer service is permitted per parcel, all unused services to be decommissioned at main. Owner / Developer is responsible for all associated costs.

3. The subject property is in an area with no known capacity issues according to the City's Sanitary Master Plan (2016), which indicates the 305mm sanitary main is able to increase capacity by approximately 20 L/s. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sani System to receive the proposed discharge from the development, including review of the lift station at 681 10 Ave SW. Any necessary upgrades will be the responsibility of the Owner / Developer.

Drainage:

1. The subject property fronts a 1730mm diameter storm sewer main on 10 Ave SW. Due to the limited capacity of this storm sewer main and other considerations, an open drainage system has been designed for this area, which requires a modification to the Urban Arterial Standard. Owner / Developer's engineer will be required to incorporate this design into their drawings for the development.

2. Records indicate that the existing property is not serviced by City storm sewer.

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. Geotech reports in this area recommend against rock pits. Site should connect into the municipal system; however should be designed such that in the event of capacity issues in the main line, stormwater will daylight on site and have a safe flow route off the site and onto 10 Ave SW.

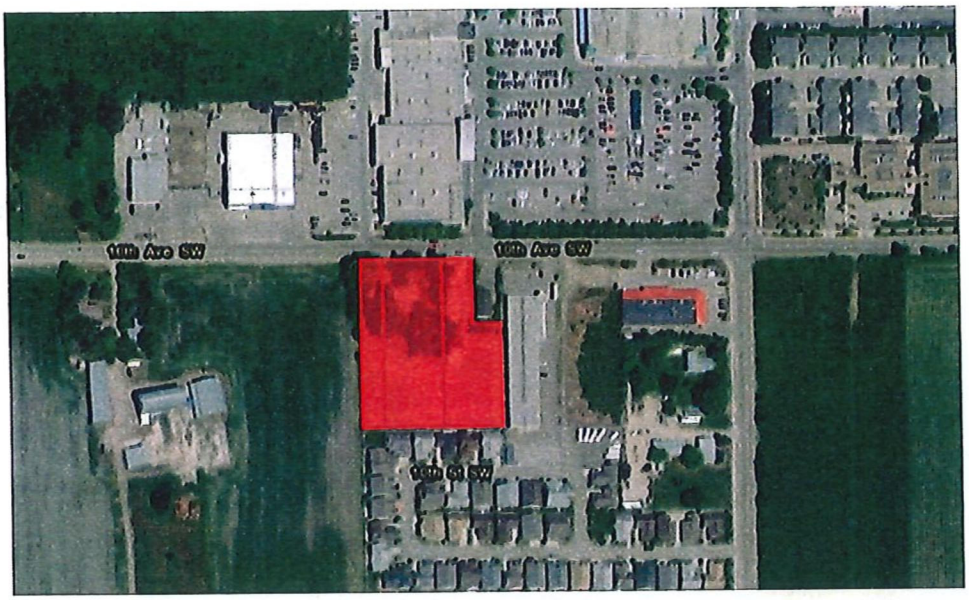
5. Discharge into the Municipal Stormwater Collection System shall be in accordance with Section 7.3. The subject property shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Storm infrastructure in this area is known to have capacity issues; therefore, controlling to 2 year pre-development storm flows is required. 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) is required.

Matt Gienger
Engineering Assistant

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



1230 – 1290 10th Avenue – Rezoning Application

City of Salmon Arm, Development and Planning Services Committee Meeting
February 16, 2020

WESTURBAN DEVELOPMENTS Ltd.

Community Context

Salmon Arm's population count closing in on 20,000

Salmon Arm named best community in B.C.

Salmon Arm Community Housing Strategy

- Consider density and diversity that fits with the character of the community
- Address rental housing needs

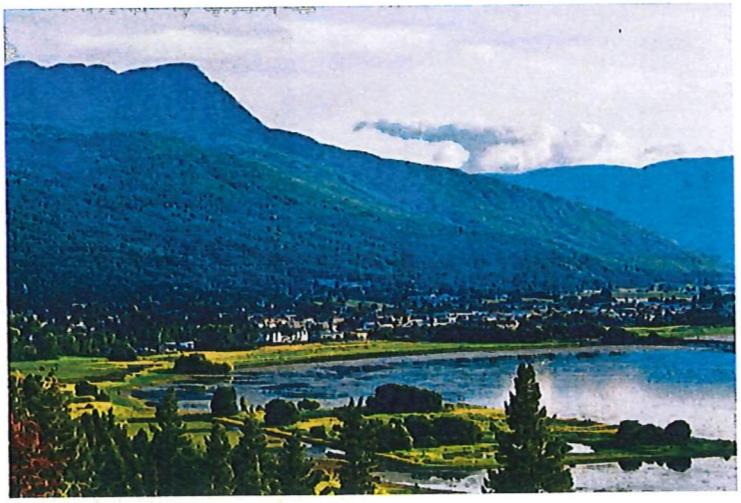


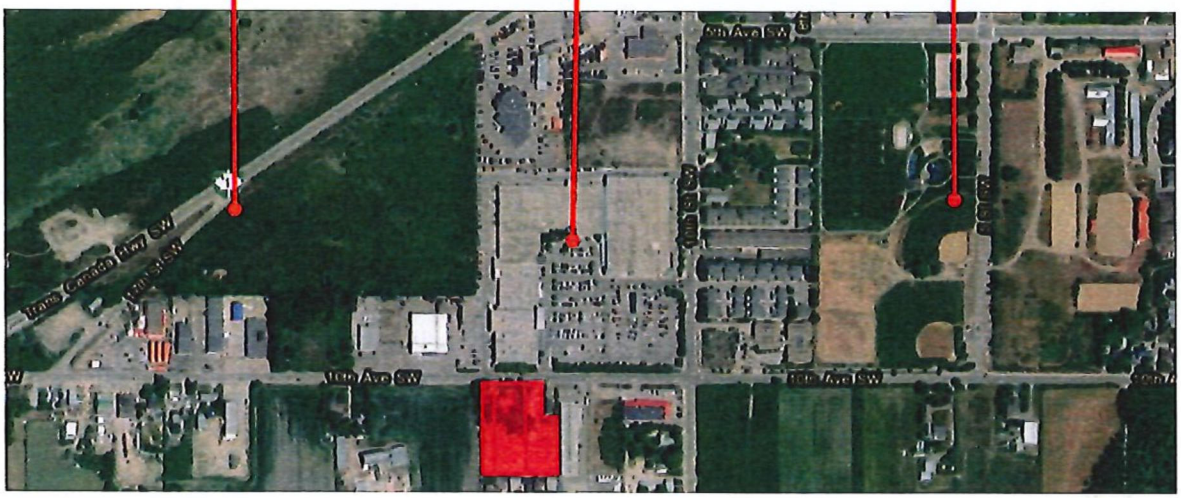
Photo Source: Salmon Arm Observer News File Photo

Site Context

Adjacent to the TransCanada Highway

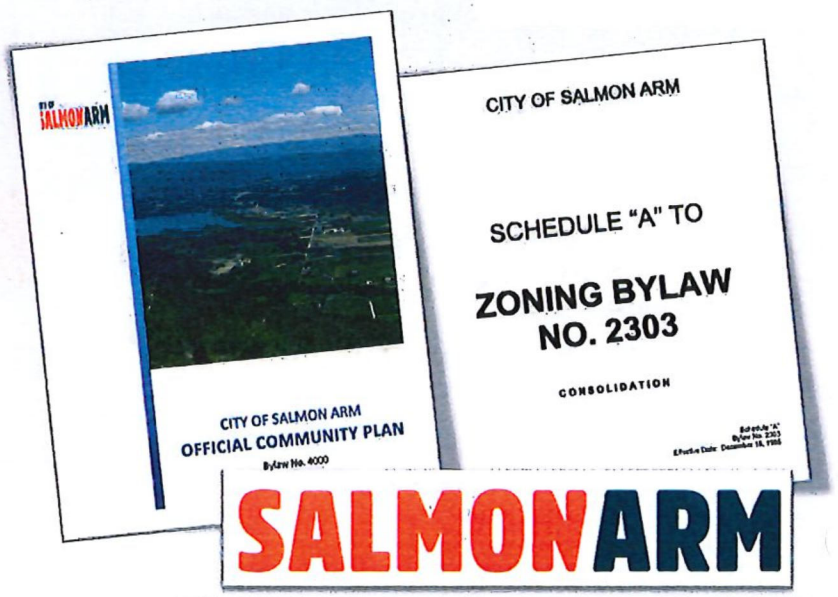
Close to shops and services

Nearby skate park, baseball diamonds and parks space

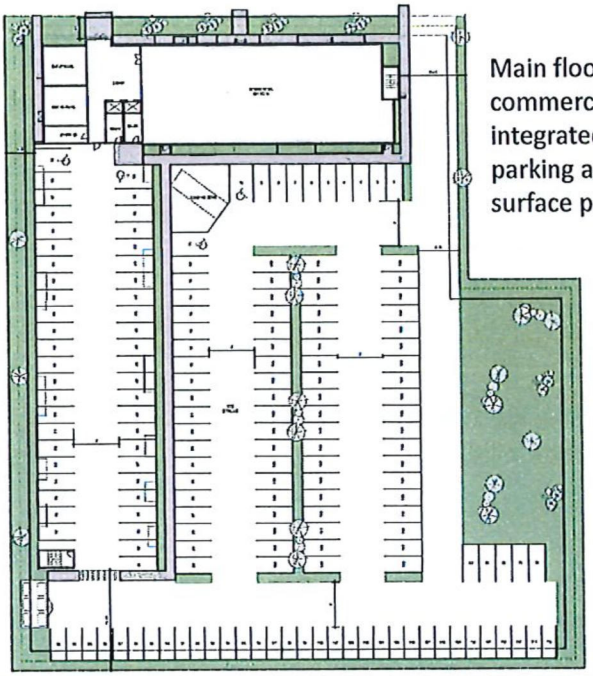


Official Community Plan & Zoning Bylaw Alignment

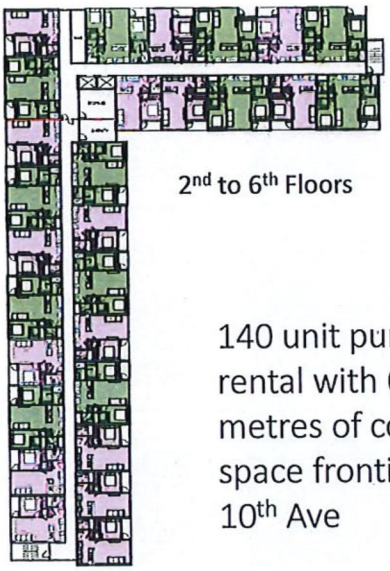
- OCP Designation: Commercial City Centre
- OCP supports C-2 zoning: Town Centre Commercial
- Allows for 20 m, accommodates 6 storeys



Site & Floor Plans



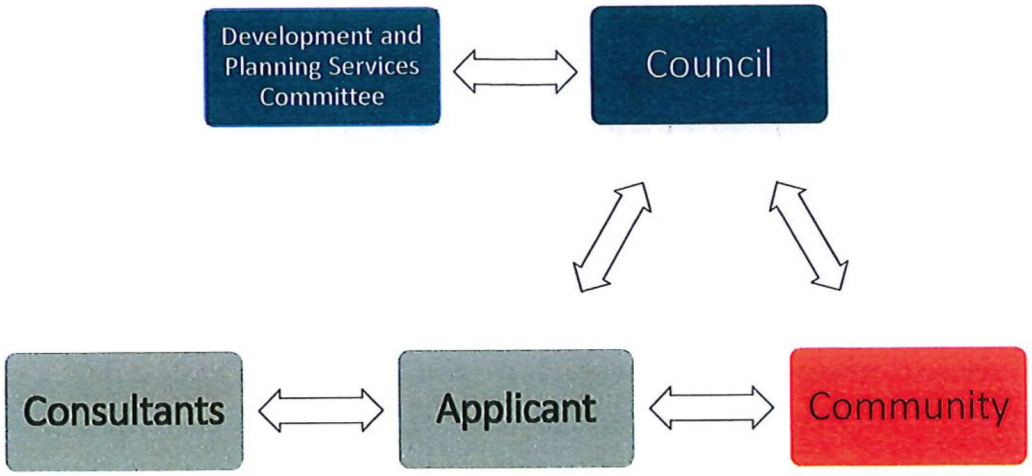
Main floor commercial, integrated parking and surface parking



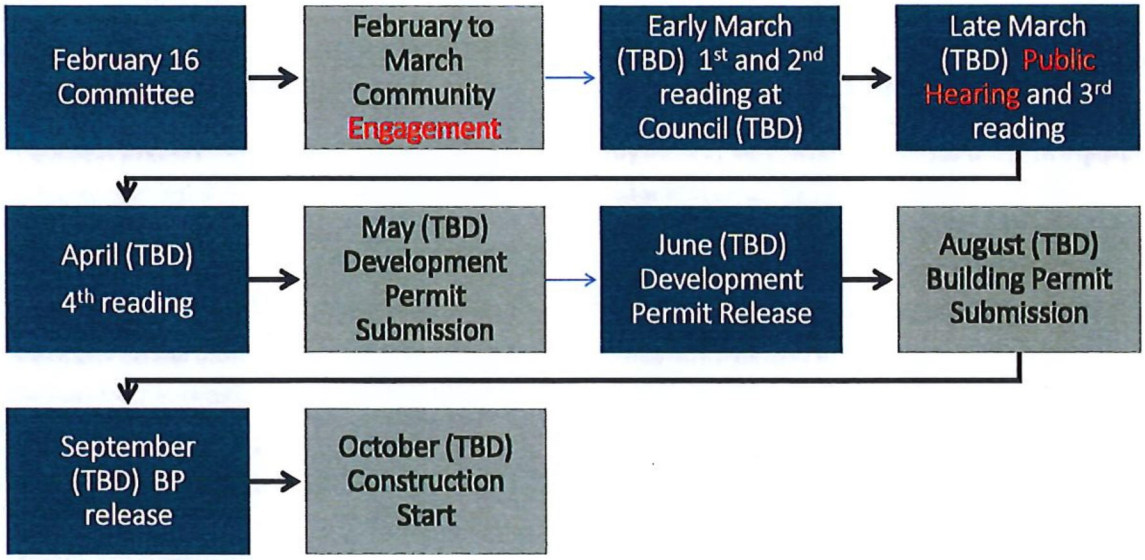
2nd to 6th Floors

140 unit purpose-built rental with 600 square metres of commercial space fronting on to 10th Ave

Consultation and Engagement Team

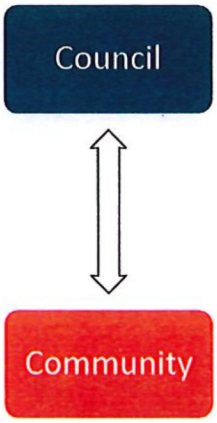


Next Steps



Benefits of the Proposal

- Frontage improvements along 10th Ave
- Increased property tax
- Contributes to the vitality of the community through economic development and population influx
- Market rental development in alignment with Salmon Arm Housing Needs Report
- Provides a variety of high-quality residential units for various ages and incomes
- Creates homes for a growing population



Developer Overview

WESTURBAN DEVELOPMENTS LTD

Fully Integrated Company
- We plan, build and manage

Specialty
- Purpose Built Rentals
- Complex Developments Sites

Vancouver Island Based
- Head office in Campbell River



Thank You

WESTURBAN DEVELOPMENTS LTD

From: DOUG Bates
Sent: February-22-21 3:22 PM
To: Caylee Simmons
Subject: West Urban Developments proposal for 10th Ave. S.W. Salmon Arm (ZON 1200)

City of Salmon Arm

The above noted proposal to build on the property directly behind my home refers.
This matter just came to my attention with little time to comment on the issue until now.
Please accept these comments prior to any open house.

After reading the Agenda notes (Item 10.3) of the February 22, 2021 Salmon Arm Council meeting I got more of an understanding of the project.
I agree with Development Services that the concept of having commercial floor space combined with mix housing units is a good idea.
The thing I take exception to is the scope of this particular undertaking.

The main point of concern is the height of the building and the proximity to my residence. SIX STORIES in height is not acceptable!
I have nothing against more housing or the rezoning aspects. I do find that the increased high density suggested for this property is not appropriate for the location.
When one considers density that fits with the character of the community and recent construction is to a height of 3 stories I would think a building of that size would be more suitable for the site. Medium density rental housing makes more sense to me and it would not infringe on my property/privacy as much as the structure proposed.

Other concerns besides the usual traffic congestion, parking and noise would be how close the actual footprint of this building would be to us homeowners at the Village at 10th & 10th. What type of buffer could we see between our properties and this development to ensure we maintain our privacy/security/enjoyment of property?
The developer said that careful attention has been given to residential dwellings to the south. We look forward to being good neighbours and await first contact to listen to our concerns.

Hopefully City Council also hear us and there is a compromise before final reading is given

Doug Bates

Strata Corporation KAS 2869
(The Village at 10th and 10th)
45 - 1231 10th Street SW
Salmon Arm, BC
V1E 0A5

RECEIVED
FEB 22 2021
CITY OF
SALMON ARM

February 22, 2021

The Mayor and Council
City of Salmon Arm, B.C.

Dear Mayor & Council;

Proposed Rezoning of Property on 10th Ave. S.W.

We are writing in response to an article in the February 19, 2021 edition of the Shuswap Market News regarding a proposal to rezone a parcel of land which is adjacent to part of our strata development. We understand the reasons you may be favourably disposed to this proposal, from the perspective of the City's growth and future development. However, if approved, such a change would have a major impact on residents in our development, particularly those homeowners whose properties back on to the proposed development.

We ask that serious consideration be given to the following points:

- the owners of units #8 to #13 inclusive bought their homes knowing the properties now being considered for rezoning were zoned commercial and that at some point the property would be redeveloped. We are sure it is safe to say that none of them, in their worst nightmare, ever considered the possibility that they might one day have people looking down into their back yards from 5 or 6 stories high.

- If the rezoning request is approved, we believe it will create a unique situation in Salmon Arm, where a structure of this height is adjacent to single family homes. It will subject the owners of the single family homes to a "fishbowl effect", virtually destroying privacy in their own back yards. To our knowledge there is currently only one other 6 storey structure in the city, the Fairfield Inn, and it is well away from any single family residences. It also does not appear as tall as it is due to its location on a hillside, whereas this proposed structure will be located on a totally flat area, which no doubt will make it appear taller.

- We have not seen any design proposals, but if there will be any balconies overlooking our strata development, we encourage you to build in design features to mitigate the "fishbowl effect". For example, we note the Greystone Manor has solid balcony walls rather than grilles or Plexiglas.

- Even if "fishbowl effect" mitigation steps can be taken, we believe this proposed development will have a significant and unfair negative impact on the market value of units #8 to #13. If you decide to proceed with this proposal, we strongly believe it is only fair that an appropriate compensation package be worked out with those most adversely affected.

Thank you for your consideration.

Yours truly,
Terry Dahl

President

Sent: Monday, February 22, 2021 8:04 AM
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Caroline
Last Name	Grover
Address:	[redacted]
Return email address:	[redacted]
Subject:	Re-zoning Application for 10th Avenue to Residential
Body	Residents immediately adjacent to this property have grave concerns about an application in front of Council relating to the re-zoning of a property from commercial to mixed commercial and residential. A 6 story development proposed adjacent to a single family development. This tower does not conform to the best form and character. The neighborhood which is single or two story commercial and single story single family homes and Agriculture. Please be on notice that individuals living in this long established residential neighborhood wish to be part of this conversation and have concerns that should be considered by Council. We invite Council to our neighborhood to view the proposed building site and visualize the impact a hotel tower (size)will have in this area preferably with balloons marking the height and mass.
Would you like a response:	Yes

Disclaimer
Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.

Email not displaying correctly? View it in your browser.

From: JohnandLinda Sawatzky
Sent: February 18, 2021 3:23 PM
To: Kevin Pearson
Subject: Rezoning proposal ZON-1200, 1230 - 1290 10th Avenue SW

Dear Sir,

We are writing to express concern for the proposed building project if the Rezoning application is approved.

We are residents of 870 - 10th Street SW and we realise that this area is getting busier and more commercialized so this is a concern for us. We are fairly new residents to Salmon Arm, 3.5 years now, and know that the city is growing. However we feel that more effort should be made in decisions City Planning takes to make Salmon Arm more aesthetically appealing.

We feel 10th Avenue SW should be deemed strictly commercial. This road is getting busier and is used as an access off of the TCH.

IF the rezoning goes ahead:

- we foresee that a street signal light should be considered or a traffic circle.

- the height of 6 stories be reduced to 3 - 4 (in consideration of the newer residential developments close to that area)

- sidewalks all along 10th Avenue or a crosswalk. A complex with that many units being across the street from Save On will cause pedestrian traffic crossing the road (probably not at the corners!). What considerations were made about this; safety wise and with the road getting busier.

On a different bent, more Greenspaces need to be considered. Yes Blackburn park is close by But it is playing fields and a children's playground, what is there for adults to do? Consider better walking paths and an attractive flower garden, sitting area for seniors around this area.

Just some thoughts!

Sincerely,
John Linda Sawatzky,

Sent: Saturday, February 27, 2021 4:38:31 PM
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Caroline
Last Name	Grover
Address:	[redacted]
Return email address:	[redacted]
Subject:	Invitation to attend 10th Ave SW Rezoning Site
Body	Dear Mayor & Council. The residents of 1231 -10th St SW are immediately south and abut the site for a rezoning application from commercial to Town Centre, a 6 story structure. We wrote to you of our concerns with the application and "attended" the reading last week. Further we have met on site with the developer's representative. We are pleased to say that we found them to be responsive to our concerns about; 1. relocation of garbage bins 2. relocation of under cover parking access 3. relocation of green space to the south fence line (ONLY THIS IS CONFIRMED SO FAR) 4. fencing options; cedar, vinyl etc along south property perimeter 5. plantings along the fence line to be sensitive to not negatively impacting Village residents (leaves, root systems) 6. mitigation of entrance headlights beaming into residents homes 7. possibility of hard structures like pergolas in the green area to break the line of sight with vines 8. design considerations where by the 6 stories proposed block the light and view corridors We have asked them for the installation of balloons to indicate

height and building corners. As well super imposed photos illustrating the sight lines from the corner of 10th and 10th to include the proposed 6 story structure. The reason for this is to assist everyone to see the impact of a 6 story structure in an existing area of up to 3 stories. We have not had affirmation of this request.

We appreciated the timely attendance of WestUrban and Blair Sampson attending an outdoor resident 's meeting and walking the fence line to see the specific issues we face.

I think at this stage it is safe to say we are not opposed to re-zoning but we have significant concern about the number of stories. To this point we invite City Council to meet with residents , Council either attending together or singly to view the development site from our Village at 10th and 10th. We will have a resident guide to meet you and point out the siting details as shown to us by WestUrban. We have only a week prior to the re-zoning hearing and will make ourselves available to Council at your earliest convenience. Thank you for your timely response.

Would you like a response: Yes

Disclaimer
Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.

Email not displaying correctly? View it in your browser.

March 1, 2021

Mayor and City Council
City of Salmon Arm, B.C.

Proposed Amendment to Zoning Bylaw No. 2303
Lots 1230, 1260 & 1290 – 10 Avenue SW

We moved to our current address ([redacted]) 8 years ago knowing that the property on 10th Avenue SW adjacent to our backyard was zoned commercial. We are not against development. The last 3 buildings that were built on 10th Avenue SW in this area range from 1 storey to 3 storeys. A 6 storey 140 unit apartment building does not belong here. A 3 or 4 storey building would be more appropriate.

We have 3 primary concerns with the proposed site plan from WestUrban Developments. The garbage bin corral is virtually in our backyard. The constant noise of tenants and merchants dumping their garbage and slamming the lid and the garbage truck picking up and dumping the bins likely multiple times a week. We suggest relocating the garbage bin corral to the east side of the property next to the CFA building away from our units #8 to #13. The garbage odour in the summer months is also a huge concern.

The garage door is "hidden" at the end of the building. The noise of the door opening and closing with vehicles idling waiting for the door to open will create noise and exhaust fumes to our backyards. Upon exiting the garage the vehicle headlights will be shining into our dining room glass doors. We suggest relocating the garage door to the middle of the building.

The parking on the south side against our fence has no buffer zone in the site plan. This is a huge impact on the outdoor living space of units #8 to #13. We suggest a berm planted with trees be considered or a solid fence constructed to create privacy and block the vehicle lights.

We do not think our request for the above changes are unreasonable and that you will give this serious consideration.

We are extending our invitation to you to come on-site and do an inspection in person. We can be contacted at [redacted].

George Steed

From: JJ Sawatzky
Sent: March-03-21 7:46 AM
To: Caylee Simmons
Subject: six storey rezoning hearing

To: Mayor, City Council, City Planning Department, City Engineering Dept.

John Sawatzky
108 870 10th St SW
Salmon Arm, BC
V1E 1L9

City of Salmon Arm
Mayor, City Councilors, City Planning Department and City Engineering Division

Re: Westurban Developments Ltd Six Storey Building Rezoning Application

As I consider this application to rezone these lots to C2 I am left to wonder about a few questions. Let me say at the outset that I am **not** opposed to the development of a six storey building. I am equally not opposed to the development of more high density residential dwelling units. But this development leaves me with some concerns.

1. As I consider the location of this development I need to ask what the city planning department is thinking when they mix residential into an area that is primarily commercial, light industrial and agriculture. In this area are mechanical repair shops, stores, construction company offices, and some commercial entities. Why would you want to put a residential complex in the midst of businesses that generate noise from early morning and on? The single family dwellings in this area should be encouraged to relocate, and not add more.

2. What is the city's plan for future development; does the city determine where it wants certain types of activities located, or does the city wait for a developer to make an application and then decide ya or na for that development?

3. **This is the major concern I wish to make.** The development of medium to high density residential along 10th St SW has been ongoing now for some time. !0th St SW is a very busy street and will only continue to get busier as more developments take place. Much of this residential development has been for seniors or those approaching retirement. The entrance/exit from 10th St SW to the Piccadilly Mall is a point of congestion, and it is easy for local residents to note that the congestion at this point is continually increasing. 10th Ave SW is also a busy road on which the traffic has noticeably increased over the past 5 years or so. Now with this application you are proposing to add up to as many as 170 vehicles to this current traffic mix. Have you done any studies as to how this may potentially impact the traffic on 10 Ave SW and 10th St SW?

4. To accommodate this traffic, 10th Ave SW should have turning lanes installed at the south entrance to the Piccadilly Mall, something similar to what they have done in Vernon at the entrance to Home Depot, or put in a traffic circle at that entrance. Along with that a traffic circle should be installed at the corner of 10th and 10th. Finally the east entrance/exit to the Piccadilly Mall on 10th St SW should be changed so that there would be no right turn permitted on north bound traffic on 10th St SW, and no left turn permitted exiting the parking lot onto 10th St SW. In other words, the only traffic entering the mall should be south bound traffic, and the only traffic exiting the mall should be south bound traffic. Otherwise the risk of accidents and injury at this location increase dramatically, especially with the additional traffic from the six storey complex.

So these are my thoughts on this rezoning request. I would love to hear some sort of response.

Respectfully

John Sawatzky

John Sawatzky
[redacted]

From: Bob Millott
Sent: March-03-21 6:30 PM
To: Caylee Simmons
Subject: Dispute of re-zoning application - 3 lots on 10th Avenue SW, meeting March 8 @ 7pm

March 3, 2021

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave SW

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and its suitability with the current scale of commercial adjacent property and single story homes.

2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 **story** solid structure. Negative lifestyle impact and potential risk of lessening home values to all.

3. Loss of privacy, noise and light from 100 open parking spaces.

4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th SW.

We **DO NOT** support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on the entire strata development and the quality of life for all of us who reside here.

Robert Millott

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

March 2, 2020

Mayor & Council

City of Salmon Arm

Re: Zoning Application 10th Ave. SW, Salmon Arm

Dear Mayor and Council,

This letter seeks to outline the concerns of the residents residing immediately south of the proposed property for re-zoning from Commercial to Town Centre.

Specifically, this zoning application is to accommodate a 140 unit, 6 story building and 600 m. commercial strip as well as parking for 172 vehicles. The housing is for market housing.

Our residents who live along the common fence line, as well as our Strata Council representatives met with the developer's representative last week. This week some of us met with our Mayor, to view the site from our homes. The reason for the meetings was to share concerns and if possible to make adjustments that could lessen the negative impact on our lifestyles and property values. While retaining the integrity of the applicant's intent.

We are not opposed to re-zoning from commercial to mixed use. We remain opposed to the 6 story structure 50 feet from our property line.

Our residents understand that this is a re-zoning hearing and this is to specifically address the applicants interest in going from a 3 story to 6 story structure. We do have a series of issues that could be addressed at a Development Permit stage, however it would have been of benefit for the Developer to have provided a few more details and reduce some of the concerns. We suggest that they were remiss in doing so with the opportunities and open communication we offered.

It is of benefit to note that the Developer did agree to relocate a green buffer from the east side of their property to the south, switching the original parking proposed to offer an increased buffer from our homes and the 100 open parking spaces.

Our concerns as it relates to the development rezoning;

1. Siting of a 6 story building 50 ' from a single story family development
2. Existing commercial development around the site is primarily single and two story buildings with only one 3 story under construction.
3. 100 open parking spaces and run off of water and pollutants
4. Noise and light impact from 172 vehicles plus commercial traffic adjacent to our homes
5. A reduced number of stories could lessen the number of parking spaces, traffic and negative impacts of noise and headlights
6. Traffic impact of the development entry opposite SaveOn access point on 10th Avenue S.W. already a pain point
7. Traffic impact on the intersection at 10th and 10th SW
8. Esthetic impact; 6 story blocking view and light corridors
9. Potential for negatively impacting the property values of our homes if this 6 story structure proceeds and is looming 50' from our homes.

Context for 6 story building; the clock tower at Piccadilly Mall is just over the equivalent of 6 stories in height. The proposed building is 70' across times 70' tall. The only 6 story building in Salmon Arm is the new Fairfield Inn which is set within a slope situation and is not impacting any single family homes. The 6 story building proposed here is on level ground. Imagine if you will the Fairfield Inn being set less than the length of a normal building lot from your backdoor. This is a massive structure and solid barrier being proposed next to our homes.
The trees along the 10th Avenue property line are about the equivalent of 6 stories for context.

Our concerns as it relates to Development Permit considerations;

1. Unwillingness to date of the Developer to relocate building components that are seriously negative to our resident's enjoyment. It is imperative that commercial garbage bins be moved from the south west corner against our homes to another location. It is not acceptable to have 140 residents and commercial tenants lifting and banging garbage lids less than 50' feet from our patios. As well there is the smell and commercial garbage truck impacts.
2. Unwillingness to date of the Developer to relocate the access point of the 72 undercover parking garage away from our property line. At this time the developer has located the parking access point 50' from our homes. 50' is about half the length of an average city building lot and this is where a metal garage door will be operating day and night. Noise and lighting impacts
3. Unwillingness to date of the Developer to confirm the type of fencing and landscaping that will screen homes from the noise, headlights and visual impact from 100 open parking spaces, 72 under-cover parking spaces and commercial traffic. Clarification of this point would reduce many concerns.

In conclusion. We appreciate the opportunity to participate in the re-zoning process and the time the Mayor made to attend our homes and see the site issues.

We are in favor of rezoning to accommodate a mix use residential and commercial development. We are vehemently opposed to a six story structure and would be open to a 3 story structure being constructed. The 3 story only being acceptable if the considerations listed above will be satisfactorily addressed at the Development Permit stage.

We would be willing to be part of a collaborative discussion and approach relating to these issues with the City and Developer at the D.P. stage.

Respectfully submitted,

Caroline Grover

[redacted]

On behalf of the concerned Residents of the Village at 10th and 10th

Attachments: Photos

PHOTO ATTACHMENTS TO THE LETTER FROM C.GROVER
10th Avenue SW Rezoning Hearing

A.



10th Ave SW.

Entrance Point aligned with home windows.

View south from Save On. opposite Save On Ex

B.



Height of 6 story

View south Save On lot.

Illustrates current building heights. E to W
- 3 story
- single story

PHOTO ATTACHMENTS TO THE LETTER FROM C.GROVER
10th Avenue SW Rezoning Hearing

C.

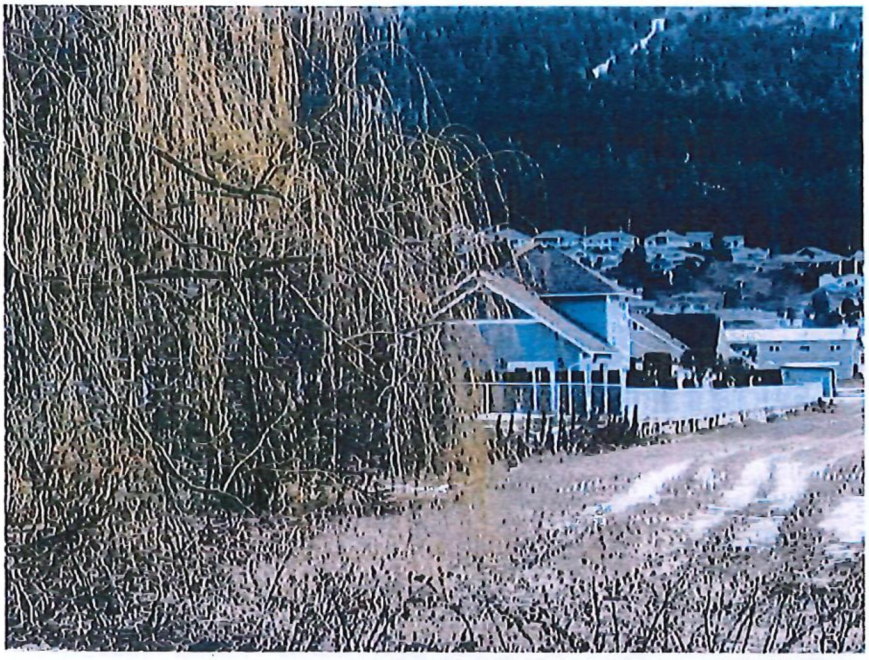


View South from 10th Ave. S.W.

North east Corner of subject property. Shows boundary with. Village @ 10th & 10th

PHOTO ATTACHMENTS TO THE LETTER FROM C.GROVER
10th Avenue SW Rezoning Hearing

D.



View south from 104th Ave. SW

shows ALR Boundary & homes at Village@ 104th & 104th.

E.

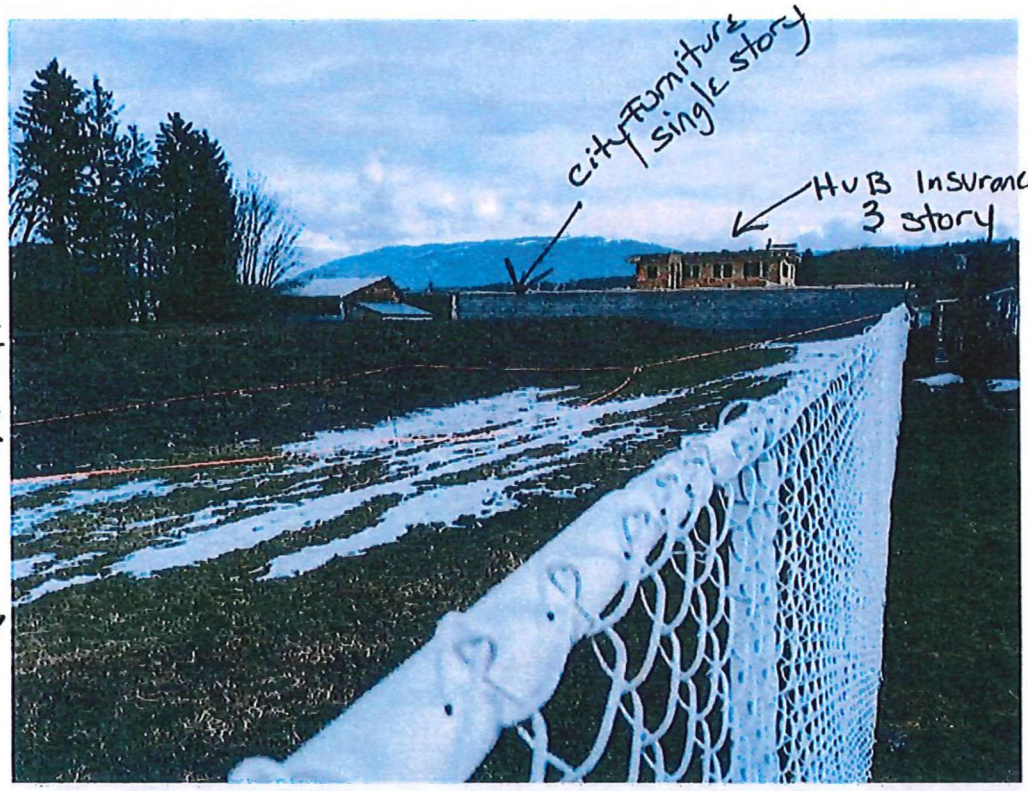


6 story hotel. This would be ONE wing of a proposed L shaped Commercial building

Plus 100 open parking stalls.

