SALMONARM
SMALL CITY, BIG IDEAS

AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, November 8, 2021
1:30 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 - 10		1.	Regular Council Meeting Minutes of October 25, 2021
	7.		**COMMITTEE REPORTS**
11 – 14		1.	Development and Planning Services Committee Meeting Minutes of November 1, 2021
15 – 22		2.	Greenways Liaison Committee Meeting Minutes of October 7, 2021
23 – 26		3.	Social Impact Advisory Committee Meeting Minutes of October 15, 2021
27 – 30		4.	Housing Task Force Meeting Minutes of October 25, 2021
31 – 36		5.	Active Transportation Task Force Meeting Minutes of November 1, 2021
	8.		**COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
37 - 42		1.	Board in Brief – October 2021

	9.		**STAFF REPORTS**
43 – 46		1.	Director of Engineering & Public Works – Unit #95-2011 Ford F-550 Service Truck, Engine Replacement – Budget Amendment & Sole Source
47 – 50		2.	Director of Engineering & Public Works – Canoe Forest Products Legacy Project Contribution towards Canoe Beach Playground Equipment
51 – 54		3.	Manager of Permits & Licensing – Application to expand patio seating area – Barley Station Brew Pub
55 – 56		4.	Director of Corporate Services – Janitorial Services Contract for City Hall/Court House Facility
	10.		**INTRODUCTION OF BYLAWS**
57 - 74		1.	City of Salmon Arm Zoning Amendment Bylaw No. 4483 [ZON-1222; Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] – First and Second Readings
	11.		**RECONSIDERATION OF BYLAWS**
75 – 106		1.	City of Salmon Arm Highway Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] – Final Reading
107 – 130		2.	City of Salmon Arm Zoning Amendment Bylaw No. 4471 [Text Amendment; Storage] – Final Reading
	12.		**CORRESPONDENCE**
131 – 132		1.	Informational Correspondence
	13.		**NEW BUSINESS**
	14.		**PRESENTATIONS / DELEGATIONS**
	15.		**COUNCIL STATEMENTS**
	16.		**SALMON ARM SECONDARY YOUTH COUNCIL**
	17.		**NOTICE OF MOTION**
	18.		**UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
	19.		**OTHER BUSINESS**
	20.		**QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #		Description
	21.		**DISCLOSURE OF INTEREST**
	22.		**HEARINGS**
	23.		**STATUTORY PUBLIC HEARINGS**
133 - 144		1.	Zoning Amendment Application No. ZON-1221 [Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R1 to R8]
145 – 158		2.	Zoning Amendment Application No. ZON-1220 [Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8]
159 – 174		3.	Zoning Amendment Bylaw ZON-1218 [City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone]
	24.		**RECONSIDERATION OF BYLAWS**
175 - 178		1.	City of Salmon Arm Zoning Amendment Bylaw No. 4477 [ZON-1221; Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R1 to R8] - Third and Final Readings
179 – 182		2.	City of Salmon Arm Zoning Amendment Bylaw No. 4480 [ZON-1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8] - Third and Final Reading
183 – 186		3.	City of Salmon Arm Zoning Amendment Bylaw No. 4481 [ZON-1218; City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone] - Third Reading
	25.		**QUESTION AND ANSWER PERIOD**
187 - 188	**26.**		**ADJOURNMENT**

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Item 2.

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Vote Record

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

Opposed:

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

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Item 6.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of October 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 in the Council Chambers of City Hall 500 - 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on **Monday, October 25, 2021.**

PRESENT:

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

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson
Director of Development Services K. Pearson
Director of Engineering and Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Manager of Human Resources S. Wood
City Engineer J. Wilson (participated remotely)
Recorder C. Simmons (participated remotely)

ABSENT:

Councillor C. Eliason

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:01 p.m.

2. IN-CAMERA SESSION

0523-2021

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:01 p.m.
Council returned to Regular Session at 1:24 p.m.
Council recessed until 2:31 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition under item 23.1 L. Reimer – email dated October 25, 2021 – ZON-1216

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond declared a conflict of interest with item 10.3 as she is employed by the Okanagan College.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of October 12, 2021

0524-2021

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting Minutes of October 12, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of October 18, 2021

0525-2021

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee Meeting Minutes of October 18, 2021, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Engineering & Public Works - Award of RFP for Engineering Services for Auto Road Connection Detailed Design

0526-2021

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the proposal for Engineering Services for the Auto Road Connector Detailed Design be awarded to ISL Engineering and Land Services Ltd. for $99,565 plus taxes, as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

2. Chief Financial Officer - Banking and Merchant Services 2022 - 2026

0527-2021

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: Council award the Banking Services Contract to Scotiabank for the five (5) year term of January 1, 2022 to December 31, 2026;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Merchant Agreement with Chase Merchant Services for the five (5) year term of January 1, 2022 to December 31, 2026.

CARRIED UNANIMOUSLY

3. Director of Development Services - Recommendation to Cancel Notice Against Title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 - 26 Avenue NE)

0528-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the notice filed against the property title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 26 Avenue NE) pursuant to Section 57 of the Community Charter be cancelled.

CARRIED UNANIMOUSLY

4. Director of Corporate Services - 2021 - 2022 Property Insurance Renewal

0529-2021

Moved: Councillor Flynn
Seconded: Councillor Wallace Richmond
THAT: Council award the contract for provision of Property, Crime, Equipment Breakdown, Marina Operators Legal Liability, Environmental Impairment Liability and Cyber insurance to the Municipal Insurance Association of BC for the period of September 17, 2021 to September 17, 2022 for $179,844.00.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4477 [ZON-1221; Houghland, M., Padgham, P. and Gelineau, P. & K./Padgham, J.; 1120 17 Avenue SE; R1 to R8] - First and Second Readings

0530-2021

Moved: Councillor Cannon
Seconded: Councillor Lindgren
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4477 be read a first and second time.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS – continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4480 [ZON-1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8] – First and Second Readings

0531-2021

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4480 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 2:51 p.m.

3. City of Salmon Arm Zoning Amendment Bylaw No. 4481 [ZON-1218; City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone] – First and Second Readings

0532-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond returned at 2:57 p.m.

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Council Procedure Bylaw Amendment Bylaw No. 4479 – Final Reading

0533-2021

Moved: Councillor Wallace Richmond
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Council Procedure Bylaw Amendment Bylaw No. 4479 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4476 – Final Reading

0534-2021

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4476 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

5. J. McEwan, General Manager, Salmon Arm Fair – letter dated October 12, 2021 – Noise Bylaw

0535-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: Council authorize the extension of the noise bylaw for the winter festival Barn Dance at the Salmon Arm fairgrounds to 1:00 a.m. on November 26 and 27, 2021, subject to adherence with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

4. S. Smandych-Sack, Director, Dragon Boat Festival – letter dated October 7, 2021 –Reservation of Marine Peace Park June 18, 2022

0536-2021

Moved: Councillor Cannon
Seconded: Councillor Lindgren
THAT: Council approve the Shuswap Rowing and Paddling Club to use Marine Peace Park and Wharf for the Shuswap Dragon Boat Festival on June 18, 2022, subject to adherence to the Provincial Health Officer's Guidelines and adequate liability insurance.

CARRIED UNANIMOUSLY

6. J. Broadwell, Manager, Downtown Salmon Arm – email dated October 20, 2021 – Seasonal Lighting on Ross Street Stage

0537-2021

Moved: Councillor Lavery
Seconded: Councillor Cannon
THAT: Council approve Downtown Salmon Arm to work with the Salmon Arm Art Gallery and staff to install seasonal lighting at the Ross Street Stage from November 20, 2021 to February 28, 2022, as outlined in the email dated October 20, 2021.

CARRIED UNANIMOUSLY

2. MRDT Five Year Business Plan

0538-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: Council approve the MRDT Five Year Business Plan 2022 – 2027 and authorize submission to the Province of BC.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

Councillor Flynn declared a conflict of interest as Sk'atsin Silvatech Ventures LLP is a client of his firm and left the meeting at 3:38 p.m.

1. 2022 Community Resiliency Investment Program

0539-2021

Moved: Councillor Lavery
Seconded: Councillor Cannon
THAT: Council authorize Sk'atsin Silvatech Ventures LLP, to submit an application under the 2022 Community Resiliency Investment Program for FireSmart and Wildfire Fuel Management to treat the following areas: Approximately 10 ha of Little Mountain Park legally described as Lot 1, Plan 33237, Section 18, Township 20, Range 9, LD 25, Except Plan 37043 and KAP73167 (Little Mountain Park);

AND THAT: Council agrees to have the Neskonlith Indian Band act as the primary applicant to apply for, receive and manage the 2022 grant funding on behalf of the City of Salmon Arm.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

Council returned to Regular Session at 3:47 p.m.
Council recessed until 7:00 p.m.

PRESENT:

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

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson
Director of Development Services K. Pearson
Director of Engineering and Public Works R. Niewenhuizen
Recorder B. Puddifant

ABSENT:

Councillor C. Eliason

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON1216 [Text Amendment; Storage]

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

Submissions were called for at this time.

L. Reimer – email dated October 25, 2021 – ZON-1216

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:18 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4471 – Third Reading

0540-2021 Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4471 be read a third time.

CARRIED
Flynn Opposed

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0541-2021 Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting of October 25, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:44 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2021.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of November 1, 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 in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, **November 1, 2021.**

PRESENT:

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

Acting Chief Administrative Officer/
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
City Engineer J. Wilson (participated remotely)
Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Zoning Amendment Application No. ZON-1222 [Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8]

Moved: Councillor Eliason
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range

5. **REPORTS - continued**

1. **Zoning Amendment Application No. ZON-1222 [Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] – continued**

10, W6M, KDYD, Plan EPP25406 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

6. **FOR INFORMATION**

1. **Early Termination of Land Use Contract P1971**

Received for information.

7. **IN-CAMERA**

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee move In-Camera.

CARRIED UNANIMOUSLY

The Committee moved In-Camera at 8:15 a.m.
The Committee returned to the Regular session at 8:46 a.m.

8. **CORRESPONDENCE**

9. **ADJOURNMENT**

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: the Development and Planning Services Committee meeting of November 1, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:46 a.m.

Mayor Alan Harrison
Chair

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

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Item 7.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Greenways Liaison Committee Meeting Minutes of October 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 Greenways Liaison Committee (GLC) Meeting held online and in City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, (GoTo Meeting) on **Thursday, October 7, 2021** at 3:30 p.m.

PRESENT:

Brian Browning, Shuswap Trail Alliance
Steve Fabro, Citizen at Large
Joe Johnson, Citizen at Large
Rob Bickford, Citizen at Large
Kevin Flynn, Chair

Adrian Bostock, Shuswap Trail Alliance (non-voting) – from 3:15
Darin Gerow, City of Salmon Arm, Manager of Roads & Parks
Chris Larson, City of Salmon Arm, Senior Planner, Recorder

Regrets:
Anita Ely, Interior Health
Chris Stromgren, Shuswap Trail Alliance

The meeting was called to order at 3:35 p.m.

1. 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.

2. Introductions

3. Presentations

4. Approval of Agenda and Additional Items

Moved: Steve Fabro
Seconded: Brian Browning
THAT: the agenda for this Greenways Liaison Committee Meeting of October 7, 2021 be so approved.

CARRIED UNANIMOUSLY

5. Approval of Minutes of Previous Greenways Liaison Committee Meeting

Moved: Steve Fabro
Seconded: Rob Bickford
THAT: the minutes of the Greenways Liaison Committee Meeting of June 3, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. **Old Business /Arising from minutes** **none**

7. **New Business**

- **Fish & Game Club – closed trails**
  After background review and following the meeting, the GLC made a site visit with Fish & Game representatives to view the closure.

- **Hillcrest Walking Route**
  An opportunity for a signed neighborhood greenway network was presented. A route map is to follow.

  Moved: Brian Browning
  Seconded: Joe Johnson
  THAT: the Greenways Liaison Committee supports in principle the concept of a signed Hillcrest Greenways network.

  CARRIED UNANIMOUSLY

- **Salmon Arm Parks & Trails Guide – MRDT project**
  An opportunity for a guide to promote Salmon Arm parks and trails was discussed. More details to follow, as well as coordination with EDS and visitor info centre.

  Moved: Joe Johnson
  Seconded: Steve Fabro
  THAT: the Greenways Liaison Committee supports in principle the concept of a Salmon Arm parks and Trails Guide.

  CARRIED UNANIMOUSLY

- **Park Hill Crosswalk**
  This may be discussed at a future meeting.

- **2022- Greenway Priorities**
  2022 Greenway projects were discussed (Appendix 1). Four projects were detailed. The potential South Canoe Bike Wash Station was raised as a past initiative, with a suggestion that it be added to the potential 2022 projects.

  Moved: Joe Johnson
  Seconded: Steve Fabro
  THAT: the Greenways Liaison Committee supports the amended 2022 Greenways Projects budget.

  CARRIED UNANIMOUSLY

8. **Other Business &/or Updates**

- **DSA Active Loop**
  The DSA Downtwon Active loop was noted. This may serve as a comparable for other neighbourhood walking loops connecting existing infrastructure.

- **STA Update - Planning and Projects (Appendix 2)**
  The STA outlined efforts and projects in progress (attached). In addition to a range of projects, notably the Secwepemc Landmarks project is ongoing, and the STA website will be updated. The northeast slopes of Mt Ida were discussed as a regional working group has been formed and is in ongoing planning efforts for this area. Foreshore monitoring project was noted.

- **South Canoe Update**
  The parking lot project will continue with fencing, amenity installation and trail adjustments to define the area. A recent volunteer day brought out approximately 30 volunteers to work on the trails. Snow grooming is poised to resume, with a second groomer in place.

- **Active Transportation Task Force**
  The ATTF process was noted as ongoing. Update provided, including the successful grant applications. It was noted that some committee reconfiguration may result in the future.

9. **Next meeting - Thursday, November 18**

Moved: Steve Fabro
Seconded: Joe Johnson
THAT: the Greenways Liaison Committee Meeting of October 7, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:35 p.m. A site visit to the Fish & Game Club followed.

_____
Endorsed by Meeting Chair

Received for information by Council on_____, 2021

Attachment - 2022 Greenways Projects
Attachment - STA update
Attachment - DSA Loop
Atatchement - Foreshore Monitoring Report

Proposed 2022 Greenways Projects

revised: October 2021

Projects	Budget	Type	Comment
Hoadly Park - Improvements	$3,100		Create loop within Hoadly Park
Turner Creek Trails - Improvements	$7,500		Erosion fix @ 6 Avenue connector & wet trail at 100 blk - 28 Street NE
Trail Planning (East Cane Creek DH Planning)	$2,700		Planning new trails
Trail Planning (Kela7scen Recreation Mgt Plan)	$15,000		Planning new trails
S. Canoe Bike Wash Station	$12,000		Supply & install a bike wash station
Total	$40,300		
2021 Carry Forward Total			
Signage (Global)	$20,000	CF	waiting on SD #83
Bike & School Connectors	$2,941	CF	waiting on SD #83
Bike & School Connectors Design	$5,000	CF	waiting on SD #83
Trail Improvement - Construction	$2,397	CF	waiting on SD #83
Urban Connection Trail Design	$2,500	CF	waiting on SD #83
S. Canoe Trail Parking		CF	Still work remaining in 2021
SASS Bypass Trails - Legal & Survey	$20,000	CF	SD#83 Right of Ways
2022 Budget Total	$52,838		
TOTAL	$93,138		

Shuswap Trail Alliance Project Summary: 2021

City of Salmon Arm: Greenways Project Summary 2021

UPDATED: Oct 06, 2021 (JB)

Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

Pending City of Salmon Arm Greenways Projects: 2021		Partner Funding	STA Funded	In-Kind	Status		New m	Fix m	Maintain m	Plan m	Signs #
2165	Salmon Arm - Active Transportation Task Force				in progress	City SA					
1530	Salmon Arm - Bike (& School) Connectors Plan	$2,058.95			in progress	City SA PO#40218					
2137	Salmon Arm - Foreshore (Raven) Trail - Monitoring 2020	$2,200.00			in progress	City SA/Advisory/Nature Trust/MFLNRO/SABNES					
2107	Salmon Arm - Planning **(General)** 2020		$2,824.10	$1,005.44	in progress	City SA					
	Salmon Arm - Townie Loop Sign Project				to confirm	City SA					?
2138	Salmon Arm - West Bay		$877.66	$204.51	need funding	ALIB/NIB/LSLIB/CSA/IHA/CPR/CSRD/MP/MLA/STA/SCS					
	South Canoe - Skills Park and Greenspace	$26,000.00	$5,000.00		in progress	City SA/CFC/STA					
1956	South Canoe - Rob Nash Memorial Shelter	$3,853.69			in progress	City SA/STA/SCF/SCOutdoor School/HNash					
2116	South Canoe Upgrades/Planning/Voly -General 2020		$6,383.06	$1,780.50	in progress	CitySA/Rec Sites/SC Advisory partners					
	Uptown Greyways Loop				to confirm	City SA					
	2021 Project Total	**$34,112.64**	**$15,084.82**	**$2,990.45**			**0**	**0**	**0**	**0**	**0**
	Combined Value		**$52,187.91**								

Additional Pending Projects of Note for Salmon Arm: 2021		Partner Funding	STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
2105	Experience Development: Tourism (General)	Shuswap Tourism/SA MRDT (see below)			ongoing	ST/EDS/Operators/TOTA/DestinationBC/STS					
1741	Kela7scen (Mt Ida) Planning				need funding	ALIB/LSLIB/NIB/Splatsin/STS/SORE/MFLNRO/CSRD/SA					
	LHT - East Canoe Creek Bridge	$8,070.00			in progress	Various/EQ Dressage/Donations					
2139	LHT - General				in progress	STA/Rec Sites Trails/CitySA/CanoeFP					
2106	LHT - Non Winter Advisory & Plan				in progress	STA/Rec Sites Trails/CitySA/CanoeFP					
2147	Salmon Arm - Shuswap Trails Website	$31,800.00			in progress	City SA/MRDT/SCF					
1846	Secwepemc Landmarks Concept	BCRDP/STS funding reserve			in progress	STS Lakes Division/CSA/SArtsC/ST					
2058	Secwepemc Landmarks and Trailhead Signposts (Heritage BC)	$13,200.00			in progress	Heritage BC/STA					
2148	Secwepemc Landmarks Phase 2 - Cerip	$126,000.00				CERIP					
	Secwepemc Landmarks Phase 2 - TOTA	$170,000.00				TOTA					
2120	Shuswap Regional Trail Strategy Roundtable 2021	$616.67		$1,400.14	in progress	Various/Rec Sites/CSRD/ST/Lks Div/Fraser Basin/IHA, WO-18-230-079					
	South Canoe Winter grooming/storage										
1948	Trail Guide Update - Paddle Mini-Guide (Blueways)	$4,600.00			in progress	MRDT					
2104	MRDT - Trail Guide & Website update 2021	$3,700.00			in progress	MRDT					
2118	MRDT - Trail Signage (en route trail signs) (MgGuire Lk signage)	$3,800.00			in progress	MRDT					
2119	MRDT - Trail Signage (hike/bike icon plates)	$2,000.00			in progress	MRDT					
	2021 Additional Projects of Note Total	**$363,786.67**	**$0.00**	**$1,400.14**			**0**	**0**	**0**	**0**	**0**
	Combined Value		**$365,186.81**								

Shuswap Trail Alliance Project Summary: 2021

City of Salmon Arm: Greenways Project Summary 2021

UPDATED: Oct 06, 2021 (JB)

Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

Pending City of Salmon Arm Greenways Projects: 2021		Partner Funding	STA Funded	In-Kind	Status		New m	Fix m	Maintain m	Plan m	Signs #
Projects (Completed): 2021		Partner Funding	STA Funded	In-Kind	Status		New m	Fix m	Maintain m	Plan m	Signs #
2100	Lamb Greenway Subdivision Assessment	$537.91									
1858	Salmon Arm - Hillcrest Subdivison Greenways 2018 (Hillcrest Heights)	$25,000.00		$281.60	finished	City SA PO#46439	800				
2108	Salmon Arm - Spring Maintenance	$9,668.54		$765.00	finished	City SA			43,490		
2156	Salmon Arm - Forshore Trail Upgrades	$8,742.61			finished	City SA		280			
2116	South Canoe - Summer Students Brushing (CSJ - confirmed)	$5,585.94	$335.77		finished	STA/CSJ					
2057	Peter Jannink Burdock Removal (Shuswap Naturalist Club)	$2,408.34			finished	Shuswap Naturalist Club					
2165	Yellow Flag Iris Removal	$8,000.00		$1,081.65	finished	CSISS/STA					
	Total Projects Completed 2021	**$59,943.34**	**$0.00**	**$2,128.25**	*doesn't include GST		**800**	**280**	**43490**	**0**	**0**

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Item 7.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of October 15, 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, October 15, 2021**, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Tim Gibson	Shuswap Children's Association
Patti Thurston	Shuswap Family Centre
Jen Gamble	Shuswap Immigrant Services
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Dawn Dunlop	Canadian Mental Health Association
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Kim Sinclair	Aspiral Youth Partners
B. Puddifant	City of Salmon Arm, Recorder

ABSENT:

David Parmenter	Interior Health Association-Mental Health
Kristy Smith	Okanagan Regional Library

GUESTS:

Chiara Dentry	Volunteer Coordinator, Seniors Resource Centre
Gudrun Malmqvist	Shuswap Family Centre

The meeting was called to order at 8:01 a.m.

1. Introductions

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: Patti Thurston
THAT: the Social Impact Advisory Committee Meeting Agenda of October 15, 2021, be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of September 24, 2021 Social Impact Advisory Committee Meeting

Moved: Paige Hilland
Seconded: Kim Sinclair
THAT: the minutes of the Social Impact Advisory Committee Meeting of September 24, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from minutes

a) SPARC BC Report

Councillor Wallace Richmond spoke regarding recommendations in the SPARC BC report and the role the Committee can play in offering advice to Council on next steps.

Committee members expressed the importance of the City's involvement in social development.

Councillor Wallace Richmond explained that the City typically provides support for other sectors such as arts, trails, economic development, recreation, and policing through fee for service arrangements. While social development has not previously fallen into this model, it could be in the future. Work is underway with Urban Matters to articulate the role of the City in relation to social wellbeing and more information should be available before the end of the year.

The need for a Social Planning Council with potential involvement of the wider region was discussed.

7. New Business

a) Volunteer Bureau discussion

Chiara Dentry, Seniors Resource Centre, outlined the prospect of creating a central volunteer hub for use by multiple organizations. This hub could include the ability to partner volunteers with an organization to suit interest and skills. The Committee agreed that COVID-19 has reduced the volunteer pool in the community.

Councillor Wallace Richmond encouraged all Committee members to locate any information they may have regarding a volunteer pool. This matter will be brought forward at the next Committee meeting.

8. Other Business &/or Roundtable Updates

9. Next meeting – Friday, November 19, 2021 at 8:00 a.m.

10. Adjournment

Moved: Kim Sinclair
Seconded: Paige Hilland
THAT: the Social Impact Advisory Committee Meeting of October 15, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:58 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.4

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Housing Task Force Meeting Minutes of October 25, 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 **Housing Task Force** Meeting held electronically on Monday, October 25, 2021, at 11:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Co-Chair
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Jeff Ragsdale	Member at Large
Calvin Berger	Member at Large
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Lana Fitt	Salmon Arm Economic Development Society (left the meeting at 12:00 p.m.
Ian McDiarmid	McDiarmid Construction Ltd. (entered the meeting at 11:06 a.m.)
Barry Delaney	Salmon Arm Savings and Credit Union (SASCU)
Erin Jackson	City of Salmon Arm, Director of Corporate Services
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Councillor Tim Lavery	City of Salmon Arm, Co-Chair
Louis Thomas	Councillor, Neskonlith Indian Band
Steven Teed	Adams Lake Indian Band

GUESTS:

The meeting was called to order at 11:00 a.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

Councillor Wallace Richmond 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 /changes and Additional Items

Item 7 e) – Available Land for housing

Moved: Paige Hilland
Seconded: Lana Fitt
THAT: the Housing Task Force Meeting Agenda of October 25, 2021, be approved with addition.

CARRIED UNANIMOUSLY

4. Approval of Minutes of September 23, 2020 Housing Task Force Meeting

Moved: Jeff Ragsdale
Seconded: Barry Delaney
THAT: the minutes of the Housing Task Force Meeting of September 23, 2020 be approved as circulated.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business/Arising from Minutes

7. New Business

a) SPARC BC report from Social Impact Advisory Committee
Councillor Wallace Richmond outlined the Social Impact Assessment report prepared by SPARC BC with grant funds received under the BC Government Poverty Reduction Planning and Action Program.

b) Matrix from Community Housing Report
Councillor Wallace Richmond identified areas of the matrix that have been accomplished and/or in progress and encouraged the Task Force members to review to identify areas that the Task Force can assist with.

c) General Housing Stats – 2019 – 2021
Councillor Wallace Richmond noted that the building statistics reflect a slight increase in multi-family residential new buildings during this time period.

d) Future of Housing Task Force
Councillor Wallace Richmond outlined areas that the Task Force could move forward by reviewing the Matrix in the Community Housing Report and to assist in implementation of action items. Members of the Task Force agreed that there is work yet to be done as housing for vulnerable populations as well as market residential properties remains a challenge and see the value of the Task Force moving forward.

e) Available Land
Dawn Dunlop requested that the City provide the Task Force with information on properties within the City zoned R-4 and R-5 (Medium and High Density Residential). Jeff Ragsdale identified residential lots available on the multiple listing service as well as some larger parcels. The current and potential future involvement of BC Housing was discussed.

8. Other Business &/or Roundtable Updates

a) Member updates

Task Force members provided an update of their organizations and discussed housing needs in our community.

9. Next meeting – November 22, 2021 at 11:00 a.m.

10. Adjournment

Moved: Jeff Ragsdale
Seconded: Barry Delaney
THAT: the Housing Task Force Meeting of October 25, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:06 a.m.

Councillor Louise Wallace Richmond
Co-Chair

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

Item 7.5

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of November 1, 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, **November 1, 2021** at 10:00 a.m.