PHOTO ATTACHMENTS TO THE LETTER FROM C.GROVER
10th Avenue SW Rezoning Hearing

F.



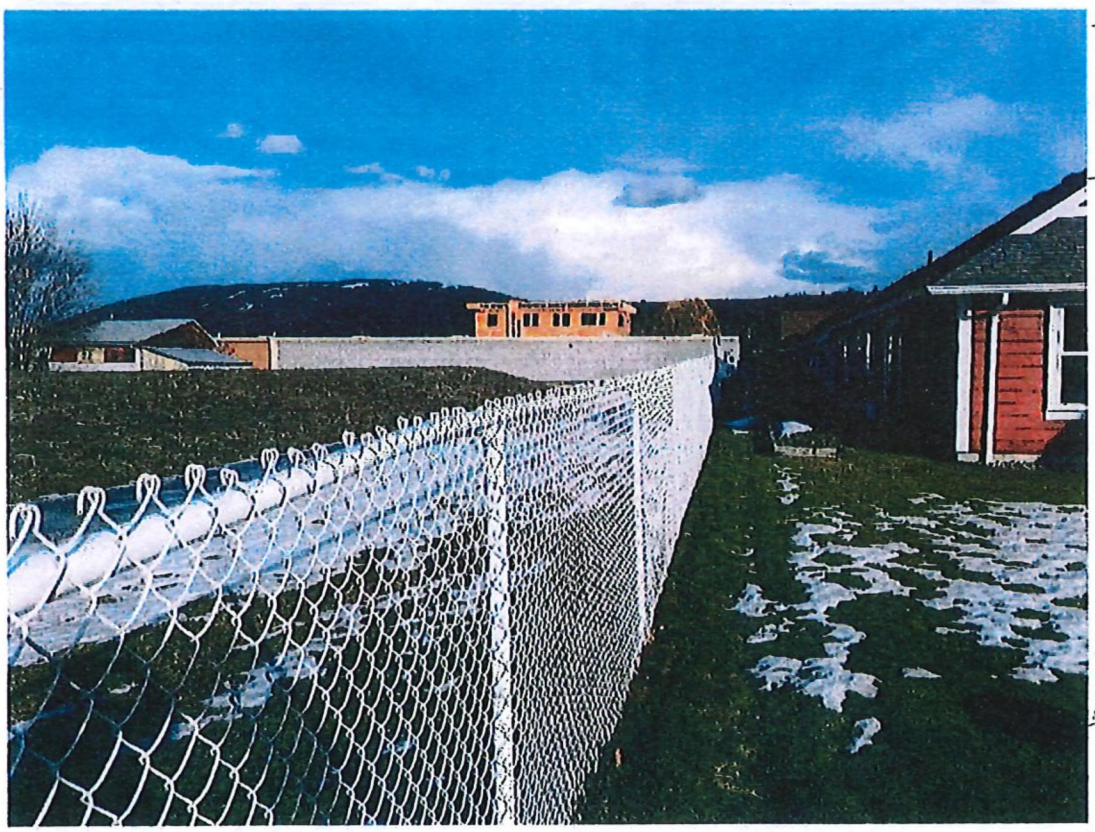
East view

← rear patio
Village 10th & 10th

Portion of Paved Set back →

Green Buffer →

G.



#12

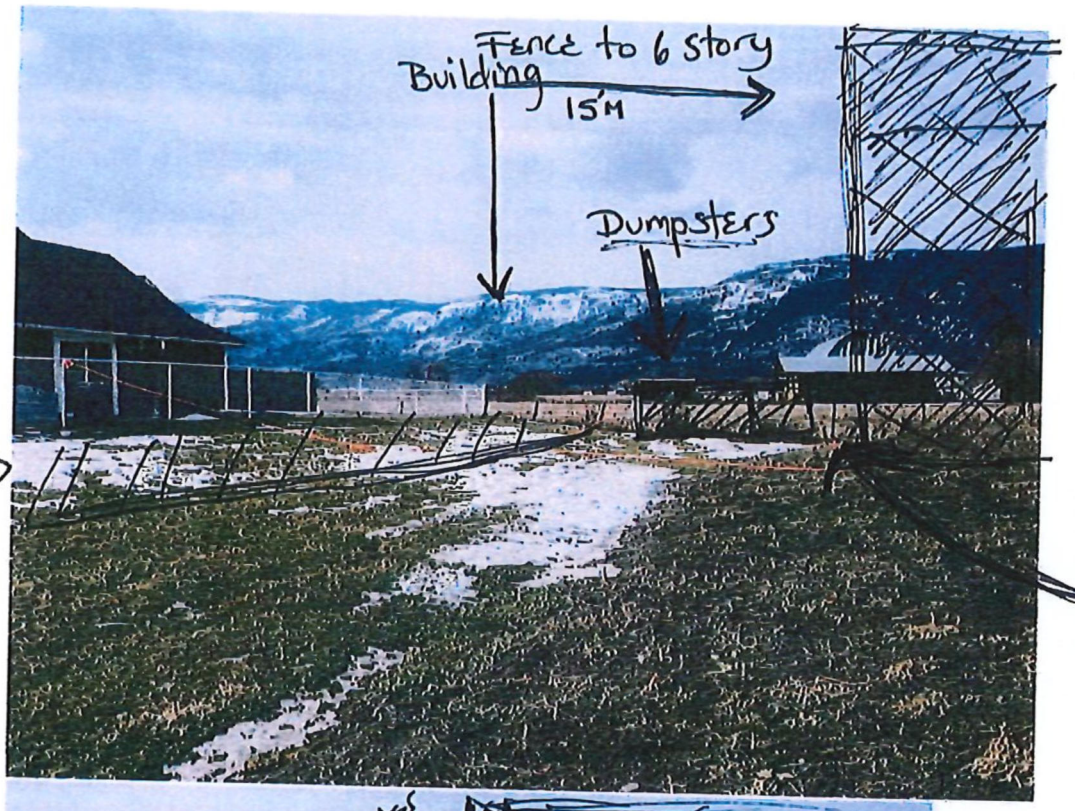
Note please small yard seperating Village to proposed structure

* Unit 13 →

* proposed location of dumpster & Mechanical gate to under cover parking

PHOTO ATTACHMENTS TO THE LETTER FROM C.GROVER
10th Avenue SW Rezoning Hearing

H.

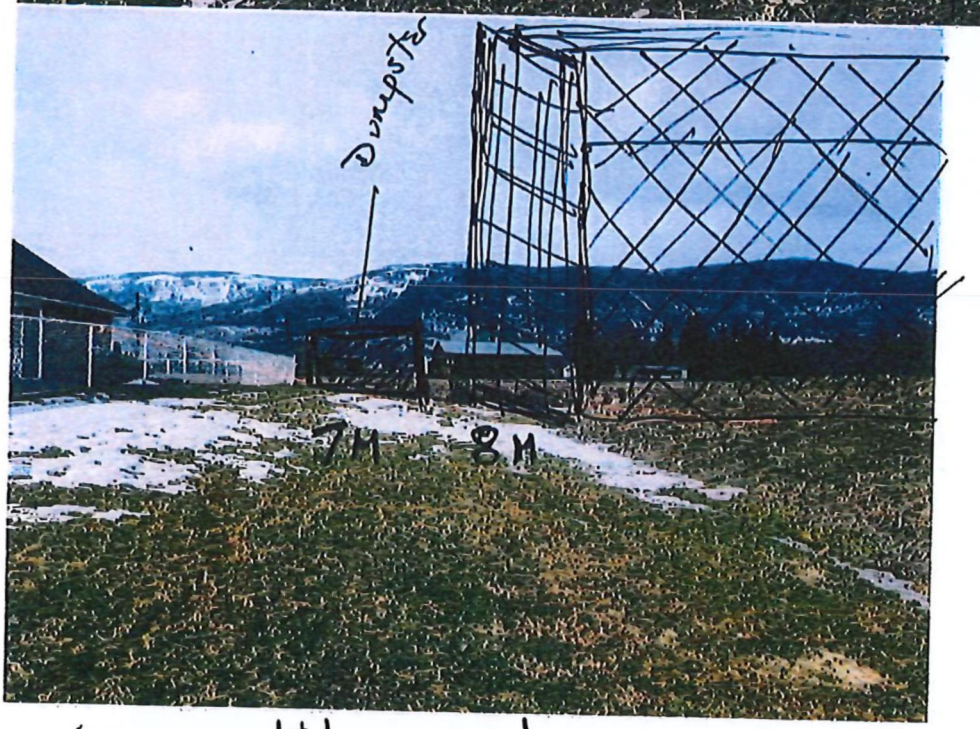


VIEW WEST.

green buffer → 7 M

Access/ Egress to undercover parking

I.



7'M fence + green strip — 8'M paved — 70' wide x 6 stories. at south (E to W.) property line

From: Edda Hollaus [redacted]
Sent: March-05-21 10:40 AM
To: Caylee Simmons [redacted]
Subject: Fwd: City Council letter

---------- Forwarded message ---------
From: **debra pugsley** [redacted]
Date: Fri., Mar. 5, 2021, 9:59 a.m.
Subject: City cousin letter
To: Edda Hollaus [redacted]

Dear Salmon Arm town Council

I, Edda Hollaus of [redacted]
Salmon Arm BC
V1E 0A5 have a personal concern about the rezoning on 1230, 1260, 1290 10th Ave. SW, that if rezoning is allowed then the potential of a six story structure may be possible. So with respect and without prejudice, I am not in favour of rezoning.
However, if rezoning is allowed then I agree with our Stratas request.

Respectfully yours, Edda Hollaus
[redacted]

Sent from my iPhone

RECEIVED
MAR - 4 2021
CITY OF
SALMON ARM

March 3, 2021

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter addressing some of our concerns with the re-zoning application for the property beside our home.

Some of our concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes. The height of this building would block the natural light corridors. Also the only building this size in Salmon Arm is the Fairfield Inn, which backs against a large bank and is not impacting any residential homes.
2. The weight of this building being built on a designated Floodplain, which could/may cause possible shifting or structural damage to our homes. Also possible flooding in our homes during winter thaws.
3. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact as well as potential risk of lessening home values to all.
4. Loss of privacy, noise and light from 170 open parking spaces and garbage bins being placed close to some residents homes. Also this directly affects us as the driveway is directly in line with our home and we would see every vehicles lights in our living room and master bedroom.
5. The height of a privacy fence and the placement of a green space buffer.
6. The placement of security lights and cameras being invasive in our space.
7. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate a 6 story building as we believe this to be a significant negative impact on our strata development and the quality of life for ourselves and our residents.

Ray and Marlene Timoffee

[redacted]

Ray Timoffee

Marlene Timoffee

From: JohnandLinda Sawatzky
Sent: March-05-21 12:48 PM
To: Caylee Simmons
Subject: Proposed Amendment to Zoning Bylaw No. 2303

Good day,

We had submitted our concerns regarding the six storey proposed build on 10th Avenue SW.

We would like to attend virtually but may not want to participate verbally.

We do have one other concern after we read the proposal of the development in detail. We noted a dog wash bay which concerns us. A building of that size and number of units and considering the surrounding area, we feel this should be a NO DOGS building. Our concerns are; there is not enough green space; we live in this area and when summer arrives and they RV'ers come and use the Waste disposal, guess where they take their dogs to relieve themselves, yes in the green area right beside the sidewalk. Lovely. Most are responsible but of course there are those who are not. And there are those who use Blackburn park as their doggie restroom, we already have an ongoing problem here with those who don't obey the rules with leashing and dog droppings.

Thank you for thinking about these concerns and again we express this is too large of a building for Salmon Arm. Please reconsider.

With regards,

--
John and Linda Sawatzky

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

March 3, 2021

Mayor and Council
City of Salmon Arm

Regarding Rezoning of Property on 10th Ave. SW

Dear Mayor and Council,

Please accept this letter outling our concerns with the rezoning application for the property north of our home.

Our primary concerns include:

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single-story homes.
2. The proximity of the building and our property line. This is 50 ft. between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on streets and intersection of 10th and 10th SW.

We do not support the rezoning of this land to accomodate 6 stories as we believe this to be a significient impact on our strata development and the quality of life for our residents.

Respectfully,

Don and Dorothy Titus

[redacted]

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

March 6, 2021

Mayor and Council
City of Salmon Arm

Regarding Re Zoning of properties on 10th Ave SW

Dear Mayor and Council

Please accept this letter outlining our concerns with the rezoning application re the property north of our home.

Our primary concerns include;

1. The height of the buildings being 6 stories and its suitability with current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment buildings and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and

intersection of 10th and 10th SW.

We do not support the rezoning of this land to accomodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Fran Prunkle
[redacted]
Salmon Arm, BC
V1E 0A5

Date March 5, 2021

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.

2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.

3. Loss of privacy, noise and light from 100 open parking spaces.

4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Doreen Clarke

Address [redacted]
SALMON ARM BC V1E 0A5

[redacted]
Salmon Arm, BC. V1E 0A5

March 3rd, 2021

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

The Mayor and Council,
The City of Salmon Arm

Dear Mayor and Council members,

Re: Rezoning of Property on 10th Ave. S.W.

I am a homeowner in the Village on 10th and 10th and was shocked to read in the local paper that an application for the construction of a SIX STOREY complex on lots adjacent to the Strata, was under discussion for approval. I realize there is a real need for housing in Salmon Arm and that some construction would likely take place in that area. However, the height of the proposed complex would be over powering and likely have a very negative affect on the value of all the homes in the Strata especially numbers #8 to #13 . A SIX STOREY complex would certainly make those homes darker in winter, create a need to put lights on earlier and make things more depressing.

My reasons for concern are the following:
The high density of the proposed building will cause a lot more traffic congestion on 10th Ave. and surrounding area. The affect of the traffic going back and forth from the 3 storey building already under construction on 10th Ave. has not been felt yet. Add to that the addition of delivery/service trucks and vehicles used by clients, workers and residents from the proposed complex. No doubt it will have a big impact.

Residents in the Strata will be affected by vehicle lights and noise, as people go in and out of the parking area in the proposed development area, especially those living in #8 - #13

Some Strata residents will loose their privacy when out on their patios

The safety of the older senior population in the area should be a concern. Many walk to the Piccadilly Mall to shop. The entrance/exit road into SaveOn Foods will become a bigger problem.

A 3 storey complex would certainly be more in line with the surrounding residential area in height.

I trust you will give this matter your careful consideration and understanding and that APPROVAL WILL BE GIVEN TO THE DEVELOPMENT OF A 3 STOREY COMPLEX, not a 6 storey one.

Yours truly,

E M Houghton

Date MARCH 4

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Ray & Edna Gawuluk

Address [redacted]

IF WE WANTED TO LOOK AT HIGH RISES WE WOULD OF PURCHASED OUR RETIREMENT HOME IN VANCOUVER THERE ARE LOT MORE PLACES THEY BUILD ON — WHERE IT WON'T EFFECT THE RESIDENCE OF 10TH & 10TH

Ray.

330

Date Mar 4/21

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Hank & June Harder

Address [redacted]

Date MARCH 5/2021.

RECEIVED
MAR - 5 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

- The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
- The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
- Loss of privacy, noise and light from 100 open parking spaces.
- The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

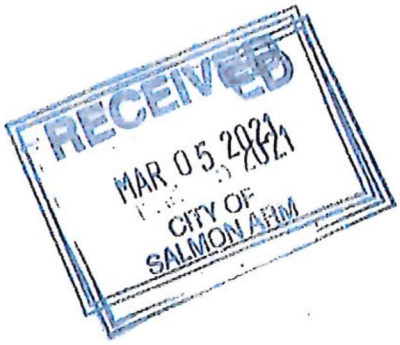
HELEN MAKI

Your name

Address [redacted]

Helen Maki

Date March 24/21



Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Lydia J. Lepine

Address [redacted]

Salmon Arm B.C.

V0E 0A5

Date 03-04-21

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Helen Bettles

Address [redacted]

Salmon Arm B.C.
V1E 0A5

Date March 4, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Edith Bauer

Address [redacted]

Salmon Arm B.C

V1E 0A5

Date Mar 4, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Margaret Peterson

Address [redacted]

Salmon Arm, BC.

V1E 0A5.

Date 3. 4 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Arie + Mary Van Vugt

Address [redacted]

SALMON ARM

V1E0A5

A. Van Vugt

M. Van Vugt

Date March 3, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Joyce Nakrayko

Address [redacted]
Salmon Arm, B.C.
V1E 0A5

Date MAR 3/21

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name E-Hollaus

Address [redacted]
SALMON ARM B.C.
V1E 0A5

Date March 3, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Gloria Stead George Stead.

Address [redacted]

Salmon Arm

Date MAR. 3RD. 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Phyllis Archer.

Address [redacted]

SALMON ARM. B.C. V1E 0A5

Date March 4- 2021 -

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Helga Norgaard.

Your name Helga Norgaard -

Address [redacted]

Salmon Arm. V1E-0A5.

Date March 4, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

L. Foltan

Your name Emil & Lee Foltan

Address [redacted]
Salmon Arm, BC V1E 0A5

March 3, 2021



Mayor and Council
City of Salmon Arm

Re: Re-zoning of Property on 10th Ave SW

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home in the Village at 10th and 10th.

Our primary concerns include:

1. The height of the proposed building being 6 stories and its suitability with the current scale of commercial adjacent property and single-story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6-story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, increased noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th SW.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Rick and Roberta Ulmer
Village at 10th and 10th
[redacted]
Salmon Arm, BC

Date Mar 3/20

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Mayor and Council

City of Salmon Arm

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name EUGENE & JOYCE WELESCHUK

Address [redacted]
SALMON ARM BC
V1E 0A5

Date March 3/2021

Mayor and Council

City of Salmon Arm



Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Julie Creasy

Address [redacted]

Date March 3, 2021

Mayor and Council

City of Salmon Arm

RECEIVED
MAR 05 2021
CITY OF
SALMON ARM

Regarding Re-zoning of Property on 10th Ave S.W.

Dear Mayor and Council,

Please accept this letter outlining our concerns with the re-zoning application for the property north of our home.

Our primary concerns include;

1. The height of the building being 6 stories and it's suitability with the current scale of commercial adjacent property and single story homes.
2. The proximity of the apartment building and our property line. This is 50' between patios and a 6 story solid structure. Negative lifestyle impact and potential risk of lessening home values to all.
3. Loss of privacy, noise and light from 100 open parking spaces.
4. The traffic impact of 140 apartments and commercial uses on the streets and intersection of 10th and 10th S.W.

We do not support the re-zoning of this land to accommodate 6 stories as we believe this to be a significant negative impact on our strata development and the quality of life for our residents.

Your name Betty Smith

Address [redacted]

S. Arm B.C.

From: Verna Burton <[redacted]
Sent: March-08-21 9:21 AM
To: Caylee Simmons [redacted]
Subject: Re Zoning of 1230, 1260, 1290 l0 Ave SW Salmon Arm

Verna Burton [redacted] 9:13 AM (4 minutes ago)

to csimmons

Good morning,

I would like to make some comments regarding the above re-zoning application:

Overall, I am in favour of this application.

My greatest concern is the potential damage to my fence line and fruit trees. I understand that there will be a fence installed for privacy and security, although I"m unclear on what that will be.

I am also very concerned about the water table throughout the area. I feel that the potential for flooding from the displaced water is real. Presently, I do not have any issues with drainage and want to remain problem free.

Lastly, I am very concerned about the traffic situation. The access to the mall parking lot is already treacherous because of the volume of traffic turning left onto 10 Ave. Lights and a pedestrian crosswalk will be necessary.

I would like to attend the virtual meeting.

regards,

Verna Burton
[redacted]

23. STATUTORY PUBLIC HEARINGS

4. Zoning Amendment Application No. ZON-1200 [LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2]

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

Submissions were called for at this time.

C. Grover, on behalf of the concerned residents of the Village at 10th and 10th – letter dated March 2, 2020 – Zoning Application 10th Ave. SW, Salmon Arm

E. Hollaus – email dated March 5, 2021 – Rezoning Application

R. and M. Timoffee – letter dated March 3, 2021 – Re-zoning on Property of 10th Ave SW

J. and L. Sawatzky – letter dated March 5, 2021 – Proposed Amendment to Zoning Bylaw No. 2303

D. and D. Titus – letter dated March 3, 2021 – Regarding Rezoning of Property on 10th Ave. SW

F. Prunkle – letter dated March 6, 2021 – Re-zoning of property of 10th Ave SW

D. Clarke – letter dated March 5, 2021 - Re-zoning on Property of 10th Ave SW

E. M. Houghton – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

R. and E. Gawuluk – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

H. and J. Harder – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

H. Maki – letter March 5, 2021 - Re-zoning on Property of 10th Ave SW

D. Lepine – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

H. Bettles – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

E. Zauer – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

M. Peterson – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

A. and M. Van Vugt – letter dated March 4, 2021 - Re-zoning on Property of 10th Ave SW

H. Nakrayko – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

E. Hollaus – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

G. and G. Steed – letter dated March 3, 2021 – Re-zoning on Property of 10th Ave SW

P. Archer – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

H. Norgaard – letter dated March 4, 2021 – Re-zoning on Property of 10th Ave SW

23. STATUTORY PUBLIC HEARINGS – continued

4. Zoning Amendment Application No. ZON-1200 [LST Ventures Ltd./West Urban Developments Ltd.; 1230, 1260 & 1290 10 Avenue SW; C-3 to C-2] – continued

E. and L. Foltan – letter dated March 4, 2021 – Re-zoning on Property of 10th Ave SW

R. and R. Ulmer – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

E. and J. Weleschuk – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

J. Creasy – letter dated March 3, 2021 – Re-zoning on Property of 10th Ave SW

B. Shrch – letter dated March 3, 2021 - Re-zoning on Property of 10th Ave SW

V. Burton – email dated March 8, 2021 – Re Zoning of 1230, 1260, 1290 10 Ave SW Salmon Arm

S. Alexander, Director of Development, West Urban Developments, outlined the application including proposed changes resulting from public consultation and was available to answer questions from Council.

C. Grover, spoke on behalf of the residents at 10th and 10th and their concerns relating to property values, building height, access and egress of proposed development, proposed dumpster location, vehicle pollution, light and parking. She asked Council to consider a maximum height of three stories.

Staff advised that a restrictive covenant could limit building height and that a development agreement could include a minimum number of rental units.

S. Alexander, Director of Development, West Urban Developments, confirmed that garbage bins, parking, number and size of units could be addressed during the Development Permit. She confirmed that the applicant would be in favour of a covenant to set minimum number of rental units; however the proposed building would need to be similar in height to allow for density.

C. Grover, questioned why Council had not considered a maximum building height.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:44 p.m.

CITY OF SALMON ARM

BYLAW NO. 4440

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on March 8, 2021 at the hour of 7:00 p.m. was published in February 24 and March 3, 2021 issues of the Salmon Arm Observer;

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

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

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

   Rezone Lots 1 and 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 and Lot 6, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan 6136, 35041 and KAP76862 from C3 (Service Commercial Zone) to C2 (Town Centre 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. 4440"**

READ A FIRST TIME THIS	22	DAY OF	February	2021
READ A SECOND TIME THIS	22	DAY OF	February	2021
READ A THIRD TIME THIS	8	DAY OF	March	2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 12 DAY OF March 2021

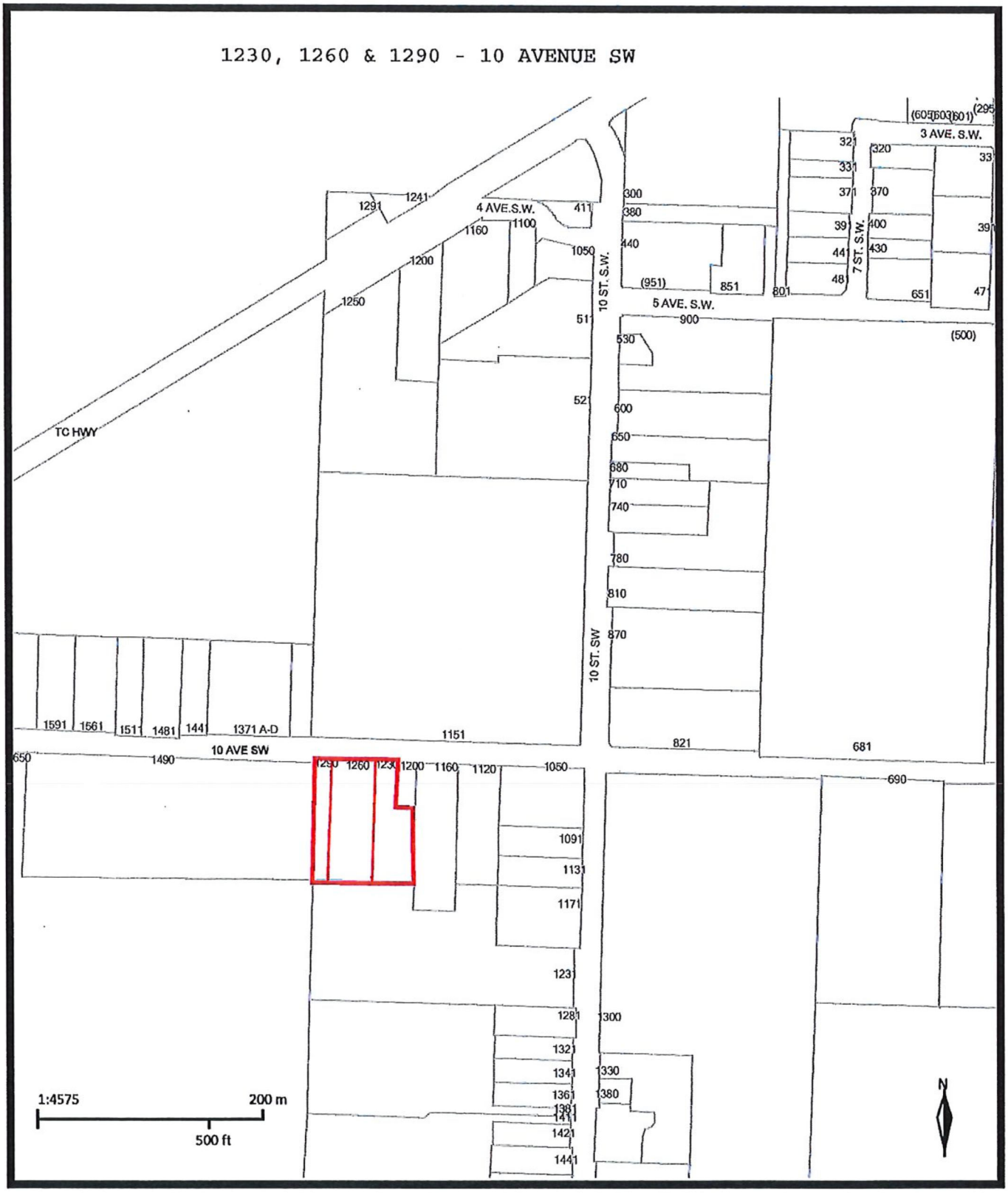
"S. BIGGS"
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


1230, 1260 & 1290 - 10 AVENUE SW
TC HWY
4 AVE.S.W.
5 AVE. S.W.
3 AVE. S.W.
10 ST. S.W.
10 ST. SW
7 ST. S.W.
10 AVE SW
1:4575
200 m
500 ft
N

INFORMATIONAL CORRESPONDENCE - JUNE 14, 2021

1.	Building Department - Building Statistics - May 2021	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	P. Tate - email dated May 26, 2021 - Access from 70th AVE NE	A
4.	L. Simons - email dated May 27, 2021 - Animal pass through for Lakeshore Drive NE	A
5.	C. Cosens - email dated May 27, 2021 - 30 km speed limit around McGuire Lake	A
6.	G. Armstrong - email dated May 29, 2021 - Noise	A
7.	M. Chursky - email dated June 2, 2021 - Logging on mount ida	A
8.	B. Weicker, President, Shuswap Lifeboad Society, Operating RCMSAR 106 (Shuswap)	A
9.	E. McDonald, President, Shuswap Naturalist Club - letter received May 2021 - Blackburn Park Shelter Request - June 15, 2021	A
10.	A. Mongerson, Events Membership Coordinator, Downtown Salmon Arm - email dated June 8, 2021 - Downtown SA Active Loop	A
11.	D. Sharman, Community Relations Manager, Southern Interior, BC Hydro - email dated June 1, 2021 - BC Hydro Meetings Prior to 2021 UBCM Convention	N
12.	B. Frenkel, UBCM President - letter dated May 21, 2021 - Gas Tax Agreement Community Works Fund Payment	N
13.	R. Fleming, Minister, Ministry of Transportation and Infrastructure - letter dated May 28, 2021 - Intersection of 10 Avenue SE and Highway 97B	N
14.	K. Conroy, Minister, Ministry of Forests, Lands Natural Resource Operations and Rural Development - letter dated June 2, 2021 - Modernizing Forest Policy	N
15.	B. Schmidt, Director, Operations and Client Relations - email dated May 27, 2021 - 2021 UBCM Convention - Provincial Appointment Book and Meeting Request Process for Meetings with Provincial Government	A
16.	M. Little, Mayor, District of North Vancouver - letter dated May 17, 2021 - BC Government's Use of Provincial Paramountcy to Undermine Local Government Bylaws	N
17.	F. Haynes, Mayor, District of Saanich - letter dated June 1, 2021 - British Columbia Climate Action Revenue Inventive Program (CARIP) Ending	N
18.	L. Kellett, Legislative Coordinator, Legislative Services Division - email dated June 2, 2021 - City of Prince George Resolutions Submitted to the 2021 UBCM Convention	N
19.	K. Kenney, Corporate Officer, City of Langley - letter dated June 4, 2021 - Support for 988 Suicide and Crisis Line Initiative	N
20.	K. Elliott, Mayor, District of Squamish to J. Osborne, Minister of Municipal Affairs and G. Heyman, Minister of Environment and Climate Change Strategy - letter dated June 4, 2021 - Province of British Columbia's (BC's) decision to end the BC Climate Action Revenue Inventive Program (CARIP)	N
21.	C. Peters, BC anti-human trafficking educator, speaker, advocate - email dated June 5, 2021 - Kamloops and Update on Human Sex Trafficking in BC and How To Stop It	N
22.	Office of the Seniors Advocate British Columbia - email dated June 7, 2021 - Update - June 2021	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

THIS PAGE INTENTIONALLY LEFT BLANK

Item 17.1

CITY OF SALMON ARM

Date: June 14, 2021

Notice of Motion – Councillor Lavery

Prohibition of Commercial Bottling of Groundwater in Bylaws

WHEREAS Council recently endorsed a motion opposing the extraction of groundwater for the purposes of commercial bottled or bulk water sales and advised the province of that motion;

AND WHEREAS the City can control the commercial bottling of ground water through its own zoning bylaws;

THEREFORE BE IT RESOLVED THAT: Council ask staff to report on options to prohibit the commercial bottling of groundwater in all zones of our land use bylaws.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 17.2

CITY OF SALMON ARM

Date: June 14, 2021

Notice of Motion – Councillor Lavery

Code of Conduct

WHEREAS a Code of Conduct provides standards that supplement conduct already required legislatively or through policy;

AND WHEREAS building a shared understanding of expected conduct and setting that out in a code of conduct will make expectations clearer, is a good way to prevent issues and is recommended by UBCM;

THEREFORE BE IT RESOLVED THAT: Council ask staff to report back on options to develop a Code of Conduct for implementation by the summer of 2022 at the latest by the current Council;

AND THAT: an adopted Code of Conduct be an ongoing component of the swearing-in ceremony of future Councils;

AND FURTHER THAT: Council appoint members of Council to work with staff in developing the report.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 22.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. ALC 407 be authorized for submission to the Agricultural Land Commission.

[Mierau, B. & R./Laird, B./City of Salmon Arm; 3831 20 Avenue SE; Exclusion]

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: June 8, 2021

Subject: Agricultural Land Commission Application No. 407 (Exclusion)

Legal:	Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230
Civic Address:	3831 20 Avenue SE
Owner:	Bruce and Rose Mierau (Bill Laird)
Applicant:	City of Salmon Arm

STAFF RECOMMENDATION

THAT: Agricultural Land Commission Application No. ALC. 407 be authorized for submission to the Agricultural Land Commission.

PROPOSAL

The subject property is located on 20 Avenue SE, west of the Airport. Under the revised Agricultural Land Reserve (ALR) Regulations ALR Exclusion applications may only be made by the municipality. The subject property is part of a Special Development Area that is slated to be zoned for the expansion of the City's Industrial Park.

BACKGROUND

The staff report detailing the application is attached as Appendix 1 and a draft version of the ALC 407 application as it appears in the Agricultural Land Commission (ALC) Application Portal is attached as Appendix 2.

Newspaper ads were places in the June 2, 2021 and June 7, 2021 editions of the Salmon Arm Observer and a sign was posted on the property on June 2, 2021. The notices advised those that deemed their interests affected to provide written submissions in advance of the June 14 Public Hearing. A picture of the posted sign and notice in Salmon Arm Observer are attached as Appendix 3. Note that the sign posted on the subject property must remain until a decision is made by the ALC.

In the consideration of this application, Council may choose from one of two options:

Option 1: Council may authorize the application for submission to the Agricultural Land Commission, as noted in the Staff Recommendation above.

Should Council authorize the submission of the application, the ALC would then review the application and provide a decision. With Council authorization, the payment of the $750.00 application fee would also be submitted by the City to the ALC.

Note that a supportive ALC decision may include conditions such as the registration of a Section 219 Covenant restricting future use of the property for industrial purposes. Given that associated Zoning Amendment Bylaw No. 4428 is at third reading, subject to the exclusion of the property from the ALR, should the ALC support the exclusion Zoning Amendment Bylaw No. 4428 could be adopted.

Option 2: Council does not authorize the application for submission to the Agricultural Land Commission.

Should Council not authorize the application for submission to the ALC, the application would terminate and the associated Zoning Amendment Bylaw No. 4428 could not proceed. Staff would also have to re-evaluate the long-term plans for the Special Development Area and expansion of the Industrial Park.

Prepared by: Melinda Smyrl, MCIP, RPP
Planner

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

APPENDIX 1

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 6, 2021

Subject: Agricultural Land Commission Application No. 407 (Exclusion)

Legal:	Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230
Civic Address:	3831 20 Avenue SE
Owner:	Bruce and Rose Mierau (Bill Laird)
Applicant:	City of Salmon Arm

STAFF RECOMMENDATION

THAT: **Council direct staff to submit an Agricultural Land Reserve application to Exclude Lot 17, Section 7, Township 20, Range, W6M, KDYD, Plan 1230;**

AND THAT: **Pursuant to Section 15. 1(b) of the *ALR General Regulation* a Statutory Public Hearing be scheduled for June 14, 2021.**

PROPOSAL

The subject property is located on 20 Avenue SE, west of the Airport. Under the revised Agricultural Land Reserve (ALR) Regulations ALR Exclusion applications may only be made by the municipality. The subject property is part of a Special Development Area that is slated to be zoned for the expansion of the City's Industrial Park.

BACKGROUND

The subject property is approximately 4.5ha in area, and contains a single family dwelling (Appendix 1 and 2). The subject property is designated Light Industrial in the City's Official Community Plan (OCP) (Appendix 3), inside the Urban Containment Boundary and within a Special Development Area in the OCP. The subject property is currently zoned A2 – Rural Holding Zone in the Zoning Bylaw (Appendix 4). Zoning Amendment Bylaw No. 4428 proposes to rezone the subject property from A2 (Rural Holding Zone) to M2 (Light Industrial Zone) and is currently at third reading.

Adjacent land uses of 3831 20 Avenue SE include the following:

North: Rural Holding (A-2)/rural residential
South: Rural Holding (A-2)/rural residential
East: Rural Holding (A-2)/City owned land/recreation area
West: Rural Holding (A-2)/residential/agriculture property

In many instances OCP Designations and zoning align, in this case, the A2 zoning is a departure from the long term vision for this area to develop as Industrial. As a means to discourage adhoc development it is common planning practice to use the OCP and zoning as regulatory tools to limit piecemeal land development into unwanted areas - such as industrial development on other ALR lands or areas better suited for residential or commercial development. At a larger community scale, having an area designated for future industrial land has worked to limit the potential for piecemeal development of industrial land far outside of the Industrial Park. Also, having areas such as the SDA identified in the OCP allows for road and servicing preplans to be completed in advance of development proposals, again dissuading adhoc development.

It should be noted that by way of ALC Resolution #109/88, the ALC endorsed a preplan for this area as the site for the future expansion of the City's Industrial land inventory. Consequently, the area was deemed a Special Development Area in the mid 1980's. Further to the endorsement and OCP review, in 2009 the City consulted with property owners in the Special Development Area and advised those owners of the designation and provided road network plans (Appendices 5 and 6). For lands within this area the ALC endorses the Exclusion of these lands, provided the lands are rezoned to Industrial, which is supported in the OCP designation. If the application is approved by the ALC, the subject property could proceed with final reading of Zoning Bylaw Amendment No.4428 to rezone the property to M2 (Light Industrial Zone).

The proposed M2 (Light Industrial Zone), attached as Appendix 7, allows for 40 uses that range from manufacturing to larger scale repair and other uses that may require extensive outdoor storage. Single Family Dwelling is not a permitted use in the zone; therefore, should the bylaw be adopted the existing dwellings would be deemed legal non-conforming and could remain for the foreseeable future.

Soil Classification and Agricultural Capability is considered by the ALC in determining the suitability of land for agricultural uses. The ALC relies, in part, on the Land Capability Classification for Agriculture in their decisions. Under this classification system the best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 soils are considered non-arable, with no potential for soil bound agriculture. Based on the Land Capability Classification for Agriculture, The subject property has an Improved Soil Class Rating of 70% Class 5 and 30% Class 4. A copy of the Improved Soil Class map is attached as Appendix 8.

COMMENTS

Public Input

Pursuant to the *Agricultural Land Commission Act*, the City must post a Notice of ALR Exclusion Notice Signs on the property for at least 10 days prior to the Public Hearing. The ALR process differs from the City process in that letters to neighbours are not used as part of the notification process. To provide some clarity a flow chart outlining the process is enclosed as Appendix 9.

Engineering Department

No concerns with ALC exclusion application. At the rezoning stage, site servicing and of-site works were assessed as a courtesy and would be applicable at the time of Building Permit. Is enclosed as Appendix 10.

Building Department

No concerns.

Fire Department

No concerns.

Agricultural Advisory Committee (AAC)

The Agricultural Advisory Committee reviewed the application at their April 14, 2021 meeting and passed the following resolution:

THAT: the AAC supports the application to Exclude 3831 20 Avenue SE from the ALR.

DEFEATED

Opposed: Ron Ganert, Jen Gamble, Serena Caner, Barrie Voth

Planning Department

All Exclusion applications after September 30, 2020 require that the Local Government act as the applicant. It is understood that this shift in application process is to have local governments initiate the Exclusion process and consider applications on a community wise basis.

Given that the subject property is within a Special Development Area that has been identified in the OCP and endorsed by the ALC since 1988 and the applicant's proposal is consistent with the pre-plan design staff are supportive of the ALC Exclusion application. Since the ALC's endorsement supporting the Exclusion of the subject property and adjacent lands from the ALR expressly for the expansion of the City's industrial land base, the City has made investments toward developing a road and service network plan to have in place in preparation for development in this area.

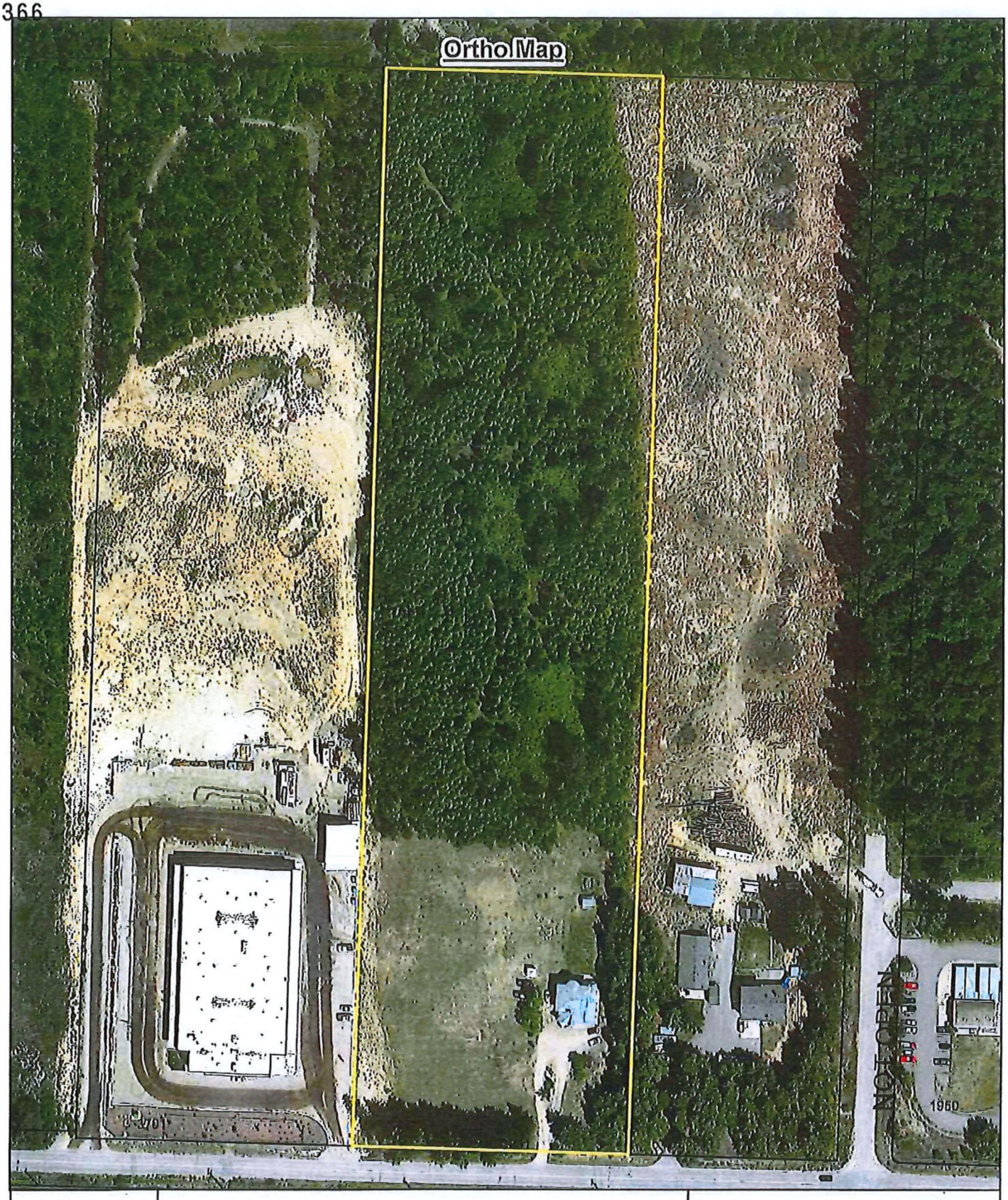
Should Council not support submitting the ALC application, a planning process would have to be undertaken in order to find suitable land for expansion of the Industrial Park. It could take several years to identify and designate appropriate land for industrial purposes and several more years to design road networks and servicing preplans to support development. It should be noted that much of the available larger tracks of land within the City boundary are in the ALR and/or Crown lands.

In situations in which there is an 'endorsed' area the ALC's CEO may expedite the decision-making process; however, the ALC would make the determination on eligibility for an expedited review of the application at the time that they consider the Exclusion. With regard to next steps, should the Exclusion application be supported, this area is in the "Industrial Development Permit Area" meaning a Form / Character DP is necessary to address architectural form and character, site planning and landscaping.

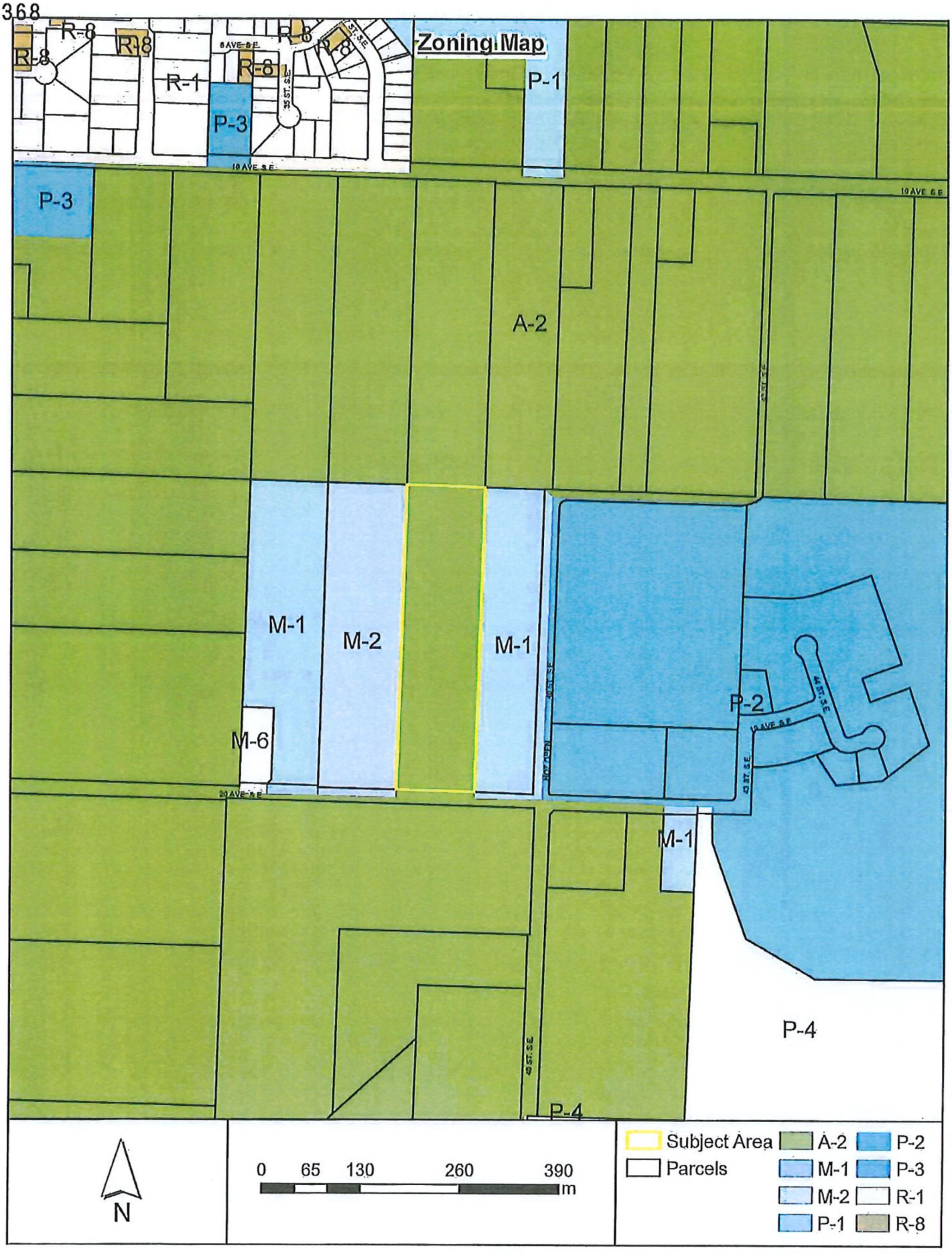
Prepared by: Melinda Smyrl, MCIP, RPP
Planner

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

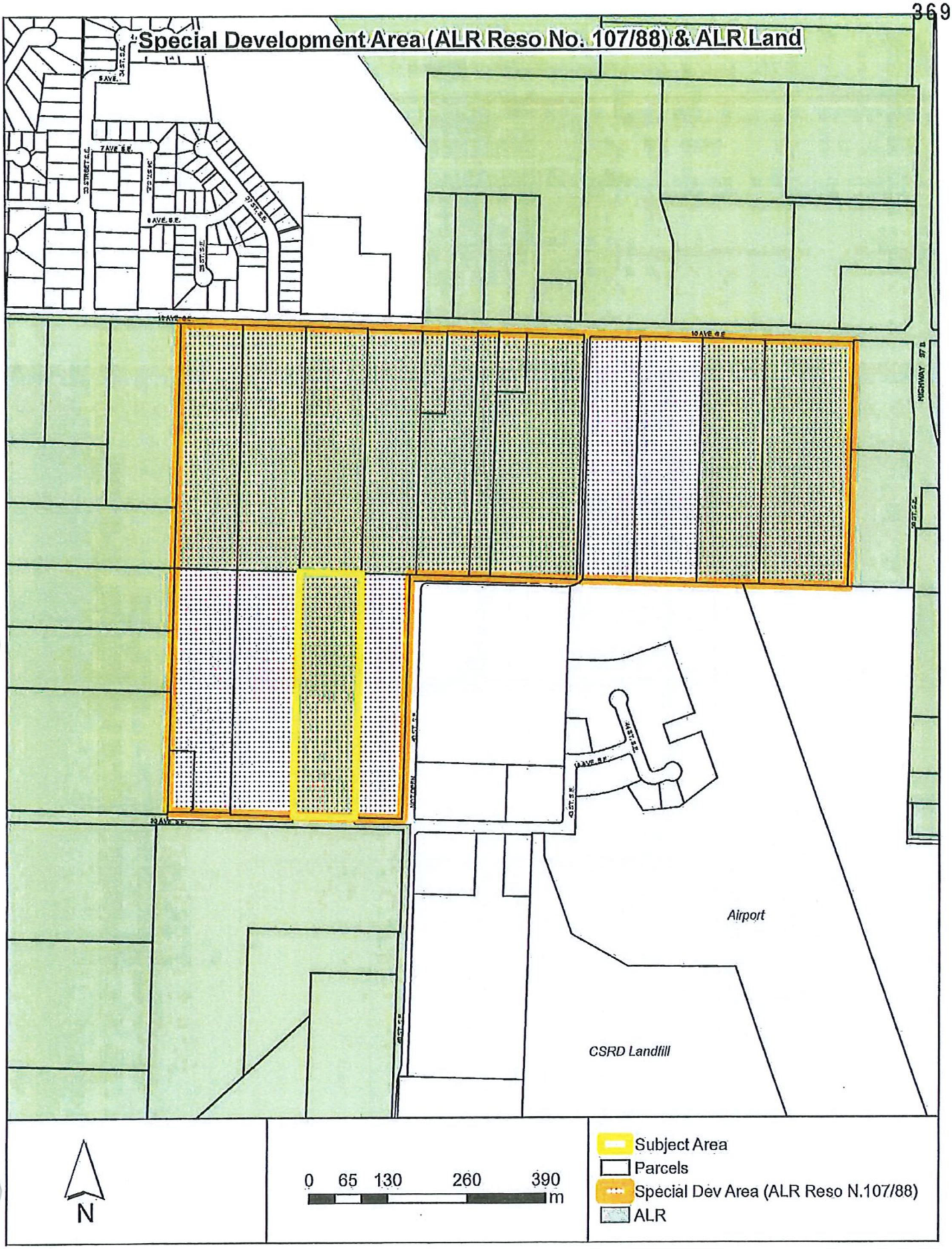

Subject Property
8 AVE. S.E.
35 ST. S.E.
10 AVE. S.E.
10 AVE. S.E.
43 ST. S.E.
40 ST. S.E.
NOT OPEN
44 ST. S.E.
19 AVE. S.E.
43 ST. S.E.
20 AVE. S.E.
40 ST. S.E.
N
0 50 100 200 300 m
Subject Area
Parcels

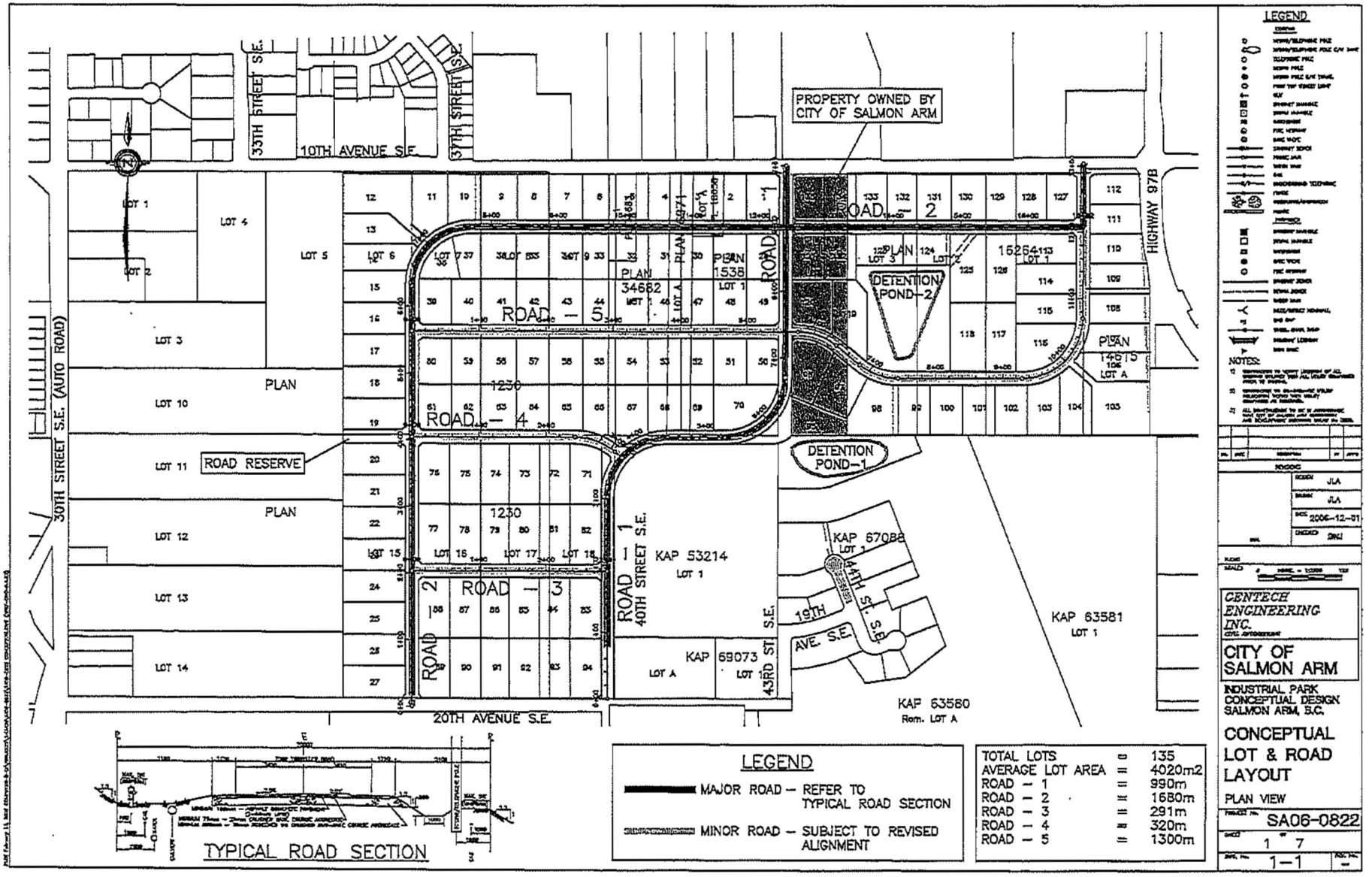

Ortho Map
N
0 25 50 100 150
m
Subject Property
Parcels


OCP Map
8 AVE. S.E.
35 ST. S.E.
10 AVE. S.E.
10 AVE. S.E.
43 ST. S.E.
40 ST. S.E.
9 AVE. S.E.
43 ST. S.E.
20 AVE. S.E.
40 ST. S.E.
N
0 50 100 200 300
m
Subject Area
Parcels
Acreage Reserve
Park
Institutional
Residential - Low Density
Industrial - General
Industrial - Light
Industrial - Airside


Zoning Map
R-8
R-1
P-3
P-1
A-2
M-1
M-2
M-6
P-2
P-4
8 AVE S.E.
35 ST. S.E.
19 AVE S.E.
20 AVE S.E.
43 ST. S.E.
44 ST. S.E.
45 ST. S.E.
N
0 65 130 260 390 m
Subject Area
Parcels
A-2
M-1
M-2
P-1
P-2
P-3
R-1
R-8

Special Development Area (ALR Reso No. 107/88) & ALR Land




PROPERTY OWNED BY CITY OF SALMON ARM
33TH STREET S.E.
10TH AVENUE S.E.
37TH STREET S.E.
HIGHWAY 97B
30TH STREET S.E. (AUTO ROAD)
ROAD RESERVE
DETENTION POND-1
DETENTION POND-2
ROAD - 1
ROAD - 2
ROAD - 3
ROAD - 4
ROAD - 5
40TH STREET S.E.
19TH AVE. S.E.
20TH AVENUE S.E.
43RD ST S.E.
KAP 53214
LOT 1
KAP 67088
LOT 1
KAP 63581
LOT 1
KAP 69073
LOT A
LOT 1
KAP 63580
Rem. LOT A
PLAN 1538
PLAN 34682
PLAN 15264
PLAN 14815
LOT 1
LOT 2
LOT 3
LOT 4
LOT 5
LOT 10
LOT 11
LOT 12
LOT 13
LOT 14
LOT A
1230
TYPICAL ROAD SECTION
LEGEND
MAJOR ROAD — REFER TO TYPICAL ROAD SECTION
MINOR ROAD — SUBJECT TO REVISED ALIGNMENT
TOTAL LOTS = 135
AVERAGE LOT AREA = 4020m2
ROAD — 1 = 990m
ROAD — 2 = 1680m
ROAD — 3 = 291m
ROAD — 4 = 320m
ROAD — 5 = 1300m
LEGEND
NOTES:
CENTECH ENGINEERING INC.
CITY OF SALMON ARM
INDUSTRIAL PARK CONCEPTUAL DESIGN SALMON ARM, B.C.
CONCEPTUAL LOT & ROAD LAYOUT
PLAN VIEW
SA06-0822
1 of 1
1-1

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE

Purpose

29.1 The M-2 *Zone* provides for the location of light manufacturing and related uses to be located in areas where conflict with surrounding uses is unlikely to occur.

Regulations

29.2 On a *parcel zoned* M-2, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the M-2 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

29.3 The following uses and no others are permitted in the M-2 *Zone:*

.1 auction yards;
.2 automotive and truck repair shop, including body repair and painting, excluding *fuel service station*; #3375
.3 auto sales and rental lots, showroom (new and used); #2736
.4 boat and boat trailer sales and rental showroom, including minor repairs; #2736
.5 *cafe*; #2736
.6 distillery and brewery #2736;
.7 distribution of refurbished/recycled goods; #3001
.8 farm equipment sales and rentals; #2736
.9 frozen food lockers, including retail sales; #2736
.10 funeral services, including crematorium, embalming and related viewing rooms; #2958
.11 greenhouses, and nurseries, including retail sales; #2736
.12 *home occupation*; #2782
.13 *key lock fuel installation*;
.14 laboratory, scientific and research; #2736
.15 *light industry*;
.16 machinery sales, rental;
.17 *mini warehousing*;
.18 *mobile food vending*; #4240
.19 *mobile home* sales; #2736
.20 moving and storage establishment #2736;
.21 *office*, in association with a permitted industrial use, where the *office* does not exceed 50% of the lot area; #2736
.22 *outside vending*; #2837
.23 print shop; #2736
.24 *private utility*; #2736
.25 *public use*;
.26 *public utility*;
.27 recreation vehicle sales and rental lots, and showroom (new and used); #2736
.28 *recycling depot*;
.29 rental and repair of tools, small equipment; #2736
.30 *transportation use*;
.31 truck sales and rental lots, and showroom (new and used); #2736
.32 upholstery shop; #2736
.33 *ancillary retail sales*; #2736
.34 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*. #2761

Maximum Height of Principal and Accessory Buildings

29.4 The maximum *height* of *principal* and accessory *buildings* shall be 15.0 metres (49.2 feet).

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE - CONTINUED

Maximum Parcel or Site Coverage

29.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 70% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

29.6 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005.4 square feet).

Minimum Parcel or Site Width

29.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal and Accessory Buildings

29.8 The minimum *setback* of the *principal* or accessory *buildings* from the:

.1	*Front parcel line* shall be	6.0 metres (19.7 feet)
.2	*Rear parcel line*	
	- adjacent to a *parcel* not *zoned* Industrial shall be	6.0 metres (19.7 feet)
	- all other cases shall be	3.0 metres (9.8 feet)
.3	*Interior side parcel line*	
	- adjacent to a *parcel* not *zoned* Industrial shall be	6.0 metres (19.7 feet)
	- where the *parcel* has access to a lane shall be	1.5 metres (4.9 feet)
	- where the *parcel* does not have access to a lane shall be	4.0 metres (13.1 feet)
.4	*Exterior side parcel line* shall be	6.0 metres (19.7 feet)

Accessory Retail Use

29.9 Accessory retail uses, including showrooms and display areas, shall not exceed 25% of the maximum *floor area* of the *principal building* as defined under *Light Industry*.

Outside Storage

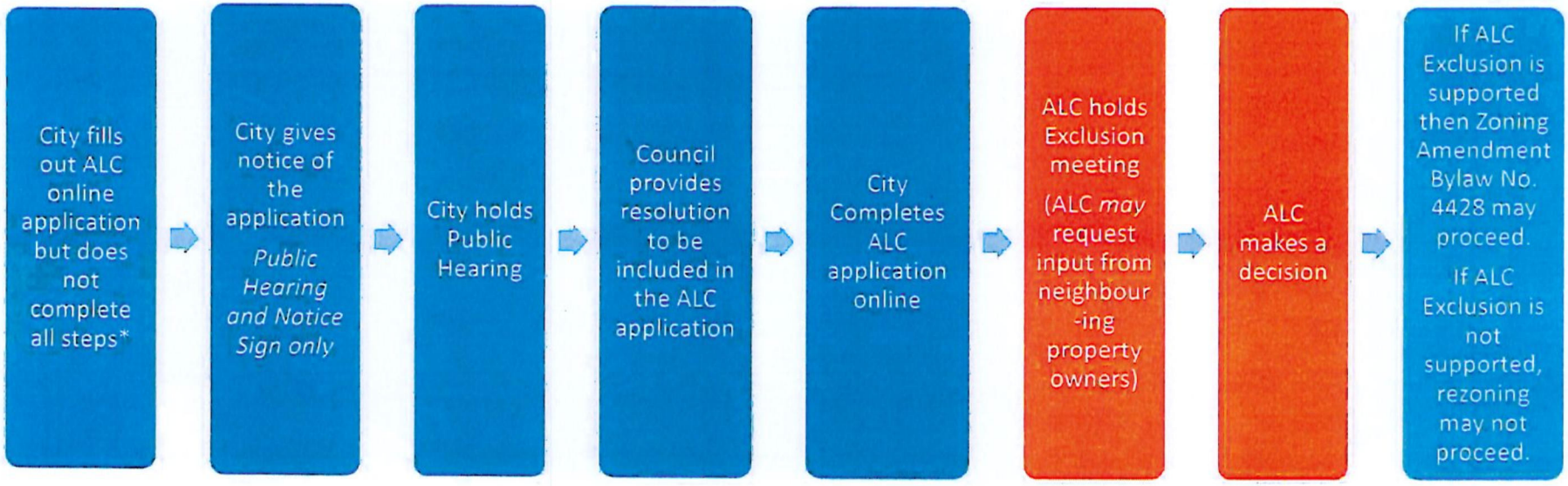
29.10 Outside storage shall be screened from public view and any adjacent *parcel* not *zoned* Industrial as per Appendix III.

Parking and Loading

29.11 Parking and loading shall be required as per Appendix I.


Unimproved Soil Map
10 AVE. S.E.
20 AVE. S.E.
46 ST. S.E.
43 ST. S.E.
7
3
5 T - 4 T
M M
N
0 60 120 240 360 m
Subject Area
Parcels
CLASS 4
CLASS 5

ALR Exclusion Applications – Local Government Applicant Example: 3831 20 Avenue SE



*Note: ALC Exclusion applications will only be forwarded by staff if the subject property is part of a pre-planned area for ALR Exclusion.

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61531
Application Status: N/A
Applicant: Bruce Mierau , Rose Mierau
Local Government: City of Salmon Arm
Local Government Date of Receipt: This application has not been submitted to local government yet.
ALC Date of Receipt: This application has not been submitted to ALC yet.
Proposal Type: Exclusion
Proposal: The subject property is within a Special Development Area, identified in the City's OCP, for the future expansion of the City's Industrial Park (see ALC Resolution #109/88). The proposed exclusion would allow the rezoning of the site from A2 to M2 (Light Industrial Zone) to proceed to adoption.

Mailing Address:
500 - 2 Avenue NE
Salmon Arm, BC
V1E 4N2
Canada
Primary Phone: (250) 803-4000
Mobile Phone: (250) 803-4011
Email: msmyrl@salmonarm.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple
   Parcel Identifier: 011-710-276
   Legal Description: Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230
   Parcel Area: 4.5 ha
   Civic Address: 3831 20 Avenue SE
   Date of Purchase: 10/31/1980
   Farm Classification: Yes
   Owners
   1. **Name:** Bruce Mierau
      Address:
      3831 20 Avenue SE
      Salmon Arm, BC
      V1E 1X9
      Canada
      Phone: (250) 833-6657
   2. **Name:** Rose Mierau
      Address:
      3831 20 Avenue SE
      Salmon arm, BC
      V1E 1X9
      Canada
      Phone: (250) 833-6657

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
The subject property consists of a single family dwelling and there is no agricultural uses on the land at this time.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
None.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).
None.

Adjacent Land Uses

North

Land Use Type: Residential
Specify Activity: Rural Residential

East

Land Use Type: Industrial
Specify Activity: Light Industrial

South

Land Use Type: Residential
Specify Activity: Rural Residential

West

Land Use Type: Industrial
Specify Activity: General Industrial/Residential/storage

Proposal

1. How many hectares are you proposing to exclude?
4.5 ha

2. Does any land under application share a common property line with land in another Local or First Nation Government?
No

3. What is the purpose of the proposal?
The subject property is within a Special Development Area, identified in the City's OCP, for the future expansion of the City's Industrial Park (see ALC Resolution #109/88). The proposed exclusion would allow the rezoning of the site from A2 to M2 (Light Industrial Zone) to proceed to adoption.

4. Explain why you believe that the parcel(s) should be excluded from the ALR.
By way of ALC Resolution #109/88, the ALC endorsed a preplan for this area as the site for the future

expansion of the Citys industrial land inventory. Consequently, the area was deemed a Special Development Area in the mid 1980s. Further to the endorsement and OCP review, in 2009 the City consulted with property owners in the Special Development Area and advised those owners of the designation and provided road network plans. Also in conjunction with the OCP review, Urbanics Consulting provided a report "Retail & Industrial Land Use Marketability and Impact Study" (2009) that detailed industrial land supply and market analysis. Market demand for Industrial land has increased significantly since 2009 and the City is seeing more interest from land owners and developers to provide more inventory.
Council has supported a Zoning Amendment Bylaw to rezone the property from A2 (Rural Holding Zone) to M2 (Light Industrial Zone), subject to ALR Exclusion approval based on the OCP designation and previous agreement.

Applicant Attachments

- Proposal Sketch-61531
- Certificate of Title-011-710-276

ALC Attachments

None.

Decisions

None.

Notice Sign Posted June 2, 2021

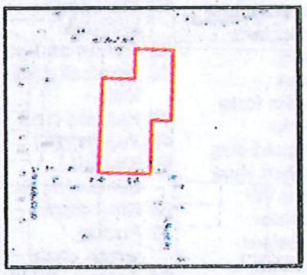


NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, June 14, 2021 at 7:00 p.m.**

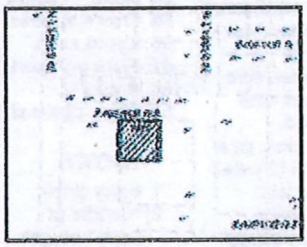
1) Proposed Amendment to Zoning Bylaw No 2303:
Rezone Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

Civic Address: 2151 12 Avenue NE
Location: On the North side of 12 Avenue NE West of 22 Street NE
Present Use: Single Family Dwelling
Proposed Use: To allow single family dwellings with suites and/or detached dwelling units for proposed 19 lot residential subdivision
Owner/Applicant: Braby, J./ Lawson Engineering Ltd.
Reference: ZON-1208/ Bylaw No. 4458



2) Proposed Amendment to Zoning Bylaw No 2303:
Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

Civic Address: 2920 7 Avenue NE
Location: West of 30 Street NE on the South side of 7 Avenue NE
Present Use Single Family Dwelling
Proposed Use: Single Family Dwelling with Suite
Owner/Applicant: Buckler, J. & K.
Reference: ZON-1209/ Bylaw No. 4459

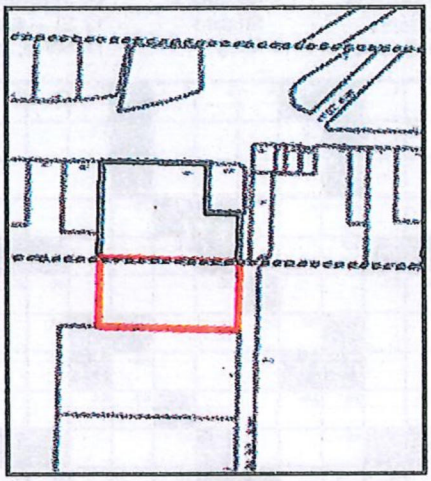


3) Proposed Amendment to Official Community Plan Bylaw No. 4000:
Include the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 within the Urban Containment Boundary; and

Redesignate the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from Salmon Valley Agriculture to Highway Service/Tourist Commercial.

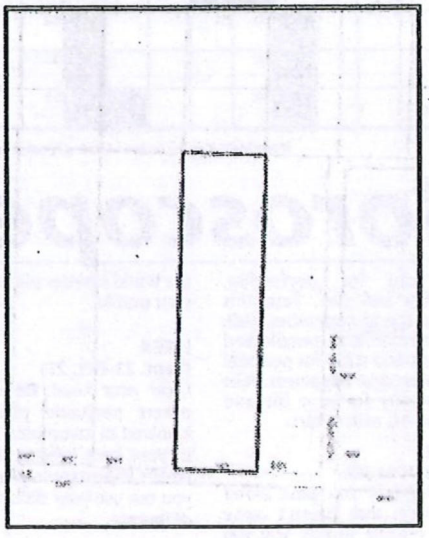
Proposed Amendment to Zoning Bylaw No 2303:
Rezone the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from A1 (Agriculture Zone) to C3 (Service Commercial Zone).