PRESENT:

Mayor Alan Harrison	City of Salmon Arm, Chair
Councillor Tim Lavery	City of Salmon Arm, Chair
Marianne VanBuskirk	School District No. 83
Joe Johnson	Greenways Liaison Committee
Blake Lawson	Citizen at Large
Camilla Papadimitropoulos	Citizen at Large
Kathy Atkins	Citizen at Large
Steve Fabro	Citizen at Large (left the meeting at 11:20 a.m.)
Gary Gagnon	Citizen at Large
Phil McIntyre-Paul	Shuswap Trail Alliance
David Major	Shuswap Cycling Club
Kristy Smith	Social Impact Advisory Committee
Anita Ely	Interior Health (entered the meeting at 10:34 a.m.)
Lana Fitt	Salmon Arm Economic Development Society
Jenn Wilson	City of Salmon Arm, Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Councillor, Adams Lake Indian Band
Craig Newnes	Downtown Salmon Arm
Louis Thomas	Councillor, Neskonlith Indian Band

GUESTS:

David Dean	ICBC
Jen Bellhouse	Shuswap Trail Alliance

The meeting was called to order at 10:00 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

Moved: Steve Fabro
Seconded: Camilla Papadimitropoulos
THAT: the Agenda for the November 1, 2021 Active Transportation Task Force Meeting be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of minutes from October 4, 2021

Moved: Marianne VanBuskirk
Seconded: Steve Fabro
THAT: The minutes of the Active Transportation Committee Meeting of October 4, 2021 be approved.

CARRIED UNANIMOUSLY

5. Presentations

David Dean, Road Safety Engineer, ICBC outlined the Road Improvement Program and was available to answer questions from the Task Force.

6. Old Business / Arising from Minutes

a) Terms of Reference update

A group consisting of Phil McIntyre-Paul, Craig Newnes and Councillor Lavery drafted an updated Terms of Reference for the Task Force in consultation with City staff. Phil McIntyre-Paul outlined the proposed mandate and scope of the Task Force and Councillor Lavery spoke regarding membership and term of the membership. The updated Terms of Reference include guidance during the Request-for-Proposal development. Mayor Harrison and Councillor Lavery spoke regarding the role that the Task Force can play in the RFP process.

Councillor Lavery outlined the proposed term of membership to continue until final Active Transportation submission to Council, possibly fall of 2022.

Moved: Anita Ely
Seconded: Camilla Papadimitropoulos
THAT: the Task Force recommends to Council that the updated Terms of Reference dated October 15, 2021 be adopted.

CARRIED UNANIMOUSLY

7. Sub-Group Updates

RFP sub-group – David Major spoke regarding the goal and approximate timeline of the RFP. The goal will be to work with City staff to release the RFP for application by early 2022 with a projected start date for the successful consultant to commence work in March of 2022 to meet the 2023 deadline. The RFP sub-group will work towards compiling a completed list of priority projects. The current list of projects is available on the Trello platform for review by the Task Force members.

Interim Ideas Sub-Group – Blake Lawson spoke regarding the outcome of the October meeting of the sub-group consisting of Councillor Lavery, Blake Lawson, Marianne VanBuskirk and Craig Newnes. This group will continue to work towards plans for Safe Route to School, Quick Win Initiatives (bylaw review, transit system, traffic calming, etc.) and Rapid Response ideas as well as formulating ideas to present to Council. The Ebike incentive program currently in use in Nelson was discussed. Councillor Lavery will reach out to other communities who have a similar program in place.

8. New Business

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

10. Next Meeting

The next meeting of the Active Transportation Task Force will be December 6, 2021 at 10:00 a.m.

11. Adjournment

Moved: Phil McIntyre-Paul
Seconded: Lana Fitt
THAT: the November 1, 2021 Meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:35 a.m.

_____
Mayor Alan Harrison, Co-Chair

_____
Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2021.

CITY OF SALMON ARM

Active Transportation Task Force Terms of Reference

Mandate:

The primary goal of the Active Transportation Task Force during the planning phase is to provide information, support and recommendations to Council, staff, and consultants that will guide the city in developing a modern Active Transportation Plan that meets the needs of a growing community; and to position the city for potential Active Transportation funding opportunities from higher levels of government.

In addition, the Active Transportation Task Force will provide recommendations on existing Active Transportation projects already underway and new interim initiatives that might arise.

Scope:

- Provide guidance during Request-for-Proposal (RFP) development
- Support council and staff during the consultant selection process
- Provide recommendations throughout the Active Transportation planning process
- Help to ensure the planning process engages the whole community
- Provide recommendations for the final plan
- Provide recommendations on current and interim Active Transportation initiatives
- Act as a forum for ongoing communication on relevant initiatives underway within the City of Salmon Arm and throughout the region and province

Membership: (17)

- Two (2) members of council as co-chairs
- One (1) member from Adams Lake Indian Band
- One (1) member from Neskonlith Indian Band
- One (1) member from Shuswap Trails Alliance
- One (1) member from Salmon Arm Economic Development Society
- One (1) member from Downtown Salmon Arm
- One (1) member from School District #83
- One (1) member from Interior Health
- One (1) member from Shuswap Cycle Club
- One (1) member from Greenways Liaison Committee
- One (1) member from Social Impact Advisory Committee

- Five (5) Citizens-At-Large including (1) member from the mobility aid community.

  Representatives from community organizations will be required to re-submit formal letters confirming appointment from their boards and identify alternates who will be required to attend in the absence of the appointed member.

Quorum:

Fifty percent (50%) plus 1 shall constitute a quorum.

Staff Support:

- Resource staff from Development Services and Engineering; and
- Recording secretary

Timelines:

The Task Force will provide support until submission of the final Active Transportation Plan to Council. During this time, the Task Force will meet every month at minimum. Sub-groups may meet more or less frequently as needed.

Reporting:

- Meeting minutes will be presented to Council.
- All recommendations of the Task Force must be ratified by Council.
- All media releases must be ratified by Council.

Item 8.1

CITY OF SALMON ARM

Date: November 8, 2021

Board in Brief – October 2021

Vote Record

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

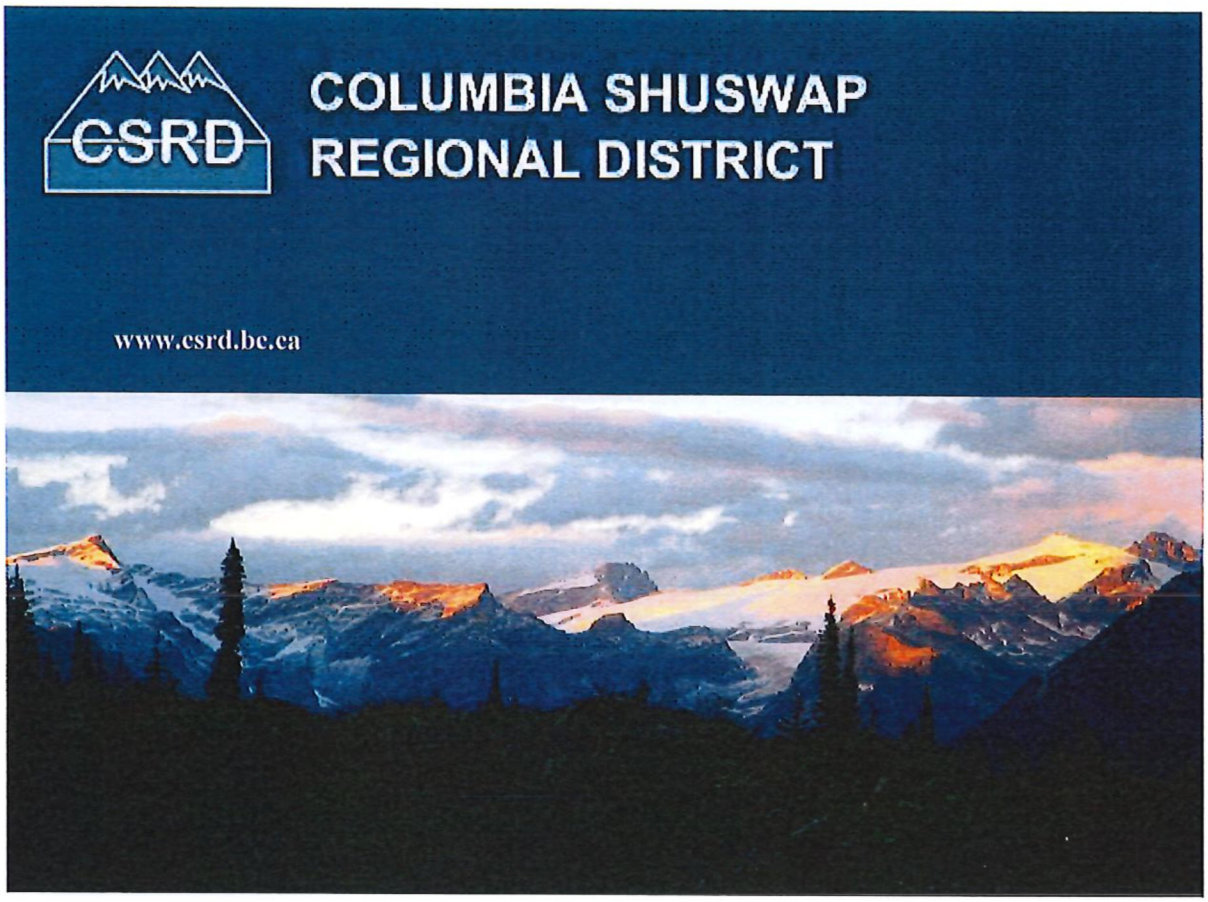
  Opposed:

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

P38

Caylee Simmons

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: Thursday, October 28, 2021 11:05 AM
To: Caylee Simmons
Subject: #YourCSRD - October 2021



#YourCSRD - October 2021

October 2021

Tweet Share

Web version

Highlights from the Regular Board Meeting

Committee of the Whole - Policy Update

Policy Session Update 2021

The Board reviewed policy work being conducted by Corporate Administration, Finance, Development Services and Operations Management. They received the Policy Session Update 2021 for information. **View update.**

Correspondence

North Shuswap Health Centre - Community Petition

After receiving a request and petition from the North Shuswap Health Care Society, the Board voted to take the first step to support their request for a financial contribution from Electoral Area F taxpayers. Staff to were directed to develop a bylaw that can be brought back to the Board for consideration as part of the 2022 work plan. This initiative would also require a public assent process to ensure the new tax had sufficient community support. **View letter. View news release.**

Committee reports

Electoral Area Directors' Committee Recommendation

The Board approved the development of an ALC Exclusion Policy and directed staff to update the Development Services Fees Bylaw for ALC exclusion applications. The Board discussed the implications of the policy, which was viewed as provincial downloading. They approved a motion to forward their concerns to the Southern Interior Local Government Association (SILGA) and the Association of Kootenay and Boundary Local Governments (AKBLG).

Sicamous to Armstrong Interjurisdictional Governance Committee Recommendation

The majority of the Board voted in favour of a motion indicating that the CSRD, as a joint owner of the Shuswap North Okanagan Rail Trail lands, does not support and will not grant upland consent for the installation of private swim platforms adjacent to the rail corridor lands. **View briefing note.**

Business General & Business by Area

CSRD COVID-19 Update

The Board approved a motion to continue to defer all non-essential meetings until the Province determines it is safe to advance to Step 4 of its Restart Plan. **View report. View news release.**

Community Resiliency Investment Program Grant 2022

The Board approved the submission of an application to the 2022 Community Resiliency Investment Program for a $250,000 FireSmart Community Funding and Supports Program grant for the continued development and implementation of the CSRD's FireSmart program. **View report.**

Corporate Fleet Vehicle Lease Buyouts

Due in part to supply challenges with obtaining new vehicles, the Board approved internal borrowing of up to $50,000 to complete the lease buyout of two 2018 Toyota Tundra trucks. The Board also approved entering into a lease agreement with Hilltop Toyota for four new Toyota Rav4s for the corporate fleet. **View report.**

Grant-in-Aid Requests

The Board approved allocations from the 2021 electoral grant-in-aid budget for projects in Electoral Areas C, D, E and F. **View report.**

Electoral Area D: Electoral Area D Community Works Fund - Falkland Waterworks upgrades

The Board approved spending $27,200 plus applicable taxes from the Electoral Area D Community Works Fund allocation for energy efficient upgrades to the Falkland Water System. **View report.**

Electoral Area F: Seymour Arm Internet Connection

The Board agreed to write a letter to the Ministry of Forests, Lands and Natural Resource Operations encouraging them to work with My BC Datacom to support internet connectivity in Seymour Arm. **View request.**

School District #83 Long Range Facilities Plan
The Board discussed issues surrounding the process involved with School District #83's Long Range Facilities Plan and the option to convert the current school structure in Salmon Arm to a two-high-school model. The Board agreed to send a letter to School District #83 Superintendent, the Chair of the School Board and the Minister of Education expressing their concerns and asking for the Sorrento High School option to be revisited. The Board also passes a motion to invite the Superintendent and School Board Chair to come to the CSRD Board meeting in November or December.

Shuswap North Okanagan (Sicamous to Armstrong) Rail Trail Accounting
Electoral Area F Director Jay Simpson requested more information on CSRD staff time and expenses for the North Okanagan Shuswap Rail Trail project. This item was referred to the budget process. **View request.**

Electoral Area F: North Shuswap Community Issues Assessment Study
The Board agreed that plans for the North Shuswap Community Issues Assessment Study will be advanced to the budget process with a view to proceeding in 2023. The study, funded in part by the Province, will examine the community issues in Electoral Area F.

Administration Bylaws

Whitetooth Ski Hill Legacy Fund Administration Amendment Bylaw No. 5841, 2021
The Board rescinded all applicable resolutions associated with amendments to the Whitetooth Ski Hill Legacy Fund Administration Bylaw No. 5478. They also gave three readings to a new bylaw designed to provide consistency and clarity in the administration of application for access to the Whitetooth Ski Hill Legacy Fund. The bylaw will now be forwarded to the Town of Golden Council for comment, prior to the bylaw being considered for adoption. **View report.**

Procedure Amendment Bylaw No. 5840, 2021
The Board adopted a bylaw that will allow for the continuation of holding regular, special and committee meetings electronically. **View report.**

CSRD Ticketing Utilization Amendment Bylaw No. 5839, 2021
The Board approved housekeeping amendments to the CSRD Ticket Information Utilization Bylaw No. 5776 to reflect section number and bylaw title changes. **View report.**

LAND USE MATTERS

Agricultural Land Commission Applications

Electoral Area F: Agricultural Land Commission (ALC) Application Section 21(2) – Subdivision LC2587F

The owners of property located at 6929 Squilax-Anglemont Road, Magna Bay are proposing to subdivide a 1 ha portion in the southeast corner of the subject property for the CSRD to acquire for the purpose of constructing a new fire hall for the community of Anglemont. The Board approved the recommendation to forward the application to the ALC. The application will now be sent to the ALC for a final decision. **View report.**

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

Electoral Area C: Development Variance Permit No. 701-1171

The subject property is located at 2486 Eagle Bay Road, Reedman Point. The owners are proposing to replace the existing cottage with a new cottage that exceeds the maximum floor area and requires a variance to minimum setbacks. The Board approved issuance of the permit. **View report.**

Electoral Area F: Development Variance Permit No. 825-35

The owner of the subject property, located at 53 - 1131 Pine Grove Road, Scotch Creek, wanted to increase the maximum floor area for a recreational vehicle or park model deck on a shared-interest property from 30 square metres to 48 square metres. The Board supported the staff recommendation and denied the DVP. **View report.**

Electoral Area A: Development Variance Permit No. 641-48A

The subject property is located on Golden Donald Upper Road, Blaeberry. The property owners are proposing to subdivide one lot which has an adequate source of groundwater, plus a remainder parcel which would encompass three dry lots. They are requesting a variance to allow the proposed remainder to be serviced by a source of surface water that is not on Schedule D - List of Eligible Sources. The majority of the Board approved issuance of the DVP with two conditions:
that a qualified professional must make a report on the use of Moberly Creek as a water source;
and that a covenant be registered on title that the remainder portion of the property may not be used for residential purposes until the owner has submitted a copy of the water licence to the CSRD.
Directors Karen Cathcart and Rene Talbot were opposed to the issuance of the permit. The Board approved Director Cathcart's motion that a letter be sent to the Provincial Water Licencing Branch, along with four letters from neighbouring residents, asking if they can be engaged in the process of determining a water licence. **View report.**

Zoning, OCP and Land Use Amendments

Electoral Area C: Lakes Zoning Amendment (CSRD) Bylaw No. 900-30C

The subject property is located at 7000 Block Sunnybrae-Canoe Point Road in Bastion Bay. Rezoning of the foreshore is required in order permit a proposed dock and buoy and to facilitate the issuance of a Development Permit for the proposed use. The proposed bylaw amendment would rezone the foreshore area from FM1 to FR1 and would add a special regulation to the FR1 Zone to allow for the placement of a dock for each fee-simple, semi-waterfront lot in the Bastion Bay subdivision. The Board approved third reading and adoption of the bylaw. **View report.**

Electoral Area F: Lakes Zoning Amendment Bylaw No. 900-29F

The property owners of Strata Plan EPS611 are proposing to rezone the foreshore adjacent to the waterfront common property to allow for 18 buoys (one for each strata lot owner) and one shared floating dock. The Board approved first reading and referred the application to a number of agencies and First Nations for comment. **View report.**

Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-34C

The subject property is located at 4119 Galligan Road, Eagle Bay. The applicant is proposing to rezone the foreshore to permit up to 18 docks and 31 private mooring buoys, which is one more dock and up to 14 more private mooring buoys than what is currently permitted. The Board approved first reading and referred the application to a number of agencies and First Nations for comment. They also agreed to waive the public hearing. **View report.**

Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-32C
The subject property is located at 6432 Sunnybrae Canoe Point Road, Canoe Point. The property owners are proposing to rezone the foreshore of the property to allow for 11 docks and 11 private mooring buoys (one dock and private mooring buoy for each of the 11 shareholders). A Foreshore and Water Development Permit was required prior to adoption of the bylaw. That permit has now been issued and the Board adopted the bylaw. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the October 21, 2021 meeting:

Mandatory COVID-19 Vaccination Requirements
THAT: staff be authorized to release a statement regarding the Board's support of a vaccination mandate.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, November 18, 2021 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 10 AM.
Any scheduling changes to the meeting start time will be noted on the Events tab of the CSRD's website.
In-person attendance is available to the public in accordance with current provincial health orders. Masks are mandatory. Seating is limited and will be first-come, first-served.
The public is strongly encouraged to join the meeting via Zoom. 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

Item 9.1

CITY OF SALMON ARM

Date: November 8, 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 replacement of an engine for Unit #95-2011 Ford F-550 Utility Service Truck in the amount of $22,500.00, reallocated from funds from the Equipment Reserve Fund;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Jacobson Ford, Salmon Arm.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

TO:	His Worship the Mayor Harrison and Members of Council
FROM:	Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY:	Darin Gerow, Manager of Roads & Parks
DATE:	October 28, 2021
SUBJECT:	**UNIT #95 – 2011 FORD F-550 SERVICE TRUCK, ENGINE REPLACEMENT - BUDGET AMENDMENT & SOLE SOURCE**

STAFF RECOMMENDATION

THAT: **The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the replacement of an engine for Unit #95 – 2011 Ford F-550 Utility Service Truck in the amount of $22,500.00, reallocated from funds from the Equipment Reserve Fund.**

AND THAT: **The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Jacobsen Ford, Salmon Arm.**

BACKGROUND

Unit #95 within City of Salmon Arm's Public Works Fleet is a 2011 Ford F-550 Utility Service Truck. A large service body that stores tools & equipment, and a rear mounted crane utilized to pull pumps from lift stations and other miscellaneous items are located on this cab/chassis. This truck is used almost daily within our Public Works Utility Dept. October of 2021 staff were mobile when the truck completely quit, and was immediately towed to Jacobsen Ford. A glow plug had failed creating catastrophic damage to the engine, which has resulted in the only fix as a full engine replacement. It currently remains in Jacobsen Ford's lot, incapacitated.

Unit #95 was due for replacement in 2023 at an estimated cost of $140,000 - $150,000. The truck has approx. 124,700 kms, and the service box and crane are in acceptable shape.

STAFF COMMENTS

Our mechanics looked into options for the engine replacement and unfortunately, with today's shortages, we were unable to locate a used engine. In addition, we currently do not have appropriate staffing levels to complete a project such as this in house. We had Jacobsen Ford provide a quote for the full replacement, estimated at $19,876.29, plus taxes.

Replacement of the engine in Unit #95 is estimated to extend the lifespan an additional 3-5 years. Staff feel that the most viable option is to have the engine repaired, we will utilize the truck for a few more years and when we decided to replace it we should be able to get a better trade in value or it can be repurposed with in the fleet.

Staff therefor recommend that the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the replacement of an engine for Unit #95 – 2011 Ford F-550 Utility Service Truck in the amount of $22,000.00, reallocated from funds from the Equipment Reserve Fund, and that The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Jacobsen Ford, Salmon Arm.

Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, CFO

X:\Operations Dept\Engineering Services\5550 CITY EQUIPMENT\FLEET\Unit #95 - 2011 Ford F-550 Service Truck\Blown Motor\HWM - New Engine - Unit #95.docx

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Item 9.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council accept the Canoe Forest Products Ltd. legacy project contribution of $50,000.00 towards the newly constructed Canoe Beach playground structure;

AND THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect a $50,000.00 funding contribution towards the Canoe Beach Playground Replacement project and that the funding from the Parks Development Reserve Fund be reduced by the same.

Vote Record

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

  Opposed:

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

CITY OF
SALMONARM

File: 0920.20.06

TO: His Worship Mayor Harrison and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: October 27, 2021

SUBJECT: **CANOE FOREST PRODUCTS LEGACY PROJECT CONTRIBUTION TOWARDS CANOE BEACH PLAYGROUND EQUIPMENT**

RECOMMENDATION:

THAT: **Council accept the Canoe Forest Products Ltd legacy project contribution of $50,000.00 towards the newly constructed Canoe Beach playground structure.**

AND THAT: **The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect a $50,000 funding contribution towards the Canoe Beach Playground Replacement project and that the funding from the Parks Development Reserve Fund be reduced by the same.**

BACKGROUND:

Earlier this summer Mayor Harrison and Lana Fitt, Economic Development Officer met with Marcello Angelozzi of Canoe Forest Products (CFP), the purpose of the meeting was to discuss CFP's interest in providing a donation towards a possible legacy project in the community. The Gorman board of directors who own CFP, wanted to extend a donation in an effort to do a small part in contributing to the well-being of the community of Canoe and Salmon Arm in light of the challenges the community has faced through the pandemic.

City Staff met with CFP in September and began discussion around what possible project might be a good fit. The Canoe Beach Master Plan came up in discussion and more specifically the renewal of the Canoe Beach playground area. This project seemed most appropriate, as it was approved in the 2021 budget and that the playground replacement had been awarded to Green Roots Play Equipment ltd earlier this summer. CFP is interested in contributing $50,000.00 towards the construction of this playground, as it is a very tangible project for the Canoe community.

The estimated costs to date including committed values to remove and replace the Canoe Beach playground structure is approx. $89,000.00. The work on the playground was recently completed and it is now open for public use, see photo below. If Council is in support of what is being proposed, staff are recommending that a plaque be made and placed near the playground for public recognition of this generous contribution from CFP.

Respectfully submitted:

Robert Niewenhuizen, AScT
Director of Engineering & Public Works

cc Chelsea Van De Cappelle, CFO

X:\Operations Dept\Engineering Services\0920-PARKS\0920.20.06 Canoe Beach\Playground\Canoe Forest Products\HWM Canoe Forest Products - Community Donation.docx

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Item 9.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the permanent expansion of the patio seating area for the Barley Station Brew Pub;

AND THAT: Council opts out of the comment and public consultation process.

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 Council

DATE: October 29, 2021

SUBJECT: **Application to permanently expand patio seating area**
Barley Station Brew Pub
20 – Shuswap Street SE
Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan KAP53954
Liquor Licence #302332

OWNER: Stu Bradford

MOTION FOR CONSIDERATION:

BE IT RESOLVED THAT: Council of the City of Salmon Arm has no objection to the permanent expansion of the patio seating area for License #302332 (Barley Station Brew Pub)

AND THAT: Council of the City of Salmon Arm is opting out of the comment and public consultation process.

BACKGROUND: The owner of the property has made application to the Liquor and Cannabis Regulation Branch to permanently expand the patio area of the restaurant by up to 22 seats. The area is on the north side of the building adjacent the TransCanada Highway. A letter of rational is attached as well as a site plan detailing the location.

Respectfully submitted,

Maurice Roy, RBO/CRBO
Manager of Permits & Licensing

MR:mr

attach. Owners letter
Site Plan

SHUSWAP LAKE BREWING CO.

BARLEY

STATION BREW PUB

October 22nd 2021

The Barley Station Brew Pub is proposing a structural change to its outside patio. During Covid restrictions the Province and City expedited temporary patio extension permits to allow for extra seating. We would like to make the small patio that faces the TCH a permanent part of our outdoor patio seating. We found that this extra space was well used and did not impact our service in any way. A drawing of the proposed seating design is attached. Thanks.

Regards,

Stu Bradford

Barley Station Brew Pub

P54

Item 9.4

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council award the City Hall/Court House Facility – Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of $160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term.

Vote Record

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

  Opposed:

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

CITY OF
SALMONARM

TO:	Mayor Harrison & Members of Council
DATE:	October 25, 2021
FROM:	Erin Jackson, Director of Corporate Services
PREPARED BY:	Caylee Simmons, Executive Assistant
SUBJECT:	Janitorial Services Contract for City Hall/Court House Facility

MOTION FOR CONSIDERATON:

THAT: Council award the City Hall/Court House Facility – Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of $160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term.

BACKGROUND:

The current janitorial contract for City Hall/ Court House Facility expires December 31, 2021.

The Request for Proposals for City Hall/Court House Janitorial services was issued on September 17, 2021 and was advertised in the newspaper, City website and social media. A mandatory site visit was conducted on September 29, 2021. The Request for Proposal closed on October 15, 2021.

Three (3) contractors attended the mandatory site visit; however, the City only received one submission by the closing date.

It is recommended that Council award the contract for City Hall/Court House Facility to Salmon Arm Janitorial Ltd. Salmon Arm Janitorial Ltd. has been providing janitorial services at City Hall/Court House Facility under the current contact.

The proposal includes the following increases: 3.2% in 2022, 4.8% in 2023 and 5.2% in 2024.

It is further recommended that Council authorize staff to extend the contract for an additional two (2) year period, should it be in the best interest of the City to do so. The tendering process requires a great deal of resources and allowing staff to negotiate a price that is favourable for the City, if the performance of the contract has been satisfactory, would represent a significant savings. A three (3) year agreement with the option of a two (2) year extension also provides the City with more flexibility.

Erin Jackson
Director of Corporate Services

Item 10.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4483 be read a first and second time.

[ZON-1222; Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R1 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: October 27, 2021

Subject: Zoning Bylaw Amendment Application No. 1222

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406
Civic: 2621 – 17 Street NE
Applicant: Ressel Constructors Inc.
Owner: Reynolds, D.

STAFF RECOMMENDATION

THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).**

PROPOSAL

The subject parcel is located at 2621 – 17 Street NE (Appendix 1 and 2), is approximately 2.175 acres in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit future construction and use of a *detached suite* as shown in the attached site plans (Appendix 3). The parcel easily meets the conditions to permit a *detached suite* in the R-8 Zone.

BACKGROUND

The 2.175 acre subject parcel contains an existing single family dwelling, is designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The parcel is located in the Appleyard neighbourhood, an area largely comprised of R-1 zoned parcels containing single family dwellings. There is presently one R-8 zoned parcel within the vicinity of the subject parcel. Site photos are attached as Appendix 6.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

The subject parcel is unique with an irregular shape and shared driveway access with the adjacent parcel to the north. The parcels were created through subdivision in 2012 (SUB-12.08), with variances (VP-366) to the Subdivision and Development Servicing Bylaw. A 3 metre Statutory Right-of-Way for a future Cress Creek greenway connection exists along the east parcel boundaries, adjacent to the proposed site for a *detached suite* (Appendix 7).

Furthermore, while relatively large in area, the subject parcel is significantly affected by natural terrain, with a Potentially Hazardous Area identified in the OCP mapping along the west portion of the parcel, and a watercourse (Cress Creek) along the south portion. Existing covenants on the title of the parcel note the riparian and geotechnical concern.

Secondary Suites

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

COMMENTS

Engineering Department

No objections to the proposed rezoning. Future development will require associated service and works upgrades. Comments attached as Appendix 8.

Building Department

A Building Permit application meeting BC Building Code requirements is required to create a *secondary suite*. Development Cost Charges will apply to a *detached suite*.

Fire Department

No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

Prepared by: Chris Larson, MCIP, RPP
Senior Planner

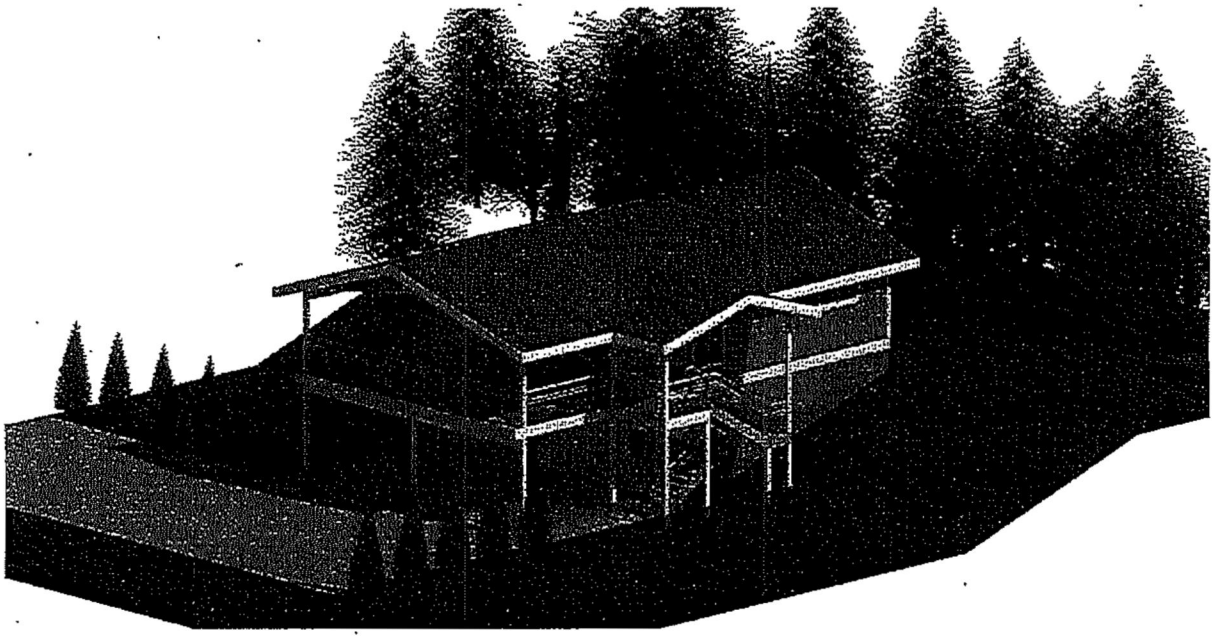
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Appendix 1: Aerial View

Appendix 2: Parcel View

Carriage House

2621 17th ST NE
Salmon Arm BC



GENERAL NOTES

ALL WORK SHALL BE IN ACCORDANCE
THE CURRENT EDITION OF THE BC BUILDING
CODE AND ALL LOCAL BYLAWS

BEFORE CONSTRUCTION COMMENCES
IT IS THE RESPONSIBILITY OF THE CONTRACTOR
OR HOME OWNER TO CHECK ALL DIMENSIONS
AND DETAILS TO ENSURE ACCURACY AND TO ENSURE
THERE ARE NO DISCREPANCIES WRITTEN DIMENSIONS
TAKE PRECEDENCE OVER SCALED DIMENSIONS

ALTHOUGH EVERY EFFORT HAS BEEN MADE TO PROVIDE
COMPLETE AND ACCURATE DRAWINGS, WE CANNOT ELIMINATE
HUMAN ERROR, THEREFORE HARTFORD DESIGN GROUP
WILL NOT BE LIABLE FOR ANY ERRORS OR OMISSIONS.

INSULATION/VENTILATION

MINIMUM INSULATION REQUIREMENTS
ROOF/CEILING-R30
WALLS-2"X6"R24

CEILING INSULATION MAY BE LOOSE FILL OR BATT TYPE
WALLS AND FLOOR MUST BE BATT TYPE

WALLS AND CEILINGS BETWEEN RESIDENCE AND ATTACHED GARAGE SHALL BE INSULATED

INSULATION REQUIREMENTS MAY VARY WITH HEATING SYSTEM AND LOCAL CONDITIONS

ALL ROOF SHALL BE VENTILATED WITH SOFFIT, ROOF OR GABLE VENTS OR A COMBINATION OF BOTH.
DISTRIBUTED TOP OF ROOF SPACE AND SOFFIT

CRAWL SPACE VENTS SHALL BE UNIFORMLY DISTRIBUTED ON OPPOSITE SIDES OF THE BUILDING AND DESIGNED TO
PREVENT THE ENTRY OF SNOW, RAIN AND INSECTS

HEATING

INSTALLATION OF ELECTRICAL WIRING AND HEATING MUST COMPLY TO MANUFACTURER'S SPECS
AND CONFORM WITH LOCAL CODES AND REGULATIONS IN ALL ASPECTS

GAS CONNECTION WILL REQUIRE SEPARATE PERMIT AND INSPECTION

FUEL BURNING APPLIANCES, INCLUDING FURNACES, FIREPLACES AND STOVES TO BE PROVIDED
WITH COMBUSTION AIR SUPPLY FROM EXTERIOR.

INSTALLATION OF HVAC TO COMPLY WITH MANUFACTURERS SPECIFICATIONS
AND THE BCBC CURRENT EDITION

MISCELLANEOUS

CAULK OVER AND AROUND ALL EXTERIOR OPENINGS USING
NON-HARDENING COMPOUND.

FLASH ALL CHANGES OF MATERIAL ON EXTERIOR WALLS

ALL BRICK AND STUCCO TO BE A MINIMUM OF 6" CLEARANCE
ABOVE FINISHED GRADE

HARTFORD DESIGN GROUP
250-574-0047 hdg_design@outlook.com

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No.	Description	Date

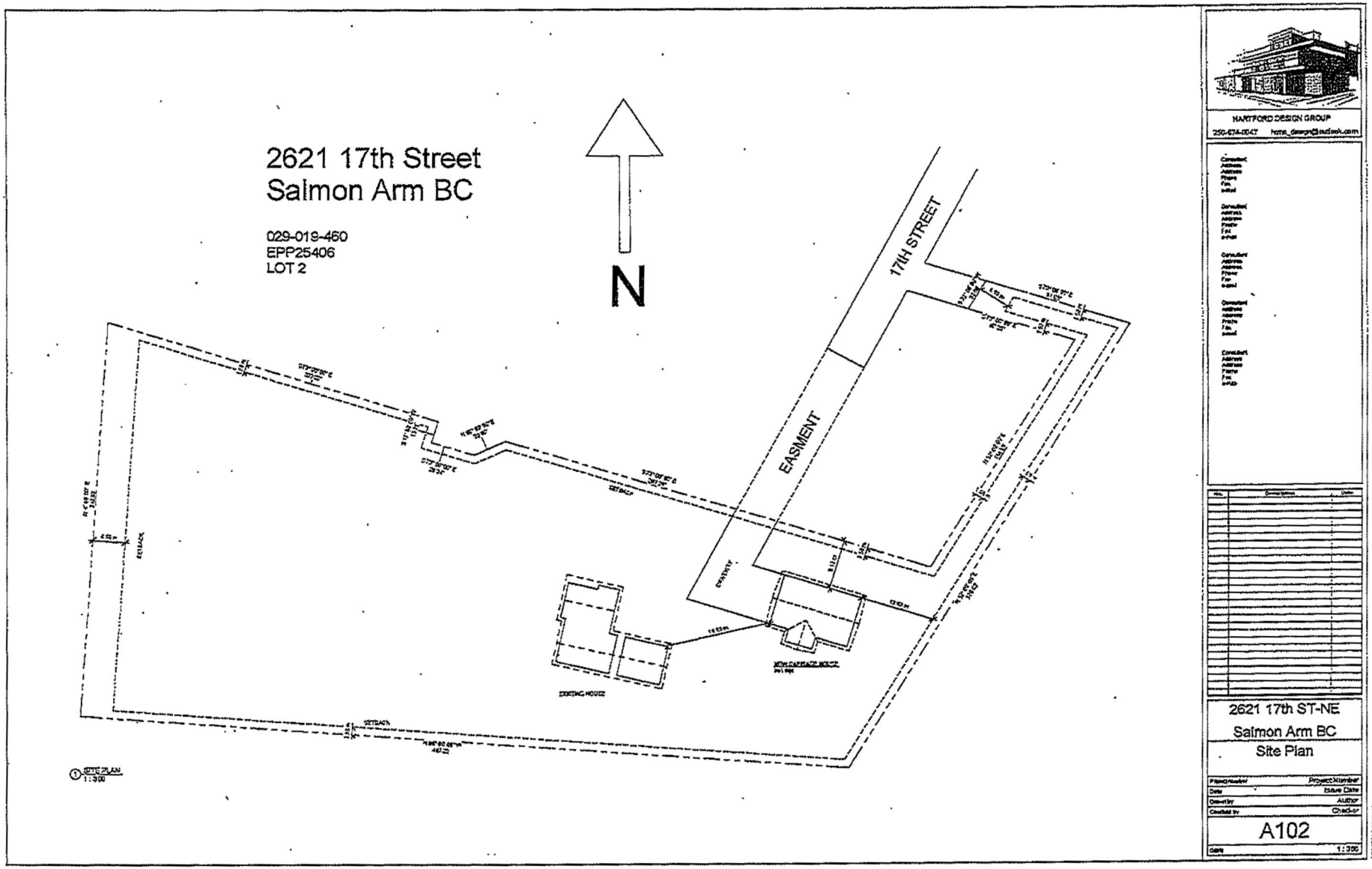
2621 17th ST-NE
Salmon Arm BC
Cover

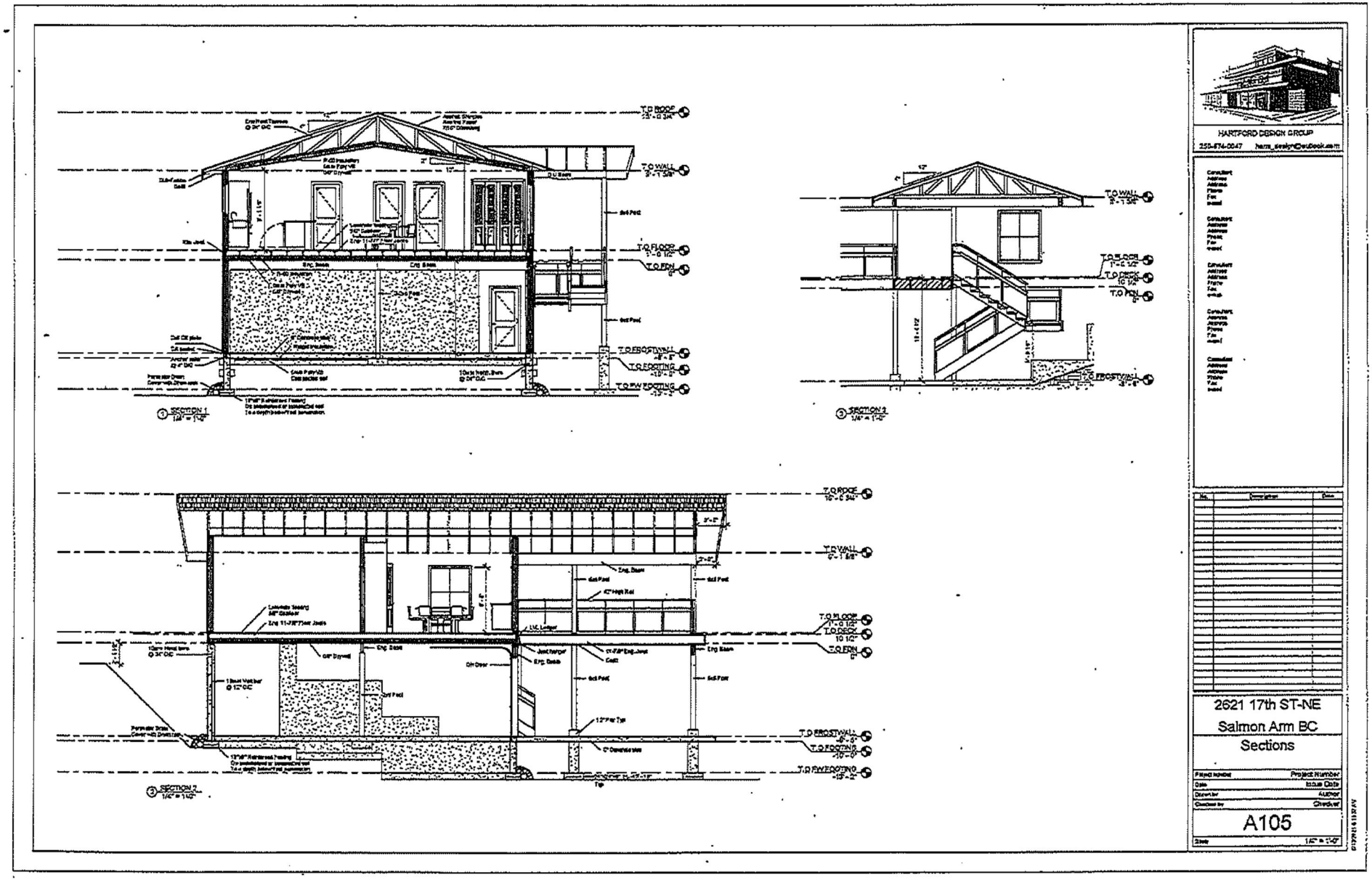
Project number	Project Number
Date	Issue Date
Drawn by	Author
Checked by	Checker

A101

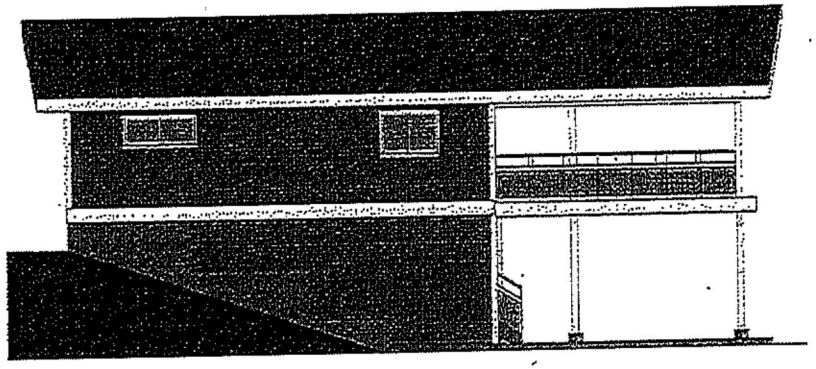
Scale: As Indicated

A101C01B1202.dwg

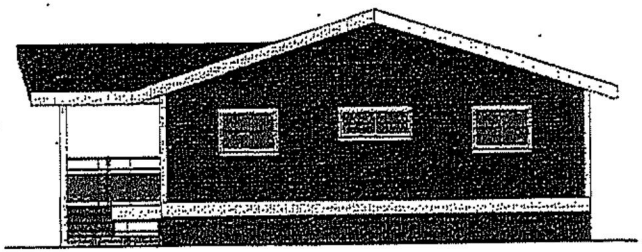

2621 17th Street
Salmon Arm BC
029-019-460
EPP25406
LOT 2
N
17TH STREET
EASEMENT
EXISTING HOUSE
SETBACK
SITE PLAN
1:300
HARTFORD DESIGN GROUP
2621 17th ST-NE
Salmon Arm BC
Site Plan
A102


T.O. ROOF
T.O. WALL
T.O. FLOOR
T.O. FDN
T.O. FROSTWALL
T.O. FOOTING
T.O. FW FOOTING
SECTION 1
1/4" = 1'-0"
T.O. WALL
T.O. FLOOR
T.O. DECK
T.O. FDN
T.O. FROSTWALL
SECTION 3
1/4" = 1'-0"
T.O. ROOF
T.O. WALL
T.O. FLOOR
T.O. DECK
T.O. FDN
T.O. FROSTWALL
T.O. FOOTING
T.O. FW FOOTING
SECTION 2
1/4" = 1'-0"
HARTFORD DESIGN GROUP
250-674-0047
2621 17th ST-NE
Salmon Arm BC
Sections
A105

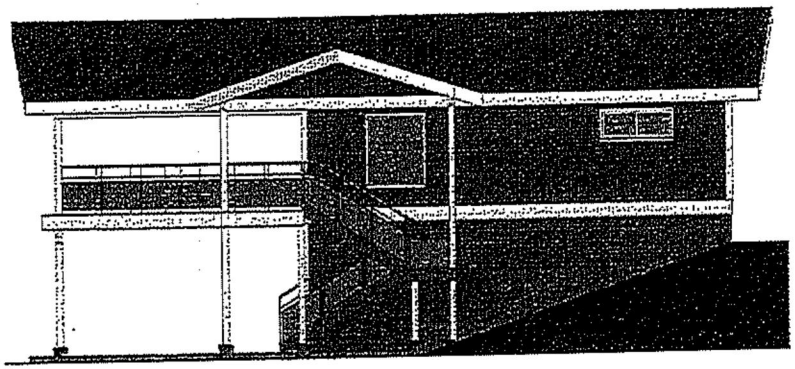
① FRONT ELEVATION
1/4" = 1'-0"



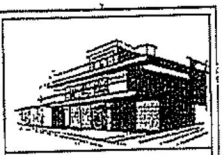
③ LEFT ELEVATION
1/4" = 1'-0"



② REAR ELEVATION
1/4" = 1'-0"



④ RIGHT ELEVATION
1/4" = 1'-0"



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250-874-0047 hartd_design@outlook.com

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No.	Description	Date

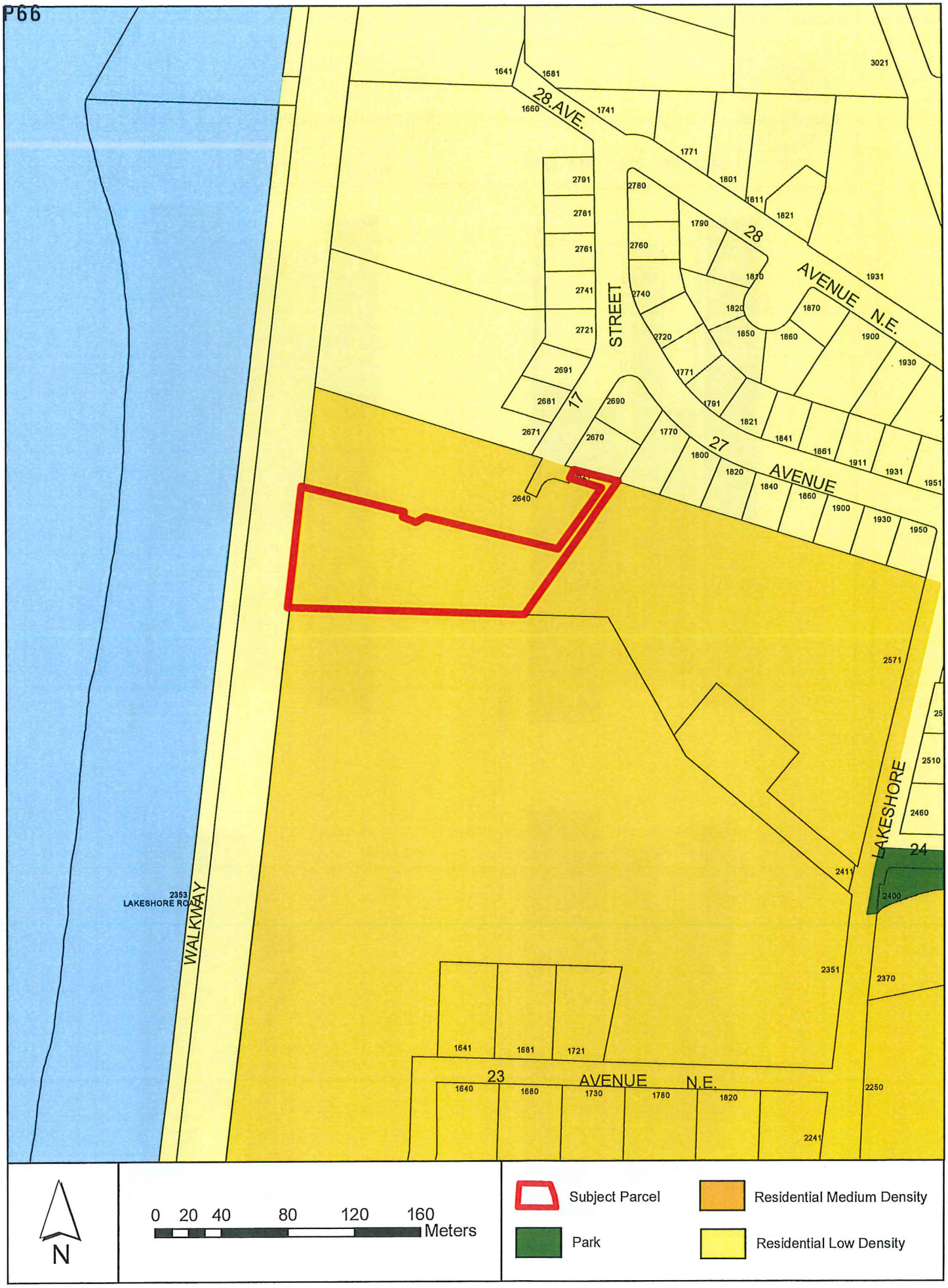
2621 17th ST-NE
Salmon Arm BC
Elevations

Project number	Project Number
Date	Issue Date
Drawn by	Author
Checked by	Checker

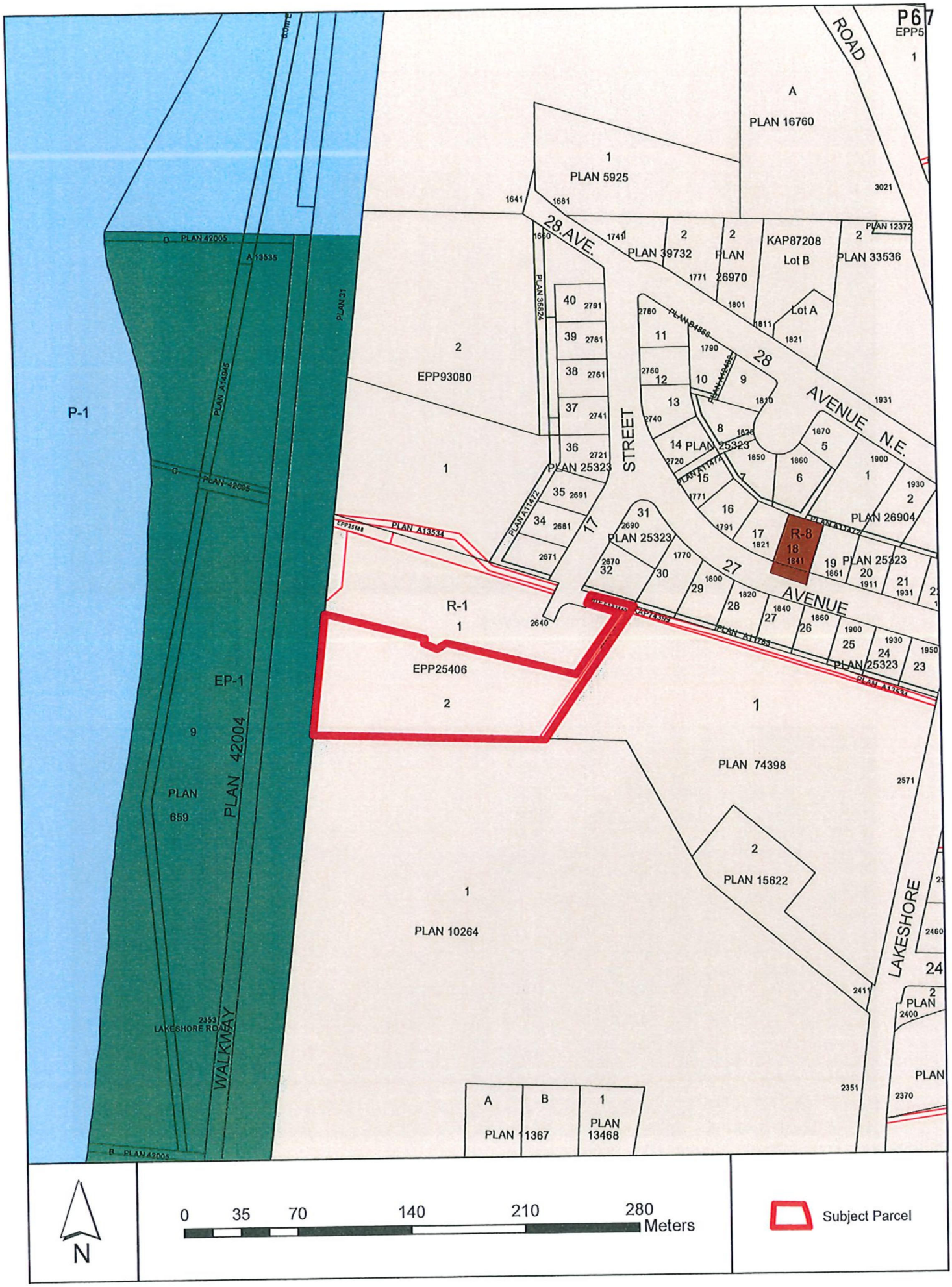
A106

Date	1/4" = 1'-0"

CVS18181/2/2/2


28 AVE.
28 AVENUE N.E.
17 STREET
27 AVENUE
LAKESHORE
24
23 AVENUE N.E.
WALKWAY
2353 LAKESHORE ROAD
N
0 20 40 80 120 160 Meters
Subject Parcel
Park
Residential Medium Density
Residential Low Density

Appendix 5: Zoning



View of subject parcel south along shared driveway.