Civic Addresses: 2090 10 Avenue SW
Location: South of TC HWY on the South side of 10 Avenue SW – Southern portion of parcel
Present Use: Commercial/Agricultural
Proposed Use: Commercial – *(match north portion of parcel)*
Owner/Applicant: Westgate Building Ltd, BC1028699 (B. Laird)
Reference: OCP4000-45/Bylaw No. 4433 and ZON-1197/ Bylaw No. 4434



4) Proposed Exclusion from the Agricultural Land Reserve
Exclusion of Lot 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 from the Agricultural Land Reserve.

Civic Address: 3831 20 Avenue SE
Location: East of 30 Street SE on the North side of 20 Avenue SE
Owner/Applicant: City of Salmon Arm (Mierau, B. & R./Laird, B.)
Reference: ALC No. 407



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices June 1 to 14, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the Emergency Program Act, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.

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

Erin Jackson, Director of Corporate Services

THIS PAGE INTENTIONALLY LEFT BLANK

Item 22.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-531 be authorized for issuance for Lot 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16367 which will vary Zoning Bylaw No. 2303 (R-7 Large Lot Single Family Residential Zone) as follows:

1. Section 12.11.4 – Exterior Side Parcel Line Setback reduction from 6.0 m to 2.5 m to facilitate construction of a garage addition to the existing single family dwelling on this property;

AND THAT: Final approval be withheld subject to registration of a Section 219 Covenant restricting access from 10 Avenue SE without the City's approval.

[Cruikshank, J.; 1681 11 Avenue SE]

Vote Record

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

Opposed:

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

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 28, 2021

Subject: Variance Permit Application No. VP-531 (Setback)

Legal: Lot 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16367
Civic Address: 1681 11 Avenue SE
Owner/Applicant: Cruikshank, Jeff

STAFF RECOMMENDATION

THAT: **Development Variance Permit No. 531 be authorized for issuance for Lot 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan 16367 (1681 11 Avenue SE) which will vary Zoning Bylaw No. 2303, (R7 – Large Lot Single Family Residential Zone) as follows:**

Section 12.11.4 Exterior Side Parcel Line Setback reduction from 6.0 m to 2.5 m to facilitate construction of a garage addition to the existing single family dwelling on this property;

AND THAT: **Issuance of Development Variance Permit No. 531 be withheld subject to registration of a Section 219 Covenant restricting access from 10 Avenue SE in the absence of City of Salmon Arm approval.**

PROPOSAL

The applicant is proposing an exterior side setback variance from 6.0 m to 2.5 m in order to construct a garage addition on the east side of the existing principle building.

BACKGROUND

The subject property is 1,419.6 m^2 (0.142 ha) in area and located in the Lower Hillcrest area (Appendices 1 & 2). The property fronts 11 Avenue SE along the eastern and southeastern property lines, and 10 Avenue SE along the northern property line. The portion of 10 Avenue SE this property fronts onto is not currently constructed; however, it has road dedication in anticipation of future development.

The property has an Official Community Plan (OCP) designation of Low Density Residential and is zoned R7 – Large Lot Single Family Residential (Appendices 3 & 4).

Adjacent land uses include the following:

North: R1 (Single Family Residences)
South: R7 (Single Family Residences)
East: R1 (Single Family Residences) & R7 (Single Family Residences)
West: R1 (Single Family Residences), R7 (Single Family Residences), & R8 (Residential Suite)

A setback variance is being requested for the exterior side parcel line, where the building fronts onto 11 Avenue SE, in order to accommodate an addition to the existing principle building (Appendix 5). An addition is also being proposed to the back (north) of the building; however, this appears to be well within permitted setbacks. This is an irregular shaped lot.

Site photos attached as Appendix 6 show what the residence and property currently look like.

The proposed addition would add a total of 124.7 m^2 (1,341.9 ft^2) to the east side of the existing single family dwelling. 111.6 m^2 (1,201 ft^2) of this addition would be to the lower floor, adding a garage and storage space. 28.6 m^2 (307.6 ft^2) of this addition would be adding to the main floor, including a bedroom addition. The site plan indicates that the footprint of the addition would encroach approximately 2.8 m (9.2 ft) into the required 6.0 m exterior side setback. This would mean a variance of 3.2 m is required without accounting for a roof overhang. A roof overhang of 0.30 m (1.0 ft) is shown on the proposed addition; however, the applicant has indicated that the roof will not overhang where the variance is being requested.

Since no survey plan has been provided at the time of writing this report, staff have cited a variance of 2.5 m to account for minor potential changes at time of construction.

COMMENTS

Engineering Comments

Engineering staff are in support of the requested variance provided that a covenant is registered on the title of the property preventing access from 10 Avenue SE without first seeking City approval. The Engineering Memo included as Appendix 7 outlines requirements if access for the proposed garage is off of 10 Avenue SE rather than 11 Avenue SE.

Note that the site plan was revised with applicant's permission to remove access from 10 Avenue SE as they have stated that the garage will be used primarily for storage and they can access this garage without using 10 Avenue SE.

Building Department

No concerns.

Fire Department

No concerns.

Planning Department

Development Variance Permits are considered on a case-by-case basis and in doing so a number of factors are taken into consideration when reviewing a request. These factors include site specific conditions such as lot configuration, negative impact to general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties.

Site Specific Conditions:
The applicant's rationale for this variance is that site conditions make it very difficult for them to situate this addition within the constraints of the setbacks (Appendix 8). The property is angular in shape and slopes down from south (11 Avenue SE) to north (10 Avenue SE). The applicant is proposing to site the addition in line with the existing residence. Staff agree that these factors, and the placement of the existing residence, do make it very difficult to site an addition within required setbacks.

On the site plan, the approximate location of asphalt on 11 Avenue SE is shown in relation to the front and exterior side property lines (see Appendix 5). Although a survey plan will be required to confirm the exact location of the proposed addition in relation to property lines, the site plan does indicate that there is quite a large gap between the road right of way and where the actual asphalt for 11 Avenue SE begins.

The applicant has also stated that they hope to create a flat, "living roof" on the garage portion of the addition. This coupled with the downward slope of the site from 11 Avenue SE towards 10 Avenue SE, means only the 28.6 m^2 (307.6 ft^2) portion being added to the main floor would be very visible from 11 Avenue SE. Based on this, staff feel that visual impacts are likely to be minimal.

Access:
The applicant has been made aware that access off of 10 Avenue SE, a currently unconstructed road behind the property, is not permitted without City approval and will require full construction of the road.

The property owner would need to obtain City approval to access off of 10 Avenue SE if constructed through future development to the north. The property owner is agreeable to registering a covenant restricting this access.

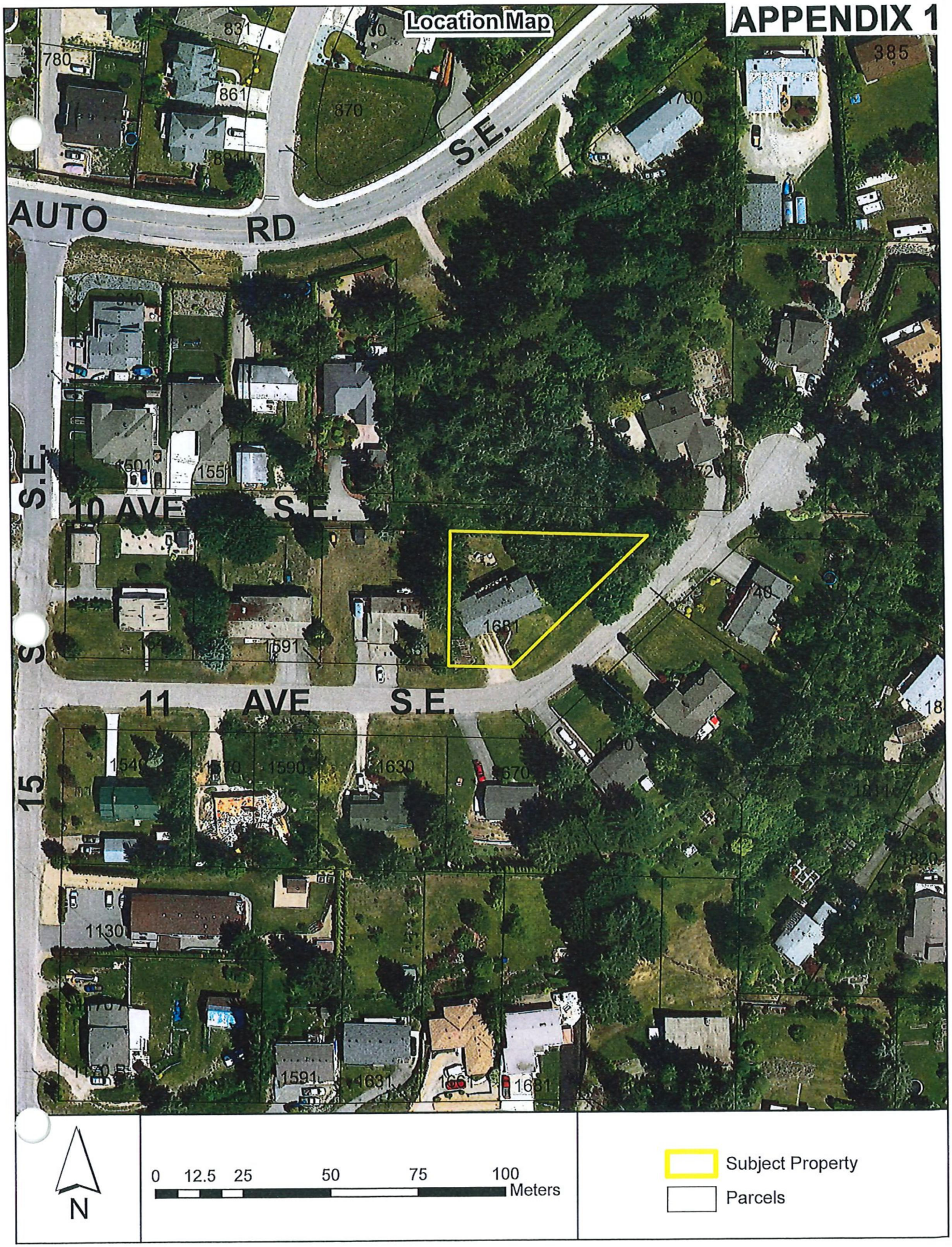
Conclusion:
The street frontage along three sides of the lot, including where the addition is proposed, should mean minimal impacts on neighbouring properties. The Engineering Department also has not identified concerns with respect to sightlines. Staff are in support of the variance request as proposed, subject to registration of a covenant requiring the property owner to seek City approval prior to construction of a driveway access off of 10 Avenue SE.

Prepared by: Brenda Kolenbrander
Planner

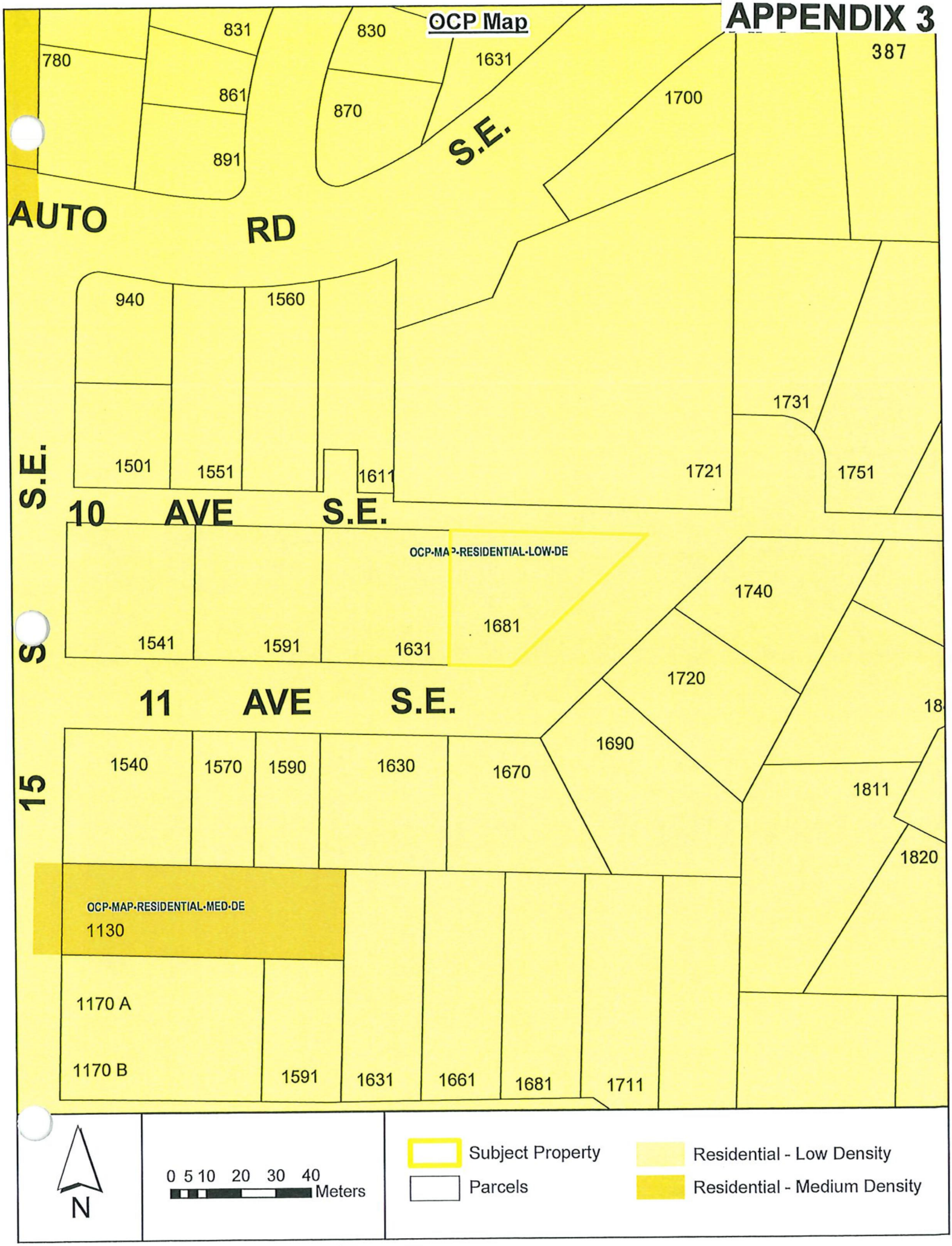
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

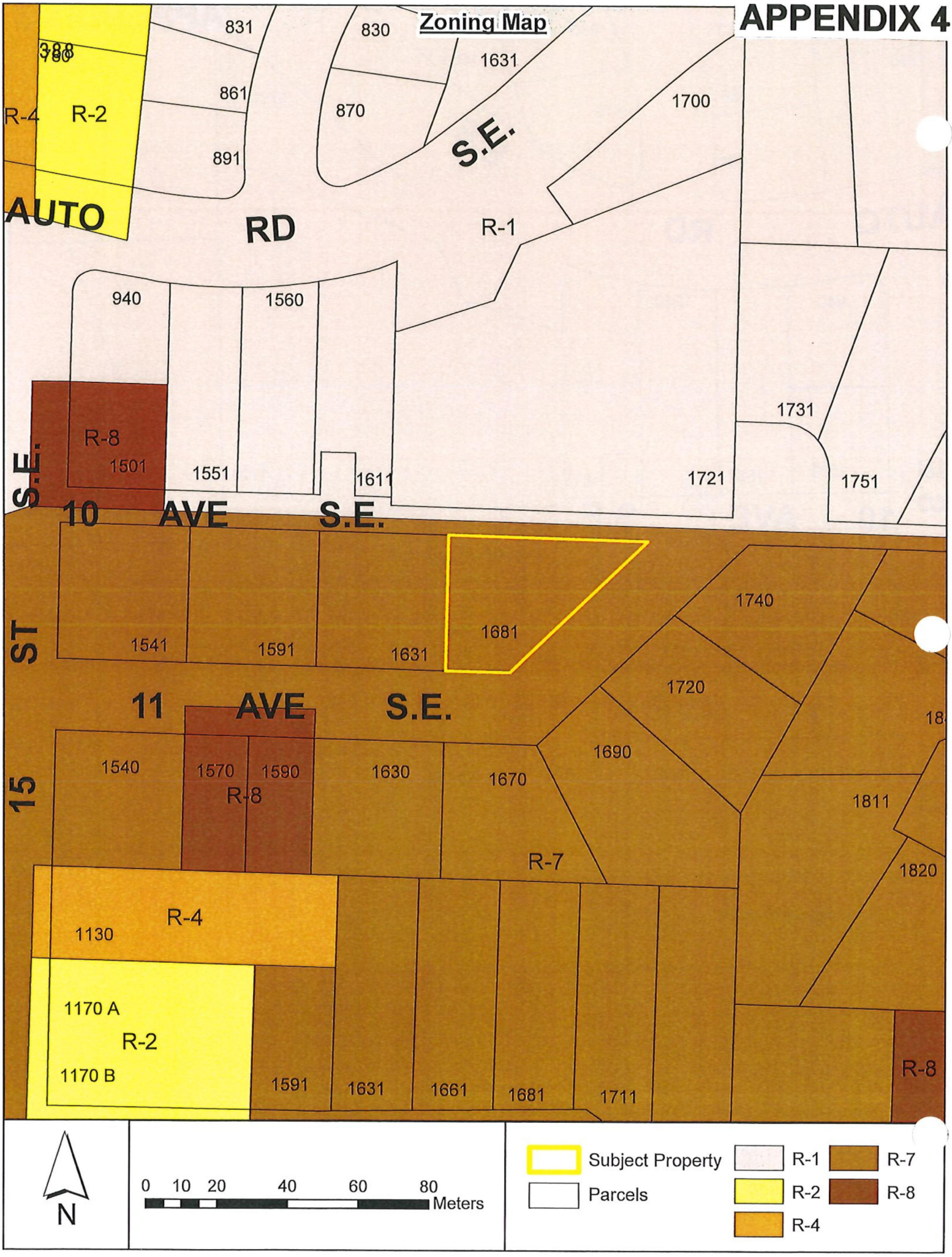
Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – OCP Map
Appendix 4 – Zoning Map
Appendix 5 – Site Plan
Appendix 6 – Site Photos
Appendix 7 – Engineering Memo
Appendix 8 – Rationale Letter

APPENDIX 1

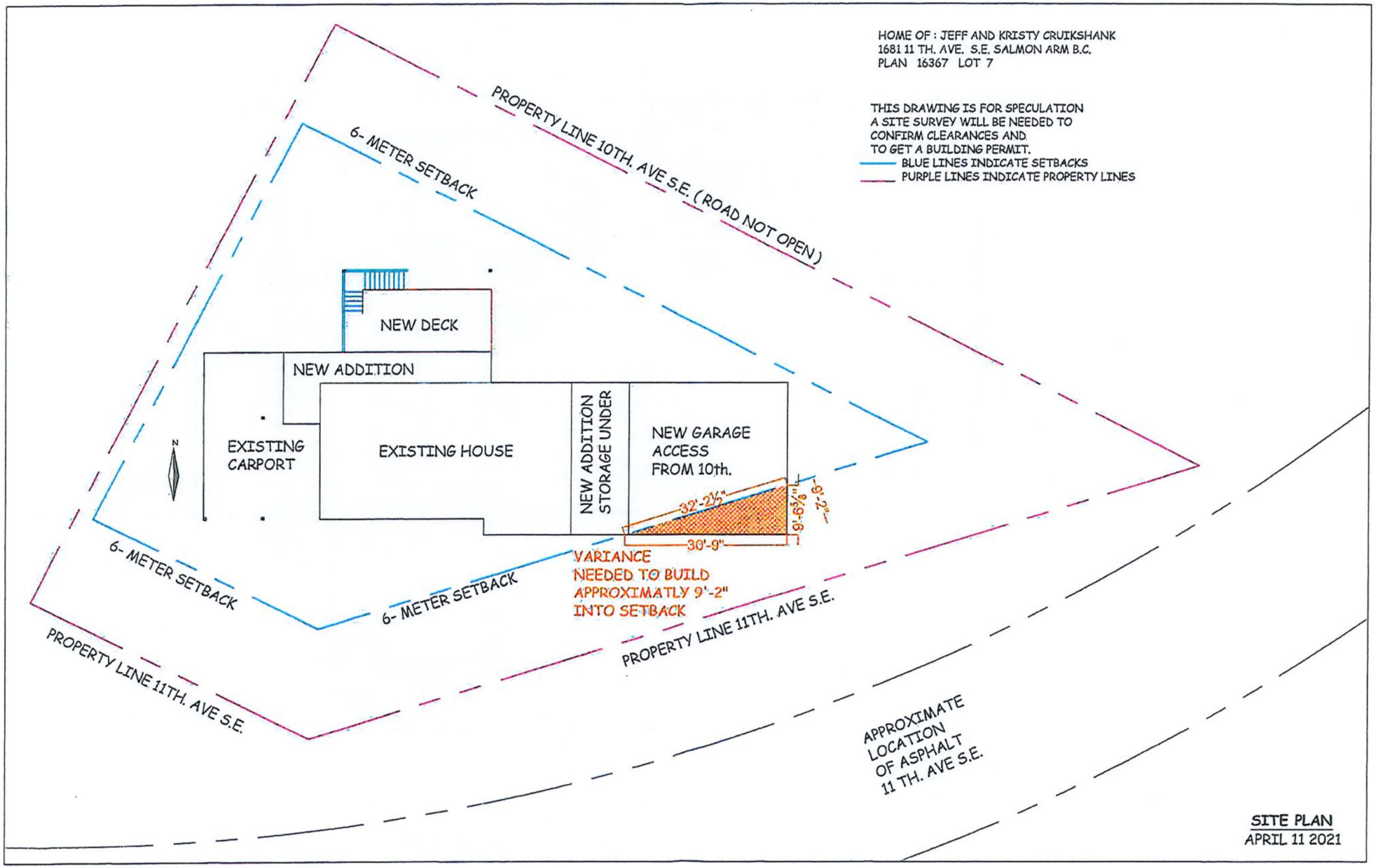

Location Map
AUTO RD S.E.
10 AVE S.E.
11 AVE S.E.
15 S.E.
780
831
861
870
385
1681
1591
1590
1630
1670
1130
1631
1661
N
0 12.5 25 50 75 100
Meters
Subject Property
Parcels


Subject Property
APPENDIX 2
10 AVE S.E.
11 AVE S.E.
1681
1630
N
0 5 10 20 30 40
Meters
Subject Property
Parcels


OCP Map
APPENDIX 3
831
830
780
1631
387
861
870
1700
891
S.E.
AUTO
RD
940
1560
1731
1501
1551
1611
1721
1751
S.E.
10
AVE
S.E.
OCP-MAP-RESIDENTIAL-LOW-DE
1740
1681
1541
1591
1631
1720
11
AVE
S.E.
1690
1540
1570
1590
1630
1670
1811
15
1820
OCP-MAP-RESIDENTIAL-MED-DE
1130
1170 A
1170 B
1591
1631
1661
1681
1711
N
0 5 10 20 30 40
Meters
Subject Property
Parcels
Residential - Low Density
Residential - Medium Density

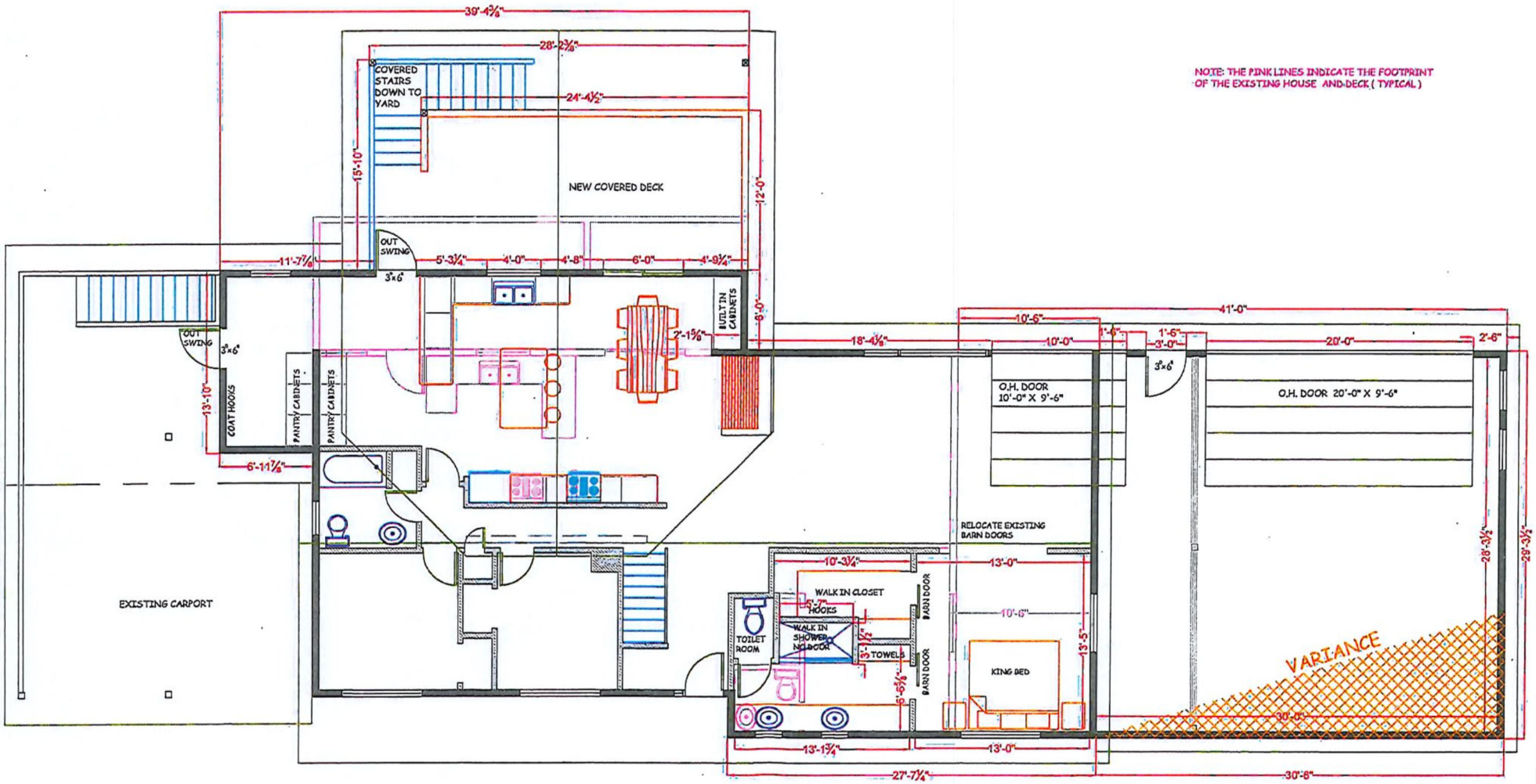

Zoning Map
APPENDIX 4
831
830
1631
861
870
1700
891
S.E.
AUTO
RD
R-1
R-4
R-2
940
1560
1731
R-8
1501
1551
1611
1721
1751
S.E.
10 AVE S.E.
1740
1681
1541
1591
1631
ST
1720
11 AVE S.E.
1690
1540
1570
1590
1630
1670
1811
R-8
15
R-7
1820
R-4
1130
1170 A
R-2
1170 B
1591
1631
1661
1681
1711
R-8
N
0 10 20 40 60 80
Meters
Subject Property
Parcels
R-1
R-2
R-4
R-7
R-8

APPENDIX 5


HOME OF : JEFF AND KRISTY CRUIKSHANK
1681 11 TH. AVE. S.E. SALMON ARM B.C.
PLAN 16367 LOT 7
THIS DRAWING IS FOR SPECULATION
A SITE SURVEY WILL BE NEEDED TO
CONFIRM CLEARANCES AND
TO GET A BUILDING PERMIT.
BLUE LINES INDICATE SETBACKS
PURPLE LINES INDICATE PROPERTY LINES
PROPERTY LINE 10TH. AVE S.E. (ROAD NOT OPEN)
6- METER SETBACK
NEW DECK
NEW ADDITION
EXISTING CARPORT
EXISTING HOUSE
NEW ADDITION STORAGE UNDER
NEW GARAGE ACCESS FROM 10th.
32'-2½"
9'-6⅛"
9'-2"
30'-9"
VARIANCE NEEDED TO BUILD APPROXIMATLY 9'-2" INTO SETBACK
6- METER SETBACK
6- METER SETBACK
PROPERTY LINE 11TH. AVE S.E.
PROPERTY LINE 11TH. AVE S.E.
APPROXIMATE LOCATION OF ASPHALT 11 TH. AVE S.E.
SITE PLAN
APRIL 11 2021

HOME OF : JEFF AND KRISTY CRUIKSHANK
1681 11 TH. AVE. S.E. SALMON ARM B.C.
PLAN 16367 LOT 7

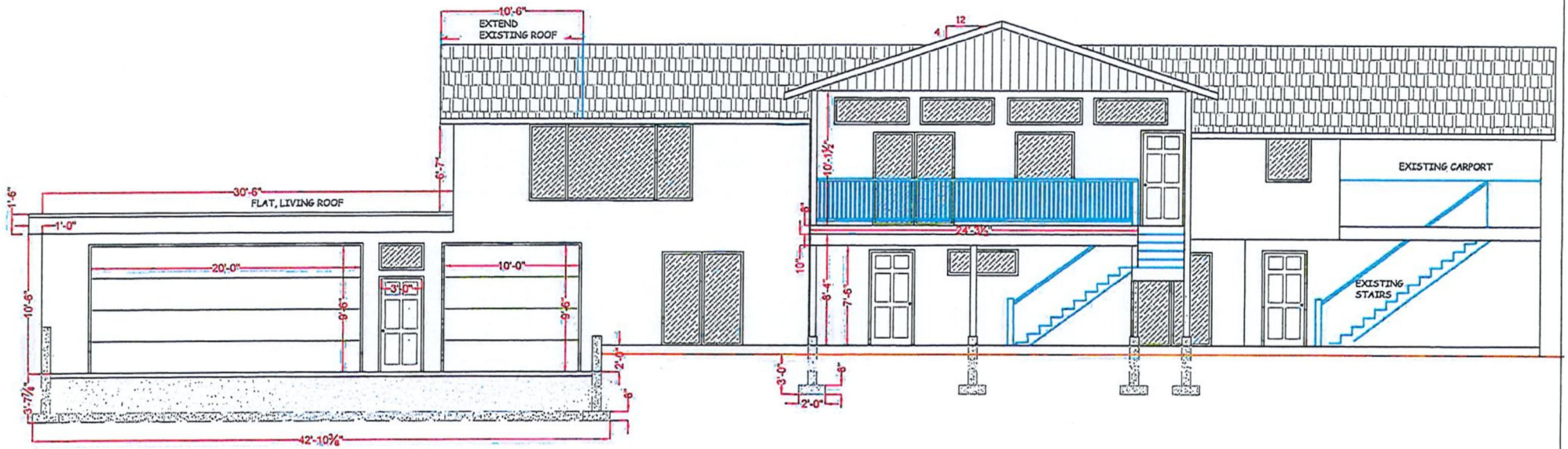
NOTE: THE PINK LINES INDICATE THE FOOTPRINT OF THE EXISTING HOUSE AND DECK (TYPICAL)



FLOOR PLAN
APRIL 11 2021

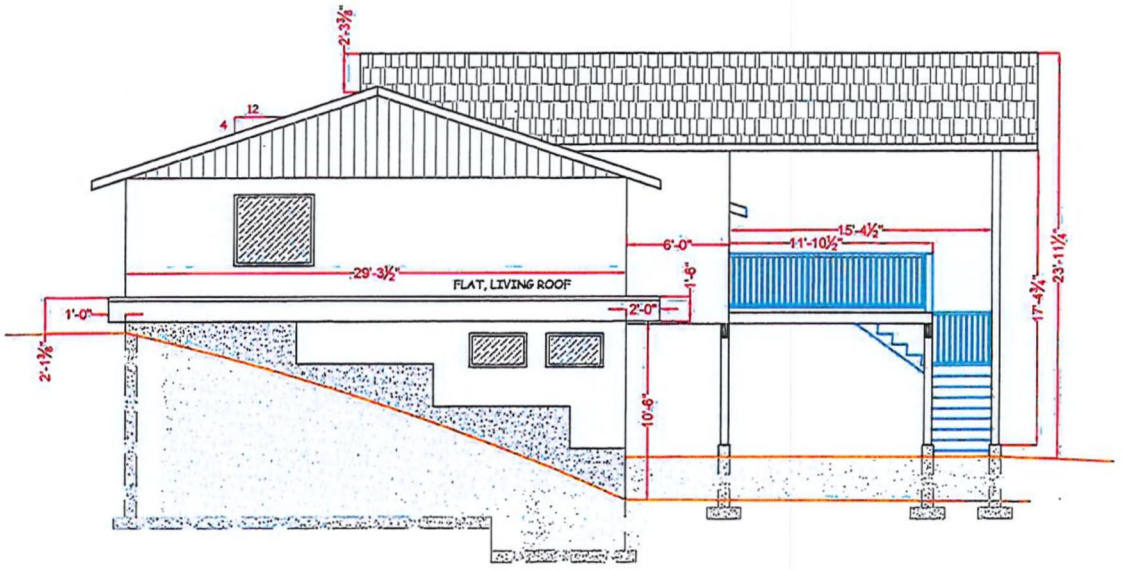
391

HOME OF : JEFF AND KRISTY CRUIKSHANK
1681 11 TH. AVE. S.E. SALMON ARM B.C.
PLAN 16367 LOT 7



NORTH ELEVATION
APRIL 11 2021

HOME OF : JEFF AND KRISTY CRUIKSHANK
1681 11 TH. AVE. S.E. SALMON ARM B.C.
PLAN 16367 LOT 7



EAST ELEVATION
APRIL 11 2021



Property facing west



Property facing northwest

APPENDIX 7

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	03 May 2021
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	**Cruikshank, J.** - 1681 – 11 Avenue SE, Salmon Arm, BC V1E 2E2
APPLICANT:	Owner
SUBJECT:	**VARIANCE PERMIT APPLICATION No. VP-531**
LEGAL:	Lot 7, Section 12, Township 20, Range 10, W6M KDYD, Plan 16367
CIVIC:	**1681 – 11 Avenue SE**

Further to the request for variance dated April 2021; the Engineering Department has thoroughly reviewed the site and offers the following comments and recommendations, relative to the variance requested:

Vary the exterior side setback from 6.0 m to 3.0 m in order to facilitate construction of a garage addition to the existing single family dwelling on this property.

The Engineering Department has no objection to the proposed setback variance. However, the plan as submitted suggests that access to the new garage will be from 10 Ave SE (although no driveway is shown) and this second access would not be approved without full construction and dedication of 10 Ave SE, including a turn-around. An alterative plan should be provided showing either the full dedication / construction of 10 Ave SE or an alternative driveway access off 11 Ave SE to the proposed garage from within the lot.

Chris Moore
Engineering Assistant

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

To Whom It May Concern,

This is my letter of reason for application for a variance on our property @ 1681 11th Ave SE, Salmon Arm, BC.

We are looking for a variance to accommodate an addition to existing house consisting of a lower lever garage/workshop. We have a growing family and a few extra cars as well as a boat, bikes, kayaks, toys and various other recreational items in need of a place to be stored. We currently have a carport only and are looking for some seasonal storage for these items as we are renting a container right now to house some of our items that require inside storage. We will also be using space for a workshop area to help keep up with projects and yard maintenance as required. The variance is required due to the angled shape of the lot making it difficult and unfeasible to stay within set-back requirements.

The roof of the garage will be ground level to just off ground level (in accordance with slope of the land) on the south side and very unobtrusive and hopefully will facilitate a living roof.

Jeff Cruikshank

RECEIVED
APR 13 2021
CITY OF SALMON ARM

THIS PAGE INTENTIONALLY LEFT BLANK

Item 22.3

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-532 be authorized for issuance for Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 13.12.2 Rear Parcel Line Setback reduction from 6.0 m to 5.0 m for single family dwellings.

[Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE]

Vote Record

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

Opposed:

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

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 17, 2021

Subject: Zoning Bylaw Amendment Application No. 1208 and Development Variance Permit Application No. 532

Legal:	Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676
Civic Address:	2151 12 Avenue NE
Owner:	Braby, Justin
Applicant:	Lawson Engineering Ltd. (Blake Lawson)

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';**

AND THAT: **Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation approval.**

AND THAT: **Development Variance Permit No. VP - 532 be authorized for issuance for Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676 which will vary Zoning Bylaw No. 2303, R8 (Residential Suite Zone) as follows:**

Section 13.12.2 Rear Parcel Line Setback reduction from 6.0m to 5.0m for single family dwellings.

PROPOSAL

The subject parcel is located at 2151 12 Avenue NE (Appendix 1 and 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone), in advance of a proposed nineteen (19) lot subdivision (Appendix 3). The applicant is also requesting a variance to reduce the rear yard setbacks for those proposed lots from 6.0m to 5.0m.

BACKGROUND

The parcel is designated Medium Density Residential (MDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The proposed subdivision sketch plan, showing nineteen (19) residential lots is included as Appendix 6.

The subject property is adjacent to Bastion Elementary School and south of Lakeview Meadows Subdivision. Land uses directly adjacent to the subject property include the following:

North: R1 (Single Family Residential Zone)
South: P3 (Institutional Zone)
East: P3 (Institutional Zone)
West: P3 (Institutional Zone) & R1 (Single Family Zone)

OCP Policy

Land Use

The subject property is designated in the OCP as Medium Density Residential (MDR) and is within the Urban Containment Boundary. The development of the site for nineteen (19) single family dwellings, potentially with suites, aligns with OCP principles supporting housing diversity (OCP Section 8.3.25). The same OCP policy does not support the secondary suites being further subdivided. The rezoning of MDR land for single family dwellings with secondary or detached suites is supported in the OCP (Section 8.3.14).

When considering development, the MDR designation in the OCP supports 40 units per hectare. Given that the proposed development site is approximately 1.363 ha, the density allows for a total of 52 units.

COMMENTS

Subdivision & Engineering Comments

The Engineering Department has no concerns with the proposed rezoning or variance. Comments provided for the subdivision application are enclosed as Appendix 7. It should be noted that prior to subdivision approval, the easement from the end of the end of the proposed cul-de-sac to 15 Avenue NE is to be constructed as a public pedestrian walkway.

Building Department

Each Single Family Dwelling that is proposed to include a secondary suite would have to be compliant with zoning and the requirements of the BC Building Code.

Fire Department

The Fire Department raised concerns with limited fire apparatus access with vehicles parked on the roadway. The road width for the proposed subdivision is 18.0m, as per the Urban Local Road Standard, similar to other low-density residential neighbourhoods that have recently developed. In addition, the developer is required to install fire hydrants at intervals consistent with the bylaw, which is every 150m.

Planning Department

Based on zoning, there are 405 legal suites in residential areas within the Urban Containment Boundary. This proposal would provide additional housing options in proximity to schools, recreation and commercial amenities.

Staff are encouraging applicants of larger subdivisions to investigate options to 'pre-zone' a development site as means to meet the City's objectives encouraging affordable housing options. This has been a successful approach in several recent subdivisions including Maplewoods, Cherrywood, 1631 10 St SE (Massier), newer areas of the Hillcrest neighbourhood and the Lamb subdivision at 3510 20 Avenue NE. The 'pre-zoning' of the land prior to subdivision ensures that purchasers are aware of neighbourhood composition prior to construction and can make development plans and site designs accordingly. In this instance, the proposed subdivision includes lots that range in area from 454m^2 to 668m^2. As per the R8 zone, if approved, those lots less than 465m^2 would be limited to a secondary suite within the single family dwelling.

The applicant is also requesting variances for all proposed lots, reducing the rear yard setback from 6.0m to 5.0m to allow for better site design because there are some irregular lot configurations. When considering variance request a number of factors are considered including negative impact on adjacent properties or uses, site constraints and lot configuration.

A reduction in the rear yard setback would allow for larger houses on the lots, increasing the area for secondary suites and potentially increasing the number of bedrooms in each unit. The applicant provided a letter of rationale in their application package (Appendix 8) in which they note the variance would "allow for the developers to maximize the development potential of the subdivision and more specifically the

available building space". Staff are supportive of the variance request because consistent variances for all properties within the same development would encourage a coherent form and character for the subdivision and, in this instance, is considered minor. Staff note that the variance may affect future development for those buildings that are constructed at the proposed 5.0m rear yard setback. In particular, decks or other projections from the primary building into the rear yard area that are greater than 0.6m (2.0ft) in height would require the issuance of a separate variance permit. Ground level decks or patios would not require the issuance of a variance permit. Additionally, the R8 zone restricts parcel coverage to 45% for the principle dwelling and accessory buildings. Should a future developer wish to exceed the permitted maximum site coverage the issuance of a variance permit would be required. Staff also note that if the subject property were to be rezoned to R4 (Medium Density Residential Zone), which is supported under the Medium Density Residential OCP designation, a 5m rear parcel line setback would be permitted.

Given OCP policies mentioned above and the general lot layout and lots areas proposed staff are supportive of the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

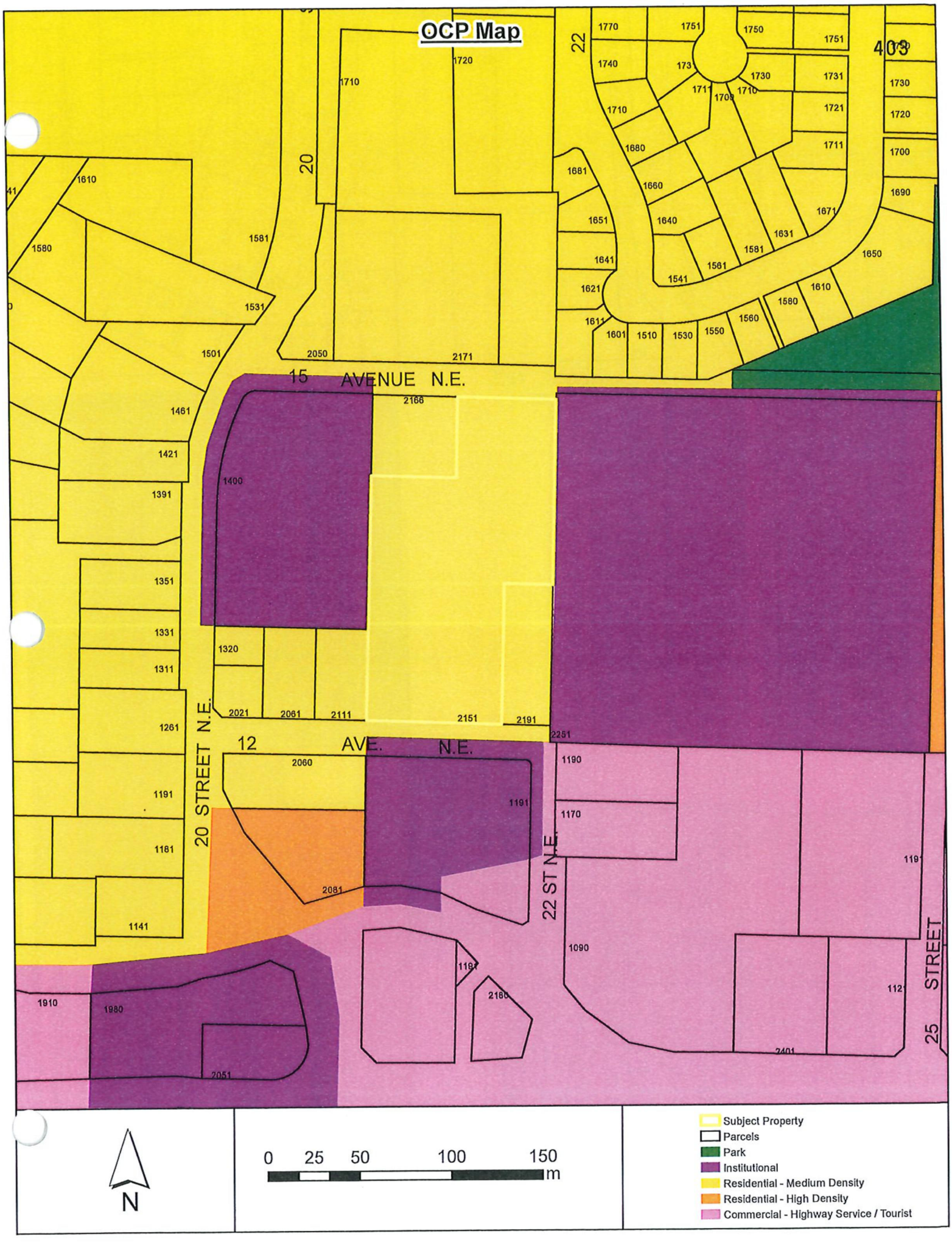
Prepared by: Melinda Smyrl, MCIP, RPP
Planner

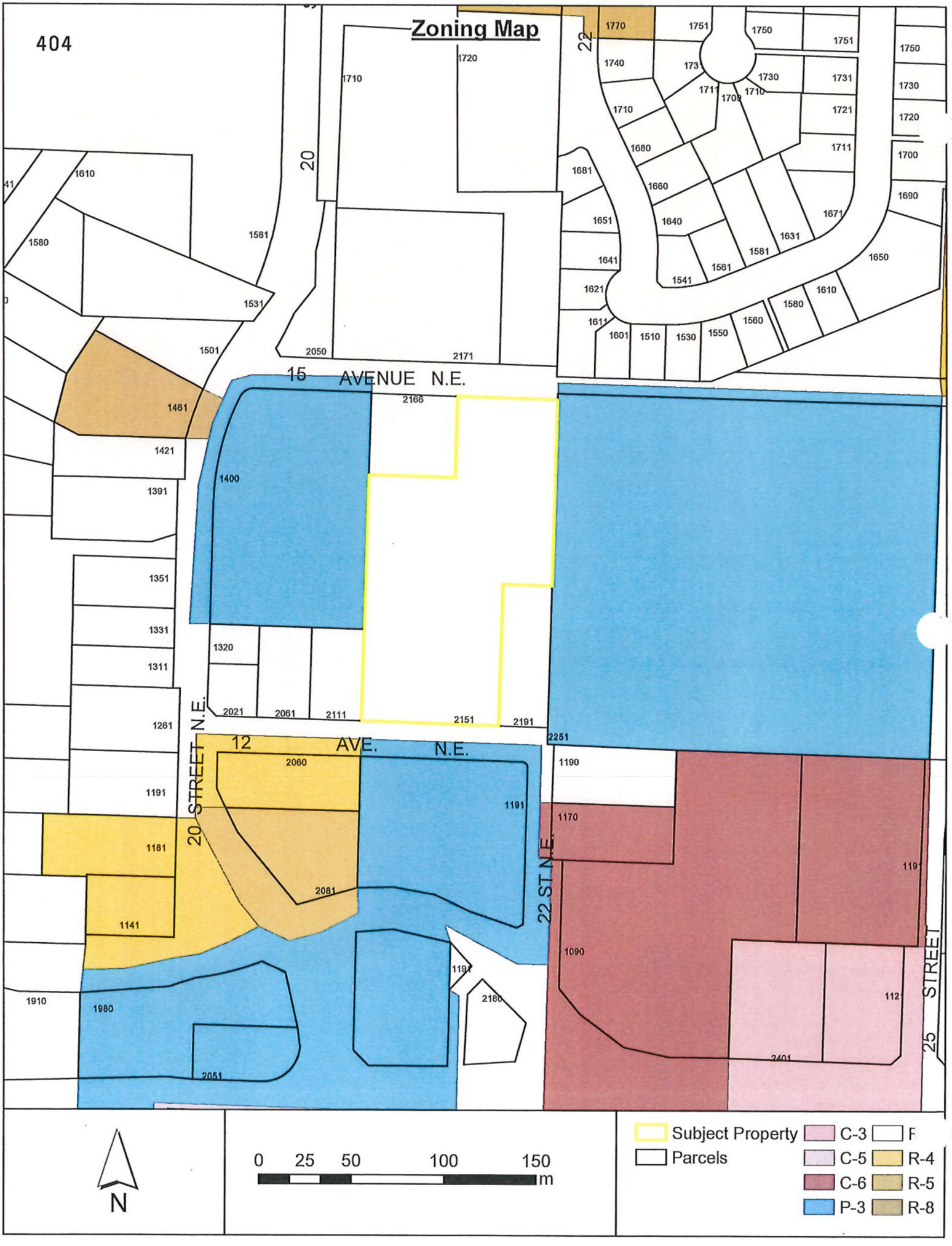
Prepared by Brenda Kolenbrander
Planner

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


Subject-Property Map
401
15 AVENUE N.E.
12 AVE. N.E.
20 STREET N.E.
22 ST N.E.
25 STREET
20
1770
1751
1750
1751
1740
1730
1731
1730
1710
1721
1720
1680
1711
1700
1681
1660
1690
1651
1640
1671
1631
1581
1641
1561
1650
1541
1621
1610
1580
1611
1601
1510
1530
1550
1560
1610
1580
1581
1531
1501
2050
2171
1461
2166
1421
1400
1391
1351
1331
1320
1311
2021
2061
2111
2151
2191
2251
1261
2060
1190
1191
1191
1170
1181
2081
1141
1090
1191
2180
1910
1980
2051
2401
N
0 25 50 100 150
m
Subject Property
Parcels

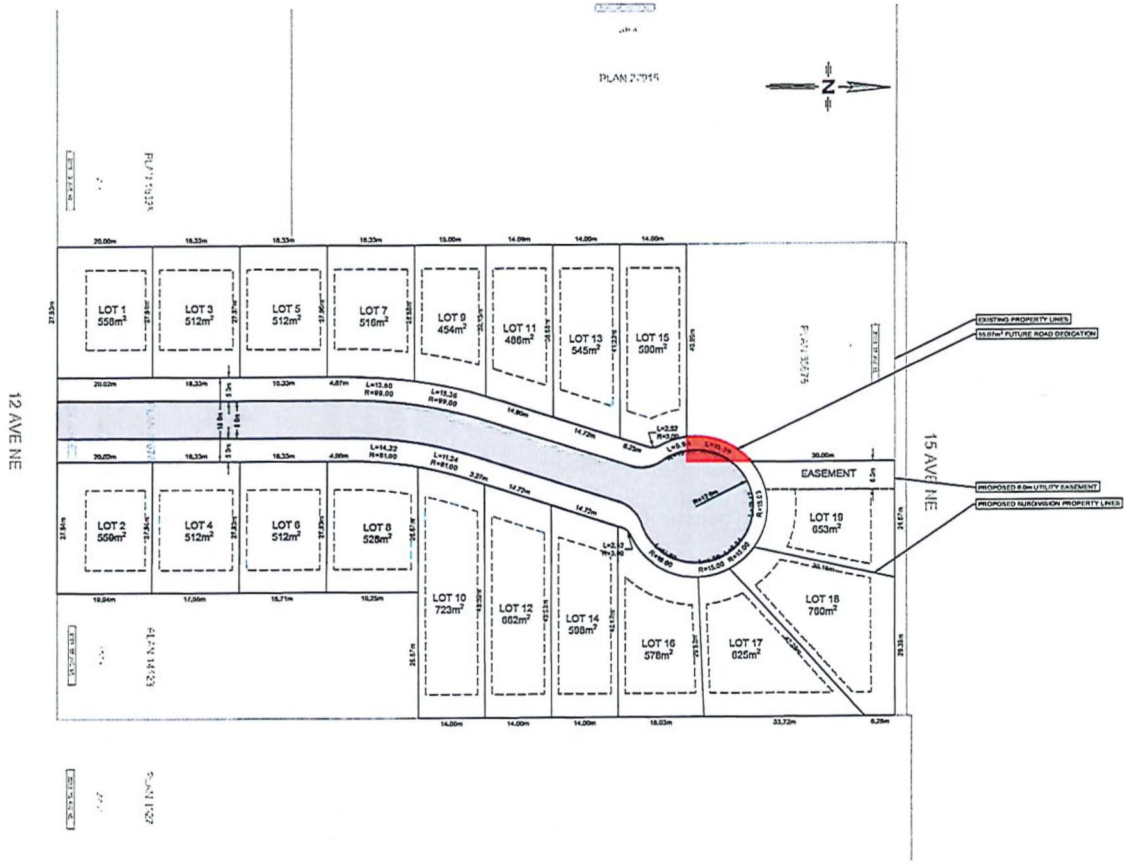

Ortho Map
15
AVE
N E
12
AVE
N E
20 STREET N
22 ST N E
1641
1621
1611
1400
1320
2021
2051
2111
2251
1170
2081
N
0 15 30 60 90
m
Subject Property
Parcels


OCP Map
15 AVENUE N.E.
12 AVE. N.E.
20 STREET N.E.
22 ST N.E.
25 STREET
22
20
409
N
0 25 50 100 150 m
Subject Property
Parcels
Park
Institutional
Residential - Medium Density
Residential - High Density
Commercial - Highway Service / Tourist



Zoning Map
404
15 AVENUE N.E.
12 AVE. N.E.
20 STREET N.E.
22 ST N.E.
25 STREET
N
0 25 50 100 150 m
Subject Property
Parcels
C-3
C-5
C-6
P-3
R-4
R-5
R-8

PROPOSED SKETCH PLAN OF
PLAN 38676, SEC.24, TP.20, RGE 10, W6M K.D.Y.D.



LEGEND

PROPOSED R8 ZONING:

MAX. NUMBER SINGLE FAMILY DWELLINGS PER PARCEL: 1
MAX. NUMBER SECONDARY SUITES: 1
MAX. PRINCIPLE BUILDING HEIGHT: 10.0m
MAX. PARCEL COVERAGE: 45%
MIN. PARCEL AREA: 450m2
MIN. PARCEL AREA CONTAINING DETACHED SUITE: 700m2
MIN PARCEL WIDTH: 14.0m
MIN. PARCEL WIDTH CONTAINING DETACHED SUITE: 20m
FRONT PARCEL LINE SETBACK: 6.0m
REAR PARCEL LINE SETBACK: 6.0m
PROPOSED REAR PARCEL LINE SETBACK : 5.0m
INTERIOR SIDE PARCEL SETBACK: 1.5m
EXTERIOR SIDE PARCEL SETBACK 6.0m

COPYRIGHT:
THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WHICH SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY LAWSON ENGINEERING LTD.

DISCLAIMER:
THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK.

DRAWINGS ARE NOT TO BE SCALED

NO	DATE YYMMMDD	DESCRIPTION	BY	APPD
-	-	-	-	-
C	2021/03/23	RE-ISSUED FOR SUBDIVISION APPLICATION	BTL	BTL
B	2021/03/23	ISSUED FOR SUBDIVISION APPLICATION	BTL	BTL
A	2021/02/05	ISSUED FOR APPROVAL	BTL	BTL

REVISIONS

DRAFT

DESIGN	BTL
DRAWN	JSJ
DATE	2021/03/08
CHECKED	BTL

P.ENG N/A

SCALES 0 5 10 15 20 Metres 1:500

LAWSON ENGINEERING LTD
825C LAKESHORE DRIVE W
PO BOX 105 SALMON ARM, BC V1E 4N2
P: (250) 832-3220

JUSTIN BRABY

2151 12 AVE NE
SALMON ARM, BC

SUBDIVISION
SKETCH PLAN

PROJECT No. 145-1

SHEET 1 OF 1

DWG. No. SK-1 REV. No. C

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	14 April, 2021
REFERRAL:	**ZON: 1208 & SUB-21.06**
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	**Braby, J.**, 1120 – 20 Street SE, Salmon Arm, BC V1E 2J4
APPLICANT:	**Lawson Engineering**, PO Box 106, Salmon Arm, BC V1E 4N2
LEGAL:	Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676
CIVIC:	**2151 – 12 Avenue NE**

Further to your referral dated 25 March, 2021, we provide the following servicing information. **The following comments and servicing requirements are not conditions for re-zoning but are for subdivision.**

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

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 prior to the commencement of tree removal and construction. ESC plans to be approved by the City of Salmon Arm.

7. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

8. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.

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

Roads / Access:

1. 12 Avenue NE, on the subject property's southern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).

2. 12 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

3. 15 Avenue NE, on the subject property's northern boundary, is designated as an Urban Local (CLOSED) Road standard. Since the road is closed at this location and there are no plans to extend this road, due to the topography, no additional road dedication and no upgrades are required.

4. The proposed road shall be constructed to an 18m wide Urban Local Road standard, in accordance with Specification Drawing No. RD-2.

5. Permanent dead-end roads shall be terminated in a cul-de-sac in accordance with Specification Drawing No. RD-11. Temporary dead-end roads internal to the subdivision may be terminated with a paved temporary T-turn around in accordance with Specification Drawing No. RD-13. The proposed site plan shows part of the cul-de-sac located on the adjacent property, the entire cul-de-sac shall be located within the subject property.

6. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

7. 3.0m by 3.0m corner cuts are required to be dedicated at the intersection of 12 Avenue NE and the proposed road.

Water:

1. The subject property fronts a 150mm diameter Zone 2 watermain on 12 Avenue NE. No upgrades will be required at this time.

2. Extension of the 150mm diameter Zone 2 waterman through the proposed subdivision and looping to the existing Zone 2 watermain on 15 Avenue NE is required.

3. Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter watermain on 12 Avenue NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

4. The proposed parcels are to be serviced by single metered water service connections (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. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the low density spacing requirements of 150 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 12 Avenue NE and on 15 Ave NE. No upgrades will be required at this time.

2. The proposed parcels 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 is responsible for all associated costs.

3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 12 Avenue NE. 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 675mm diameter storm sewer on the west half of 12 Avenue NE and a 600mm diameter storm sewer on the east half of 12 Avenue NE. No upgrades will be required at this time.

2. Records indicate that the existing property is not serviced by a storm service. However, there is an existing 600mm storm sewer and open drainage channel which receives flows in excess of the 1 / 10 year storm from 12 Avenue NE, in an easement in the south-west corner of the property. These storm flows shall be accommodated in the subdivision ISMP (see Item 3). 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. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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

Chris Moore
Engineering Assistant

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

LAWSON
— ENGINEERING LTD. —

Salmon Arm Office
825C Lakeshore Drive West
PO Box 106
Salmon Arm, BC V1E 4N2

Kamloops Office
1648 Valleyview Drive
Kamloops, BC V2C 4B5

Revelstoke Office
209 1st Street
Suite 200
Revelstoke, BC V0E 2S0

Thursday, April 15, 2021

Melinda Smyrl, MCIP, RPP
Planner, City of Salmon Arm
500-2nd Avenue NE
Salmon Arm, BC V1E 4N2

RE: Variance Request Summary – 2151 12 Avenue NE Salmon Arm (Joy Acres)

Dear Ms. Melinda Smyrl,

Further to the variance permit application for the above noted proposed subdivision, this letter is intended to provide insight into the variance that the developers and Lawson Engineering Ltd. are requesting. The variance proposed is requested for the reasons stated below and to allow for the developers to maximize the development potential of the subdivision and more specifically the available building space.

The developers of "Joy Acres" are looking to provide a quality subdivision, modern in all respects that is both affordable and consistent with the surrounding developments. The target homeowners will include people who wish to downsize, first-time homeowners, newcomers to the area and people looking for an investment through the possibility of a legal suite (pending council approval). Their initial market research has indicated that there is a shortage of these smaller affordable lots, and several builders have already expressed interest in the project.

Due to previous subdivisions of the subject parcel, the lot layout results in an irregular shape. This irregular shape creates some complexities with overall lot layout and leaves some building areas less then desirable. The developers are looking to reduce the rear yard setback from 6m to 5m for the primary building to improve buildable area throughout. Understanding that a lesser setback is undesirable from the perspective of neighboring properties – this property is unique in that the majority of the lots will back onto Bastion School property, 15th Avenue NE or a larger institutional property.

Based on the information provide above, we are requesting that the City provide this variance to the subdivision to allow the developers to construct these desirable lots.

If you have questions or concerns, please do not hesitate to call.

Best Regards,

Lawson Engineering Ltd.,

Blake Lawson, P.Eng
Project Engineer
blawson@lawsondengineering.ca

ENGINEERS & GEOSCIENTISTS
OQM CERTIFIED

Item 23.1

CITY OF SALMON ARM

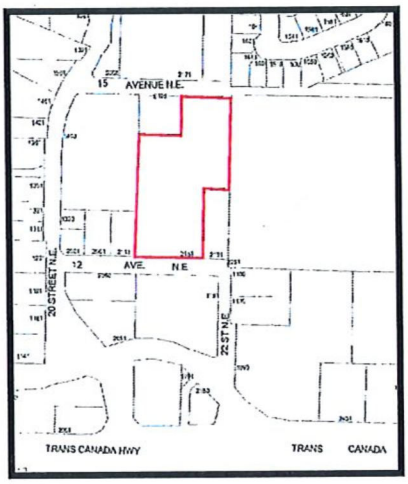
Date: June 14, 2021

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, June 14, 2021 at 7:00 p.m.**

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

Rezone Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).



Civic Address:	2151 12 Avenue NE
Location:	On the North side of 12 Avenue NE West of 22 Street NE
Present Use:	Single Family Dwelling
Proposed Use:	To allow single family dwellings with suites and/or detached dwelling units for proposed 19 lot residential subdivision
Owner/Applicant:	Braby, J./ Lawson Engineering Ltd.
Reference:	ZON-1208/ Bylaw No. 4458

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices June 1 to 14, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.
Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.
City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

412

From: Virginia Schulz [redacted]
Sent: Thursday, June 10, 2021 12:19 PM
To: Caylee Simmons
Subject: Re: Development of 2151 12th ave. N.E.

Our concern regarding this development is the increased traffic for 12th ave. This is a busy street due to the school at the end of the block. When there are vehicles parked on both sides of the street it becomes a single lane street. The development of this property will add a possible 40 vehicles to the traffic flow on 12th ave. creating more congestion when school starts and ends. Hopefully there has been some consideration to this problem.

Sincerely,

Virginia Schulz

[redacted]

Item 23.2

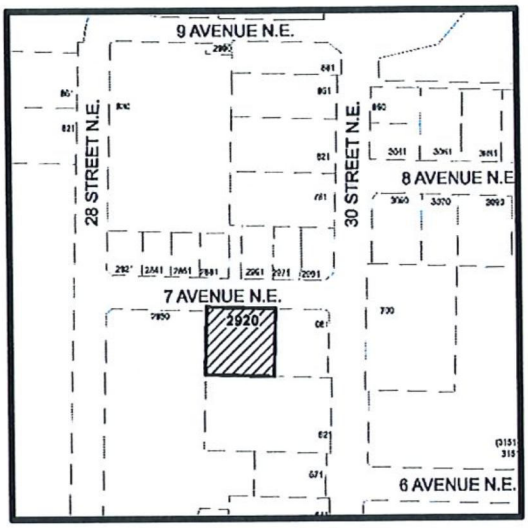
CITY OF SALMON ARM

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, June 14, 2021 at 7:00 p.m.**

2) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).



Civic Address:	2920 7 Avenue NE
Location:	West of 30 Street NE on the South side of 7 Avenue NE
Present Use:	Single Family Dwelling
Proposed Use:	Single Family Dwelling with Suite
Owner/Applicant:	Buckler, J. & K.
Reference:	ZON-1209/ Bylaw No. 4459

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices June 1 to 14, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.

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

Erin Jackson, Director of Corporate Services

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:
  - ❑ Harrison
  - ❑ Cannon
  - ❑ Eliason
  - ❑ Flynn
  - ❑ Lavery
  - ❑ Lindgren
  - ❑ Wallace Richmond

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 4, 2021

Subject: Zoning Bylaw Amendment Application No. 1209

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424
Civic Address: 2920 7 Avenue NE
Owner/Applicant: Buckler, J. & K.

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';**

AND THAT: **Final reading of the zoning amendment bylaw be withheld subject to the following:**

1) **Ministry of Transportation and Infrastructure approval; and**
2) **Submission of a Building Permit application showing that the proposed *detached suite* conforms to BC Building Code and Zoning Bylaw requirements.**

PROPOSAL

The subject parcel is located at 2920 7 Avenue NE (Appendices 1 and 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate construction of a *detached suite* (Appendix 3).

Site photos are attached as Appendix 4.

BACKGROUND

The parcel is designated Medium Density Residential (MDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 5 & 6).

The subject property is located in the Broadview neighbourhood which consists of a variety of zones including commercial, institutional, parks and recreation, and various residential zones. There are many R1 zoned properties in the immediate vicinity and only one nearby R8 zoned property.

This property is located within the Urban Containment Boundary (UCB). Land uses directly adjacent to the subject property include the following:

North: R1 (Single Family Residential), C3 (Service Commercial)
South: R1 (Single Family Residential), R4 (Medium Density Residential)
East: R1 (Single Family Residential), R8 (Residential Suite), P3 (Institutional)
West: R1 (Single Family Residential), R4 (Medium Density Residential), P1 (Parks and Recreation)

The property is approximately 0.17 ha (1,660 m^2) in size and contains a single family dwelling. The proposal is to construct a *detached suite* east of the existing dwelling. The site plan provided shows an approximate size of 8.53 m by 11.58 m. The applicant has been made aware that this would exceed the maximum permitted size of 90 m^2 (968.8 ft^2) and they have advised of their intent to revise this to comply with the Zoning Bylaw and BC Building Code regulations at the building permit stage.

COMMENTS

Engineering Department
Detached suite development is generally exempt from off-site works and services. Engineering comments related to this proposal and site servicing will be provided to the applicant.

Building Department
No concern with rezoning. Maximum building area is 90 m^2. No floor plans supplied.

Development Cost Charges (DCCs) totalling $6,064.31 are required for a *detached suite* payable at Building Permit issuance.

Fire Department
No concerns.

Planning Department

OCP Policy:
Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Neither this policy, nor the Zoning Bylaw, supports subdivision of a *detached suite* from the principle building on a property.

Zoning Bylaw Regulations:
Other than the size of the proposed *detached suite*, plans appear to show general compliance with the zoning regulations (R8 regulations attached as Appendix 7). Staff note that maximum height for accessory buildings containing a *detached suite* can be increased from 6.0 m (19.7 ft) to 7.5 m (24.6 ft). Only rough exterior plans have been provided so height will need to be confirmed at the building permit stage.

Additional zoning considerations for this application are as follows:

Siting
The site plan provided indicates an approximate location for the detached suite. The suite is proposed in the northeast corner of the property and shows compliance with R8 setbacks for a *detached suite*, with a 6.0 m front setback and 2.0 m interior side setback. Staff note that roof eaves do not appear to be shown on the site plan and can project a maximum depth of 0.6 metres (1.9 ft) into setbacks.

Access and Parking
Three parking spaces will be required for all uses on this property (two for the existing single family dwelling and one for the proposed *detached suite*). Existing parking is more than adequate to accommodate the additional parking space required for the suite. The applicant is proposing access to the suite through the existing driveway.

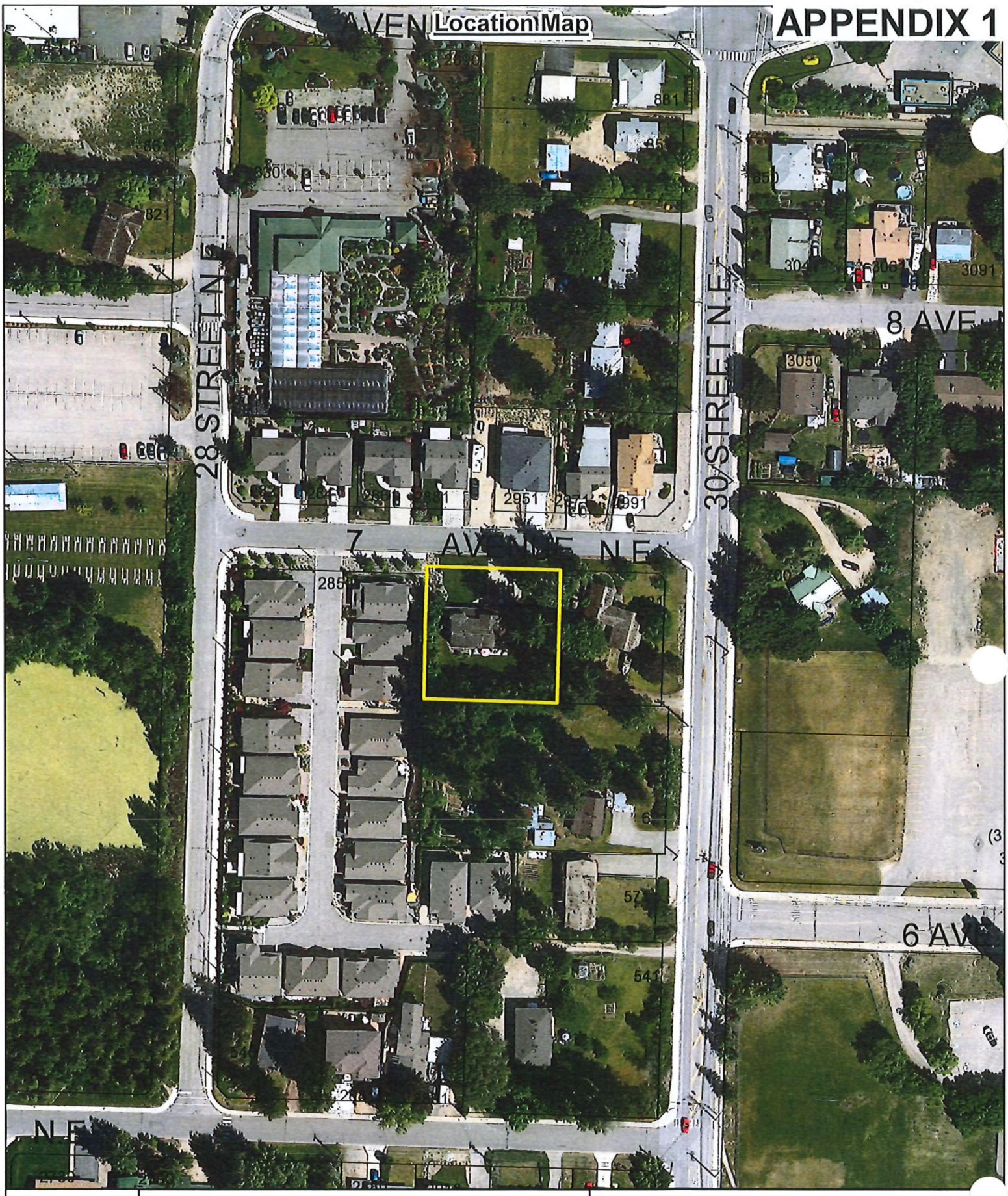
Conclusion:
This property is well suited for a *detached suite* given its size, dimensions, and location. Subject to compliance with the BC Building Code, and confirmation that the suite will meet setbacks, staff are in support of this rezoning application.