View of site for future detached suite (left side of image).

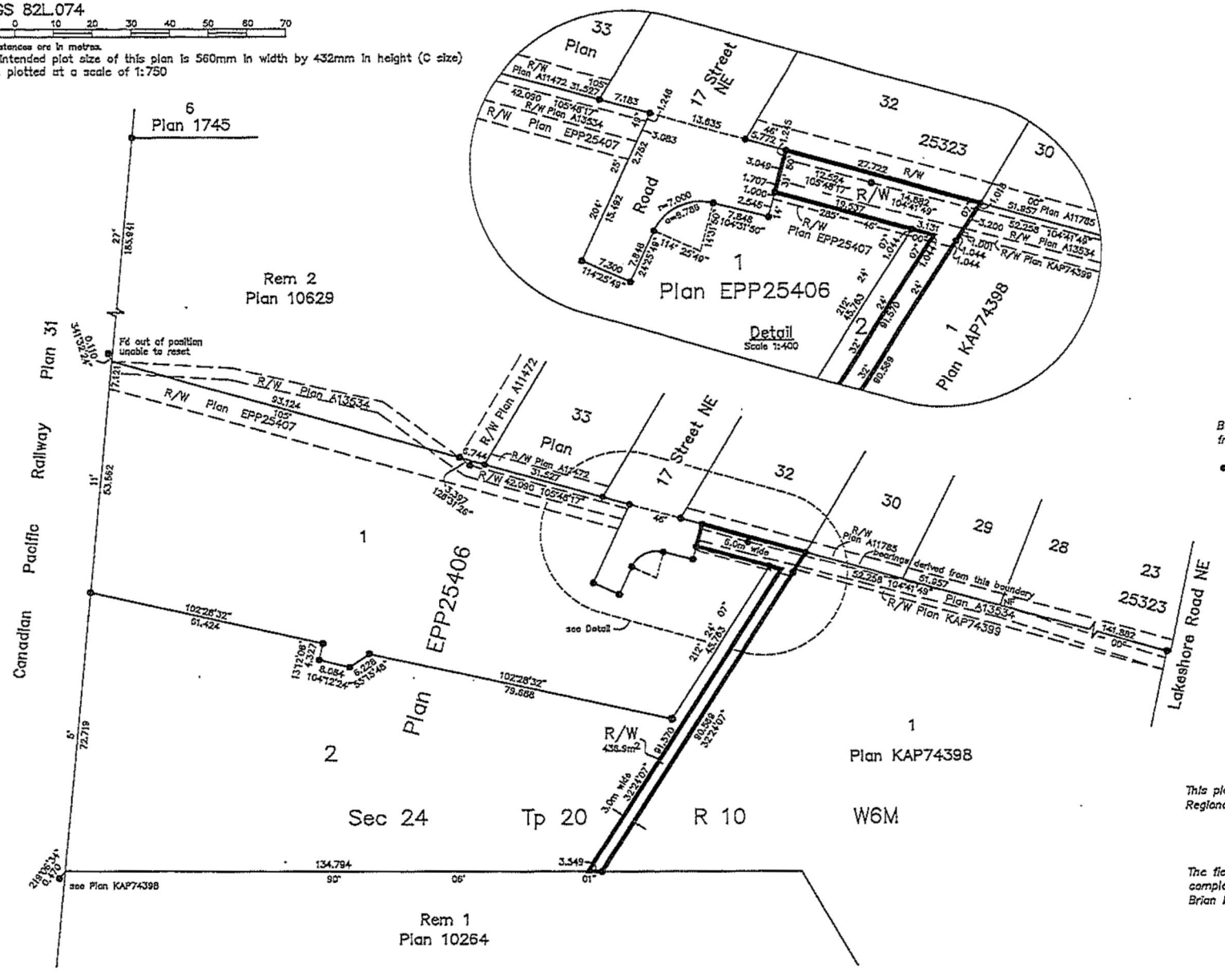
Reference Plan of Statutory Right of Way in Lot 2, Sec 24, Tp 20, R 10, W6M, KDYD, Plan EPP25406

PLAN EPP25408

Pursuant to Section 113 of the Land Title Act.
BCGS 82L.074

10 5 0 10 20 30 40 50 60 70

All distances are in metres.
The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:750



LEGEND

Bearings are astronomic and are derived from Plan EPP25406

● *Standard Iron Post Found*

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 9th day of November, 2012
Brian D Sansom, BCLS

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
Fb.R117 p.42
File:378-12 71-12.raw

Appendix 7: SROW - Future Greenway

CITY OF SALMONARM

Appendix 8: Engineering Comments
DEVELOPMENT SERVICES DEPARTMENT
Box 40, 500 - 2 Avenue NE,
Salmon Arm, BC, V1E 4N2
Phone: 250-803-4010 // FAX: 250-803-4041

TO:

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

SUBMIT FORM

PRINT

REFERRAL:	**ZONING AMENDMENT APPLICATION FILE NO. ZON - 1222**
DATE:	September 23, 2021
OWNER:	Reynolds, D.
APPLICANT/AGENT:	**Ressel Constructors Inc.**
LEGAL:	Lot 2, S.24, T.20, R.10, W6M, KDYD, Plan EPP25406
CIVIC:	**2621 17 Street NE**

PROPOSAL:

Amend Zoning from R-1 to R-8 to enable future development of a detached suite.

OCP Designation:	Medium Density Residential
OCP Designation Request:	N/A
Development Permit Area:	Environmentally Sensitive Riparian Area DP
Current Zoning:	R1 (Single Family Residential)
Proposed Use:	R8 (Residential Suite)
ALR:	No
Previous Files:	N/A
Associated File:	N/A
Planner Assigned to File:	Chris Larson

Please return your comments to planning@salmonarm.ca at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON–1222:

-No engineering concerns with rezoning
-Future construction of carriage house will require upgrade of water service from 3/4" to 1" (contact Engineering Dept for more detail).
-Because of proximity to steep slopes, future construction of carriage house will require rainwater leaders to be connected to City storm OR geotech review for onsite disposal.

SIGNATURE & DEPARTMENT:	DATE:
MG	9/27/2021

CITY OF SALMON ARM

BYLAW NO. 4483

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, on 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. "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 EPP25406 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. 4483"**

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"


28.AVE.
28 AVENUE N.E.
17 STREET
27 AVENUE
LAKESHORE
WALKWAY
N
1641
1681
1660
1741
1771
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2353

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Item 11.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4468 be read a final time.

[Baker, S. & J.; Part of 53 St NE & Lane Adjacent to 5331 71 Ave NE; Road Closure]

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:	July 26, 2021
Subject:	Bylaw No. 4468 Road Closure, Disposal and Dedication Bylaw – Part of 53 Street NE & Lane Adjacent to 5331 71 Avenue NE
Owner/Applicant:	Stephen and Jennifer Baker

STAFF RECOMMENDATION

THAT: **City of Salmon Arm Road Closure Bylaw No. 4468 proceed to first, second and third readings;**

AND THAT: **Final reading of City of Salmon Arm Highway Road Closure Bylaw No. 4468 be subject to:**

1) **Consideration of a Highway Closure Bylaw in accordance with Sections 26 and 94 of the Community Charter;**
2) **The owner of 5331 71 Ave. NE (Stephen Baker) being responsible for all surveying and associated legal and registration costs;**
3) **Dedication of that part of 53 Street NE along the west property line of 5331 71 Avenue NE and;**
4) **Registration of a Statutory Right of Way in favour of BC Hydro.**

PROPOSAL

To close a road located adjacent to 5331 71 Avenue NE and 5381 71 Avenue NE and consolidate that portion of road with 5331 71 Avenue NE in exchange the owner of 5331 71 Avenue NE is proposing to dedicate 53 Avenue NE.

BACKGROUND

The subject property is a lane in Canoe that was created when the adjacent lot (5331 71 Avenue NE) was subdivided in 1955. The subject property is designated in the Official Community Plan (OCP) as Residential Low Density and zoned R1 (Single Family Residential) in the Zoning Bylaw (see Appendices 1 to 4). Related to the subject property is a proposal to dedicate a portion of 5331 71 Avenue NE along the east property line as road.

As shown by the Reference Plan provided by the applicant, the subject portion of road is 191m² (see Appendix 4). In exchange for the lane, the applicant is proposing to dedicate that part of 53 Street NE as shown on the Reference Plan. The area of dedicated road along 53 Avenue NE is 152.7m²

Adjacent land uses are as follows:

North: R1 Single Family Residence
South: R1 Single Family Residence
East: R1 Single Family Residence
West: R1 Single Family Residence

The applicant has stated that the intent for the subject property is to construct a garage.

For reference when calculating estimated values for land, staff use the average land value based on assessed value, multiplied by the area to be closed and, in this case, the area to be dedicated for Road. Below is a summary of these values:

5331 71 Avenue NE
2020 BC Assessment Land Value: $165,000
Approx. Lot Area: 929.87m^2
Per metre value $177.55

5381 71 Avenue NE
2020 BC Assessment Land Value: $184,000
Approx. Lot Area: 2013m^2
Per metre value: $91.40

Average price per metre: $177.55+$91.40/2 = $134.47

Area of road closure: 190.3m^2
Area of Road Dedication: 152.7m^2

Estimated Land Value (Approx.) for lane = ($134.47*190.3m^2) = $25,589.64
Estimated Land Value (Approx.) for road dedication = ($177.55*152.7 m^2) = $27,111.89

Community Charter

The *Community Charter* and *Land Title Act* govern the disposition of City owned land, rights of ways otherwise. The Community Charter addresses two methods through which City owned land and right of ways may be disposed:

1) the scenario whereby the City initiates the disposition process or;
2) the scenario in which the City is approached by an adjacent landowner to initiate the process.

In the former scenario the City is not obligated to attain other bids for the land, this is the scenario that the Council is considering the offer for purchase. Council may consider any offer to purchase or exchange land. The legislative stipulation is that the should the title be raised, it must be consolidated with an adjacent lot. The Baker's provided Council with a proposal to exchange the lane for road dedication on 53 Street NE. Council supported the offer in principle, subject to the adoption of the Road Closure Bylaw and the Baker's assuming the legal and registration costs.

The *Land Title Act* allows for the process of raising the title of the road, then consolidation with the adjacent titles to be completed through an Explanatory Plan and does not require approval by the City's Approving Officer. The surveyor submits to the Land Title Office an Explanatory Plan (Appendix 5) and a Plan of Consolidation (Appendix 6) which are to be registered concurrently. In this instance, the Road Dedication Plan for that portion of 53 Street NE would be registered simultaneously.

Pursuant to the *Community Charter* sections 40 and 41, there a number of clauses that Council should take into consideration with regard to road closures. Below, staff have outlined the specific sections and how those sections are to be addressed.

Community Charter – Section 26 (1)

Before a council disposes of land or improvements, it must publish notice of the proposed disposition in accordance with section 94 [public notice].

Following third reading of the Road Closure Bylaw a meeting date will be set for adoption. Prior to considering adoption, the mayor will solicit input from the public. Council may then support or deny the bylaw.

Community Charter – Section 26 (3) In the case of property that is not available to the public for acquisition, notice under this section must include the following:

(a) a description of the land or improvements;
(b) the person or public authority who is to acquire the property under the proposed disposition;
(c) the nature and, if applicable, the term of the proposed disposition;
(d) the consideration to be received by the municipality for the disposition.

A draft version of the advertisement that is to appear in two consecutive editions of the newspaper in advance of Council considering adoption of the bylaw is enclosed as Appendix 7. Any conditions on the approval of the Road Closure Bylaw must be satisfied prior to considering adoption of the bylaw.

COMMENTS

Engineering Department

Engineering comments regarding the road closure are enclosed as Appendix 8. The Engineering Department has indicated that the ultimate road width of 71 Avenue NE is 18.0m, which would require and additional 2.76m of dedication along the frontage of the 5331 71 Avenue NE, including the southern extent of the lane which was not included in the initial offer.

BC Hydro

Within the lane is a BC Hydro pole and service connections to 5331 and 5381 71 Avenue NE. BC Hydro requires a new Statutory Right of Way Agreement to protect the existing pole and services prior to the land changing ownership. The SRW agreements would need to be registered on the title before the land is transferred to the adjacent landowners. This would be done by way of concurrent registration at the land title office of the road closure plan along with BC Hydro's new Statutory Right of Way agreement. A Telus communications line is currently within the same area and would be protected under that same Statutory Right of Way Agreement.

Fortis

No concerns.

Building Department

No concerns were raised during the review period.

Fire Department

No concerns.

Planning Department

The lane being considered for disposal has not been maintained by the City since its dedication in 1955. In considering whether a lane is surplus to the City a number of factors are taken into consideration, including road network needs, development potential and impact on adjacent properties. In this instance, under the existing zoning there is limited additional development potential with the consolidation with the adjacent parcel as the siting of the existing house is an obstacle to future development and subdivision. With regard to impact on adjacent parcels, the removal of the lane access does not affect adjacent parcels as there are established accesses for all adjacent parcels (east and north of the lane) and the lane is not needed for primary or secondary emergency access for any of the adjacent properties. Further, the sale of the lane would not encumber the development potential of the adjacent properties because under the current zoning adjacent lots have adequate lot area and lot widths to accommodate low density subdivision.

While the dedication of lane in 1955 was required for subdivision approval servicing conditions change and constructing lanes or continuing with the lane way in this area is no longer a desirable use of land. The additional taking of land at the time of development for extending the lane in a northerly direction is not

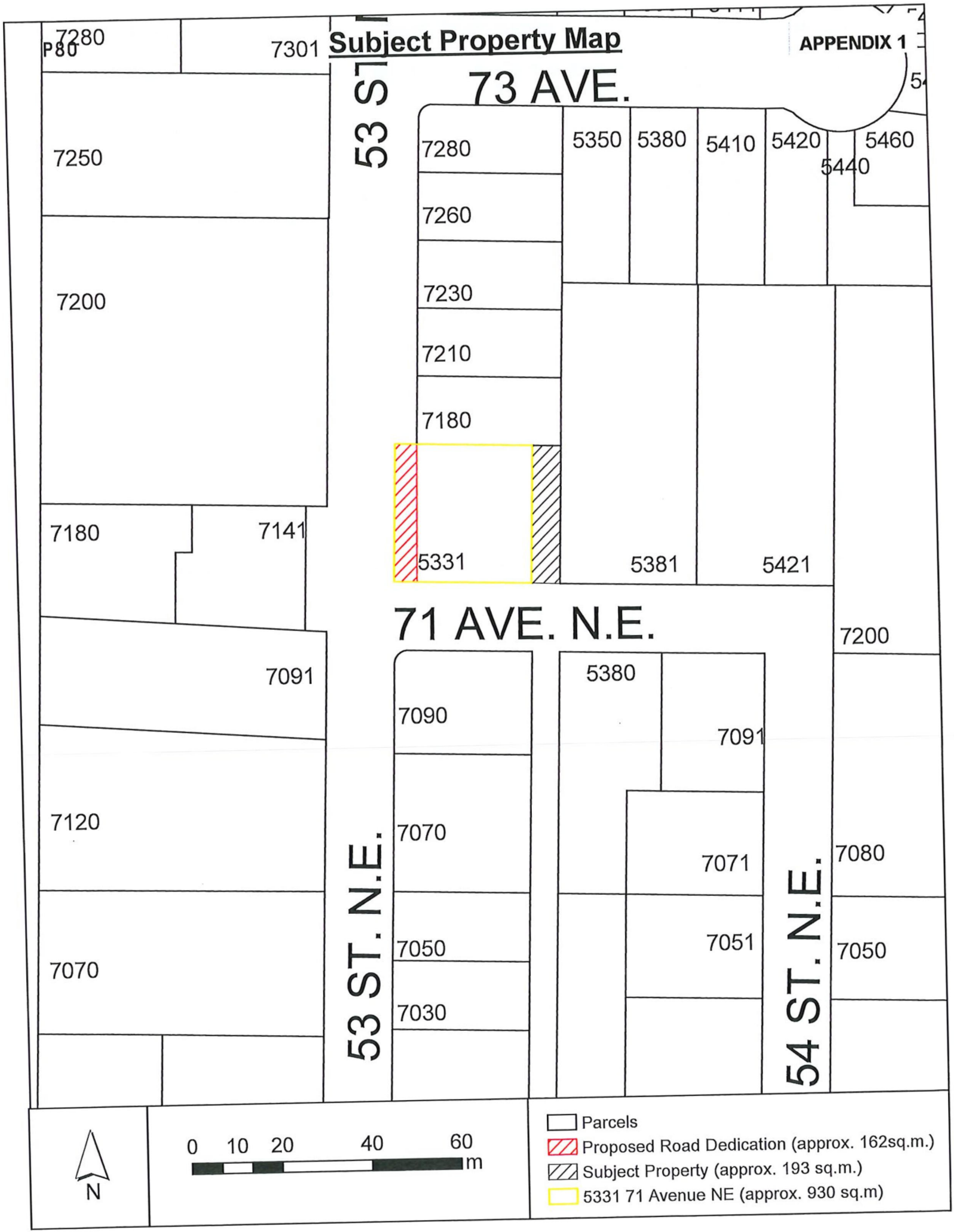
consistent with current road standards in this area. In exchange for the lane the City will obtain the dedication of 53 Street NE, bringing that portion of road to the necessary width for a Local Road Standard.

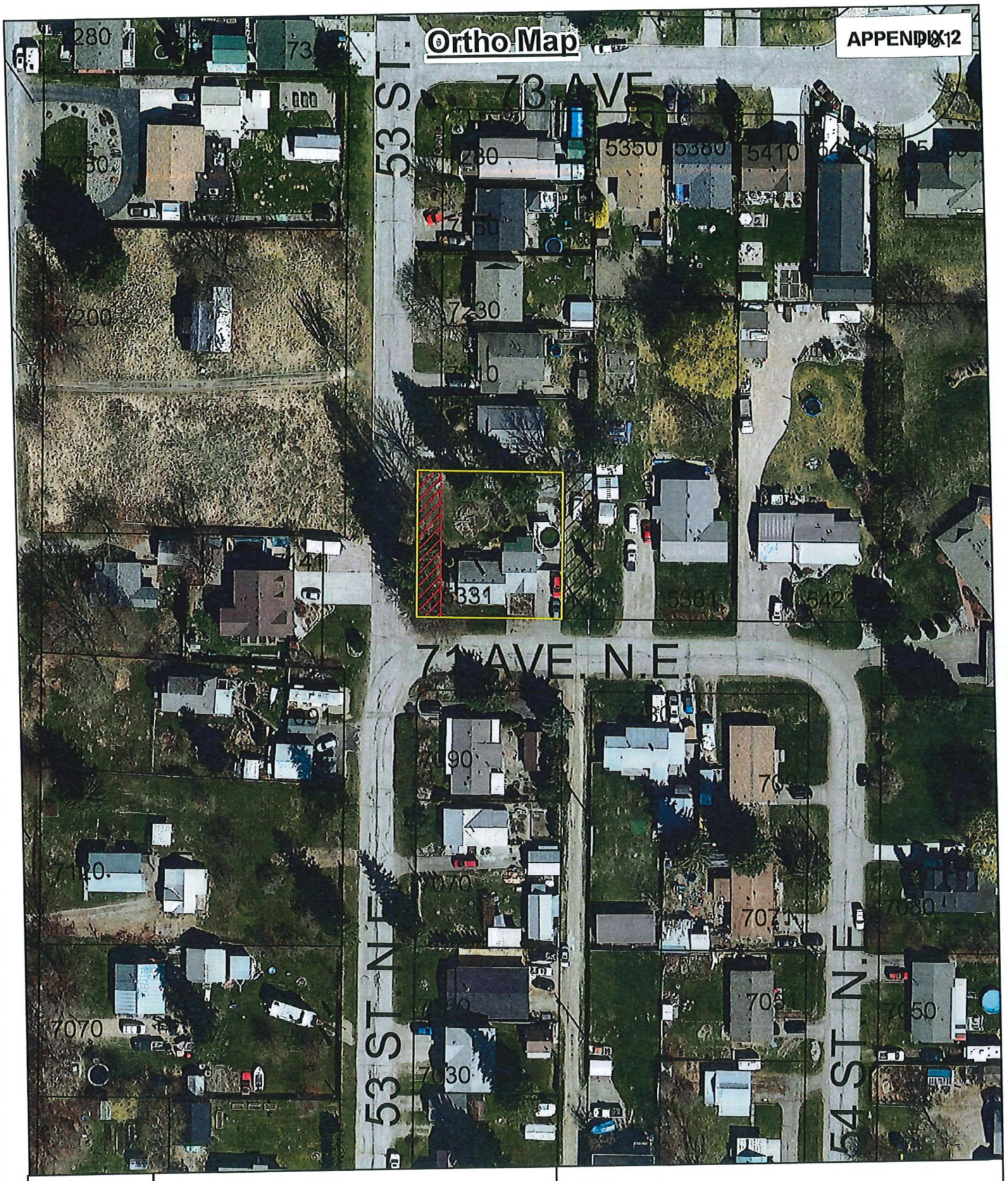
Prepared by: Melinda Smyrl, MCIP, RPP
Planner

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

Subject Property Map

APPENDIX 1



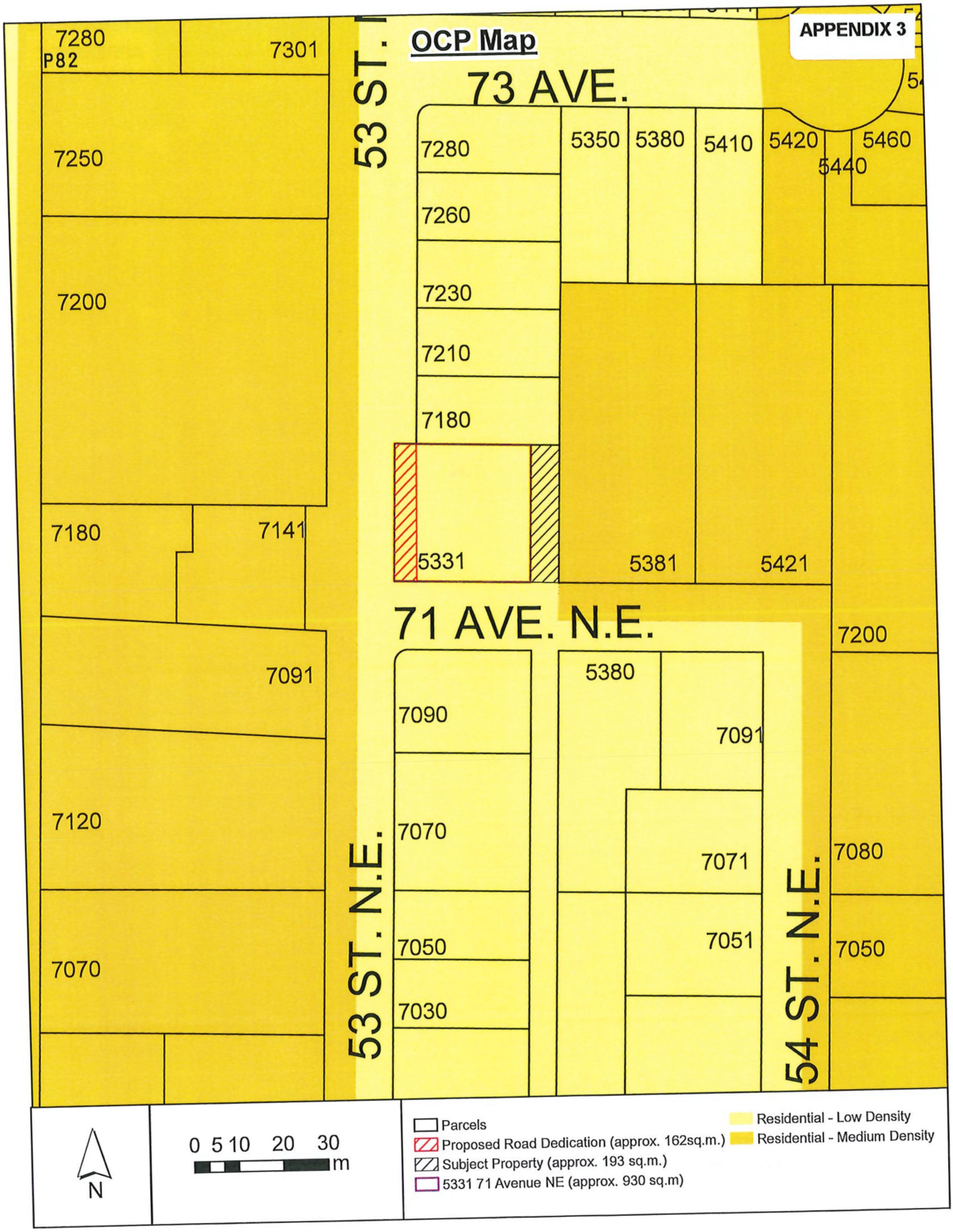


N

0 10 20 40 60 m

Ortho Photo Date: 2021

- Parcels
- Proposed Road Dedication (approx. 162sq.m.)
- Subject Property (approx. 193 sq.m.)
- 5331 71 Avenue NE (approx. 930 sq.m)