Prepared by: Brenda Kolenbrander
Planner

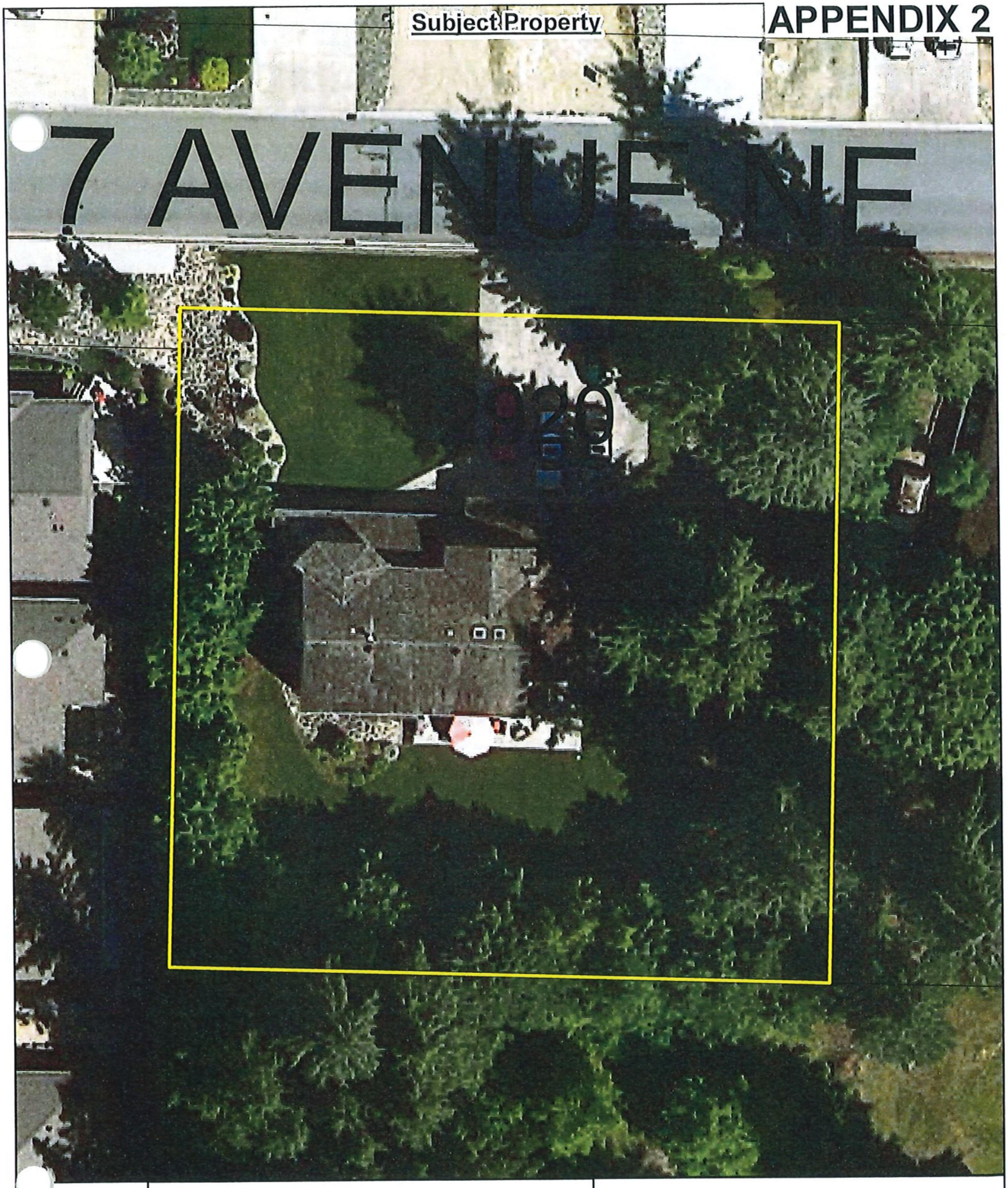
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – Site Plan and Proposal Photos
Appendix 4 – Site Photos
Appendix 5 – OCP Map
Appendix 6 – Zoning Map
Appendix 7 – R8 Zoning Regulations

APPENDIX 1


Location Map
28 STREET N.E.
30 STREET N.E.
8 AVE
7 AVE N.E.
6 AV
N
0 10 20 40 60 80
Meters
Subject Property
Parcels

APPENDIX 2


Subject Property
7 AVENUE NE
N
0 2.5 5 10 15 20
Meters
Subject Property
Parcels

APPENDIX 3

BROWNE JOHNSON Land Surveyors
BRITISH COLUMBIA AND CANADA LANDS
Box 362, Salmon Arm, B.C. V1E 4N5
250-832-9701 | office@brownejohnson.com

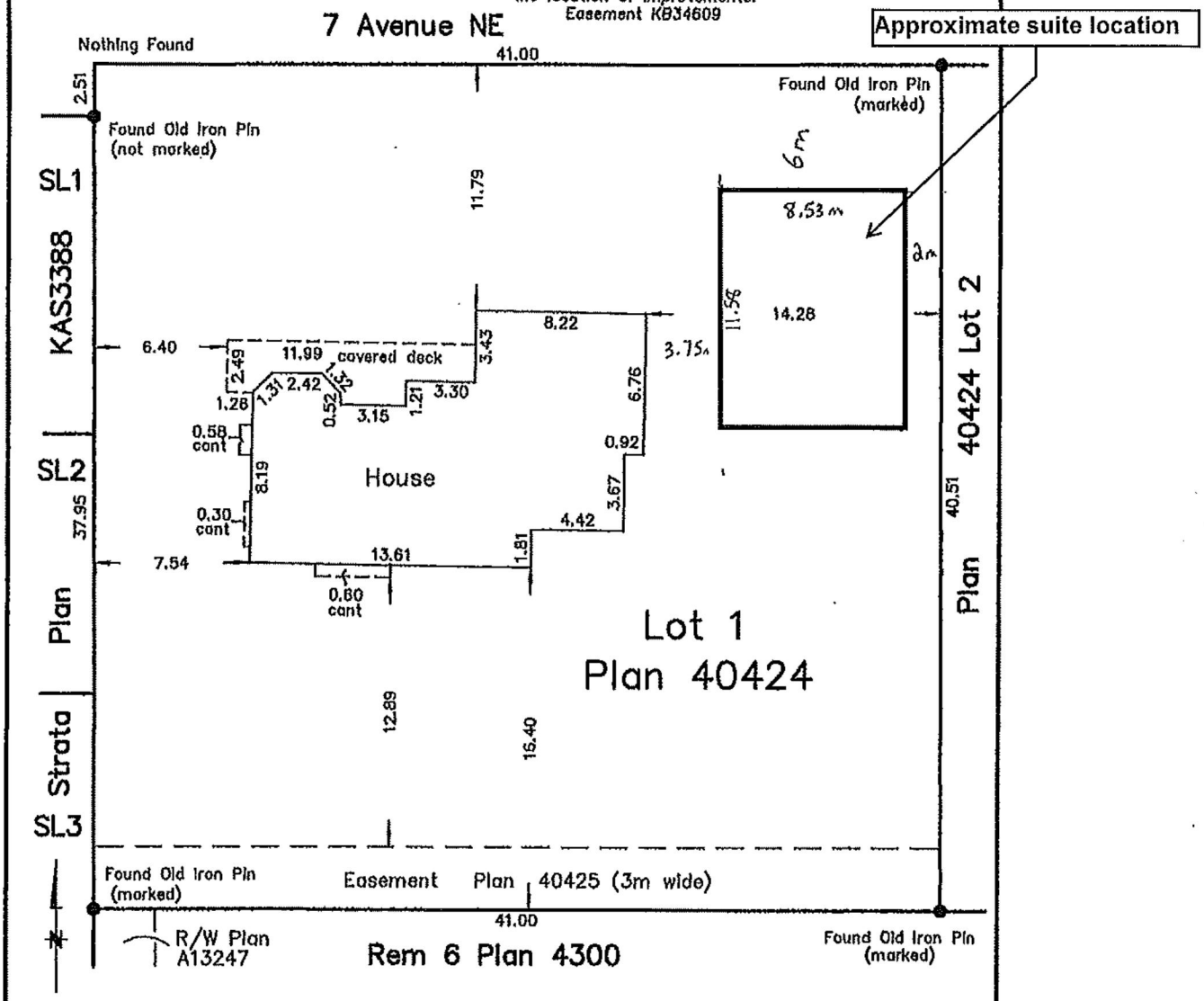
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Jason & Kristin Buckler,
2920 7 Avenue NE,
Salmon Arm, BC
V1E 2S7
Your File:

Re: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424

Parcel Identifier (PID): 012-465-348
Civic Address: 2920 7 Avenue NE

List of documents registered on title which may affect the location of improvements:
Easement KB34609



Scale 1:250

5 0 5 10 15 20 25

All distances are in metres.

Dimensions derived from Plan 40424 and KAS3388

Offsets from property line to building are measured from the siding.

The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries.

This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 3rd day of July , 2018.

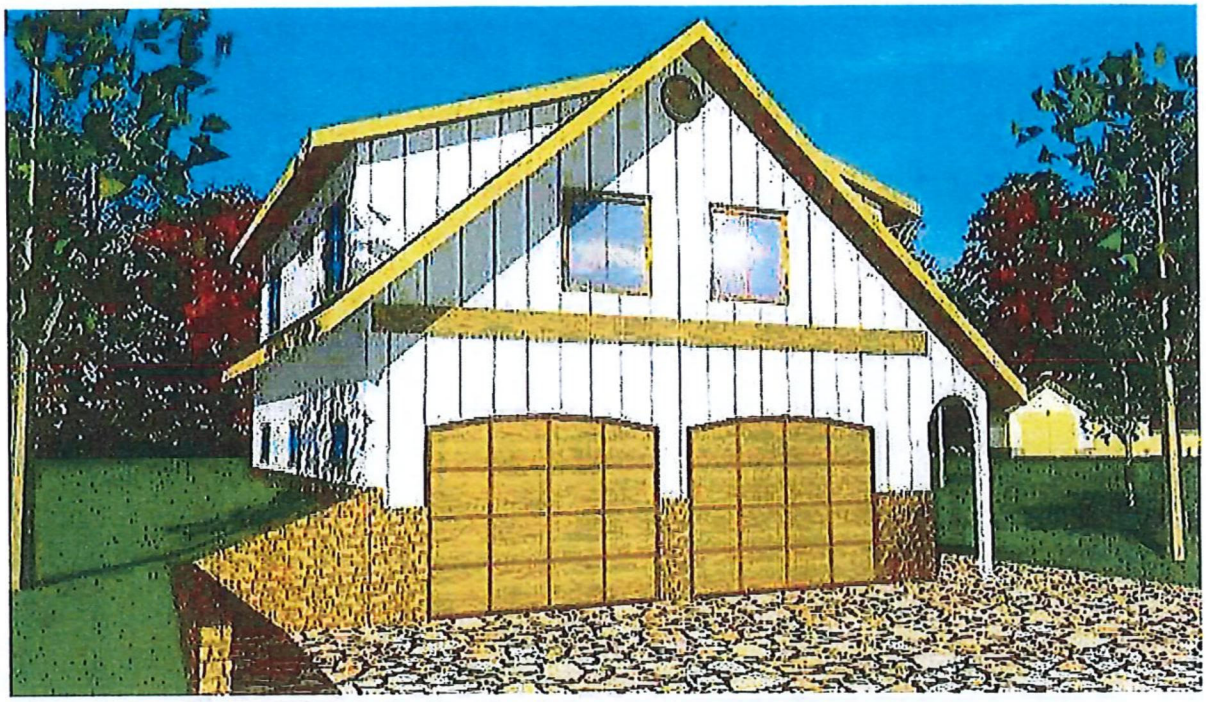
Mark Mason 2ZIS87 BCLS

Digitally signed by Mark Mason 2ZIS87
Date: 2018.07.04 09:55:05 -07'00'

COPYRIGHT © BROWNE JOHNSON 2018 LAND SURVEYORS
All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS.

THIS DOCUMENT IS NOT VALID UNLESS ORGINALLY | DIGITALLY SIGNED.

Our File: 366-18 Fb: 366-18.raw

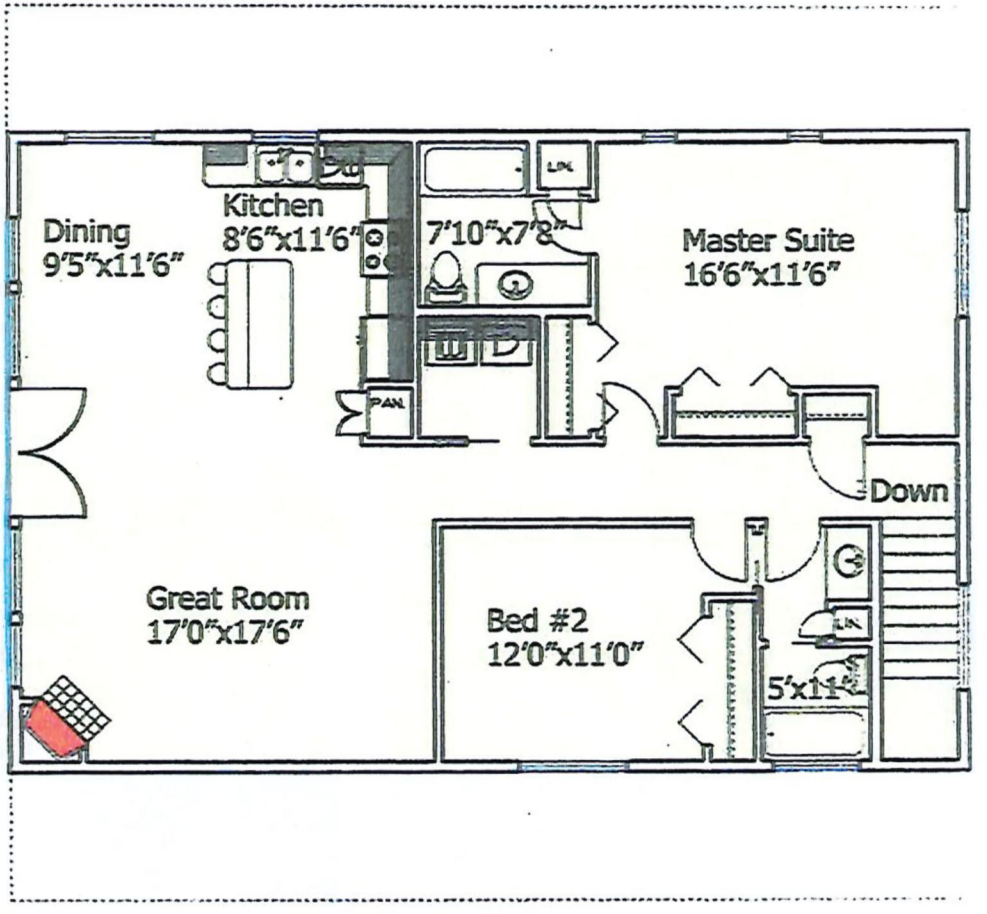


Shows how carriage house will sit into the sloped yard but with man door on other side like picture below.



House shape

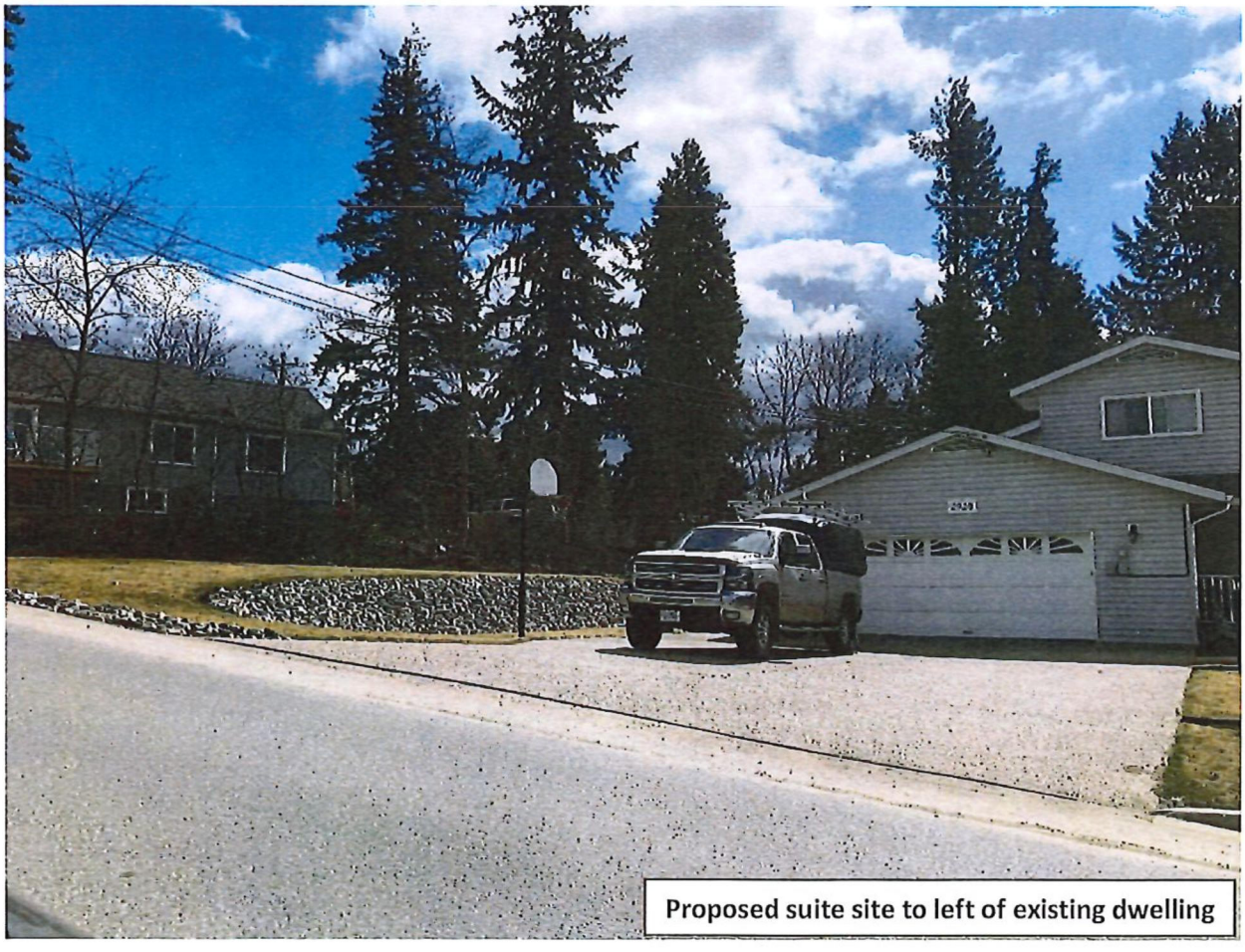



Dining
9'5"x11'6"
Kitchen
8'6"x11'6"
7'10"x7'8"
Master Suite
16'6"x11'6"
Down
Great Room
17'0"x17'6"
Bed #2
12'0"x11'0"
5'x11'

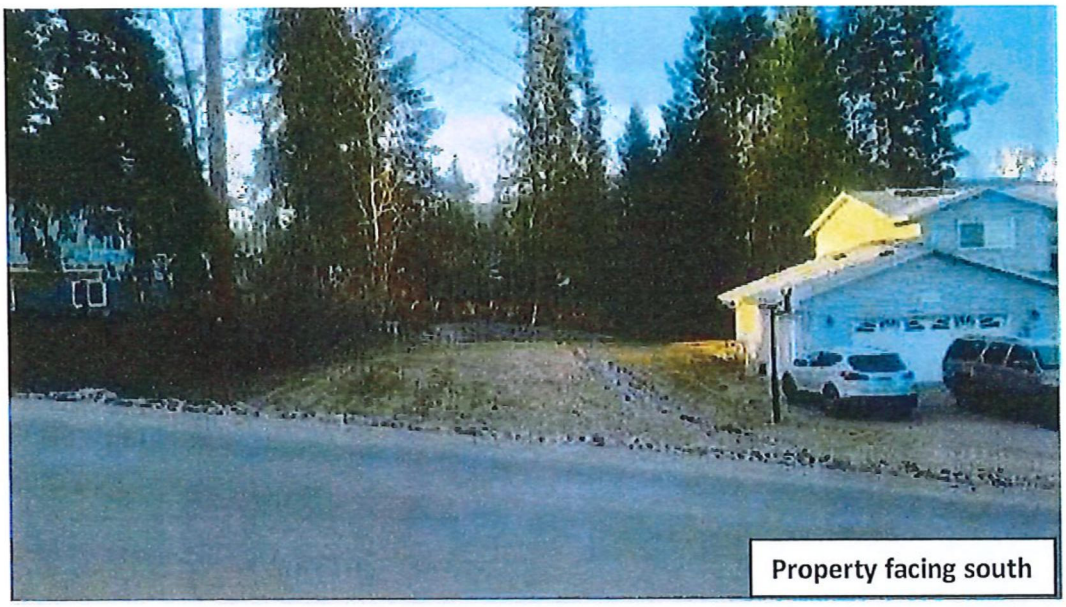
APPENDIX 4



Property facing southeast



Proposed suite site to left of existing dwelling



Property facing south

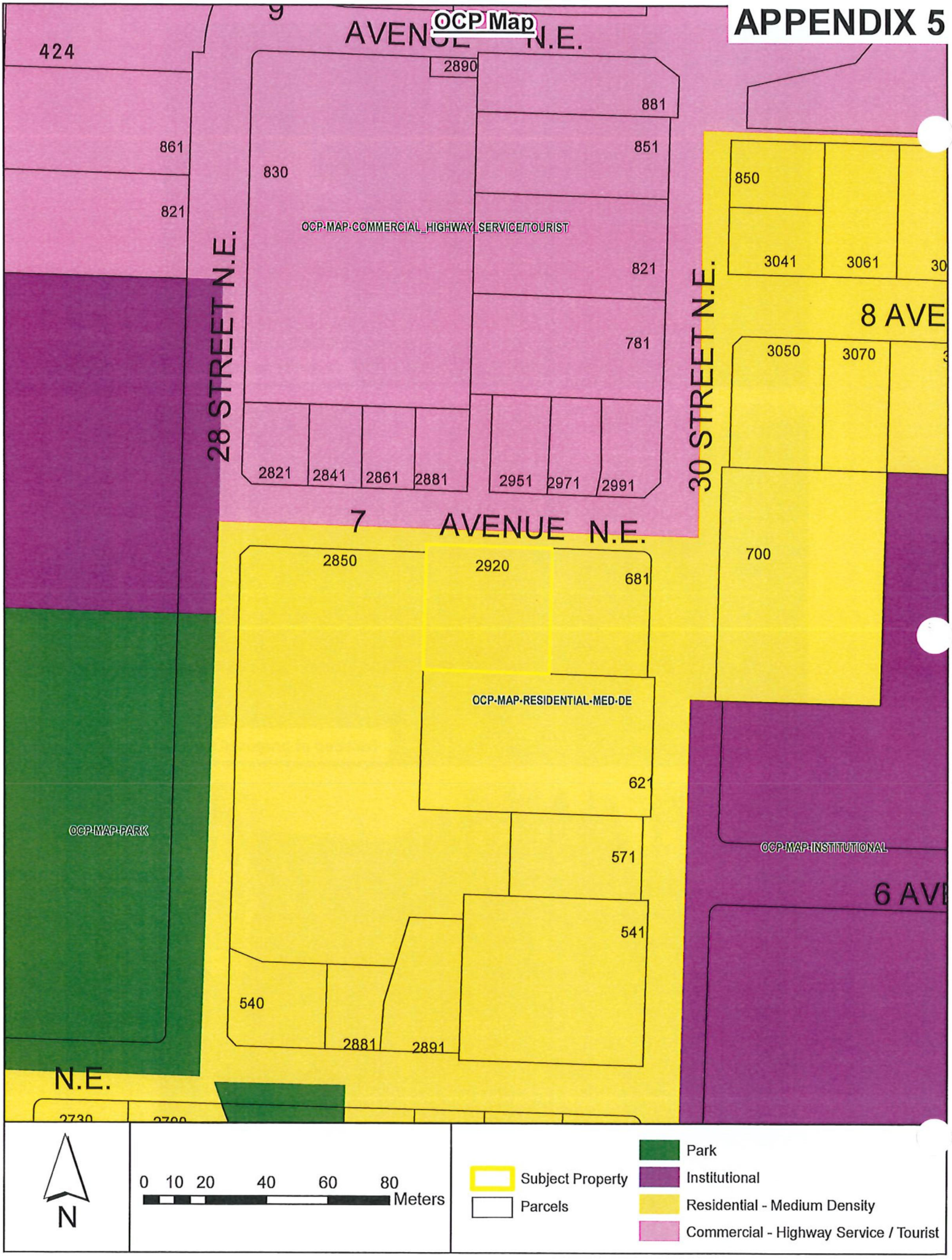


Location of proposed suite

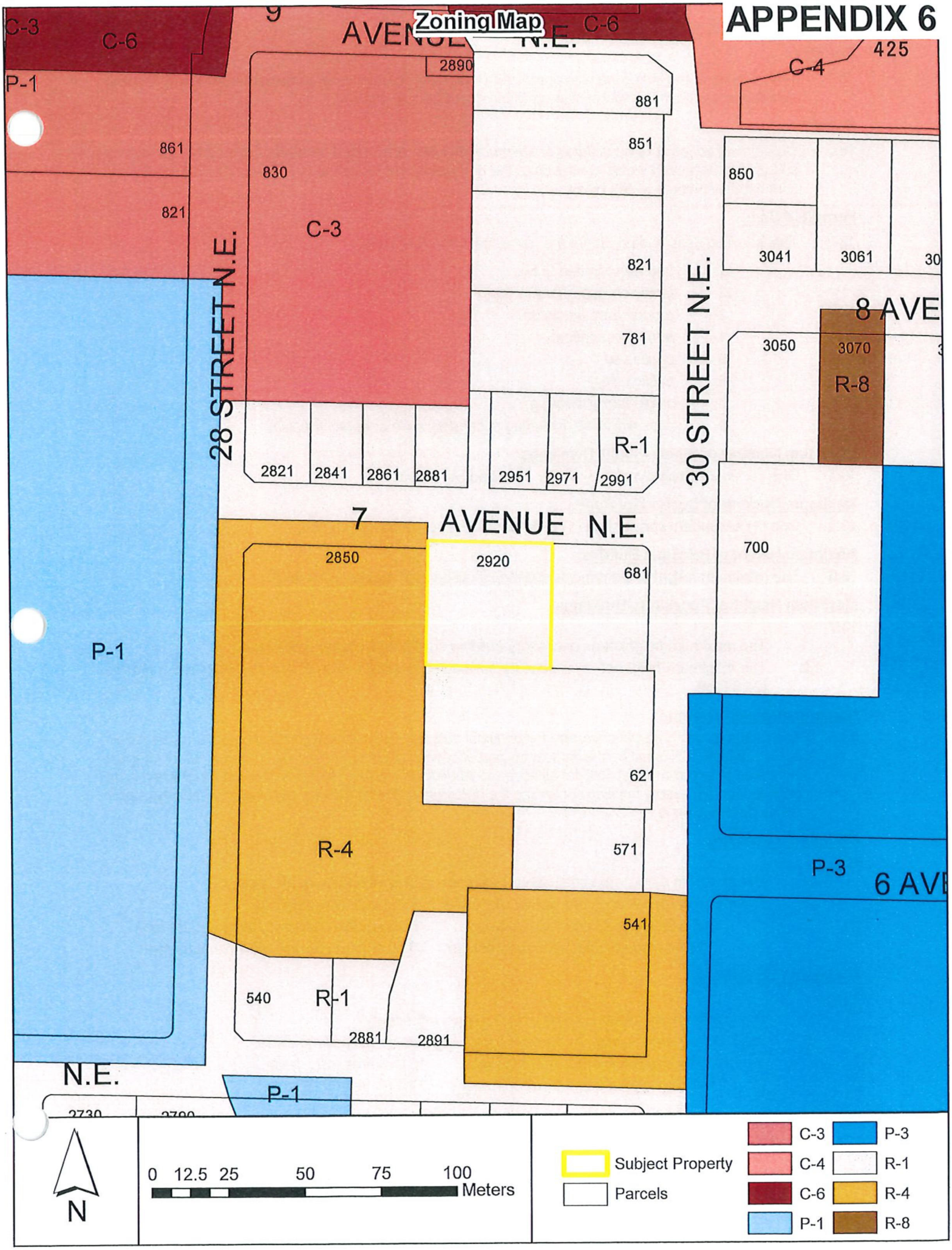


Property facing east (showing neighbouring residence)

APPENDIX 5


OCP Map
9 AVENUE N.E.
424
2890
881
861
851
830
850
821
OCP-MAP-COMMERCIAL_HIGHWAY_SERVICE/TOURIST
3041
3061
821
28 STREET N.E.
30 STREET N.E.
8 AVE
781
3050
3070
2821
2841
2861
2881
2951
2971
2991
7 AVENUE N.E.
700
2850
2920
681
OCP-MAP-RESIDENTIAL-MED-DE
621
OCP-MAP-PARK
571
OCP-MAP-INSTITUTIONAL
6 AVE
541
540
2881
2891
N.E.
2730
N
0 10 20 40 60 80
Meters
Subject Property
Parcels
Park
Institutional
Residential - Medium Density
Commercial - Highway Service / Tourist

APPENDIX 6


Zoning Map
C-3
C-6
9 AVENUE N.E.
C-6
C-4
425
P-1
2890
881
861
851
830
C-3
850
821
821
3041
3061
28 STREET N.E.
30 STREET N.E.
8 AVE
781
3050
3070
R-8
R-1
2821
2841
2861
2881
2951
2971
2991
7 AVENUE N.E.
700
2850
2920
681
P-1
621
R-4
571
P-3
6 AVE
541
540
R-1
2881
2891
N.E.
P-1
2730
2790
N
0 12.5 25 50 75 100 Meters
Subject Property
Parcels
C-3
C-4
C-6
P-1
P-3
R-1
R-4
R-8

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE #3996

426

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:*

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

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

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.* #4272

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)

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)

.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). #3426

.6 Refer to Section 4.9 for "Special Building Setbacks" which may apply #2811

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)

.5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

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.

THIS PAGE INTENTIONALLY LEFT BLANK

Item 23.3

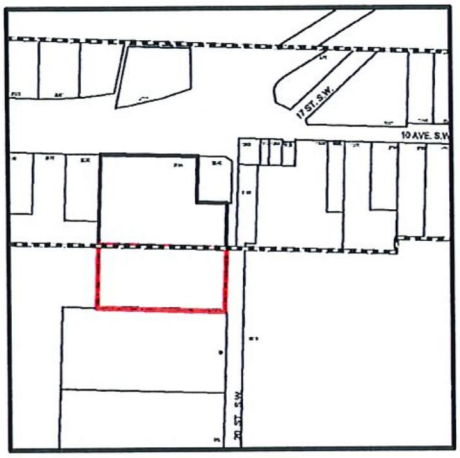
CITY OF SALMON ARM

Date: June 14, 2021

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, June 14, 2021 at 7:00 p.m.**

3) **Proposed Amendment to Official Community Plan Bylaw No. 4000:**
Include the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 within the Urban Containment Boundary; and
Redesignate the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from Salmon Valley Agriculture to Highway Service/Tourist Commercial.



Civic Address:	2090 10 Avenue SW
Location:	South of TC HWY on the South side of 10 Avenue SW – **Southern portion of parcel**
Present Use:	Commercial/Agricultural
Proposed Use:	Commercial – *(match north portion of parcel)*
Owner/Applicant:	Westgate Building Ltd, BC1028699 (B. Laird)
Reference:	OCP4000-45/Bylaw No. 4433 and ZON-1197/ Bylaw No. 4434

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices June 1 to 14, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.

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

Erin Jackson, Director of Corporate Services

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 5, 2021

Subject: Official Community Plan Amendment Application No. 4000 – 45 and Zoning Amendment Application No. 1197

Legal:	Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393
Civic Address:	2090 10 Avenue SW
Owner/Applicant:	Westgate Building Ltd, BC1028699 (Bill Laird)

STAFF RECOMMENDATION

THAT: **A Bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 as follows:**

1) Map 4.1 (Urban Containment Boundary):
Include the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 within the Urban Containment Boundary;

2) Map A-1 (Land Use):
Redesignate the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from Salmon Valley Agriculture to Highway Service/Tourist Commercial;

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*, Council has considered the proposed Official Community Plan Amendment in conjunction with:**
1) The Financial Plans of the City of Salmon Arm; and
2) The Liquid Water Management Plan of the City of Salmon Arm;

AND THAT: **Second Reading of the Bylaw be withheld subject to confirmation from the BC Archeological Branch that any conditions pursuant to the *Heritage Conservation Act* are satisfied;**

AND THAT: **a Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 <u>from</u> A1 (Agriculture Zone) <u>to</u> C3 (Service Commercial Zone);**

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

PROPOSAL

The subject property is located at 2090 10 Avenue SW and is approximately 2.46ha (5.74ac) in area. The proposed Official Community Plan (OCP) amendment and rezoning affect the approximately 1.10ha (2.73ac) southern most portion of the subject property, south of the existing Westgate Mall building (Appendices 1 and 2). The proposal is to rezone the south portion of the property from A1 (Agriculture Zone) to C3 (Service Commercial Zone) to align the south portion of the site with the same OCP designation and zoning as the area of the existing building. In order to rezone the area, an expansion of the City's Urban Containment Boundary (UCB) is required, as well as redesignating the property from Salmon Valley Agriculture to Highway Service/Tourist Commercial.

In support of their application the applicant has provided a site plan (showing the ALR covenant area), a letter from the ALC dated October 12, 2016 approving the ALR Exclusion and correspondence from the Ministry of Forest, Lands and Natural Resource Operations (FLNRO) stating that "rezoning is not considered development per the RAPR". Riparian Area and Protection Regulation (RAPR) requirements, including mitigation measures, would be scrutinized at the Development Permit stage. The materials provided by the applicant are included as Appendix 3.

BACKGROUND

The subject property is designated in the OCP as Highway Service Commercial and zoned C3 (Service Commercial Zone) along the north portion of the lot. The south portion of the subject property is designated Salmon Valley Agriculture in the OCP, and zoned A1 (Agriculture Zone) in the Zoning Bylaw (Appendix 4 & 5).

Adjacent land uses include the following:

North: C3 / Westgate Mall
South: A1 / ALR/ Farm
East: A1 / ALR/ Farm
West: A1 / ALR/ Farm

With regard to the development with the Salmon Valley Agriculture Area, Policy 4.4.4 of the OCP Growth policies states that the City will "strive to protect lands within the ALR for agricultural use, particularly the Salmon Valley Agriculture area with its high quality agricultural soils, large land parcels and established agricultural base". In keeping with this policy the UCB aligns with the ALR boundary. With that the expansion of the UCB in this case may seem contradictory. On one hand, the policy deters expansion into the Salmon Valley Agriculture lands; however, the site was Excluded from the ALR in 1997 for the future expansion of the commercial use (i.e. Canadian Tire). At the time that the ALR Exclusion was contemplated the UCB was in place and in subsequent OCPs the boundary was not identified for future expansion, including the current OCP. City records indicate that the ALC had supported the Exclusion of entire subject property; however, the applicant was required to register a covenant in favour of the ALC to ensure the construction of a landscape buffer to their specifications along the south portion of the subject property.

There are two covenants that already encumber the property that will affect future development and will be scrutinized at the time development proposals are brought forward for the site. The first covenant requires a 15m landscape buffer along the south property line to satisfy the ALC requirement for the Exclusion of the subject property from the ALR. The second covenant in favour of the Ministry of Environment addresses the floodplain area and restrictions on construction at the time of building development.

It should be noted that a segment of Hobson Creek runs along the west parcel line of the subject property. As such any development within 30m of the creek requires provincial approval pursuant to the *Riparian Area and Protection Regulation* (RAPR). The applicant has advised staff that they are working with a Qualified Environmental Professional (QEP) to address this requirement and will inform future development such as Development Permit or Building Permit application(s) (also see Appendix 3).

COMMENTS

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (optional and mandatory consultation requirements during OCP amendments), the proposed OCP amendments were referred to the following organizations on December 23, 2020:

Adams Lake Indian Band:	Response (attached as Appendix 6)
Neskonlith Indian Band:	No response to date
BC Archeology Branch	Response (attached as Appendix 7)
Economic Development Society:	No response
School District No. 83:	No response to date

Following the response of the Adams Lake Indian Band, staff consulted with the BC Archeological Branch to confirm next steps. On May 4, 2021 the BC Archeological Branch responded to the request for more information, stating that there is no known archeological sites on the subject property. However, should the land owner find an archeological artifact or site in the process of land-altering activities, the onus is on the land owner to abide by the *Heritage Conservation Act*.

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 consistent with both the City's financial and waste management plans.

Engineering Department

No concerns with OCP Amendment or rezoning applications and have provided comments on required road and service improvements at Development Permit or Building Permit stage.

As noted in the Engineering response, 10 Avenue SW will be the subject of major frontage improvements in conjunction with the Ministry of Transportation and Infrastructure (MOTi) realignment of the intersection in the next two year period (Appendix 8). As such there are a number of road frontage improvements that are to be included as part of the highway project. In addition to those improvements the City's requirements for the frontage road include a bicycle lane, which is not included within the MOTi project scope. Therefore, at the time of subdivision or Building Permit the applicant would be required to provide those components as a requirement of development. The applicant is aware of the servicing requirements should development proceed.

Building Department

No concerns.

Fire Department

No concerns.

Planning Department

When considering OCP Amendments related to the expansion of the UCB a number of factors are considered, including – area intended for inclusion to align with preplanned development areas and long term servicing plans, and impact to adjacent properties. While the subject property is not identified in the Official Community Plan for future expansion of the UCB, records indicate that the expansion of the UCB and Highway Service/Tourist Commercial designation would be supported should it be excluded from the ALR. The extension of City services and roads to the subject property frontage are being provided through the previously mentioned MOTi project and the developer.

The aligning of the OCP designation and zoning over the entire property enables better development options and expands the City's commercial land inventory. Staff are supportive of the proposed OCP Amendments and rezoning.

Should these bylaws be approved there will be several items needing to be addressed at the Development Permit stage, mainly:

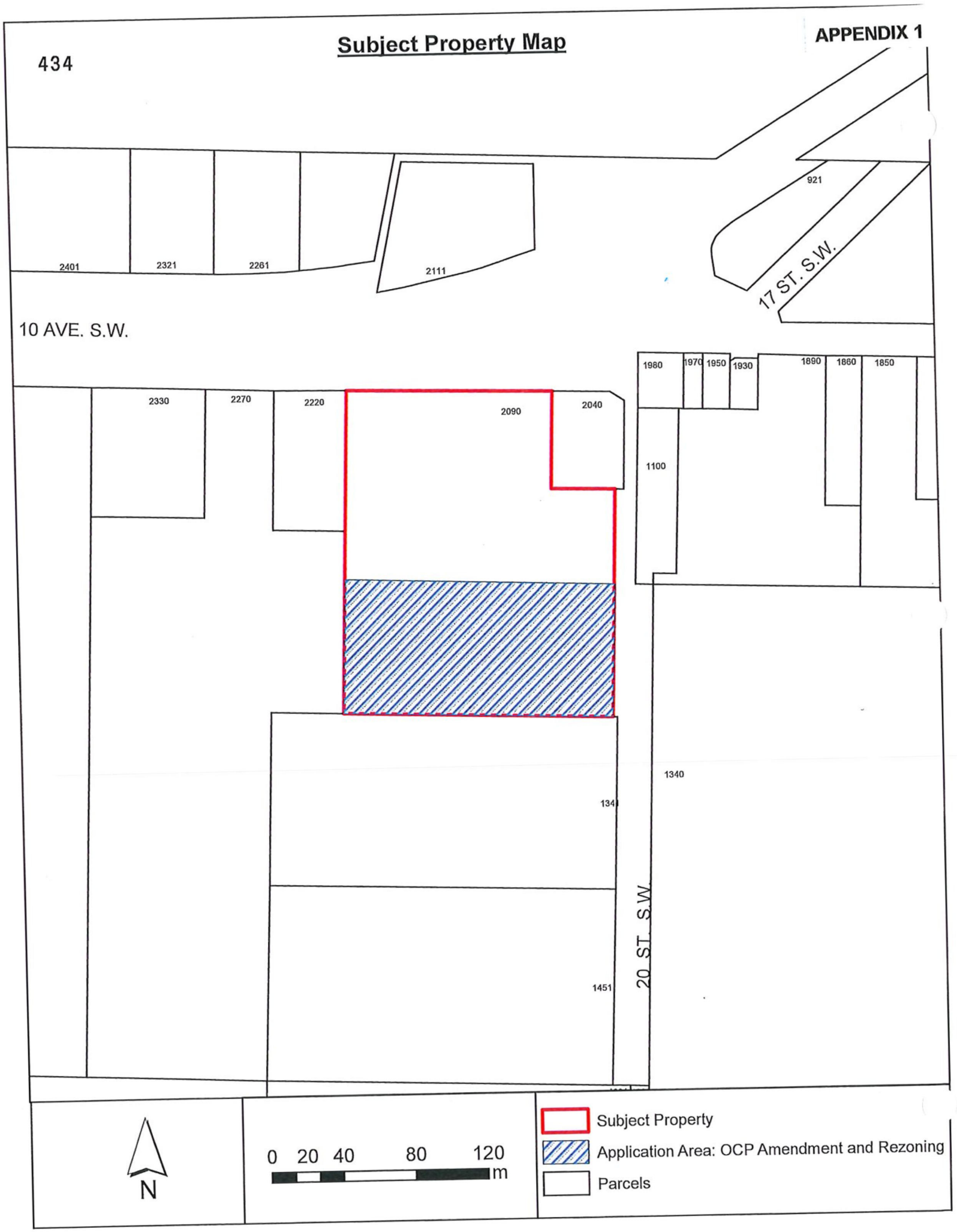
1) RAPR requirements to the satisfaction of MoE and;
2) ALR buffering requirements to the satisfaction of the ALC.

Prepared by: Melinda Smyrl, MCIP, RPP
Planner

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

Subject Property Map

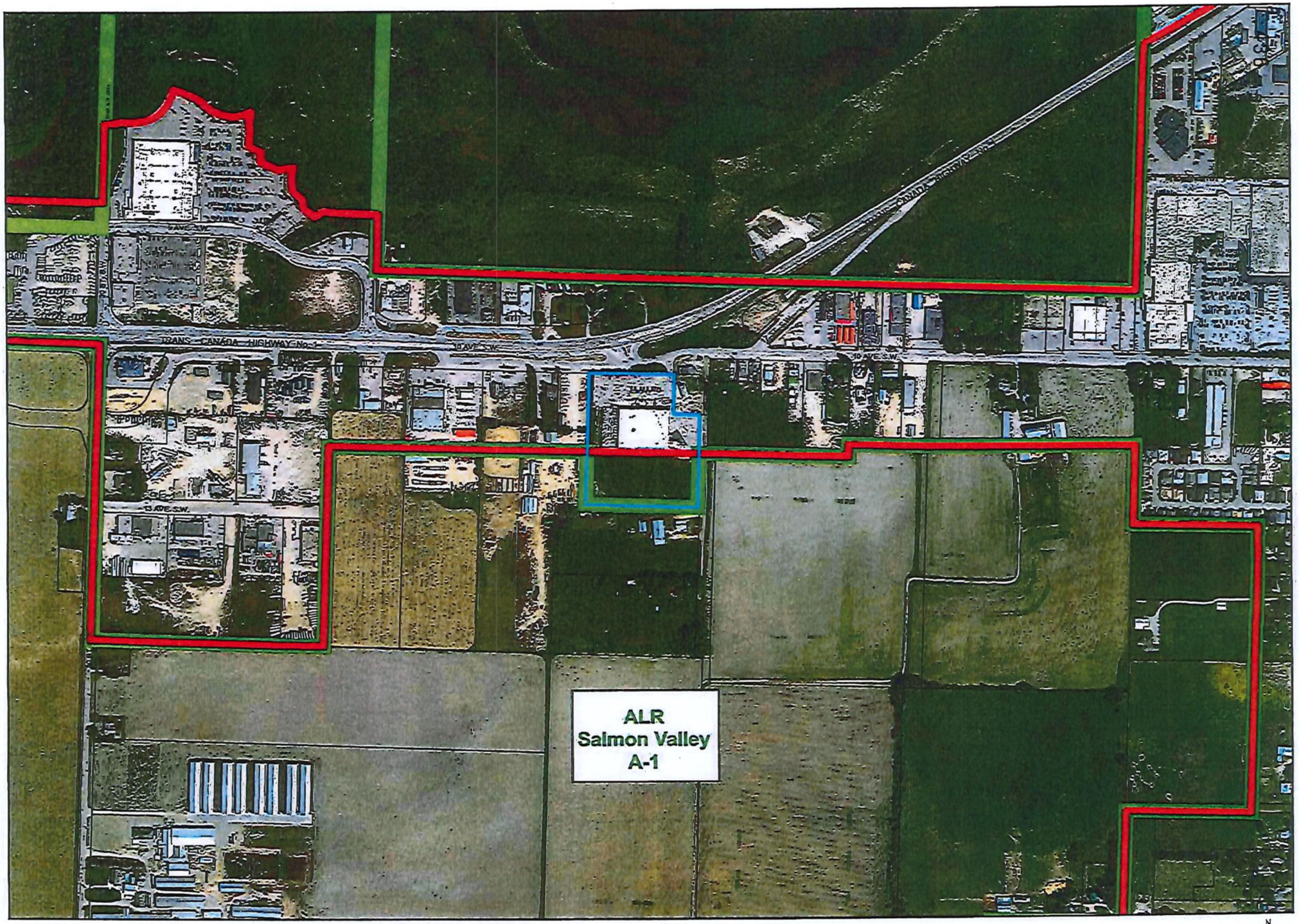
APPENDIX 1

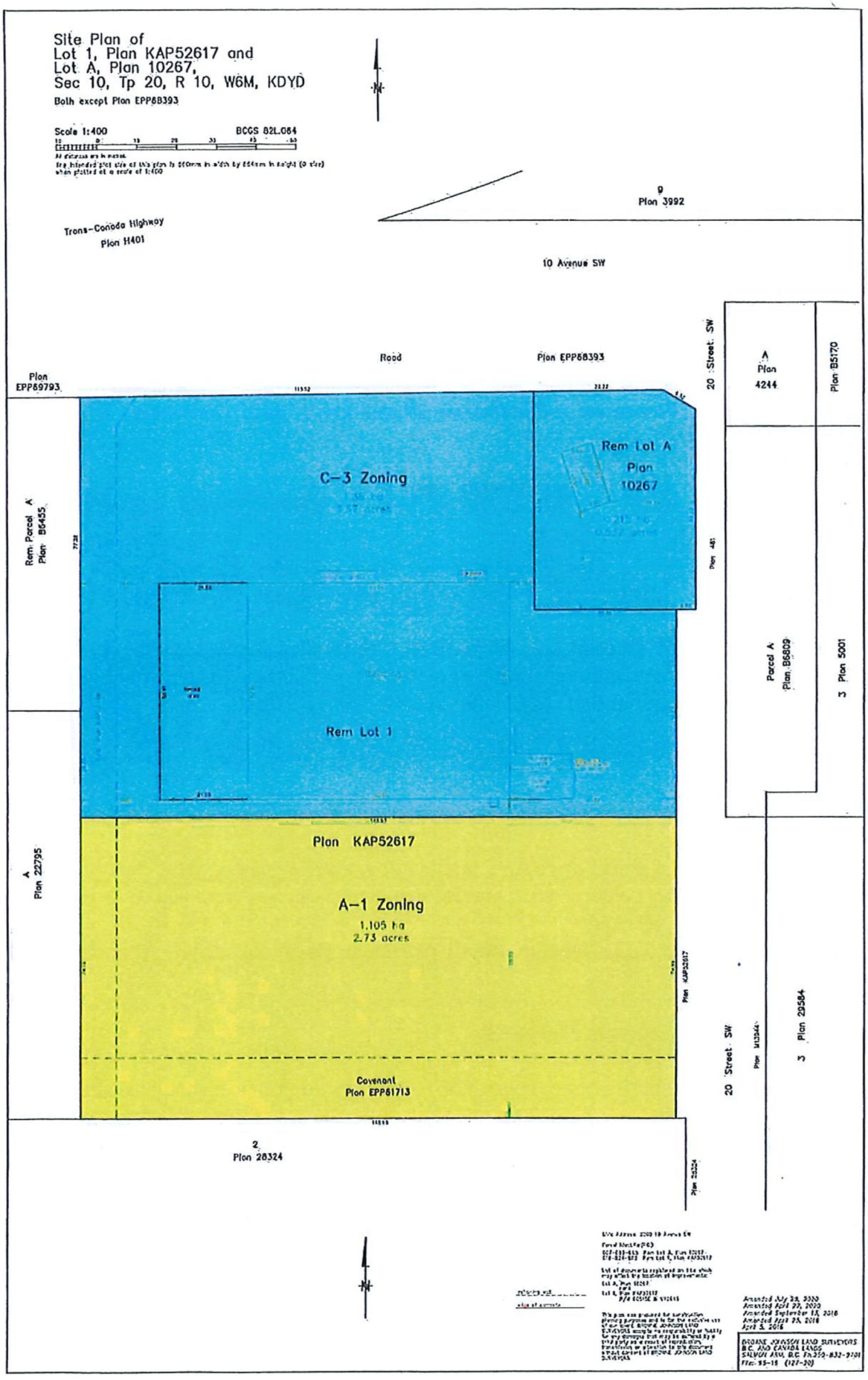


APPENDIX 2

Ortho Map




TRANS-CANADA HIGHWAY No. 1
10 AVE. S.W.
13 AVE. S.W.
ALR
Salmon Valley
A-1
Subject Property
ALR
UCB
150 75 0 150 Meters
N
W E
S


Site Plan of
Lot 1, Plan KAP52617 and
Lot A, Plan 10267,
Sec 10, Tp 20, R 10, W6M, KDYD
Both except Plan EPP88393
Scale 1:400
BCGS 82L.064
Trans-Canada Highway
Plan H401
9
Plan 3992
10 Avenue SW
Road
Plan EPP88393
Plan EPP69793
20 Street SW
A
Plan
4244
Plan B5170
Rem Lot A
Plan
10267
C-3 Zoning
Rem Parcel A
Plan B6455
Rem Lot 1
Parcel A
Plan B6809
3 Plan 5001
Plan KAP52617
A-1 Zoning
1.105 ha
2.73 acres
A
Plan 22795
Covenant
Plan EPP81713
20 Street SW
3 Plan 29584
2
Plan 28324
Plan 28324
Amended July 28, 2020
Amended April 27, 2020
Amended September 18, 2018
Amended April 24, 2018
April 5, 2018
BRUCE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. PH.250-832-9701
File: 95-18 (127-20)

438
Melinda Smyrl

From: Kevin Pearson
Sent: Tuesday, April 6, 2021 9:30 AM
To: William H. Laird
Cc: Melinda Smyrl
Subject: FW: comments re Westgate ALC exclusion -. Pave to drainage ditch.
Attachments: Scan 2.pdf; Scan_20161013 (7).pdf

Thanks Bill, we will add this to the staff report for additional background.

Kevin

From: William H. Laird
Sent: Tuesday, April 6, 2021 4:33 AM
To: Kevin Pearson <kpearson@salmonarm.ca>
Subject: comments re Westgate ALC exclusion -. Pave to drainage ditch.

Thank you for your email Kevin.

ALC letters attached below:

We requested a review of the 1997 letter in Aug. of 2016. ALC responded stating once the conditions in the original letter were completed (fence and registration of no build covenant) exclusion would be granted. Decision Oct. 06, 2016 after conditions met. ALC letter to LRO - Oct 12, 2016.

Riparian area:
Drainage ditch on west side. Is bordered by excavation equipment storage and gravel sales yard. The ditch is dry/stagnate 3 months of the year.
Subject property on west had been gravel drive for a number of years. Pave along west bank of ditch to north done in 1992 at time Canadian Tire constructed. Concrete manhole structures were placed in 1992 as planting points for shrubs which had died years ago.
Pave to south constructed to aline with original northerly pavement. Curbs and oil/grit separator installed on lateral line.

Quotes from QEP July. 06, 2020 report to MoForests:

There is very little overhanging (shrub or tree) vegetation remaining along this channelized stream in this commercially developed area of Salmon Arm. This has likely been the case for several decades since the property was developed to maximize agricultural and then commercial use and the stream was confined along the west edge of the property. In an attempt to improve the quality of the riparian area to support aquatic life in Hobson Creek, 8 London Plane trees were recently planted along the top of the stream bank. Protecting a 10 m SPEA on either side of the stream will support the continued establishment and protection of a thriving band of vegetation along the stream banks. Riparian vegetation and decaying leaf litter provide important nutrients and shade, which moderates stream temperatures, and contributes not only to fish habitat downstream in Shuswap Lake, but also supports other aquatic and terrestrial wildlife along this urban stream corridor. Rooted vegetation on the channel banks will also benefit bank stability and reduce soil erosion.

Wind-throw is an issue where new developments remove part of an existing forest, leaving the remaining trees exposed to high velocity winds. This agricultural and urban/commercial area has been cleared of trees for a long time. There are no trees existing within the riparian area on the subject property to create mitigation measures related to wind-throw concerns.

Encroachment within the SPEA is defined as soil disturbance and vegetation removal. Protecting the 10 m SPEA as an area of natural vegetation will help stabilize stream bank soils and minimize the erosive power of moving water.

The owner of the property recently planted 8 London Plane trees to provide shade and improve the riparian vegetation along this heavily disturbed channel.

MOForests response Nov. 03, 2020:

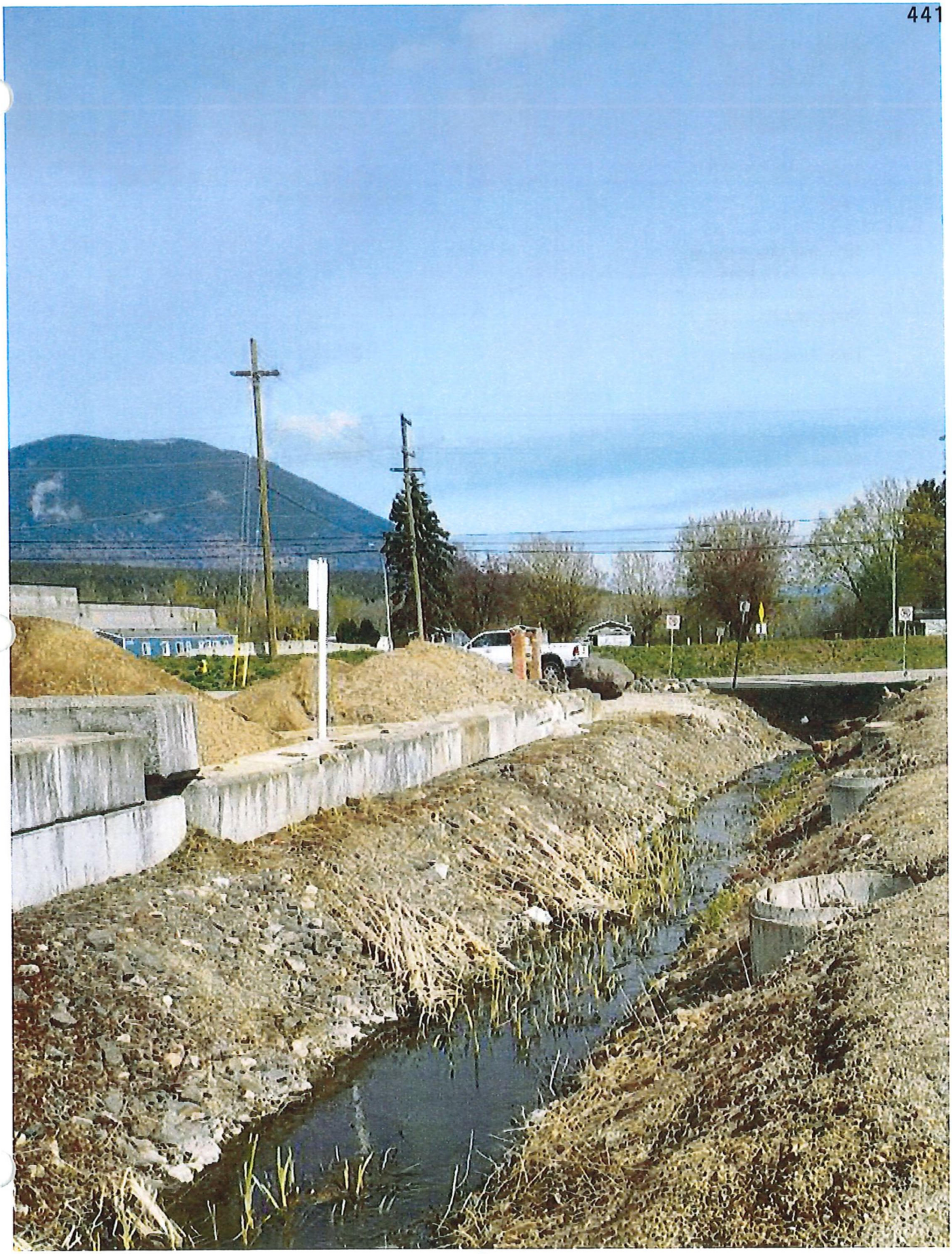
Activities associated with the commercial uses of the lots are evident to bank top on either side of the creek. The creek is at high risk for encroachment and sedimentation. Presence of engineered materials within SPEA is contributing further to erosion and destabilized banks. No fencing is planned at this time, however would be strongly recommended in the event of future planned development.

Rezoning is not considered development per the RAPR,

Bill Laird

440





Agricultural Land Commission
133–4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

October 12, 2016

Reply to the attention of Ron Wallace
ALC File: # 31560

BC Land Title & Survey
Land Title Division
114 – 455 Columbia Street
Kamloops B.C. V2C-6K4

Dear Sir/Madam:

ORDER #745/97

This Order of the Provincial Agricultural Land Commission notifies the Registrar of Land Titles to accept that the following property has been excluded from the Agricultural Land Reserve (ALR):

PID: 018-824-862

Legal Description: Lot 1 Section 10 Township 20 Range 10 WGM KDYD Plan KAP 52617

Certificate of Title: CA4980591

As a result of Order #745/97 the property has been excluded from the ALR and as such, the ALR notation should be removed from its Certificate of Title.

We trust that this information is sufficient. Should you have any questions, do not hesitate to contact this office.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

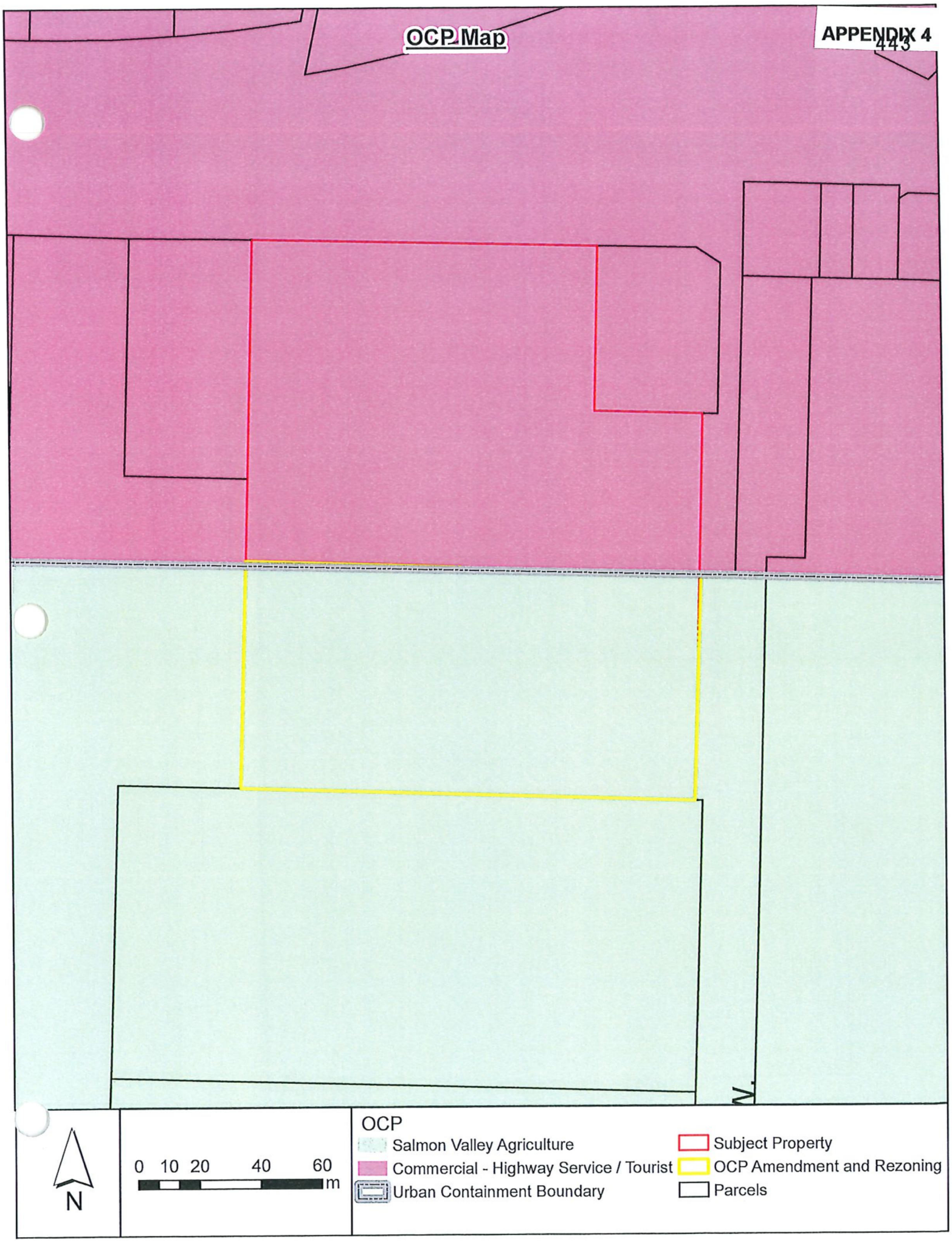
Per:

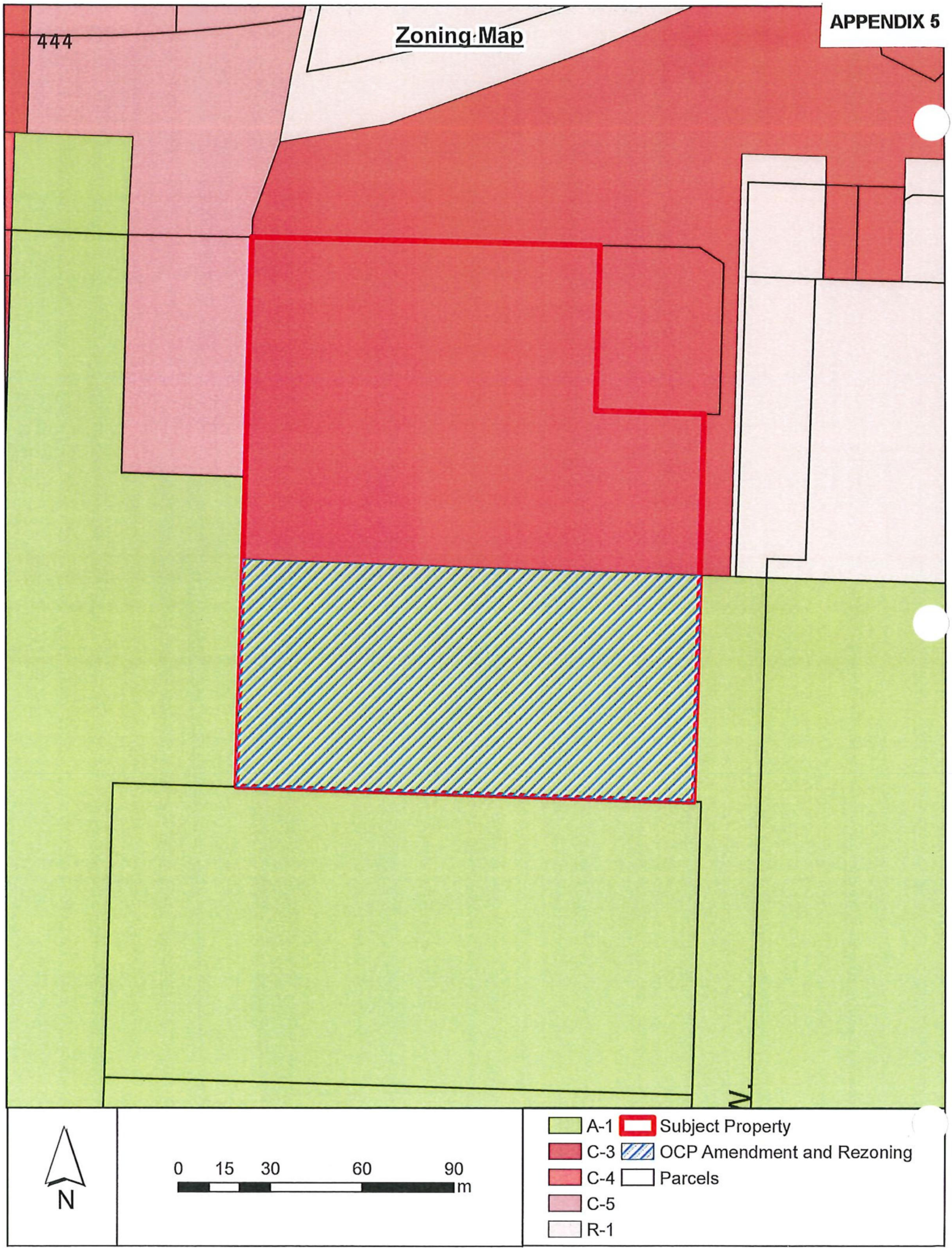
Kim Grout, Chief Executive Office

cc: Joe Johnson via electronic mail joe@brownejohnson.com

31560c1

OCP Map


N
0 10 20 40 60
m
OCP
Salmon Valley Agriculture
Commercial - Highway Service / Tourist
Urban Containment Boundary
Subject Property
OCP Amendment and Rezoning
Parcels


APPENDIX 5
Zoning Map
444
N
0 15 30 60 90
m
A-1
C-3
C-4
C-5
R-1
Subject Property
OCP Amendment and Rezoning
Parcels

Adams Lake Indian Band

Project Name:
Westgate Building Salmon Arm OCP amendment BL 4000

Consulting Org Contact:
Chris Larson

Consulting Organization:
City of Salmon Arm

Date Received:
Wednesday, January 6, 2021

The Adams Lake Indian Band objects to the rezoning Westgate Building Salmon Arm OCP amendment BL 4000 based on the information provided.

Through a preliminary analysis we have identified concerns which include:

There is high potential for archaeology (RAAD).

There are 381 ALIB Traditional Use sites found within 5 km of the project area, including one intersecting site and many more within 1 km.

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its traditional territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

Adams Lake's rights have been affirmed by the Supreme Court of British Columbia in Adams Lake Indian Band v British Columbia, 2011 BCSC 266 (decision on consultation overturned without disturbing this conclusion: 2012 BCCA 333). Madame Justice Bruce held that Adams Lake has strong prima facie Aboriginal rights, and a good prima facie claim to Aboriginal title, within the Sun Peaks area of their traditional territory. In particular, Bruce J. held that:

[178] Based on the evidence before me, I am satisfied that, on a preliminary assessment, the Band has a strong prima facie claim to aboriginal rights with respect to resource use such as hunting and gathering, and spiritual practices within Sun Peaks. The Band has a good prima facie claim to aboriginal title based on a pattern of regular occupation throughout the various seasons for hunting and gathering, as well as spiritual practices within Sun Peaks.

With this case and its finding the Adams Lake Indian Band believes the same test applied to this area will result in a similar finding and thus require deep consultation on this project.Therefore we require that you do an AOA and Cultural Heritage assessment for the property. Please contact us to make arrangements, provide any assessment already produced, or provide us with information on who will be doing the assessments.

Regards,

Celia Nord, BA
Assistant Title and Rights Coordinator
Adams Lake Indian Band
Chase, BC
cnord@alib.ca

APPENDIX 7

Melinda Smyrl

From: Cooper, Diana FLNR:EX <
Sent: Tuesday, May 4, 2021 10:46 AM
To: Melinda Smyrl
Subject: RE: Data Request: Melinda Smyrl - City of Salmon Arm

Follow Up Flag: Follow up
Flag Status: Completed

Hello Melinda,

Thank you for your referral regarding 2090 10 Avenue SW, Salmon Arm, PID 018824862, LOT 1 SECTION 10 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP52617 EXCEPT PLAN EPP68393. Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your referral.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

However, archaeological potential modelling for the area indicates there is high to moderate potential for previously unidentified archaeological sites to exist on the property, as indicated by the brown areas (high potential) and the beige areas (moderate potential) shown in the second screenshot below. Archaeological potential modelling is compiled using existing knowledge about archaeological sites, past indigenous land use, and environmental variables. Models are a tool to help predict the presence of archaeological sites but their results may be refined through further assessment.

Archaeology Branch Advice

If land-altering activities (e.g., home renovations, property redevelopment, landscaping, service installation) are planned for the subject property, a Provincial heritage permit is not required prior to commencement of those activities.

However, a Provincial heritage permit will be required if archaeological materials are exposed and/or impacted during land-altering activities. Unpermitted damage or alteration of a protected archaeological site is a contravention of the *Heritage Conservation Act* and requires that land-altering activities be halted until the contravention has been investigated and permit requirements have been established. This can result in significant project delays.

Therefore, the Archaeology Branch strongly recommends engaging an eligible consulting archaeologist prior to any land-altering activities. The archaeologist will review the proposed activities, verify archaeological records, and possibly conduct a walk-over and/or an archaeological impact assessment (AIA) of the project area to determine whether the proposed activities are likely to damage or alter any previously unidentified archaeological sites.

Please notify all individuals involved in land-altering activities (e.g., owners, developers, equipment operators) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-3334.

Rationale and Supplemental Information

- There is high to moderate potential for previously unidentified archaeological deposits to exist on the property.

- Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.
- If a permit is required, be advised that the permit application and issuance process takes approximately 8-12 weeks; the permit application process includes referral to First Nations and subsequent engagement.
- The Archaeology Branch must consider numerous factors (e.g., proposed activities and potential impacts to the archaeological site[s]) when determining whether to issue a permit and under what terms and conditions.
- The Archaeology Branch has the authority to require a person to obtain an archaeological impact assessment, at the person's expense, in certain circumstances, as set out in the *Heritage Conservation Act*.
- Occupying an existing dwelling or building without any land alteration does not require a Provincial heritage permit.

How to Find an Eligible Consulting Archaeologist

An eligible consulting archaeologist is one who can hold a Provincial heritage permit to conduct archaeological studies. To verify an archaeologist's eligibility, ask an archaeologist if he or she can hold a permit in your area, or contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists are listed on the BC Association of Professional Archaeologists website (www.bcapa.ca) and in local directories.

Questions?