APPENDIX 3
OCP Map
73 AVE.
71 AVE. N.E.
53 ST.
53 ST. N.E.
54 ST. N.E.
7280
P82
7301
7250
7200
7180
7141
7091
7120
7070
7280
7260
7230
7210
7180
5331
5350
5380
5410
5420
5440
5460
5381
5421
7200
5380
7090
7091
7070
7071
7080
7050
7051
7050
7030
N
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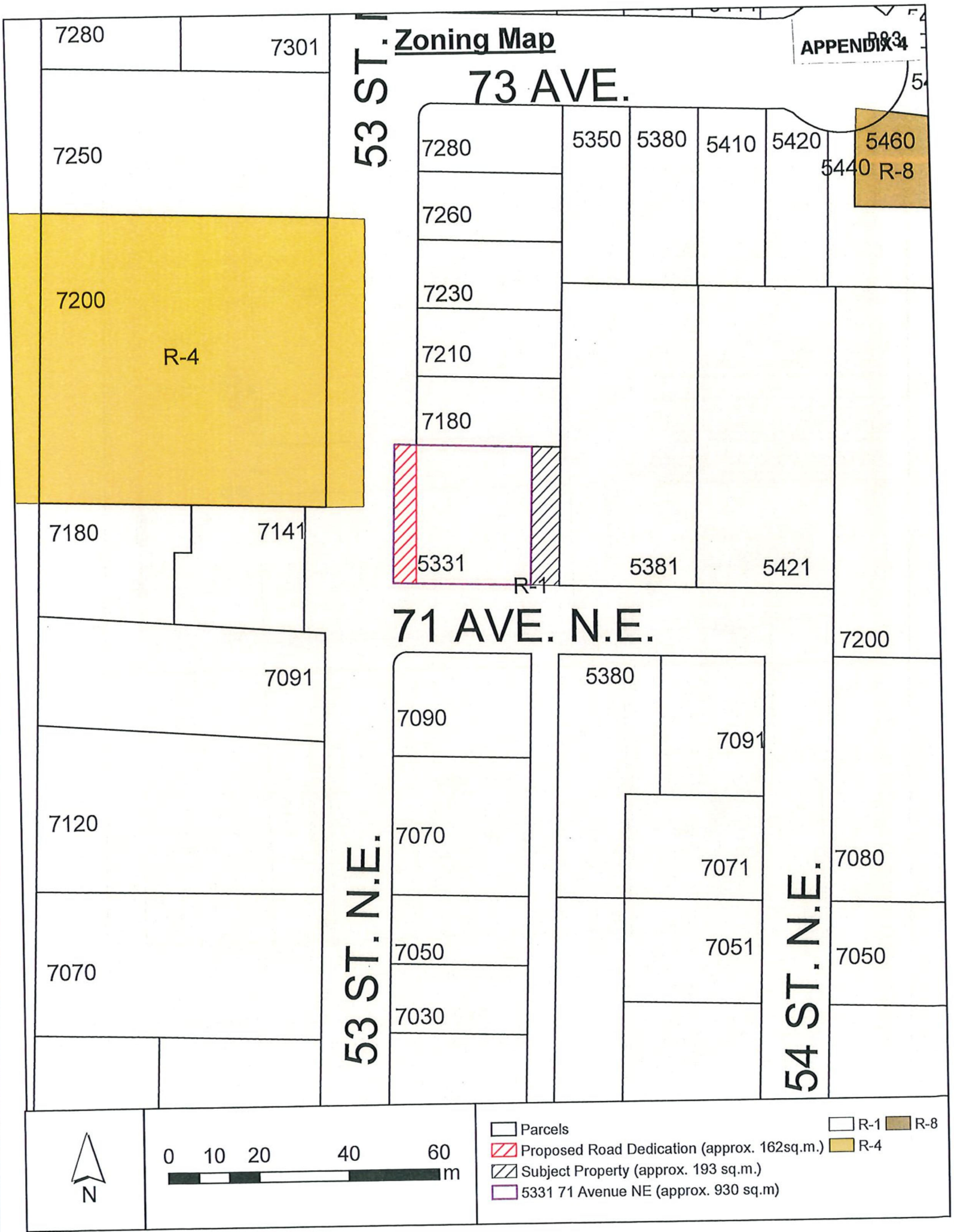
m
Parcels
Proposed Road Dedication (approx. 162sq.m.)
Subject Property (approx. 193 sq.m.)
5331 71 Avenue NE (approx. 930 sq.m)
Residential - Low Density
Residential - Medium Density


Zoning Map
APPENDIX 4
73 AVE.
53 ST.
71 AVE. N.E.
53 ST. N.E.
54 ST. N.E.
7280
7301
7250
7200
R-4
7180
7141
7091
7120
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7280
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7230
7210
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5331
R-1
5350
5380
5410
5420
5440
5460
R-8
5381
5421
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Parcels
Proposed Road Dedication (approx. 162sq.m.)
Subject Property (approx. 193 sq.m.)
5331 71 Avenue NE (approx. 930 sq.m)
R-1
R-8
R-4

Reference Plan to accompany Bylaw No 4468 (City of Salmon Arm) to close parts of Road dedicated on Plan 7042, Sec 5, Tp 21, R 9, W6M, KDYD

Plan EPP112278

Pursuant to Section 120 of the Land Title Act and Section 40 of the Community Charter

BCGS 82L074

Scale 1:200

5 0 5 10

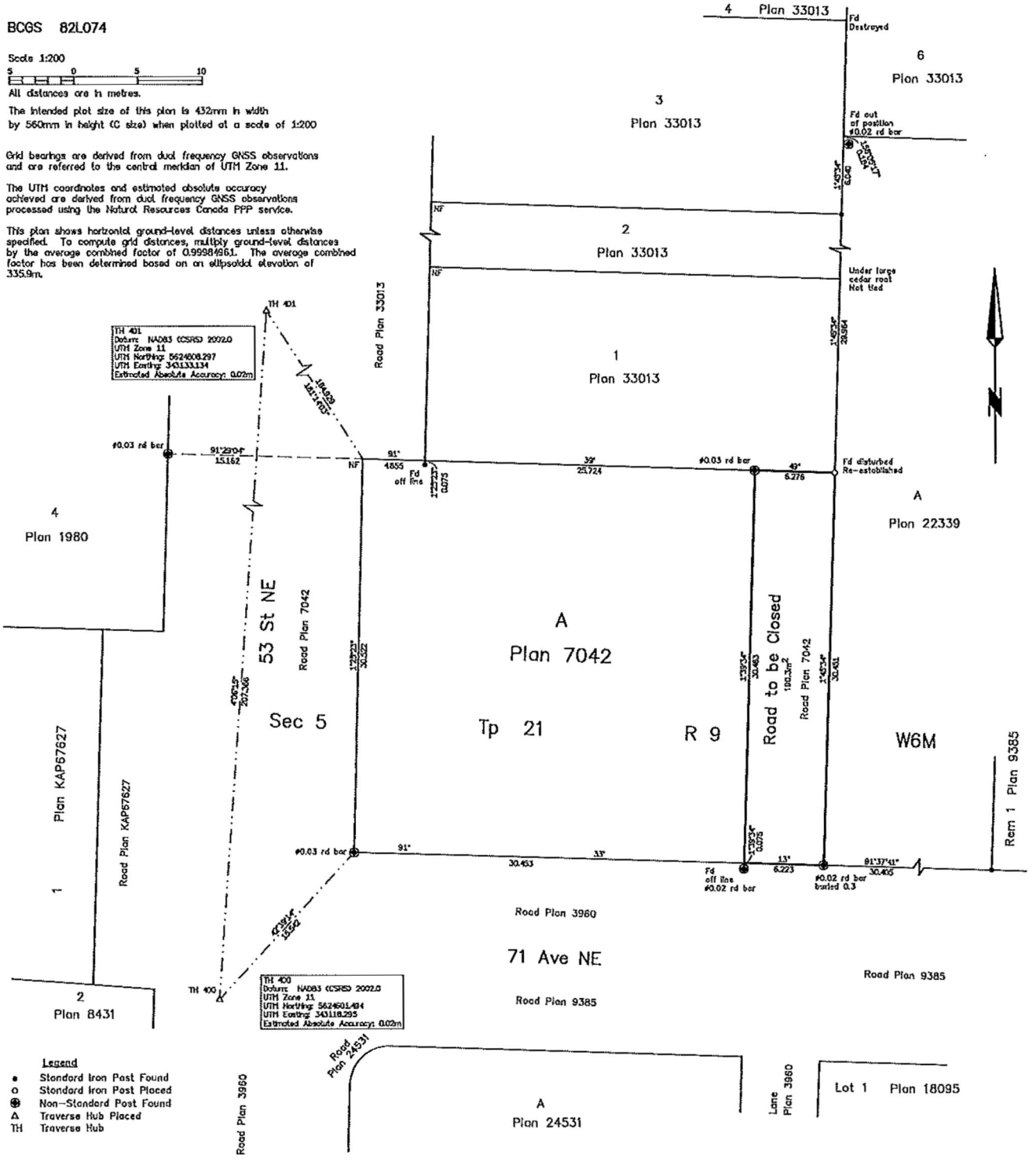
All distances are in metres.

The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:200

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

The UTM coordinates and estimated absolute accuracy achieved are derived from dual frequency GNSS observations processed using the Natural Resources Canada PPP service.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.99984961. The average combined factor has been determined based on an ellipsoidal elevation of 335.9m.



B.D. Sansom Land Surveying Inc.
Land Surveying and Geomatics Engineering
Salmon Arm, BC sansomsurveying.com
File No: 2020090A

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 3rd day of June, 2021
Brian Sansom, BCLS 739

Plan EPP112278

Reference Plan of Closed Road Plan EPP112278 and Lot A Plan 7042 Sec 5, Tp 21, R 9, W6M, KDYD

Pursuant to Sections 100(1)(b) and 107 of the Land Title Act

BCGS 82L074

Scale 1:200

5 0 5 10

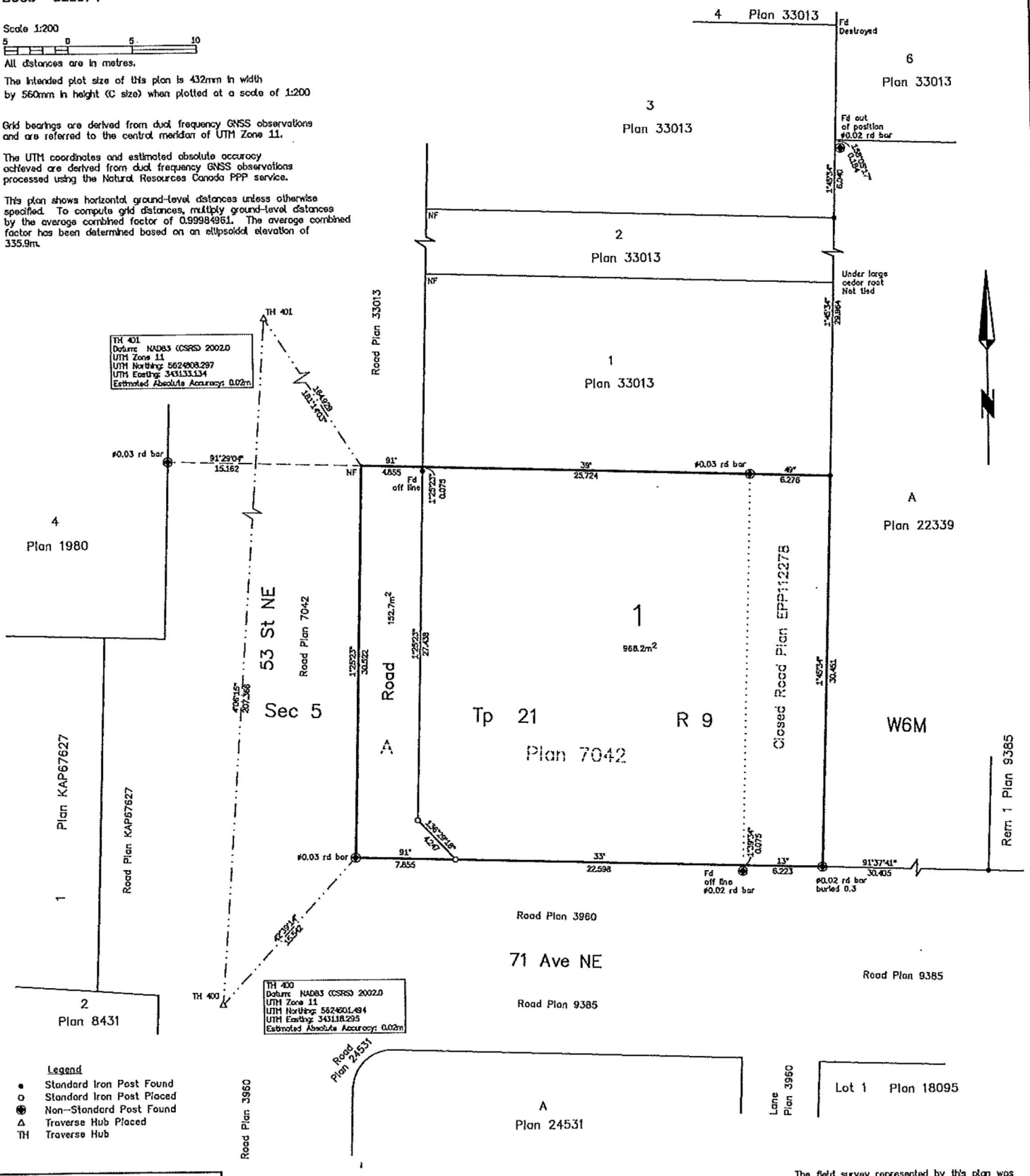
All distances are in metres.

The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:200

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

The UTM coordinates and estimated absolute accuracy achieved are derived from dual frequency GNSS observations processed using the Natural Resources Canada PPP service.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.99984961. The average combined factor has been determined based on an ellipsoidal elevation of 335.9m.



Legend

- • Standard Iron Post Found
- o Standard Iron Post Placed
- ⊕ Non-Standard Post Found
- △ Traverse Hub Placed
- TH Traverse Hub

B.D. Sansom Land Surveying Inc.
Land Surveying and Geomatics Engineering
Salmon Arm, BC sansomsurveying.com
File No: 2020090B

This plan lies within the Columbia Shuswap Regional District

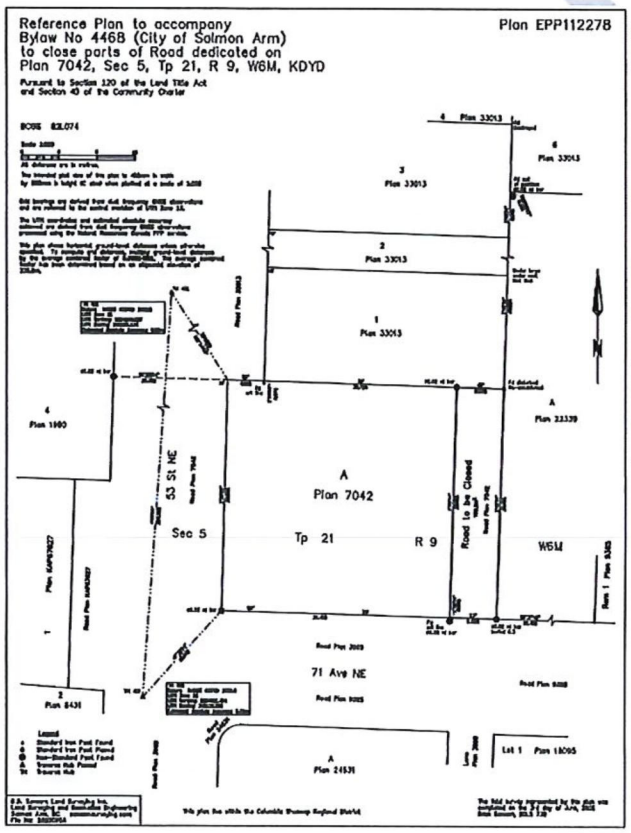
The field survey represented by this plan was completed on the 3rd day of June, 2021
Brian Sansom, BCLS 739

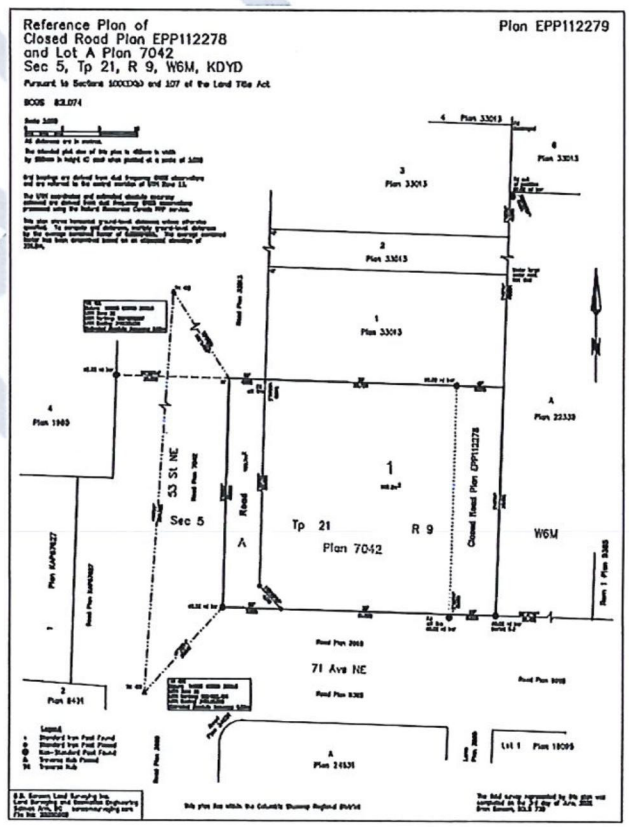
CITY OF SALMON ARM

HIGHWAY CLOSURE BYLAW NO. 4468 AND DISPOSAL OF CLOSED ROAD

Pursuant to Section 40 and 94 of the Community Charter, the City of Salmon Arm hereby gives notice that Council will consider Highway Closure Bylaw No. 4468 at the DATE **Regular Council Meeting at 2:30 p.m.** The purpose of the Road Closure Bylaw is to close and remove a 190.3 m^2 portion of road shown outlined in bold on Reference Plan EPP112279 (the "Closed Road"), a reduced copy of which forms part of this notice.

Further, pursuant to Sections 26 and 94 of the Community Charter, the City of Salmon Arm gives notice of its intention to dispose of the 190.3 m^2 portion of road ("the Closed Road") to Stephen and Jennifer Baker in exchange for the dedication of 152.7 m2 portion of road ("the Road") shown on reference plan EPP1122797, a reduced copy of which forms part of this notice. The "Closed Road" will be consolidated with the adjacent property legally described as Lot A, Pan 7042, Section 5, Township 21, Range 9. All associated costs shall be the responsibility of the applicant.





The City of Salmon Arm invites anyone who considers their affected by the Highway Closure Bylaw to submit written comments prior to the DATE Regular Council Meeting or make a virtual presentation at the meeting on this specific agenda item. Any inquiries concerning the proposed disposition should be addressed to Erin Jackson, Director of Corporate Services, or sent via email to ejackson@salmonarm.ca or fax 250-803-4042 no later than 10:00 am on DATE. The file for the proposed bylaw is available for inspection between the hours of 8:30 am and 4:00 pm, Monday through Friday between Date and Date, both inclusive, in the office of the Director of Corporate Services at the City of Salmon Arm, 500 – 2 Avenue NE.

Erin Jackson
Director of Corporate Services

CITY OF SALMONARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	15 June 2021
PREPARED BY:	Chris Moore, Engineering Assistant
REFERRAL:	**SUBDIVISION APPLICATION FILE NO. SUB: 21.11 – Road Closure (Bylaw No. 4468)**
OWNER:	**City of Salmon Arm and S. Baker**
APPLICANT:	Owners
LEGAL:	Lane east of Lot A, Section 5, Township 21, Range 9, W6M, KDYD, Plan 7042
CIVIC:	**5331 – 71 Avenue NE**

Further to your referral dated June 2, 2020, we provide the following servicing information:

1. Roads

The Engineering Department has no objection to the proposed road closure, however it is noted that 71 Avenue is only 15.24m wide currently and an additional 2.76m of dedication is required to achieve a 18m wide ROW (to be confirmed by a BCLS).

2. Utilities

There are no City utilities located in the existing Lane and the proposed closure will not affect City utilities.

3. Shallow Utilities

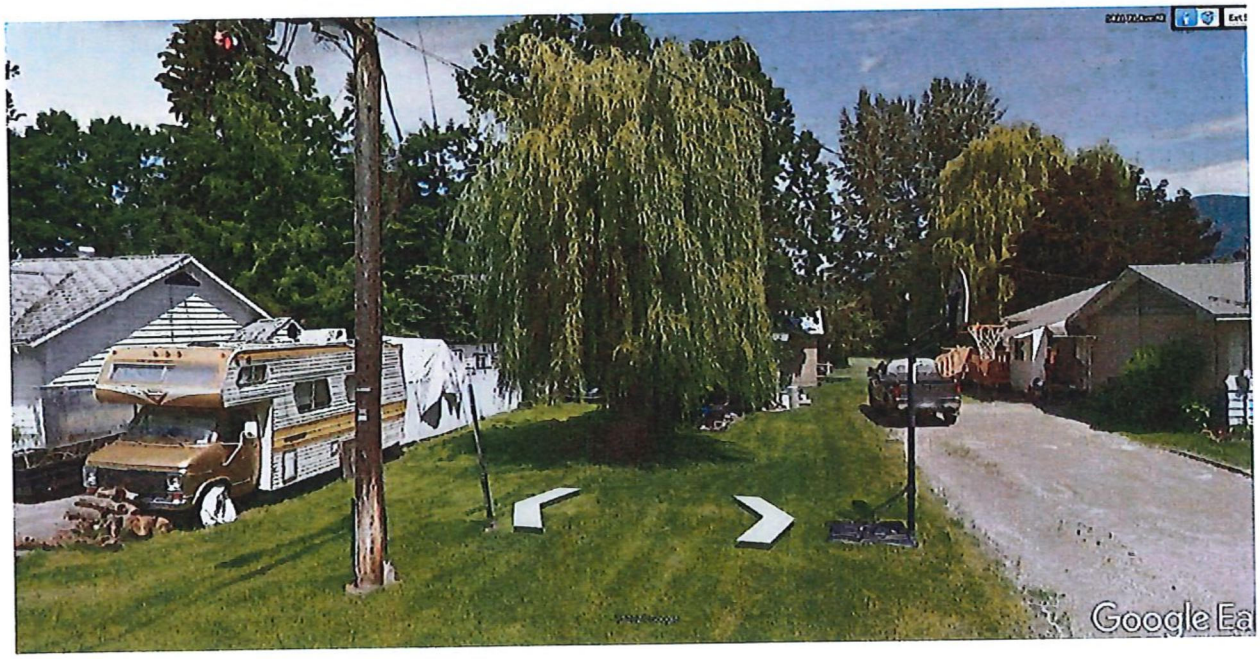
Confirmation is required from all service companies that they do not have services located in the existing Lane.

A Hydro pole is located in the Lane, together with an anchor and a service line crossing to 5381 71 Ave NE. (See attached plan / photo.) The anchor and service line would be in trespass if the entire lane were transferred to the owner, however provided that 2.76m of the Lane is retained, as per item 1, this infrastructure should still be within City ROW. Owners surveyor will be required to confirm the location of these services. Owner is responsible for all associated costs.

Chris Moore
Engineering Assistant

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


PLAN 2233
A
PLAN 7042
A
5331
5381


Google Ea

Hello Mayor and members of Salmon Arm Council.

Reference Bylaw 4468

My name is Frank Vanderhoek. My wife and I (Ruby) have lived at 5381 71 ave ne in Canoe for 22 years.

This email(s) is in response to an application to deactivate the laneway next to my property located at 5381 71 ave ne in Canoe (lot A, sc 5, twn 21, rg 9 Plan 22339) and exchange it for frontage on 53 street to be added to Plan 7042 (5331 71 ave ne). I do have some concerns on this application.

In this first email I would like to address the alignment of 53 street. I have attached pictures of the street view from different vantage points to show what is actually in place on the ground as opposed to a line on a survey map. I would have preferred to present this in person, but in case this is not possible I am presenting in this format to at least have my opinions put forward. I will attach photos in order of reference. The photos do have image numbers but am unsure if council will see those numbers on the attachments.

Image **1050** shows the subject property by the street sign looking north. The tree line and picket fence are on city property. If council can zoom in to pictures, it is evident that the properties on the north side of 71 avenue are in line with 53 street ne. The tree line has not been touched as is evident by the age of the trees. Image **1053** shows the view looking north past the subject property along 53 street ne.

Images **1058** and **1061** look south past the property showing that the properties on the south of 71 avenue are where 53 street has to be aligned to. Even though all the properties on the south side of 71 avenue are aligned, per survey map, with the subject property, 53 street will not likely impose further onto the subject property at any time. To do so and align to the south side of 71 avenue would put the road less than 10 feet from the front door of 4 properties.

Image **1063** is a picture of the subject property to locate the actual property lines. Image **1062** and **1064** show the iron pin markers on the property. As you can see the property line is only 8 feet from the house as it is located now. If a property exchange is done the town will own right up to the house – there is only 8 feet from the property line to the west side of the house.

It is my opinion that 53 street ne will not have to impede onto 5331 71 avenue. As the property is now, the city owns frontage there that will not be disturbed for a long time.

Council, please refer to my second email regarding my concerns with the laneway. Thank you.

Re - Laneway at 5381 71 avenue ne:

Bylaw 4468

Frank Vanderhoek

Hello Mayor and members of Salmon Arm Council.

As mentioned earlier, Ruby and I have lived at 5381 71 avenue for 22 years. We have tended to this laneway since we moved here. Through the years we moved dirt there to fill in holes and cover gravel to make it manageable. Weeded it, seeded grass, moved sod onto it also. It is a laneway but I've mowed it regularly for as long as we have lived here. None of the 3 owners (present and 2 previous) has tended this laneway since we have lived here. I was under the impression this lane would remain as a laneway. We did not put out this effort to make it more presentable for sale to someone else.

The first attachment is a letter I wrote to The District of Salmon Arm in 2007. The main reason I wrote this letter is so that if the laneway was used in a fire emergency, I would hope that the work that we had done not be left in ruin. At that time, I did inquire about purchasing the laneway but the city said they would not sell it to me. "Well why not?" I asked. "It is a fire lane" was the response. The only reason I inquired about purchase was to retain the right of way as access to the back of my property. The lane provides fire access to the back of at least 3 properties along 53 street ne. Image **1039** is the laneway looking south showing the fire hydrant on the opposite side of 71 avenue ne. Our property is on the left and the applicant property on the right. If the laneway is offered to purchase, why is it only available to one property? Seems to me that I have a more vested interest in the lane than someone that purchased the adjacent property just 6 months ago.

The next image (**1041**) is a picture of the laneway looking north. The old van is mine which will be moved soon, the shed is not and does sit on the laneway. From this picture you can see the large willow tree on the right that I have cleaned off every 2 years to keep under control. As you can imagine there are roots all through the area, not just from the willow tree. That does not present a problem under a laneway, but does if it winds up under structure. I <u>will **not**</u> be held liable or to task for any costs associated to this if council decides to change land use or ownership. Through the years we have spent over 6000 dollars on the willow tree maintenance and taking out an oak tree that was beside the shed located on the laneway. Last year we paid to have branches cut off an oak tree that overhangs our property from the subject property. When will that end? The subject property is full of trees that overhang the adjacent properties.

My final concern is that this laneway can also provide access to the back of our property. When we purchased the property in 1998, it was listed as having 'possibly' two lots. The last image attached is the original listing from the realtor. Our lot is a full half acre and could be subdivided or, if not, at least be eligible to develop with a carriage house. That development to my knowledge would be reliant on the existence of the laneway. That in part is the reason we have taken on the maintenance of the laneway through these years. I don't know why council would deny us this opportunity and would appreciate it if council would consider this in your deliberations about the laneway.

Thank you council for considering our concerns about this laneway. As stated, this is a fire lane access and does provide access to the back of our property for future. Thank you.

Frank Vander Hoek and Ruby Schreiner
5381 71 ave. N.E., Box 311 Canoe B.C.
Lot A, Plan 22339

April 3, 2007

To: District of Salmon Arm

Dear Sir:

With regards to the lane or 'right of way' (ROW) adjacent to our property, I would like to outline our interest, so far, in this piece of property.

- Lived on adjacent property for 8 years.
- Filled holes and ruts to level area.
- Moved sod onto 150 sq. feet of the area.
- Kept weeds down with hand weeding.
- Keep area clear of garbage, branches, and leaves.
- Mow area regularly when I do my lawn.

My concerns are as follows:

1. That we be given notice of any intent or prospect of selling this property- due to the time and effort put forth.
2. If the ROW is used in an emergency or for district use that the ROW be left in the same condition as it is now.
3. That setbacks are maintained at District standards for building adjacent to the ROW.
4. –I am also concerned about a temporary shed built on the right of way that overhangs my property line – no setback.

Thank you for keeping this document on file.

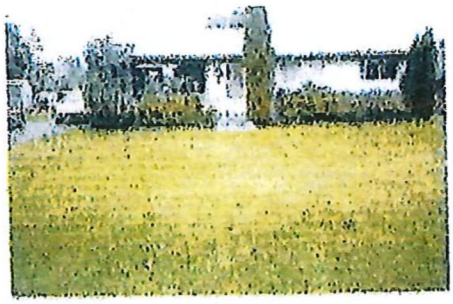
Adjacent plan #'s: Lot A Plan7042
Lot 1 Plan7180

Sincerely:

Frank VanderHoek

Residential - Long Report

Address	5381 71 Ave	**List Price**	$120,000
Division	Shuswap	**Orig List $**	$124,900
Sub-Area	Ne - Ne Salmon Arm	**Listed**	09/30/97
Neighbrhd	canoe	**Stat** ACT	**DOM** 185
List#	7021910 **ListType** MLS	**WdStv**	
Type	Single Family	**Bed** 3	**Fplc** 0
Year Built	1965 Approximate	**Bsmt** N	**Story** One
Garage	NoGarg	**FlrAreaMain**	1152
Parking	Open	**FlrAreaBsmt**	0
PkgSpaces	Covered: 0 Uncovered: 3	**FlrAreaAbve**	0
Handicap	Not Equipped	**FlrAreaTotal**	1152
Postal Code	V0E 1K0	**FBath** 1 **HBath** 1/2	**TtlBath** 1 **Ensuite** No Ensuite Bathrooms



Fuel N/Gas **Bsmnt** GLEntr **Floors** Lino, PtCrpt
Heat/Cooling F/Air
AppEqpIncl
Interior Fts
Exterior Fts Deck, Gardn, Shed
FirePlc Fuel **Construct** FrameW **Roof** Metal **Suites** NoSuit
Water Munic **Ext Finish** Stuc
Sewer Sewer **Foundation** Co/Bl

Frontage 99.00 **Depth** 218.00 **Irreg** No **Lot Area**
Acres 0.50 **WatrFrt** **WatrTyp** Other **TranAvail** Y
Influence Easy Access, Flat Site, Golf Nearby, Quiet Area, Recreation Nearby, Schools Nearby

Ad Copy ~~Tenant requires~~ notice. 3 bdrm full 1/2 acre, fully serviced, close to schools, beach, pub, golf. Main floor laundry. Possibly 2 lots. Vendor may carry with approval. Call Bill for full details.

NotIncl Y see l.b.
Location canoe
AgntRmks ~~Tenant requires~~ notice. 3 bdrm full 1/2 acre, fully serviced, close to schools, beach, pub, golf. Main floor laundry. Possibly 2 lots. Vendor may carry with approval. Call Bill for full details.
ShowInstr ~~ApptRq, CallRl~~, LvCard, Pet, RstHrs **LockBox**
SpclShow **OccupBy** Tenant

LegalDesc lot A sc 5, twn 21, rg 9 Plan 22339
SellrName [redacted]
SellrPhne
RltrOwnshp N
TenantNme [redacted]
TenantPhn
Levies NoLevi
ImprvArea N
BCAA 000 (Res) Single Family dwelling

Zoning SFD **AsmtStat** Assessed **LandAsmt** $49,900
ZoneCode res **PID#** 006-955-029 **Improvemnt** $56,500
Re-Zoning N **SurveyCrt** N **TotalAsmt** $106,400
SellrDiscl NoDisc **Taxes$** $1,396
Non-Fin NonExt **TaxYear** 1997

Title Held FreeH **Possess** 60 **MtgRate** **CourtSl** N
Title Form NStrat **1stMtg** TrFnU **ComesDue** **L$lcIGST** Y
Title Search Yes **Mtgagee** **MtgPaymt** **PayCmp**
SaleTerms **MtgBal** **PayFreq** **RstrPub** N
Trades N
Contingncy N

Commissn 3.5 first hundred thousand - 1.75 balance
ListAgency Shirley Real Estate Ltd., SHI **Expires**
AgncPhne 832-9997
ListSlsprsn Barker, William

Room	Level	Dimen	Features
Living Room	1	17 x 15	Phone Outlet, Closet, Wall to Wall Carpet, Cable Outlet
Dining Room	1	17x8	6 1/2 x 8 UTILITY
Kitchen		~~17x8~~	Sliding Door
Master Bedroom	11 1/2 x 11 1/2	11 x 11	Phone Outlet, Closet 11'4" x 9'7" R
Bedroom 2	11 1/2 x 9 1/2	11 x 9	Closet 11'4" x 9'4" R
Bedroom 3	11 1/2 x 9	11x9	Closet

255
136
132
109
103
52

BATH 8 x 5

11 1/2 x 16 ADDITION → 184 ft²

23 x 24 + 11 HD

920 ft²

= 1104 ft²
= 16.6 %

INTENDED FOR OFFICE USE ONLY

P94


71 AVE NE

P98

From: peter cavanagh [redacted]
Sent: Monday, November 1, 2021 3:20 PM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: Home improvement

To who it may concern, Steve baker is my neighbour and a very good neighbour him and his wife jinny. They have applied for a land swap which would enable him to maybe build a garage to keep his wife's car under shelter as she is a nurse and the last thing she needs is defrosting a cold car to get to work in the morning, I would be happy if you were to grant the land swap he is after. Yours P cavanagh.

Stephen and Jennifer Baker
5331 71 Ave NE
Canoe
V0E 1K0

4th November 2021

Reference Road Closure Bylaw No. 4468

His Worship Mayor Harrison and Members of Council,

We am grateful for the time taken and consideration given to this proposed bylaw thus far.

As we renovate and maintain this older house, our first, which is long overdue some care, the addition of a garage is the motivation for the exchange of land. Whilst a single garage could fit now, a larger space is desired to fully accommodate our hobbies. The decision to pursue this exchange was not taken lightly, but we strongly believe it to be a positive for both ourselves and our community. There are locations on our lot upon which a double garage or workshop could be built, but the lowest impact and most aesthetically pleasing option is to build a garage beside the house.

With one exception, the response received when informing our neighbours of the proposal has been extremely positive. People have been happy to hear of the development of the property and are supportive of the plans. This includes our neighbours to the north, west, south west, south and south east.

Regrettably our easterly neighbour feels that the loss of the laneway will negatively affect the value of their property, reducing access to the rear portion of the lot should it ever be subdivided. We do appreciate their concern, but we personally believe that the impact will be negligible. If their lot were to be subdivided in the future, then a panhandle driveway is easily possible (sketch included). Further to this, the laneway does not reach the rear portion of their lot, and so there would still be a significant encroachment on the southerly lot for access to the new lot, especially once you consider the sharp turns vehicles would have to make off a narrow laneway. On top of this, the laneway is not a road, so primary access to the rear lot from a laneway would be unusual and potentially costly for a developer. An additional concern of theirs is fire department access utilising a hydrant across from the laneway, however, the department cited "no concerns" ahead of the first, second and third readings of this bylaw.

Whilst it has only been 11 months since first we reached out to city staff, this exchange was discussed with the city as long as 40 years ago, something we learnt when meeting a previous owner. They shared a historic photo with me, (attached below) and as you can see by the staggered fence, this misalignment has been around for quite some time.

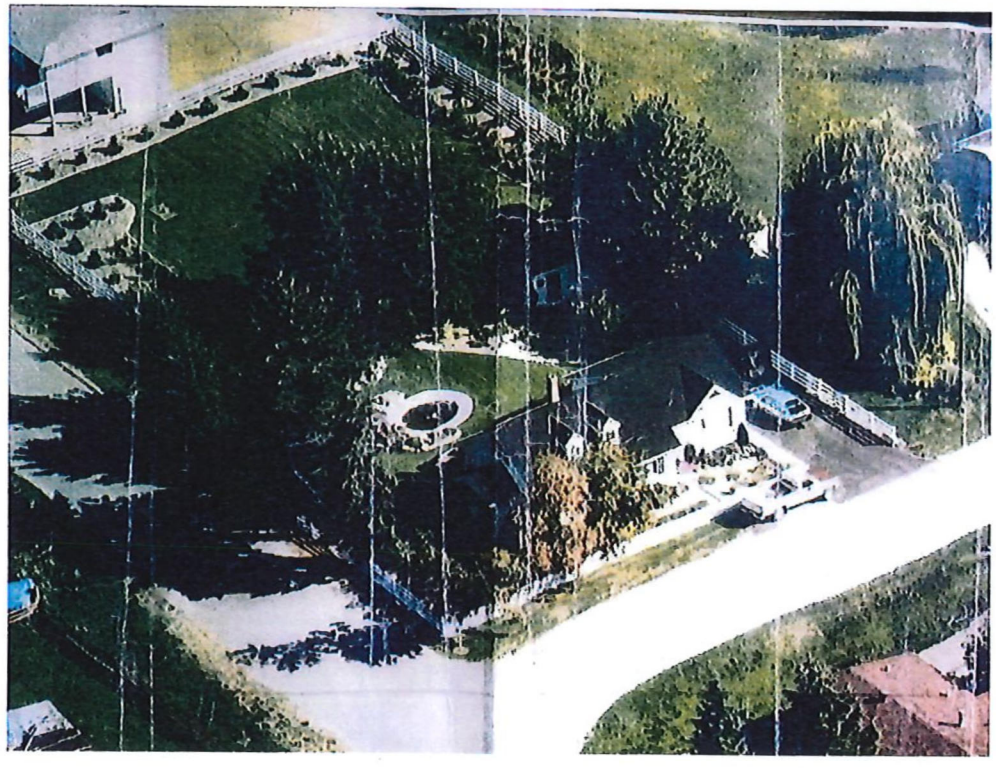
The opportunity to complete this process and align our lot with those around us is an exciting one. It will enable us to invest in and develop the property to achieve our vision as well as providing the city with the road width required by today's standards.

We look forward to the final reading and any questions you may have.

Yours faithfully,

Stephen and Jennifer Baker


71st Ave NE



10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Road Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] – First, Second and Third Readings

0428-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4468 be read a first, second and third time

AND THAT: final reading be withheld subject to:

1. Consideration of a Highway Closure Bylaw in accordance with Sections 26 and 94 of the *Community Charter;*
2. The owner of 5331 71 Avenue NE being responsible for all surveying and associated legal and registration costs;
3. Dedication of that part of 53 Street NE along the west property line of 5331 71 Avenue NE; and
4. Registration of a Statutory Right of Way in favour of BC Hydro.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM

BYLAW NO. 4468

Being a Bylaw to Close to Traffic, Remove the Dedication as Highway and Dispose of a portion of south lane shown on Plan 7042

WHEREAS, pursuant to Section 40 of the Community Charter, SBC, 2003 Chapter 26, and amendments thereto, Council may, by bylaw, close a portion of highway to traffic and remove the dedication of a highway, if prior to adopting the bylaw, Council publishes notice of its intention in a newspaper and posts the notice in the public notice posting place, and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND WHEREAS the Provincial Government's right of resumption under Section 35(8) of the Community Charter, SBC, 2003, Chapter 26 and amendments thereto, in relation to a highway or portion of a highway that was vested in a municipality pursuant to Section 35(1) of this Act, is cancelled if the Corporate Officer of the municipality files with the Land Title Office a statement certifying that the highway closure and removal of dedication complies with the Regulation of the Minister of Transportation B.C. Regulation 245/2004 (June 4, 2004) as amended by B.C. Regulation 18/2008 (January 25, 2005), made under the authority of the Community Charter, Section 35(10)(b);

AND WHEREAS the Council deems it expedient to close to traffic, remove the dedication of highway and dispose of that portion of south lane shown on Plan 7042, comprising 190.3 m^2 dedicated at the Kamloops Land Title Office by Lot A, SW ¼, Township 21, Range 9, W6M, Plan 7042 which is shown outlined in bold black ("Closed Road") on the Reference Plan EPP12278 prepared by Brian Sansom, B.D. Sansom Land Surveying Inc., on June 3, 2021, a reduced copy of which is attached hereto (the "Plan");

AND WHEREAS notices of the Council's intention to close the portion of highway to traffic, to remove its dedication as highway, and to dispose of it were published in a newspaper and posted in the public notice posting place;

AND WHEREAS the Council does not consider that the closure of the portion of highway will affect the transmission or distribution facilities or works of utility operators;

AND WHEREAS the disposition of Closed Road will be to Stephen Baker, the registered owner of the adjacent property (legally described as Lot A, Plan 7042, Township 21, Range 9, KDYD) and will be consolidated into the adjacent property;

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

1. Attached to this Bylaw, as Schedule "A" and forming part of this Bylaw is a reduced copy of the Reference Plan (the "Plan").

2. The City of Salmon Arm is hereby authorized to dispose of and convey the Closed Road to Stephen and Jennifer Baker, the registered owner of the adjacent parcel.

3. The City of Salmon Arm hereby authorizes the closure to traffic and removal of the highway dedication of that portion of lane shown on Plan 7042, comprising 190.3 m^2 dedicated at the Kamloops Land Title Office by Lot A, SW ¼, Township 21, Range 9, W6M, Plan 7042 which is shown outlined in bold black ("Closed Road") on the Plan.

4. On deposit of the Plan and all other applicable documentation for the removal of the highway dedication, in the Kamloops Land Title Office, the highway dedication of that portion of the road is cancelled.

5. The Mayor and Corporate Officer are hereby authorized to execute such conveyances, deeds, maps, plans, receipts and documents on behalf of the City of Salmon Arm as may be necessary for the purposes aforesaid and to affix the Corporate Seal of the City of Salmon Arm thereto.

6. The Council shall, before adopting this Bylaw, cause public notice of its intention to do so to be given by advertisement once each week for two consecutive weeks in a newspaper published or circulated in the City of Salmon Arm, and has provided an opportunity for persons who consider they are affected by the closure and disposition of the Closed Road to make representations to Council.

SEVERABILITY

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

ENACTMENTS

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

EFFECTIVE DATE

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

CITATION

10. This Bylaw may be cited for all purposes as the "City of Salmon Arm Highway Closure Bylaw No. 4468".

READ A FIRST TIME THIS	23	DAY OF	August	2021
READ A SECOND TIME THIS	23	DAY OF	August	2021
READ A THIRD TIME THIS	23	DAY OF	August	2021

APPROVED PURSUANT TO SECTION 41 (3) OF THE COMMUNITY CHARTER ON THE DAY OF October 18th, 2021 .

For Minister of Transportation and Infrastructure

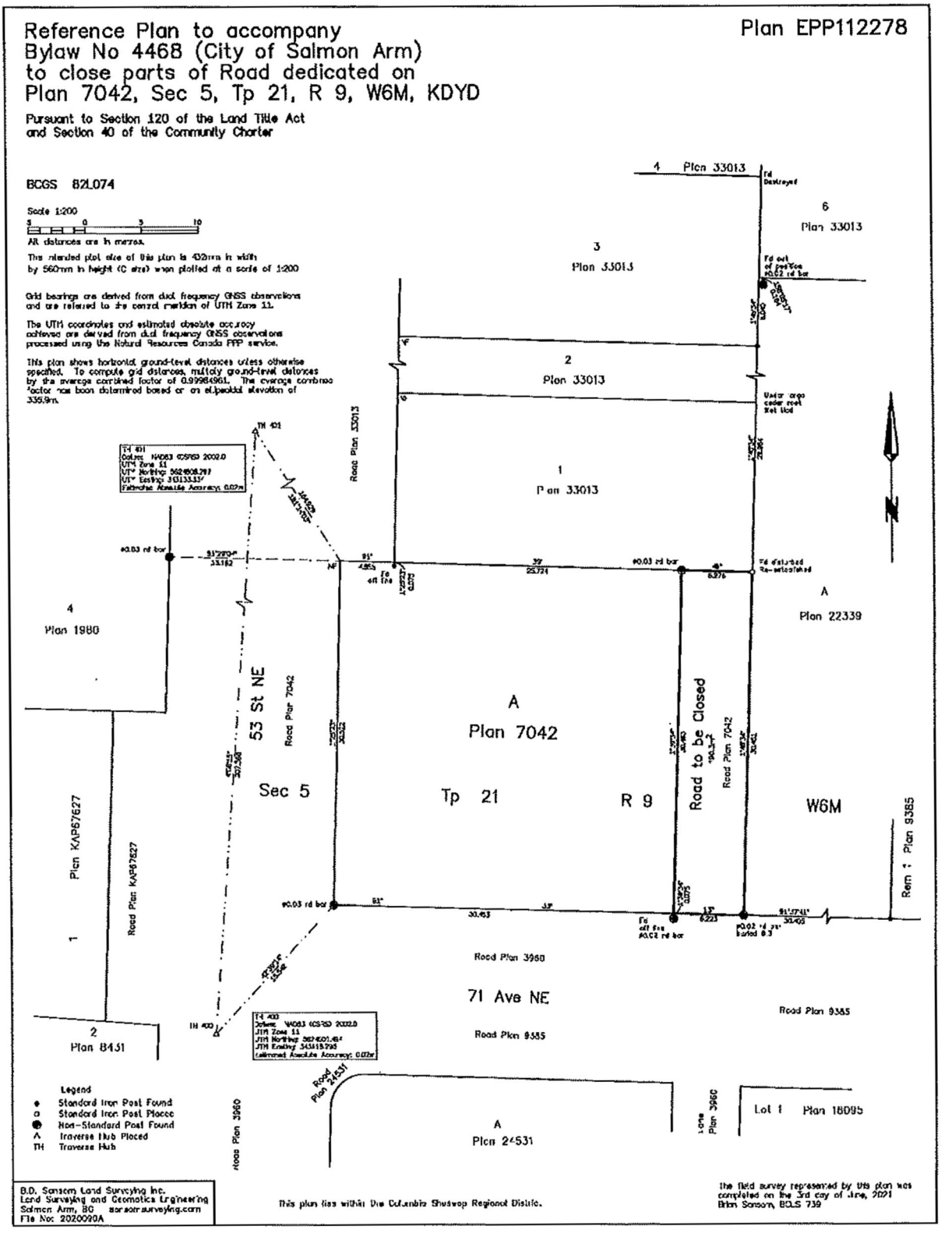
PUBLIC NOTICE OF INTENTION TO PROCEED ADVERTISED IN THE SALMON ARM OBSERVER ON THE 27DAY OF **Oct , 2021** AND THE **3** DAY OF **Nov , 2021** .

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


Reference Plan to accompany
Bylaw No 4468 (City of Salmon Arm)
to close parts of Road dedicated on
Plan 7042, Sec 5, Tp 21, R 9, W6M, KDYD
Plan EPP112278
Pursuant to Section 120 of the Land Title Act
and Section 40 of the Community Charter
BCGS 82L074
Scale 1:200
Plan 33013
Plan 22339
Plan 1980
Plan KAP67627
Road Plan KAP67627
Plan 8431
Plan 9385
Plan 18095
Plan 24531
Road Plan 3960
Road Plan 33013
Road Plan 7042
53 St NE
71 Ave NE
Road to be Closed
A
Plan 7042
Sec 5
Tp 21
R 9
W6M
Legend
Standard Iron Post Found
Standard Iron Post Placed
Non-Standard Post Found
Traverse Hub Placed
TH Traverse Hub
B.D. Sansom Land Surveying Inc.
Land Surveying and Geomatics Engineering
Salmon Arm, BC
File No: 2020090A
This plan lies within the Columbia Shuswap Regional District.
The field survey represented by this plan was completed on the 3rd day of June, 2021
Brian Sansom, BCLS 739

Item 11.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4471 be read a final time.

[ZON1216; Text Amendment; Storage]

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: June 25, 2021

SUBJECT: Zoning Bylaw Text Amendment Application No. 1216
Applicant: City of Salmon Arm

MOTION FOR CONSIDERATION

THAT: **A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:**

1) Section 28 - General Industrial Zone

Add to sub-section 28.3.17 - Permitted Uses

***mini warehousing* to a maximum *parcel area* of 20%, inclusive of any outside storage**

Add a sub-section to section 28.10 - Outside Storage

28.10.1 an outside storage business is limited to a maximum *parcel area* of 20%, inclusive of an *mini-warehousing*. This limitation does not apply to a contractor's storage yard or other *accessory use* storage purposes.

2) Section 29 - Light Industrial Zone

Add to sub-section 29.3.18 - Permitted Uses

***mini warehousing* to a maximum *parcel area* of 20%, inclusive of any outside storage area**

Add a sub-section to section 29.10 - Outside Storage

29.10.1 an outside storage business is limited to a maximum *parcel area* of 20%, inclusive of any *mini-warehousing*. This limitation does not apply to a contractor's storage yard or other *accessory use* storage purposes.

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

BACKGROUND

Based on the attached report (APPENDIX 1), the undersigned received direction from City Council to proceed with Option 3 related to the above Zoning Bylaw Amendment. The attached report maps the industrial zoned properties where mini warehousing and outside storage businesses are operating.

Assuming Bylaw adoption, new mini warehousing and storage businesses on M1 and M2 zoned land will be subject to the new limitations on parcel area. The M1 and M2 zones are attached as APPENDIX 2 with the relevant sections highlighted.

Assuming Bylaw adoption, those businesses currently in operation will be subject to Division 14 the Local Government Act (Non-conforming Use and Other Continuations[1]). The sections of this Act are extensive and have implications on redevelopment, obtaining insurance, financing and land value.

Furthermore, the amendment could limited future subdivision opportunities of industrial properties with either mini-warehousing / outside storage businesses. Case in point: a 5 acre lot in which 50% of the parcel area is being used for mini-warehousing could not be subdivided in half (i.e. two 2.5 acre lots) unless the mini warehousing business either ceased or was reduced in scale by 45% and the floor area of the existing buildings used for another M1 or M2 zoned use.