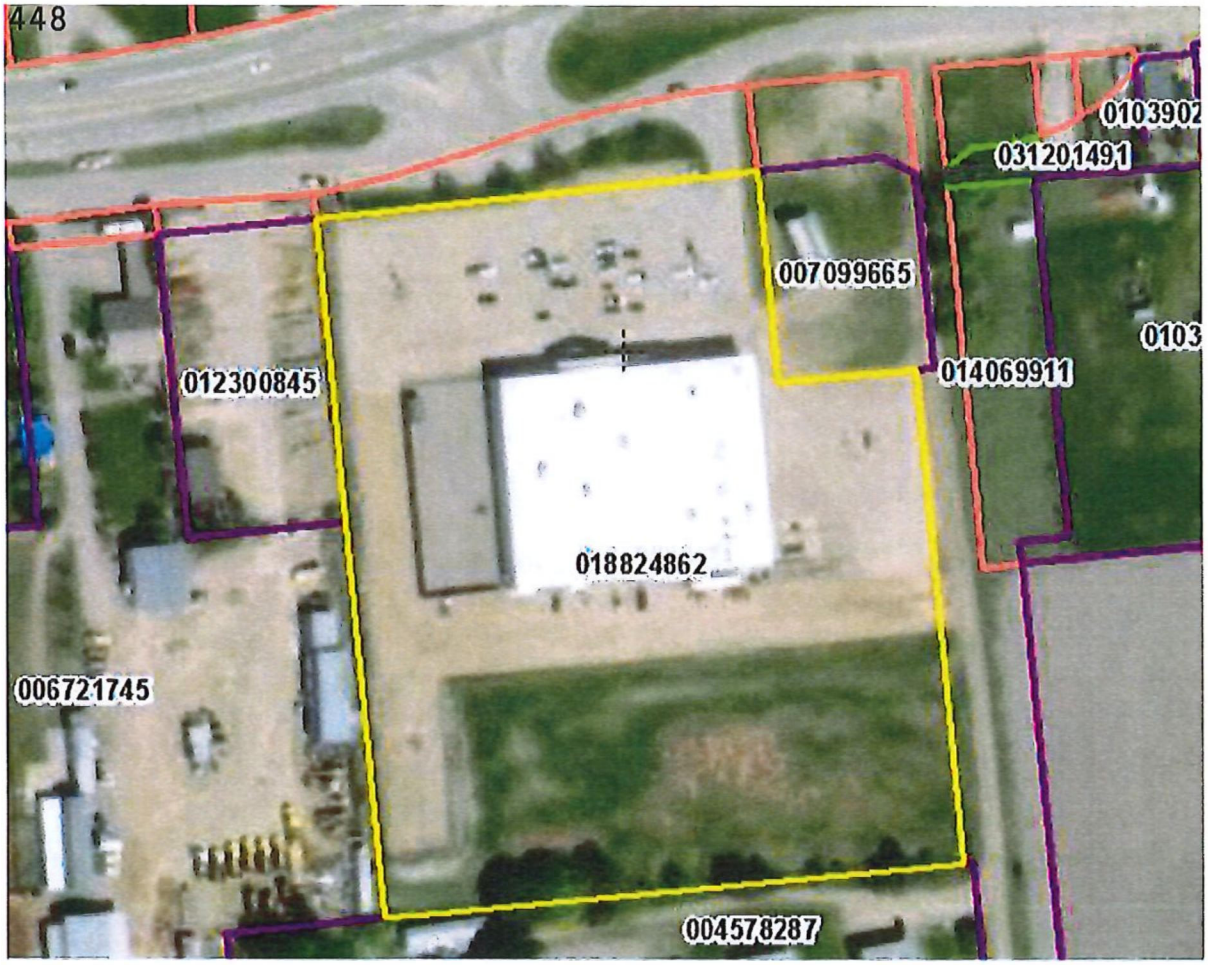
For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

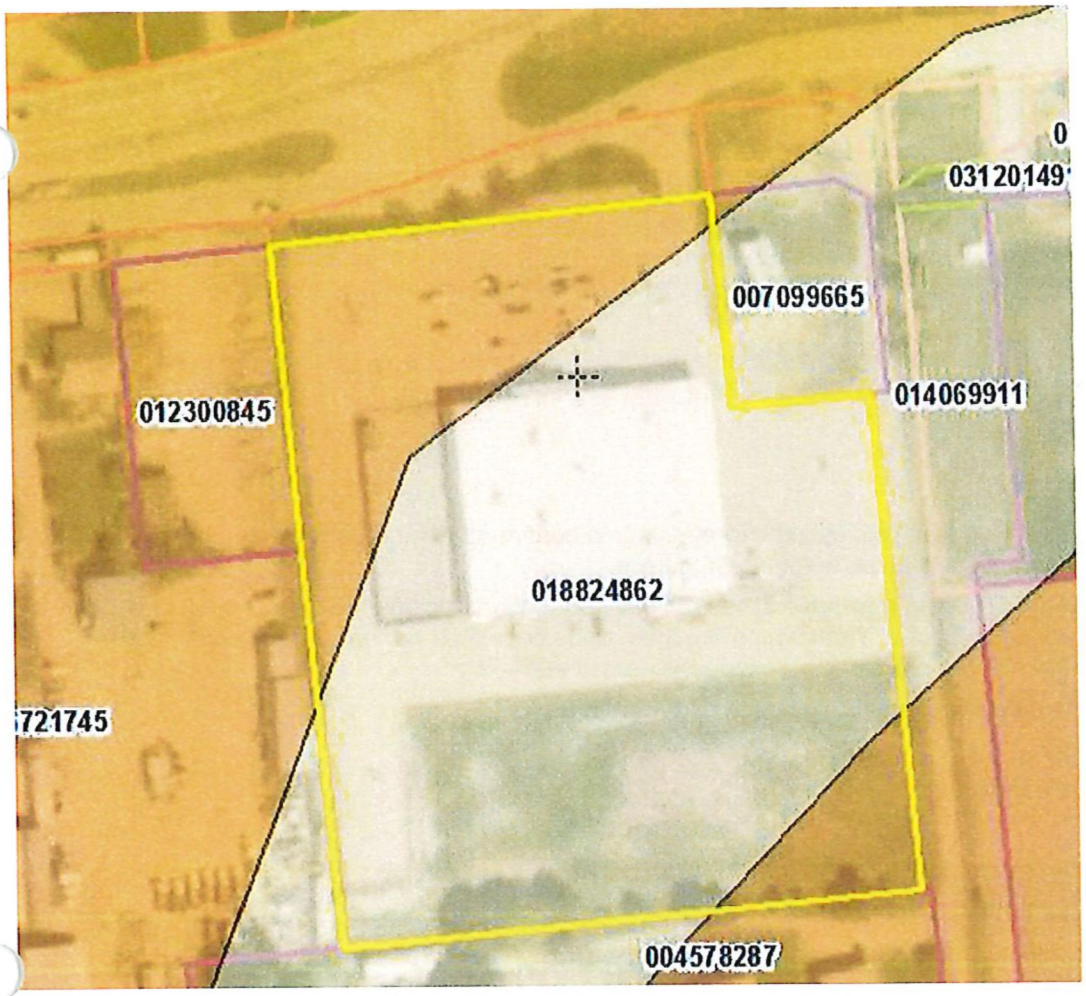
For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.

Please let me know if you have any questions regarding this information.

Kind regards,

Diana


448
0103902
031201491
007099665
0103
012300845
014069911
018824862
006721745
004578287



Please note that subject lot boundaries (yellow) and areas of archaeological potential (brown = high potential and beige = moderate potential) indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change.

Diana Cooper
Archaeologist/Archaeological Information Administrator
Archaeology Branch|Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Phone: (250) 953-3343|Email: diana.cooper@gov.bc.ca |Website www.gov.bc.ca/archaeology

From: msmyrl@salmonarm.ca <msmyrl@salmonarm.ca> **On Behalf Of** ArchDataRequest@gov.bc.ca
Sent: April 6, 2021 12:25 PM
To: Arch Data Request FLNR:EX <ArchDataRequest@gov.bc.ca>
Subject: Data Request: Melinda Smyrl - City of Salmon Arm

Terms and Conditions Accepted	Yes
Name	Melinda Smyrl
Email	msmyrl@salmonarm.ca
I am a	Local Government Representative
Affiliation	City of Salmon Arm
Address	Box 40 500 - 2Ave NE

City	Salmon Arm
Province	BC
Postal Code	V1E 4N2
Phone Number	
Information Requested	I request information and advice about archaeological sites on the properties described below (In the text box below, include the Parcel Identifier (PID), street address, and the legal description if available. If you have maps, please upload them to the File Attachments section near the end of the form.): Address : 2090 10 Avenue SW, Salmon Arm PID: 018-824-862 Legal Description: Lot 1, Section 10. Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393
Why Site Information is Required	Other (describe below): Local Government staff requesting information and confirmation for a pending amendment of the Official Community Plan and rezoning of the site.
Third Party Access	The following person(s) may have access to this information (Include the person's full name and relationship to you below. If you would like them to be copied on our email reply containing property information, please also include their email address): Property Owner: Westgate Building Ltd. BC 1028699
Format Required	PDF, Map(s)
Who Prompted	Adams Lake Indian Band
File Attachment#1	consultation-response-56072-20210127-1555.pdf
File Attachment#2	Zoning Amendment Map.pdf
File Attachment#3	OCP Map.pdf
File Attachment#4	REFERRAL PACKAGE OCP 400045 ZON 1197 Updated.pdf
File Attachment#5	

CITY OF
SALMON ARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	February 1, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
OWNER:	**Westgate Building Ltd., Inc. No BC1028699**
APPLICANT:	Bill Laird, Box 1022, Salmon Arm, B.C, V1E 4N2
SUBJECT:	**OFFICIAL COMMUNITY PLAN APPLICATION NO. 4000-45** **REZONING APPLICATION NO. 1197**
LEGAL:	Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393
CIVIC:	**2090 10 Avenue SW**

Further to your referral dated December 18, 2020, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning, Official Community Plan (OCP) amendment or Urban Containment Boundary (UCB) 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, OCP Amendment or UCB amendment.

The 10 Ave SW frontage is subject to Ministry of Transportation and Infrastructure (MoTI) improvements through the Salmon Arm West project. The project has been tendered, awarded and is expected to be completed over the next 24 months. Developer is responsible to ensure the completion of the frontage works to the servicing standards indicated in this document should development occur prior to the completion of the MoTI improvements. Alternatively, the developer may provide the City with written confirmation from MoTI accepting responsibility for installation of certain frontage improvements which would allow the City to alleviate the developer from those specific responsibilities.

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 prior to the commencement 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 and 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 or 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., where applicable.

9. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision or building permit approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.

10. For the off-site improvements at the time of subdivision or 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 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, 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. 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. All work to comply with MoTI design for Highway improvements. Owner / Developer is responsible for all associated costs.

3. 20 Street SW, on the subject properties eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).

4. 20 Street SW is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Paved Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road construction, cul-de-sac construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner/Developer will be required to prove safe access (minimum 7.3m drive width) between 10 Ave SW to the property's frontage on 20 Street SW. Owner / Developer is responsible for all associated costs.

5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

6. Additional accesses to the property will be reviewed by staff at the time of subdivision, development permit or building permit. Allowed accesses are subject to SDSB 4163 requirements and City Engineer's approval.

7. Trans Canada Highway access on the subject properties northern boundary is a provincial controlled highway access. Additional dedication/improvements will be determined by Ministry of Transportation.

Water:

1. The subject property fronts a 205mm diameter Zone 1 watermain on 10 Ave SW. No upgrades will be required at this time.

2. The subject property does not front a watermain on 20 Street SW. Extending a 200mm watermain along the entirety of the parcels frontage on 20 Street SW is required. Owner / Developer is responsible for all associated costs.

3. The existing lot 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. Records indicate that the property has a water meter already installed. If an increase to water meter size is required, the City will supply water meter at the time of building permit. Owner / Developer is responsible for all associated costs.

4. Records indicate that the existing property is serviced by a 200mm water service from the 205mm diameter watermain on 10 Ave SW. Service to be adequately sized to meet proposed demand and may require upgrading if current service is not sized sufficiently. Owner's engineer may 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). Additional fire hydrants and additional development demand of the subject parcel may require the Owner / Developer's authorized engineer to complete a flow test on the closest fire hydrant to confirm the existing watermain servicing the property is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.

6. Fire protection requirements to be confirmed with the Building Department and Fire Department.

7. Fire hydrant installation will be required on 10 Ave SW and 20 St SW. Owner / Developer's consulting Engineer shall review the site to ensure placement of fire hydrants meet the commercial density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter gravity sanitary sewer main and 150mm diameter sanitary sewer force main on 10 Ave SW. No upgrades will be required at this time.

2. The subject property does not front a sanitary sewer on 20 St SW. Adjacent properties within the Urban Containment Boundary may all be serviced from 10 Ave SW or the section of 20 St SW outside of the subject property's frontage. Because of this and the proximity of the Urban Containment Boundary where sanitary sewer connection is not permitted, no sanitary sewer main extension will be required on 20 St SW at this time.

3. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

4. Records indicate that the existing property is serviced by a 150mm diameter sanitary service from the sanitary sewer on 10 Ave 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 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. Due to high water table, this option is unlikely.

4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. New service and storm main extension would be required. Storm infrastructure in this area is known to have capacity issues; therefore controlling to 2 year pre-development storm flows would be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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

Matt Gienger
Engineering Assistant

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

THIS PAGE INTENTIONALLY LEFT BLANK

Item 23.4

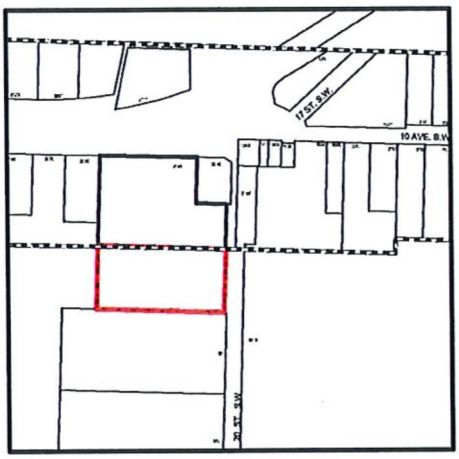
CITY OF SALMON ARM

Date: June 14, 2021

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, June 14, 2021 at 7:00 p.m.**

3) Proposed Amendment to Zoning Bylaw No 2303:
Rezone the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from A1 (Agriculture Zone) to C3 (Service Commercial Zone).



Civic Address: 2090 10 Avenue SW
Location: South of TC HWY on the South side of 10 Avenue SW – **Southern portion of parcel**
Present Use: Commercial/Agricultural
Proposed Use: Commercial – *(match north portion of parcel)*
Owner/Applicant: Westgate Building Ltd, BC1028699 (B. Laird)
Reference: OCP4000-45/Bylaw No. 4433 and ZON-1197/ Bylaw No. 4434

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices June 1 to 14, 2021 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.
Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.
City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Erin Jackson, Director of Corporate Services

Vote Record
- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:
- ❑ Harrison
- ❑ Cannon
- ❑ Eliason
- ❑ Flynn
- ❑ Lavery
- ❑ Lindgren
- ❑ Wallace Richmond

THIS PAGE INTENTIONALLY LEFT BLANK

Item 24.1

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4458 be read a third time.

[ZON-1208/DVP-532; Lawson Engineering Ltd./Lawson, B.; 2151 12 Avenue NE]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4458

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

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

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

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

   Rezone Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan 38676, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

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. 4458"**

READ A FIRST TIME THIS	25	DAY OF	May	2021
READ A SECOND TIME THIS	25	DAY OF	May	2021
READ A THIRD TIME THIS		DAY OF		2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2021

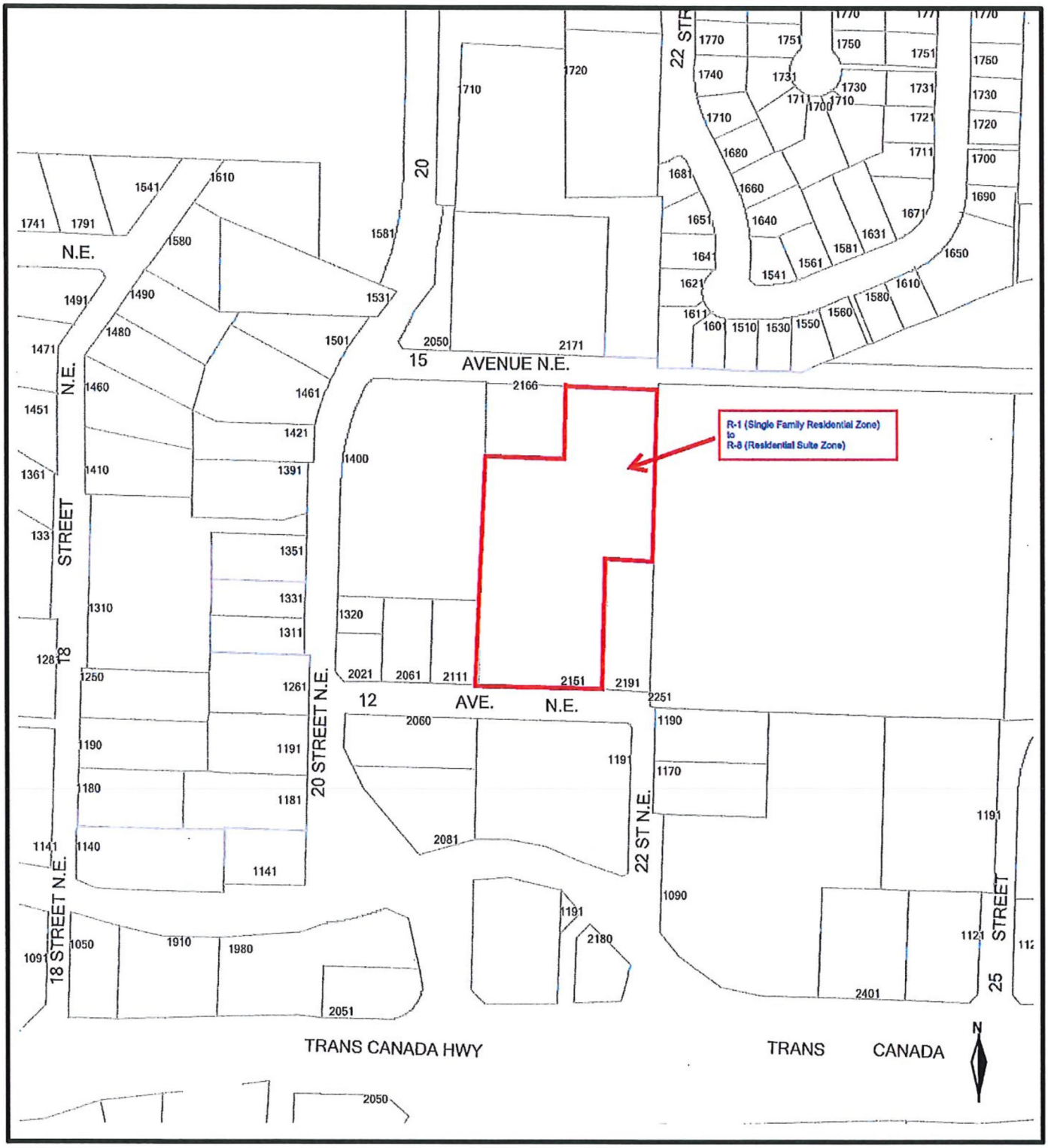
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


R-1 (Single Family Residential Zone)
to
R-8 (Residential Suite Zone)
15 AVENUE N.E.
12 AVE. N.E.
20 STREET N.E.
22 ST N.E.
18 STREET N.E.
25 STREET
TRANS CANADA HWY
TRANS CANADA
N

Item 24.2

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4459 be read a third time.

[ZON-1209; Buckler, J. & K.; 2920 7 Avenue NE]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:
  - ❑ Harrison
  - ❑ Cannon
  - ❑ Eliason
  - ❑ Flynn
  - ❑ Lavery
  - ❑ Lindgren
  - ❑ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4459

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

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

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

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

   Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 40424, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

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. 4459"**

READ A FIRST TIME THIS	25	DAY OF	May	2021
READ A SECOND TIME THIS	25	DAY OF	May	2021
READ A THIRD TIME THIS		DAY OF		2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2021

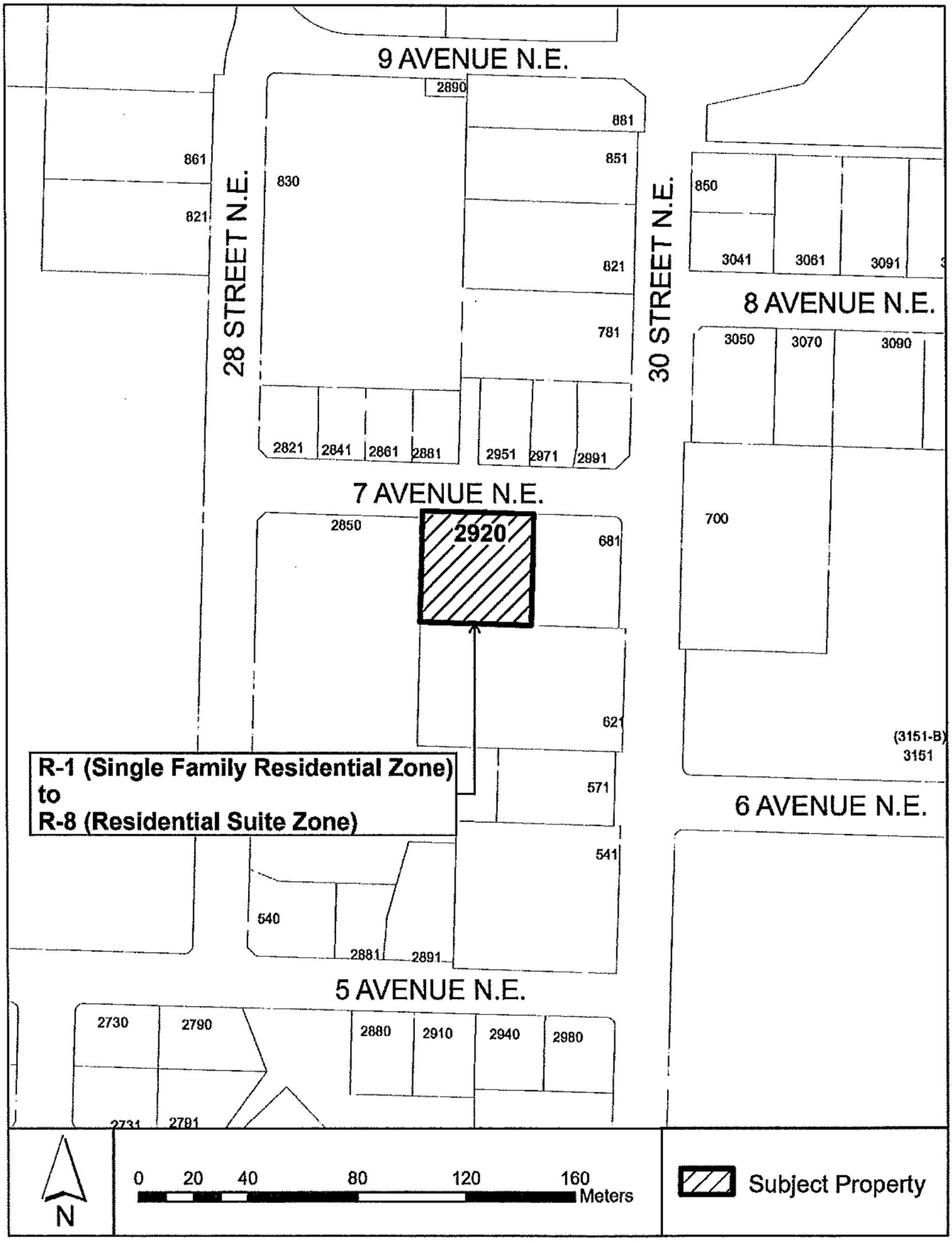
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE A


9 AVENUE N.E.
28 STREET N.E.
30 STREET N.E.
8 AVENUE N.E.
7 AVENUE N.E.
6 AVENUE N.E.
5 AVENUE N.E.
2920
R-1 (Single Family Residential Zone)
to
R-8 (Residential Suite Zone)
2890
881
861
851
830
850
821
621
3041
3061
3091
781
3050
3070
3090
2821
2841
2861
2881
2951
2971
2991
700
2850
681
621
(3151-B)
3151
571
541
540
2881
2891
2730
2790
2880
2910
2940
2980
2731
2791
N
0
20
40
80
120
160
Meters
Subject Property

Item 24.3

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 be read a third time.

[OCP4000-45; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; SRV to HC]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4433

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 and by electronic means as authorized by Ministerial Order M192, British Columbia, on , 2021 at the hour of 7:00 p.m. was published in the and , 2021 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

    1. Include the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 within the Urban Containment Boundary, attached as Schedule "A" ;

    2. Redesignate the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617, Except Plan EPP68393 from Salmon Valley Agriculture to Highway Service/Tourist Commercial, attached as Schedule "B".

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

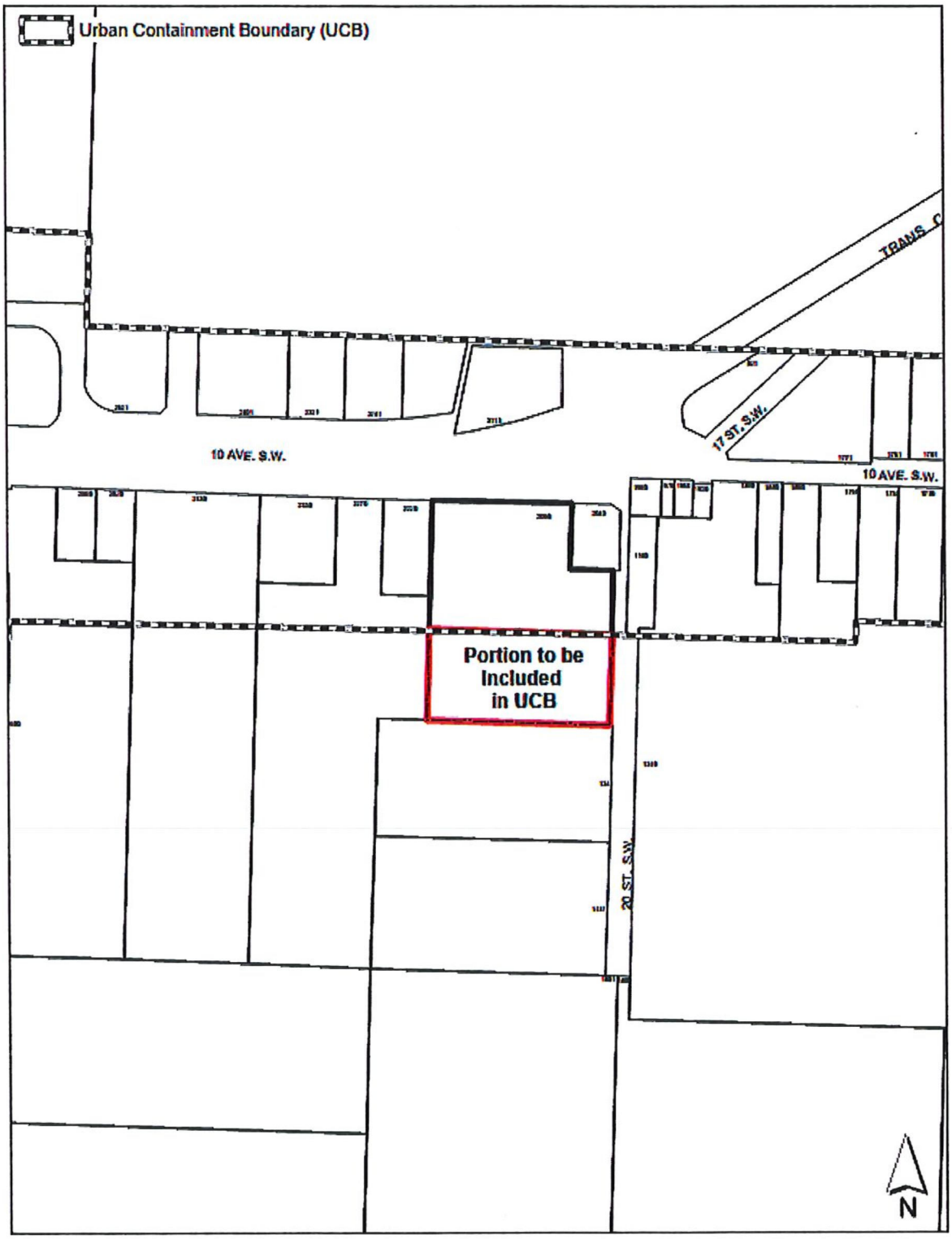
This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433".**

READ A FIRST TIME THIS	12	DAY OF	April	2021
READ A SECOND TIME THIS	25	DAY OF	May	2021
READ A THIRD TIME THIS		DAY OF		2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

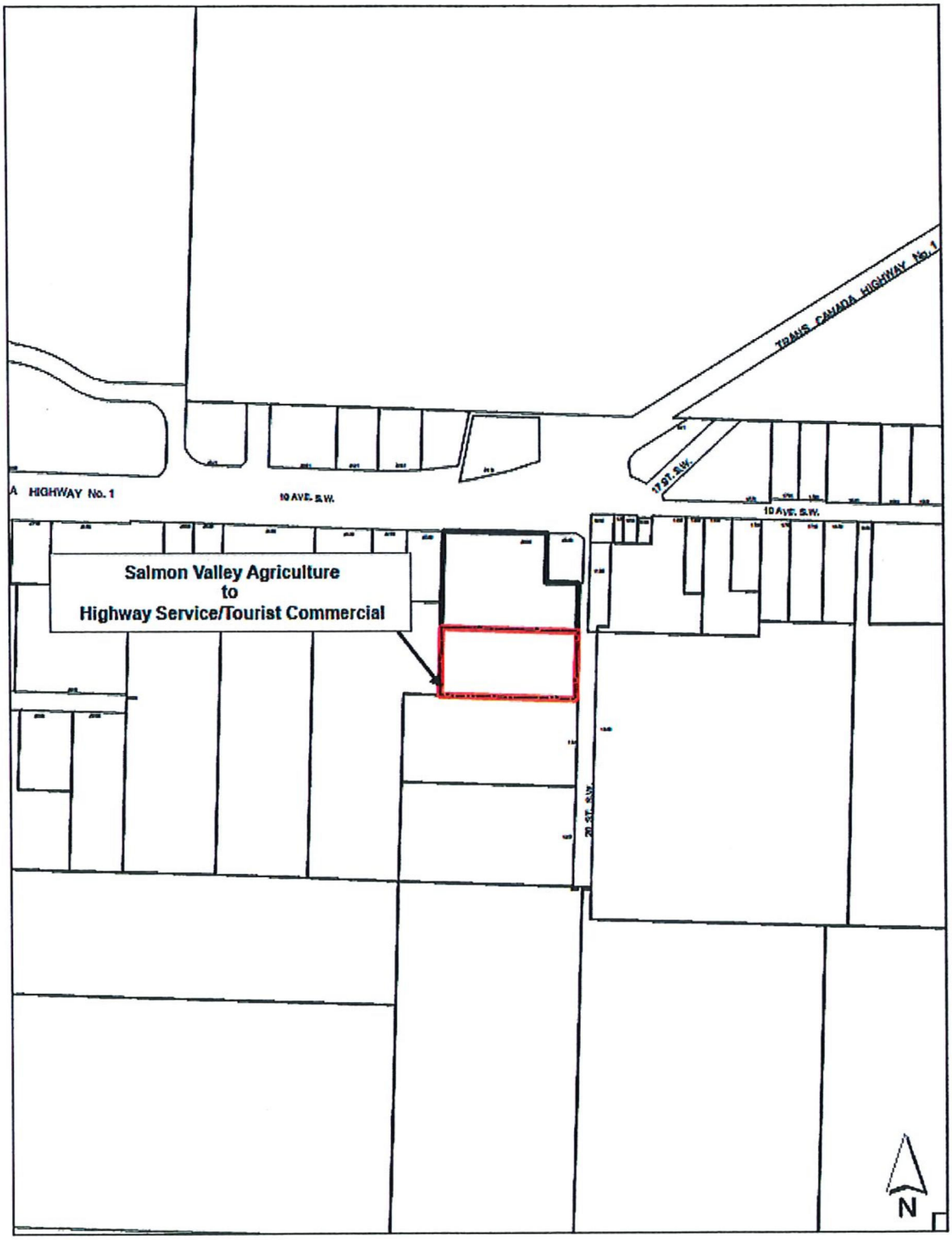
_____
MAYOR

_____
CORPORATE OFFICER

Schedule "A"


Urban Containment Boundary (UCB)
10 AVE. S.W.
17 ST. S.W.
10 AVE. S.W.
Portion to be
Included
in UCB
20 ST. S.W.
N

Schedule "B"


TRANS CANADA HIGHWAY No. 1
17 ST. S.W.
A HIGHWAY No. 1
10 AVE. S.W.
10 AVE. S.W.
Salmon Valley Agriculture
to
Highway Service/Tourist Commercial
20 ST. S.W.
N

THIS PAGE INTENTIONALLY LEFT BLANK

Item 24.4

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No.4434 be read a third time.

[ZON-1197; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; A-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

BYLAW NO. 4434

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

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

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

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

   Rezone the south portion of Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan KAP52617 Except Plan EPP68393, from A-1 (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. 4434"**

READ A FIRST TIME THIS	12	DAY OF	April	2021
READ A SECOND TIME THIS	25	DAY OF	May	2021
READ A THIRD TIME THIS		DAY OF		2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2021

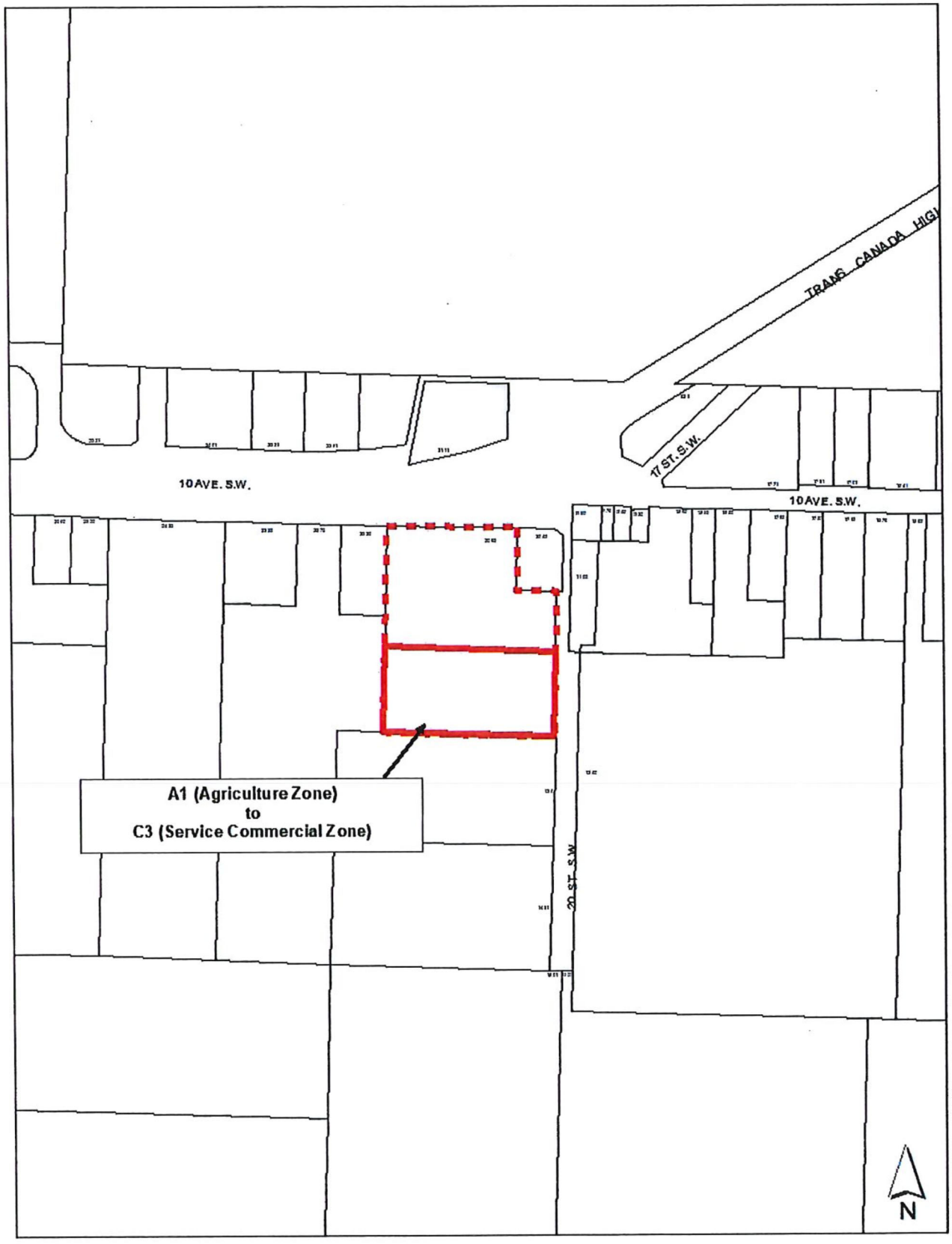
_____
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"


TRANS CANADA HIGH
17 ST. S.W.
10 AVE. S.W.
10 AVE. S.W.
A1 (Agriculture Zone)
to
C3 (Service Commercial Zone)
20 ST. S.W.
N

Item 26.

CITY OF SALMON ARM

Date: June 14, 2021

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of June 14, 2021, be adjourned.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

THIS PAGE INTENTIONALLY LEFT BLANK