The intent is to regulate the land area used for mini-warehousing and similar businesses using land for the outside storage of peoples' items either within storage containers or exposed. It is not intended to regulate outside storage yards which are accessory to a non-commercial storage business. This amendment does not involve commercially zoned properties where mini warehousing and similar storage businesses are permitted (e.g. C3 Service Commercial).

Last week, staff referred the attached report to the EDS for comment. As a text amendment affecting more than 10 properties, public notification in the newspaper is required for a Statutory Public Hearing after second reading; however individual notification to all properties zoned M1 and M2 is not required.

As the City becomes more densified with smaller lots and units, the demand for storage will likely not recede. Staff remains concerned with this proposed amendment, yet understands and respects the intent.

Kevin Pearson, MCIP, RPP
Director of Development Services

[1] https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/r15001_14#division_d0e50260

APPENDIX 1

CITY OF SALMONARM

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.

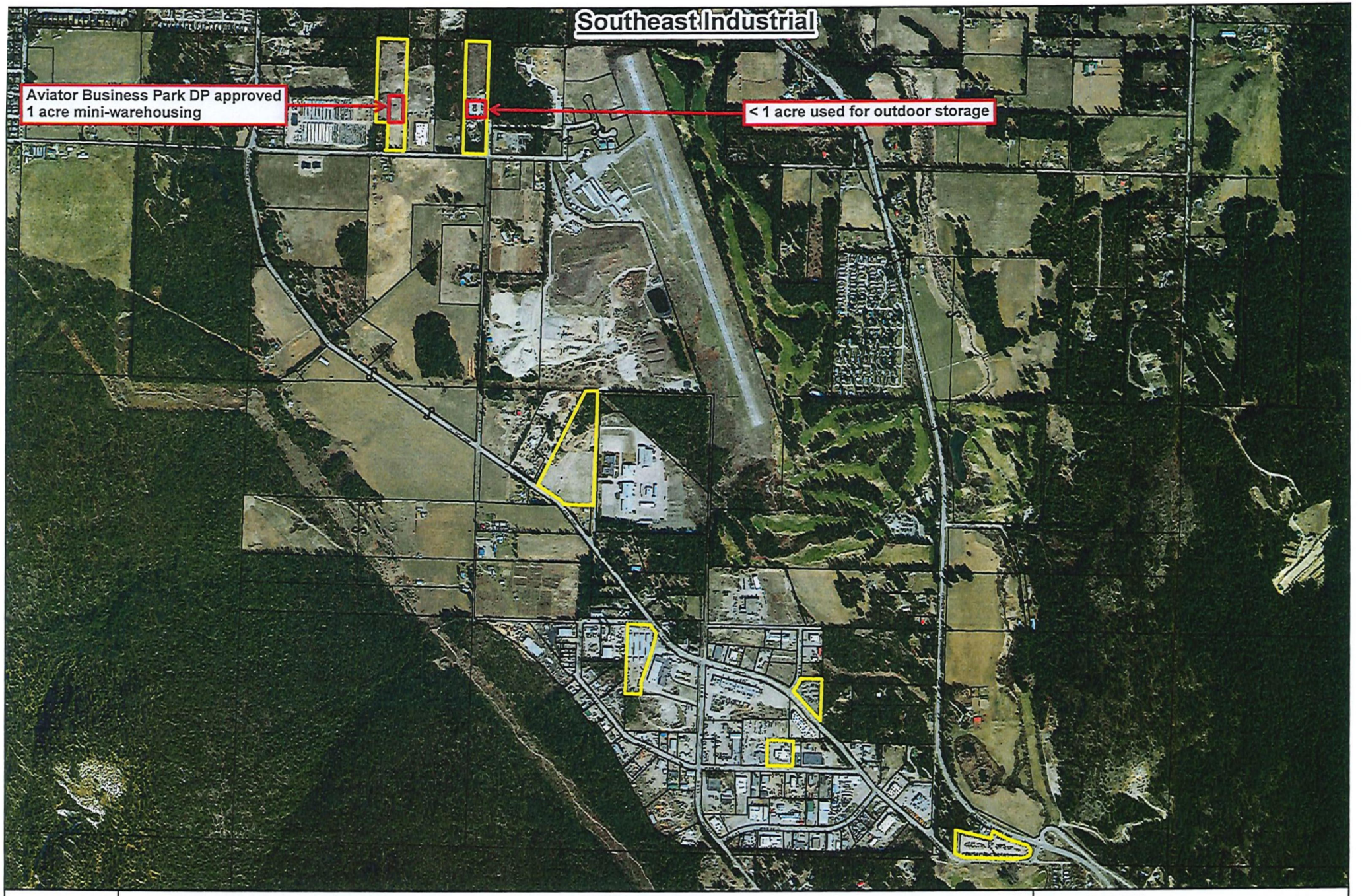
2. Delete mini-warehousing from the M1 and M2 zones, and create a <u>new</u> Industrial Zone (M7) permitting warehousing and screened outside storage, possibly with transportation and trans-shipment uses. With this option, one would need to apply to Council to rezone. The OCP could be adjusted to provide 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



N

0 345 690 1,380 2,070 2,760 Meters

Parcels

Storage Businesses Zoned Industrial

Total Area = 25.2 acres

Southwest Industrial

N

0 30 60 120 180 240 Meters

Parcels

Storage Businesses Zoned Industrial

Total Area = 4.1 acres

9. STAFF REPORTS

2. Director of Development Services – Storage Zoning

0311-2021

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: Council direct staff to prepare a bylaw amendment to proceed with Option 3 outlined in the staff report dated May 31, 2021.

CARRIED
Councillor Flynn and Lavery Opposed

SECTION 28 - M-1 - GENERAL INDUSTRIAL ZONE

Purpose

28.1 The M-1 *Zone* provides for the location of general industrial and manufacturing uses to be located in areas where conflict with other uses is unlikely to occur.

Regulations

28.2 On a *parcel zoned* M-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 M-1 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

28.3 The following uses and no others are permitted in the M-1 *Zone:*

.1 auction yards; #2736
.2 automotive and truck repair shop, including body repair and painting;
.3 building supply establishment;#2736
.4 bulk petroleum products sales and limited retail fuel sales, maximum two [2] pumps;
.5 *cafe*; #2736
.6 *commercial daycare facility*; #3724
.7 concrete products and readi-mix concrete;
.8 distillery and brewery;
.9 farm equipment sales and rentals; #2736
.10 greenhouses, nurseries, including retail sales; #2736
.11 *high technology research and development; #4368*
.12 *home occupation*; #2782
.13 *key lock fuel installation*;
.14 laboratory, scientific and research; #2736
.15 *light industry*;
.16 machinery sales, rental; #2736
.17 *mini warehousing*;
.18 *mobile food vending*; #4240
.19 *mobile home* manufacturing and sales;
.20 moving and storage establishment; #2736
.21 *office*, storage *building*, workshop and yard for general contractor and trade contractor;
.22 *outside vending*; #2837
.23 *private utility*;
.24 *public use*;
.25 *public utility*;
.26 radiator repair shop; #2736
.27 *recreation facility - indoor*; #2736
.28 recreation vehicle sales and rental lots, and showroom (new and used); #2736
.29 *recycling depot*;
.30 rental and repair of tools, small equipment; #2736
.31 sale and repair of machinery, farm implements, and heavy equipment;
.32 storage *building*, warehousing and wholesale establishment, packing and crating, cold storage;
.33 storage yard;
.34 *transportation use*;
.35 truck and truck-tractor sale or rental lot;
.36 veterinary hospital; #2736
.37 welding, machine or metal fabrication;
.38 wood products manufacturing;
.39 *ancillary retail sales*; #2736
.40 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*. #2761

SECTION 28 - M-1 - GENERAL INDUSTRIAL ZONE - CONTINUED

Maximum Height of Principal and Accessory Buildings

28.4 The maximum *height* of *principal* and accessory *buildings* shall be 15.0 metres (49.2 feet).

Maximum Parcel or Site Coverage

28.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 60% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

28.6 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005.4 square feet).

Minimum Parcel or Site Width

28.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal and Accessory Buildings

28.8 The minimum *setback* of the *principal* and accessory *buildings* 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*	
	- adjacent to a *parcel* not *zoned* industrial shall be	6.0 metres (19.7 feet)
	- all other cases shall be	4.0 metres (13.1 feet)
.4	*Exterior side parcel line* shall be	6.0 metres (19.7 feet)

Accessory Retail Use

28.9 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

28.10 Outside storage shall be screened from any adjacent *parcel* not *zoned* Industrial as per Appendix III.

Parking and Loading

28.11 Parking and loading shall be required as per Appendix I.

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 *high technology research and development; #4368*

.13 *home occupation*; #2782

.14 *key lock fuel installation*;

.15 laboratory, scientific and research; #2736

.16 *light industry*;

.17 machinery sales, rental;

.18 *mini warehousing*;

.19 *mobile food vending*; #4240

.20 *mobile home* sales; #2736

.21 moving and storage establishment #2736;

.22 *office*, in association with a permitted industrial use, where the *office* does not exceed 50% of the lot area; #2736

.23 *outside vending*; #2837

.24 print shop; #2736

.25 *private utility*; #2736

.26 *public use*;

.27 *public utility*;

.28 recreation vehicle sales and rental lots, and showroom (new and used); #2736

.29 *recycling depot*;

.30 rental and repair of tools, small equipment; #2736

.31 *transportation use*;

.32 truck sales and rental lots, and showroom (new and used); #2736

.33 upholstery shop; #2736

.34 *ancillary retail sales*; #2736

.35 *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.

AVIATOR BUSINESS PARK

To: Development and Planning Services Committee and the City of Salmon Arm City Council

From: Marty Bray, President and CEO of Aviator Business Park Inc.

Date: June 16, 2021

Subject: Storage Zoning – For Information Letter of May 31, 2021

Dear Reader,

It was brought to our attention at Aviator that there is some discontent with respect to mini and outdoor storage facilities in Salmon Arm. We understand that there are several issues that are causing this discontent, they are:

- Aesthetically unattractive nature of the buildings and services that are provided. These include outdoor storage facilities, steel structured buildings that can dilapidate quickly, steal containers that provide safety and inspection issues
- Failure to comply with bylaws and permit requirements by storage providers
- Lack of warehousing, industrial, and commercial facilities in the area that is experiencing rapid growth
- Manufacturing and industrial activities occurring in residential neighbourhoods making the existing industrial land critical for future development
- Competitive posturing by market participants

We at Aviator are aware of all of these challenges and it was always our goal to provide and build mini storage warehousing that was of the utmost quality and design, utilizing concrete split faced stone materials. Our goal for outdoor storage was to utilize and maximize the land in the most efficient manner possible in order to generate revenue that could help fund other big and bold ideas. The ownership of Aviator generates modest incomes and took a significant risk to acquire this land, the two principals investing their life savings into this Project.

AVIATOR BUSINESS PARK

That said, the principals believed that we could design and develop a Business Park with the overall ambition of providing not only much needed mini warehousing buildings, but also design and build quality industrial and commercial buildings that are as sustainable and resilient as possible. Examples include:

- Designing the mini storage warehouses to have the ability to install solar panels. Thus, generating a significant amount of energy based on the roof design and space on the structures.
- Allow all of the buildings to be multi dimensional in nature and factor into the overall design of the Business Park
- Potentially utilize geothermal technology for air conditioning and heat, this could make the business park a zero carbon building development
- Utilize the space effectively for septic, due to the sewer challenges the area faces
- Allow businesses to benefit from built in resiliency that could be instrumental in the new climate environment

Based on the momentum we see in the market for the demand for industrial and commercial warehousing, we hope to have another Development Permit submitted to the City as soon as possible. This will lay out the ambitions for the next phase of our development which will include building warehousing facilities for industrial and commercial customers.

Our plan has always been to work closely with the city as we work through our ideas and see the City as an essential stakeholder in our vision. Thus, the M7 proposal would make the most sense in this instance, at least for us. This would give the city the ability to review the suitability and viability of the projects. When business owners can go through a thoughtful design process that would provide a compelling argument for their storage projects. Decisions could then be made based on how the projects contribute to the city's financial, sustainability and resiliency plans.

From: Blake Newton
Sent: Monday, June 14, 2021 4:52 PM
To: Caylee Simmons
Subject: Industrial storage replies.

Caylee,

As promised I am going to put forward a concern that I would like to bring forward. As someone with a commercial interest in Salmon Arm and in the industrial zone here with tenants, tenants and neighbors who own the properties, lease them or have employees who rely on these businesses it was alarming to see a column that was to many of us disconcerting. As I pointed out development of land (as proven by the old Newenes grounds which existed in the city core which developed into a myriad of new businesses) should be evolutionary. I believe that the approach used by the city's director of development services, Kevin Pearson where. he advocated for keeping the status quo is something that the majority of businesses in the industrial zone believe in. The idea however that would cap storage use at under 20% of available land in our view hamstrings the potential of business development. I can assure you that I have not heard of prospective tenants and I have land available as does the majority of land owners here. I cannot imagine that BC Hydro or Bid Group for example would like to be relegated to a fraction of their outside storage. In this instance I would recommend that City Council re evaluate their position on this. I personally don't wish to get into an adversarial conflict with the municipality. It's in the interests of all stakeholders to work together. The effects of such a restrictive potential bylaw would adversely affect tax revenues as well as lead to a distrust of each other. I hope that you point my concerns out to Town Council. Anyways, I hope that we can resolve the issues in a way that we all are satisfied with.

Regards, K. Blake Newton.

Sent: July 30, 2021 4:17 PM
To: Alan Harrison ; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Rob Niewenhuizen; Erin Jackson
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Patrick
Last Name	Hysop
Address:	[redacted]
Return email address:	[redacted]
Subject:	Storage Facility Back40Storage
Body	To Mayor Allan Harrison, Good afternoon, I am writing this in regards to hearing rumblings of the city council changing or amending a zoning bylaw. We currently have a storage business and have been running it for a couple, three years now. We have approximately two acres of outdoor storage and want to eventually expand to use up our entire back portion of our property. I see, that with the boom of these new storage facilities, that the city is being put in a hard place. While the city is not fond of so much industrial land being used for storage, we do feel that you have created the need for storage. Residential properties are getting smaller and smaller, and neighbourhoods are being filled to capacity. Where is it exactly you expect the residents of Salmon Arm to store their recreational assets?! With our property not being completely flat, it has been quite a cost thus far, in the development of our current two acres. At one time we wanted to subdivide, but the city required a road to be built, in order for us to do that! With the cost from a local Engineering firm coming in at almost half a million dollars, it was too far out of reach for us. With that road block,, we decided to put in a storage compound instead to help raise funds for the industrial taxes we pay as well as for the future development and possible subdivision of our back acreage. We have a five year plan to accomplish what we need to do to make this happen. We wish to be grandfathered in as a storage facility with no limits. We have been paying these M1 taxes for some time now, therefore I feel that we should not be subject to any new changes in by-laws that effect our

property. We purchased this property over 15 years ago and had it rezoned M1 almost immediately, as well as we already have an established storage business! The city recently has let another facility open just down the road and build without putting in any roads?! Not sure how this is fair . So to conclude, I feel that any existing storage facilities should be grandfathered under the old rules and any newly zoned M-1 properties, should or could, be subjected to your new rules.
Yours truly
Patrick Hysop

Would you like a response: Yes

Sent: August 1, 2021 3:46 PM
To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Rob Niewenhuizen; Erin Jackson
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Thomas
Last Name	Newton
Address:	[redacted]
Return email address:	[redacted]
Subject:	Rules with regards to development of Industrial Area.
Body	Just curious what your end game is. You are creating regulations against the idea of free-enterprise capitalism. Not sure when we stopped that system-would like an update on that. As an owner of a property in the area-I would like for you to find us some upper-end/high computing enterprise to rent our area. Until then the idea is let the market do what it will. People need places to store thier things. What we apparently DON'T NEED is a large company to come and put a building up and give us a mighty rent. Love it if it were true-but IT ISN'T!!!! So we need to sit on it until that happens? Doesn't really seem fair-my father gave up a lot for that property and for you all to decide that you would rather it be a hub of technocracy is the idea of a child.
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.

SALMONARM
ECONOMIC DEVELOPMENT SOCIETY

September 16, 2021

City of Salmon Arm
Kevin Pearson
PO Box 40
Salmon Arm BC, V1E 4N2

Dear Kevin,

Re: Proposed Zoning Bylaw Amendment Limiting Mini-Warehousing and Outdoor Storage Businesses on Industrial Zoned Properties

---

The Salmon Arm Economic Development Society (SAEDS) Board of Directors reviewed the information provided by the City of Salmon Arm, related to the proposed zoning bylaw amendment for the above-noted referral. Following significant discussion, the following motion was passed:

"The SAEDS Board supports the proposed City of Salmon Arm zoning amendment limiting mini-warehousing and outside storage to a maximum of 20% of a gross parcel area for M1- and M2-zoned properties; further, the Board recommends that C3-zoned properties also be included in the zoning bylaw amendment." - All in favour, approved.

The primary discussion points preceding the above motion included:

1) Looking forward, land is scarce. We need to be thoughtful of community development and specifically, we have a responsibility to achieve the highest return on investment for each acre of land, for our community.
2) The Board was concerned that storage businesses often do not trigger a building permit requirement, or resulting DCC's. As a result, the current zoning bylaw is perhaps unintentionally creating an uneven playing field for property development.
3) There was noted concern that the proposed bylaw amendment focusing on M1- and M2-zoned properties may inadvertently direct storage businesses onto C3-zoned lands. This land is also scarce, and the visual appeal and economic return of what is available is extremely important to our community. The SAEDS Board felt this unintentional consequence should also be considered by Council in the proposed zoning amendment.

We thank you for the opportunity to comment on this proposed zoning bylaw amendment.

Sincerely,

Bill Laird, Chairperson

250.833.0608 edo@saeds.ca saeds.ca 220 Shuswap Street NE, PO Box 130, Salmon Arm, BC V1E 4N2

SMALL CITY, BIG IDEAS

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON1216 [Text Amendment; Storage]

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

Submissions were called for at this time.

L. Reimer – email dated October 25, 2021 – ZON-1216

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:18 p.m.

CITY OF SALMON ARM

BYLAW NO. 4471

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 October 25, 2021 at the hour of 7:00 p.m. was published in October 13 and 20, 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:

   1) Addition under Section 28 - General Industrial Zone

      Sub-Section 28.3.17 - Permitted Uses *mini warehouse* to a maximum *parcel area* of 20%

      Addition under Section 28.10 - Outside Storage

      Section 28.10.2 an outside storage business is limited to a maximum *parcel area* of 20%. This limitation does not apply to a contractor's storage yard or other *accessory use* purposes.

   2) Addition under Section 29 - Light Industrial Zone

      Sub-Section 29.3.17 - Permitted Uses *mini warehouse* to a maximum *parcel area* of 20%

      Addition to Section 29.10 - Outside Storage

      Section 29.10.2 an outside storage business is limited to a maximum *parcel area* of 20%. This limitation does not apply to a contractor's storage yard or other *accessory use* purposes.

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

Certified a true correct copy of Bylaw No. 4471 as read a third time by Council on the 25 day of October 2021. Dated at Salmon Arm, B.C. this 29 day of October 2021.

Corporate Officer

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. 4471"**

READ A FIRST TIME THIS	12	DAY OF	July	2021
READ A SECOND TIME THIS	27	DAY OF	September	2021
READ A THIRD TIME THIS	25	DAY OF	October	2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF November 2nd 2021

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE - NOVEMBER 1, 2021

1.	Building Department - Building Statistics - October 2021	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	G. Taylor - email dated October 22, 201 - Sidewalk to Canoe Beach	A
4.	V. Morris - email dated October 28, 2021 - Library Vission	A
5.	M. Gendron - email dated November 1, 2021 - Smoke, Climate Change, Health	A
6.	N. Moore - letter dated November 3, 2021 - Handicap Parking Stall	A
7.	B. White - email November 4, 2021 - McGuire Lake in the Winter	A
8.	L. Painchaud, President, Salmon Arm branch, Okanagan Historical Society - letter dated October 29, 2021 - 31 Hudson Avenue NE	A
9.	D. Mangold, Manager, Churches of Salmon Arm Used Good Society - letter dated October 28, 2021 - Grant funding	A
10.	J. Broadwell, Manager, Downtown Salmon Arm - letter dated November 2, 2021 - Downtown Holiday Market - Hudson Street Closure December 4, 2021	A
11.	Governance Advisory Committee, Shuswap North Okanagan Rail Trail Corridor - Minutes of July 16, 2021	N
12.	J. Bascu, Adjunct Assistant Professor, School of Nursing, Thompson Rivers University - email dated October 27, 2021 - Regional Centre to support Health Aging	A
13.	S. Kozuki, Executive Director, Forest Enhancement Society of BC - letter dated October 26, 2021 - BC Forestry Workers are Climate Change Heroes	N
14.	C. Heavener, Assistant Deputy Minister and Provincial Director of Child Welfare and R. Bacy, Provincial Director of Adoption - email - Adoption Awareness Month	N
15.	E. Vidal, Director of Resource Management, Thompson-Okanagan Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development - letter dated October 27, 2021 - *Emergency* Motor Vehicle Closures	N
16.	D. Eby, Attorney General and Minister Responsible for Housing - letter dated October 26, 2021 - UBCM delegation	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 23.1

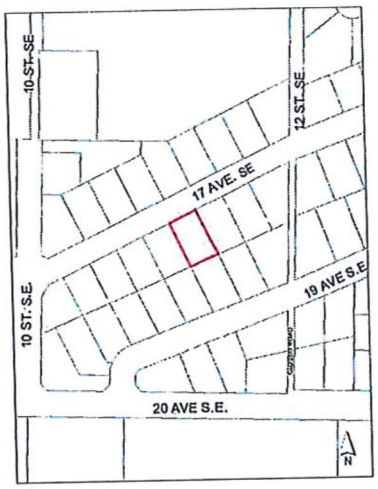
CITY OF SALMON ARM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 8, 2021 at 7:00 p.m.**

1) **Proposed Amendment to Zoning Bylaw No 2303:**

Proposed Rezoning of Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).



Civic Address: 1120 17 Avenue SE

Location: On 17th Avenue SE mid-block between 10 Street SE and 12 Street SE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with Suite

Owner / Agent: M. Houghland & J. Padgham, P. and K. Gelineau/ J. Padgham

Reference: ZON-1221/ Bylaw No. 4477

The staff report for the proposal is available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices October 12 to November 8, 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.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan and in adherence with the Provincial Health Orders. If you wish to attend electronically 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.

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: September 24, 2021

Subject: Zoning Bylaw Amendment Application No. 1221

Legal: Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069
Civic Address: 1120 17 Avenue SE
Owner/Applicant: K. & P. Gelineau, M. Houghland & J. Padgham

STAFF RECOMMENDATION

THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 from R1 (Single Family Residential) to R8 (Residential Suite Zone).**

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite within single family dwelling that is under construction.

BACKGROUND

The subject property is located in the Byersview Subdivision in the Hillcrest neighbourhood (Appendix 1 & 2). The parcel is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	Single Family Residence	Zoned R1
South:	Single Family Residence	Zoned R1
East:	Single Family Residence & Suite	Zoned R1 & R8
West:	Single Family Residence	Zoned R1

The subject property is approximately 860.6m² in area. A 302m² (3253ft²) single family dwelling is under construction. The proposed basement suite is approximately 60m2 (645ft2). The entrance to the proposed suite is on the west side of the building. Drawings provided in support of the rezoning application are attached as Appendix 5. Parking is to be provided onsite in the proposed driveway. The site plan shows a 3.0m wide easement along the west property line, the easement protects private sewer and storm connections for the upland property. The proposed development would not impact the easement area.

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

COMMENTS

Engineering Department

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning. The completion of the basement suite should be compliant with BC Building Code. A Building Permit for the construction of a single family dwelling with an unfinished basement is under review, should the rezoning be approved a separate Building Permit application would be required for the completion of the basement.

Fire Department

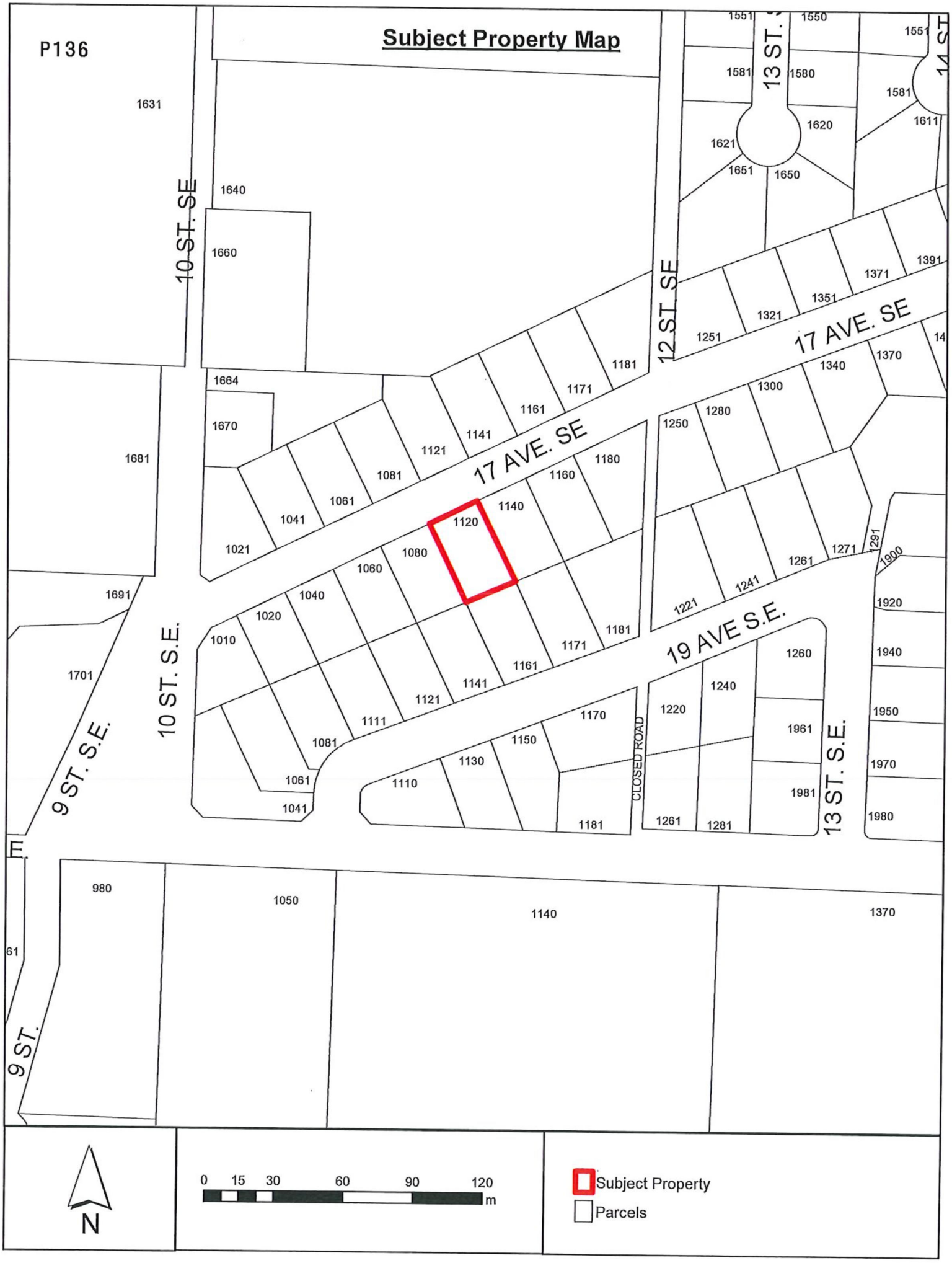
No concerns.

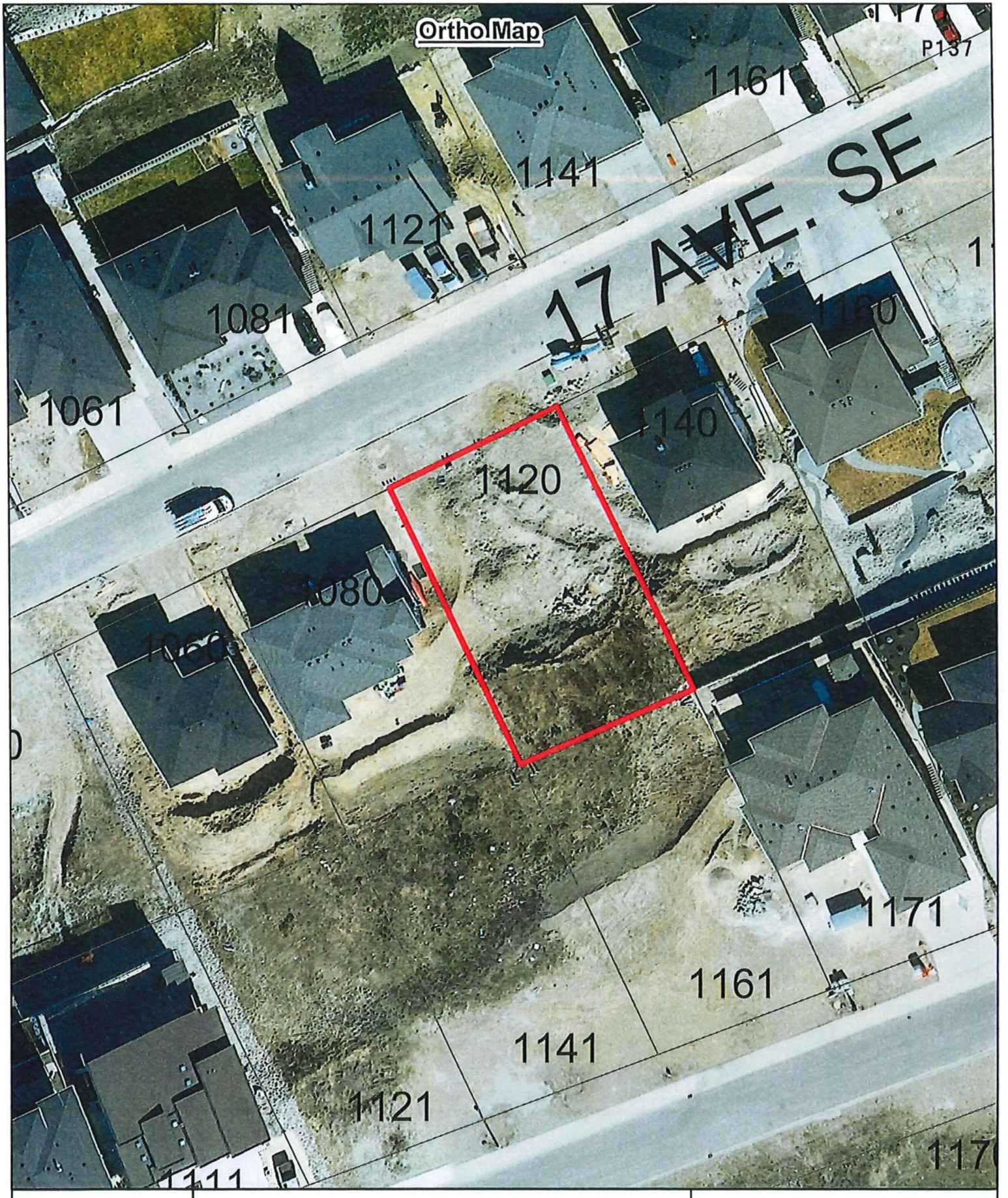
Planning Department

The conversion of a portion of the basement into a secondary suite is supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

Prepared by: Melinda Smyrl, MCIP, RPP
Planner III

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


Subject Property Map
P136
10 ST. SE
12 ST. SE
13 ST.
17 AVE. SE
19 AVE S.E.
10 ST. S.E.
9 ST. S.E.
9 ST.
13 ST. S.E.
CLOSED ROAD
1631
1640
1660
1664
1670
1681
1691
1701
1551
1550
1581
1580
1620
1621
1651
1650
1611
1391
1371
1351
1321
1251
1181
1171
1161
1141
1121
1081
1061
1041
1021
1180
1160
1140
1120
1080
1060
1040
1020
1010
1250
1280
1300
1340
1370
1271
1291
1900
1261
1241
1221
1920
1940
1950
1970
1980
1260
1240
1220
1961
1981
1170
1150
1130
1110
1111
1281
980
1050
1140
1370
N
0 15 30 60 90 120 m
Subject Property
Parcels



N

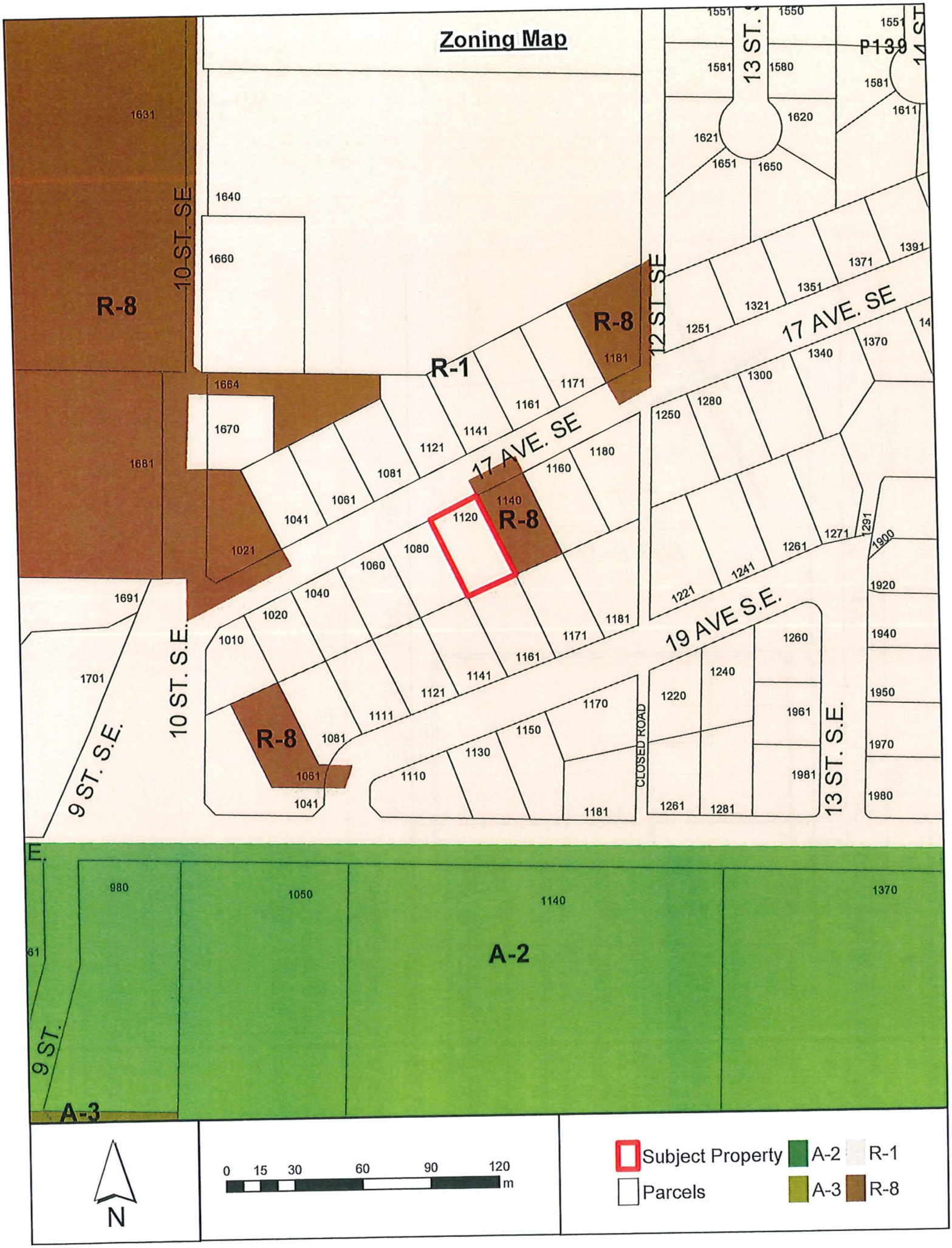
0 5 10 20 30 40 m

Ortho Photo Date: 2021

Subject Property

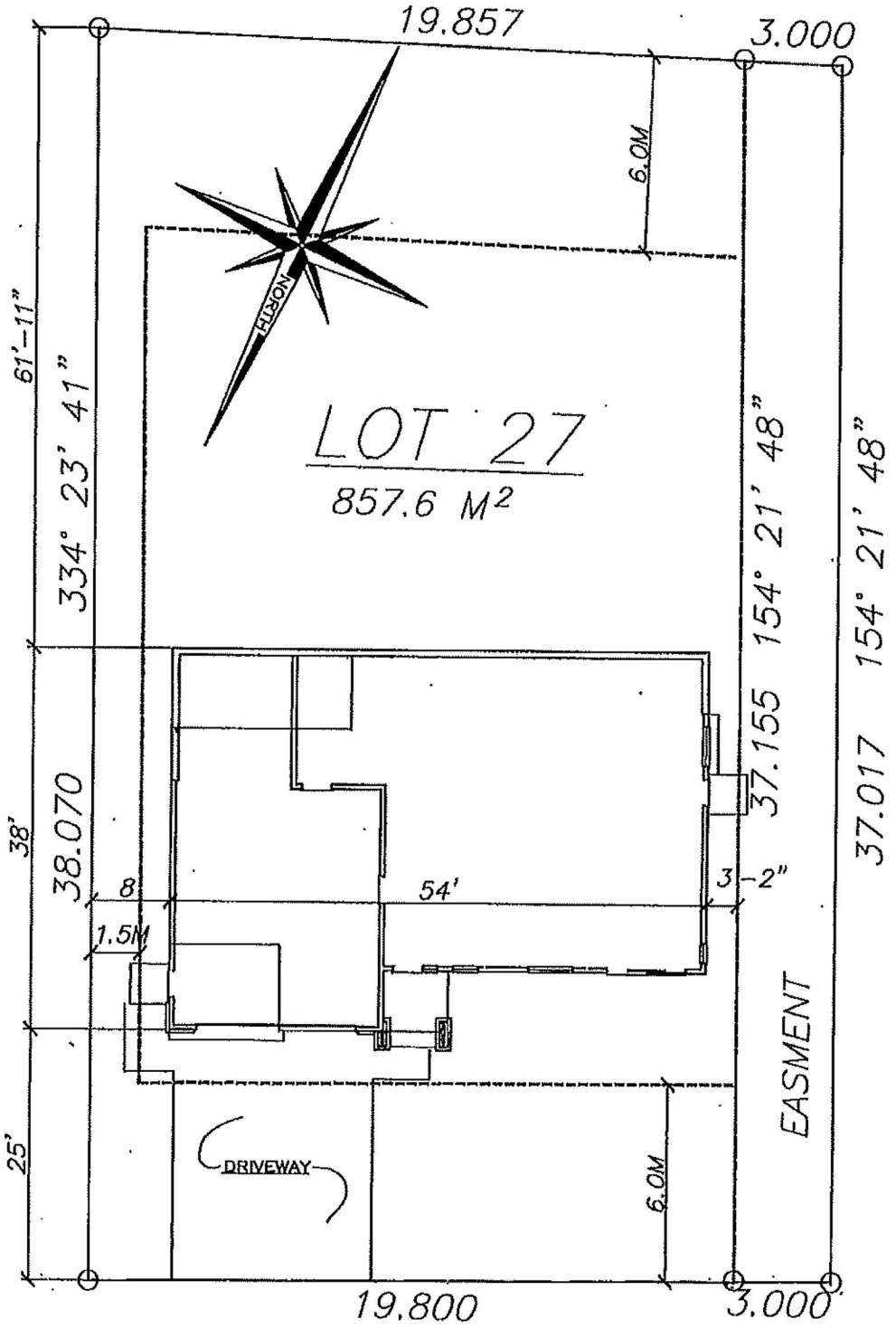
Parcels


OCP Map
P138
10 ST. SE
12 ST. SE
13 ST.
17 AVE. SE
19 AVE S.E.
10 ST. S.E.
9 ST. S.E.
9 ST.
13 ST. S.E.
CLOSED ROAD
N
0 15 30 60 90 120 m
Subject Property
Parcels
Acreage Reserve
Residential - Low Density


Zoning Map
R-8
R-1
A-2
A-3
10 ST. SE
10 ST. S.E.
9 ST. S.E.
9 ST.
12 ST. SE
13 ST.
14 ST
17 AVE. SE
19 AVE S.E.
13 ST. S.E.
CLOSED ROAD
P139
Subject Property
Parcels
A-2
A-3
R-1
R-8
0 15 30 60 90 120 m
N

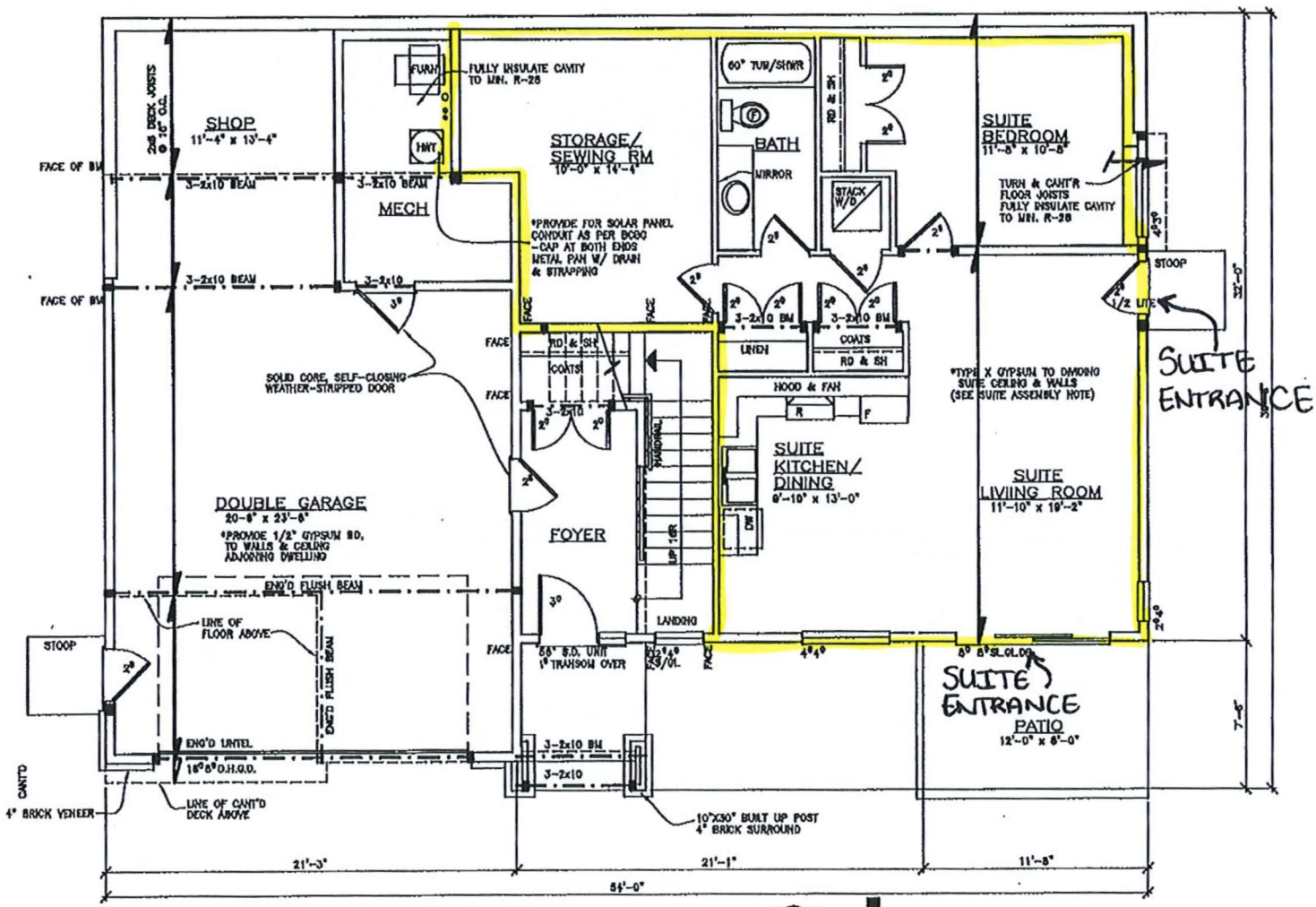
P140

Site Plan
BP#16928B



17TH AVE SE

Basement Suite Plan



BASEMENT FLOOR PLAN

FINISHED AREA = 175 SQ. FT.
SUITE AREA = 644 SQ. FT. (INCLUDING MECH).
GARAGE AREA = 776 SQ. FT. (INCLUDING MECH.)

9' 0-3/4" CLG.

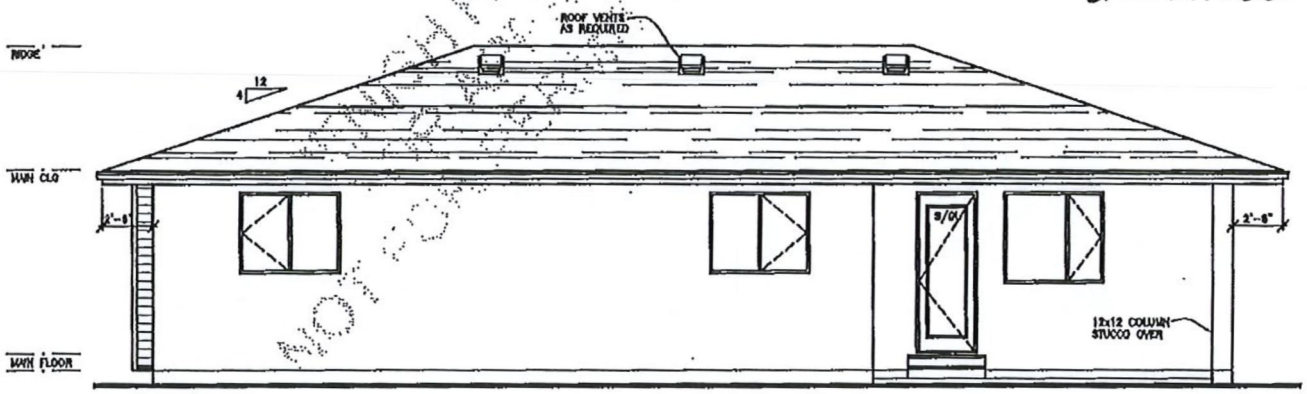
JENISH HOUSE DESIGN LIMITED

SECONDARY SUITE WALL AND CEILING ASSEMBLIES (30 MINUTE FIRE RATING & 43 STC)
CEILING: 30 MINUTE FIRE RATING & 43 STC RATING

Elevation

FRONT ELEVATION

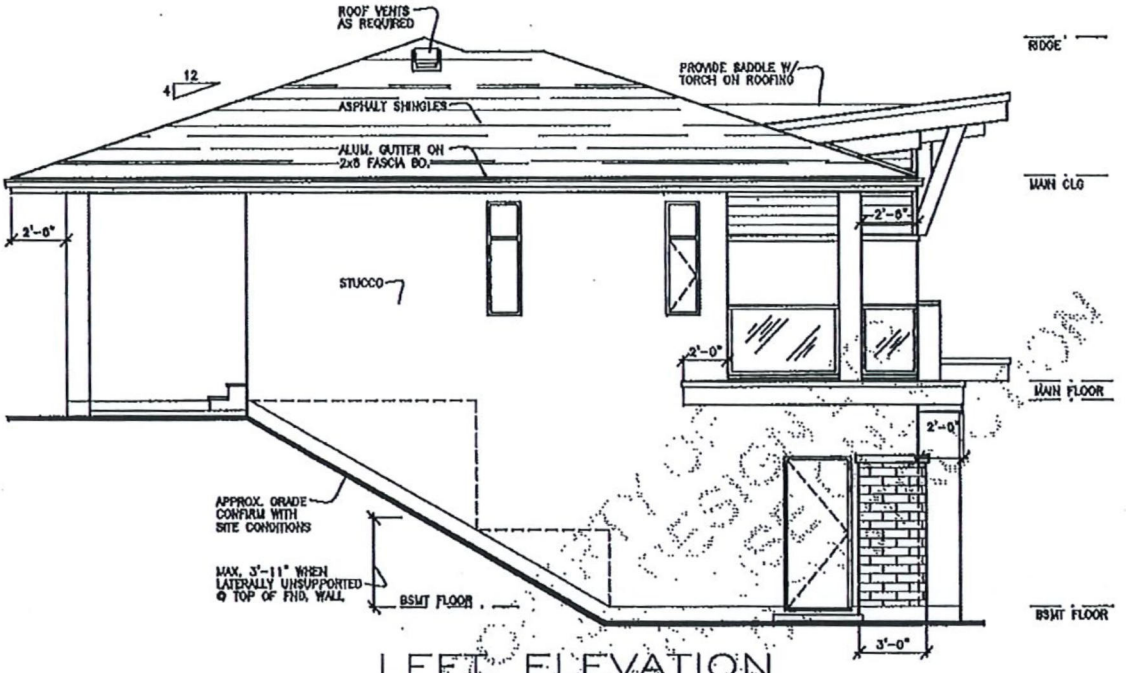
SUITE ENTRANCE



REAR ELEVATION

BSMT FLOOR

Elevation p143

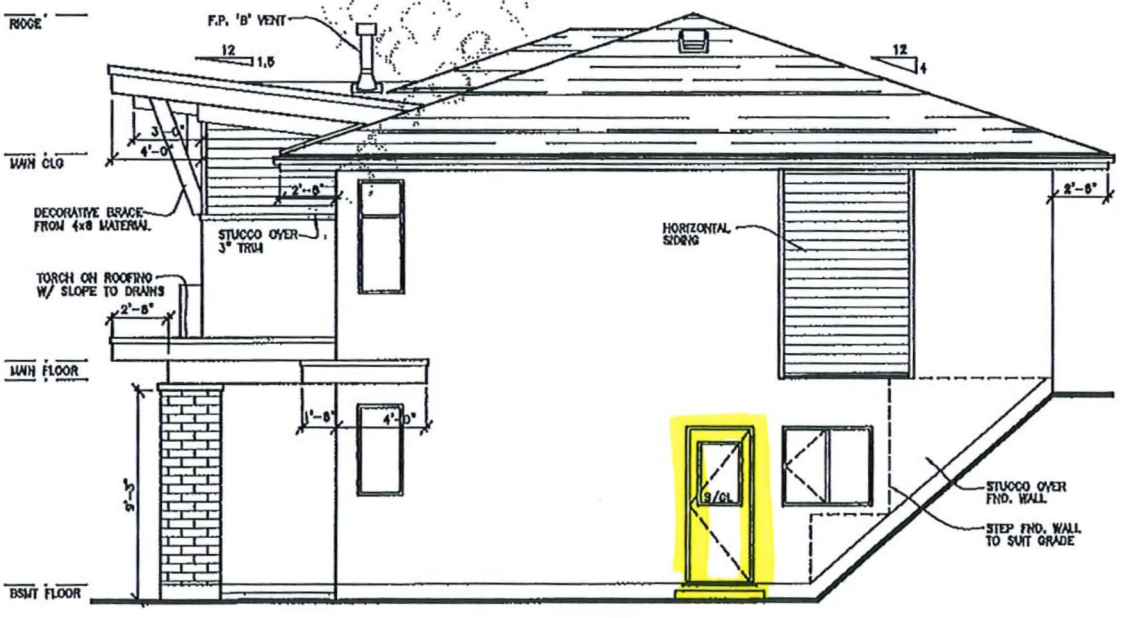


LEFT ELEVATION

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

SUITE ENTRANCE

NOTE:
GLASS AREA MAY NEED TO BE REDUCED DUE TO LIMITING DISTANCE. CONFIRM WITH LOCAL BY LAWS & BUILDING CODE.



RIGHT ELEVATION

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

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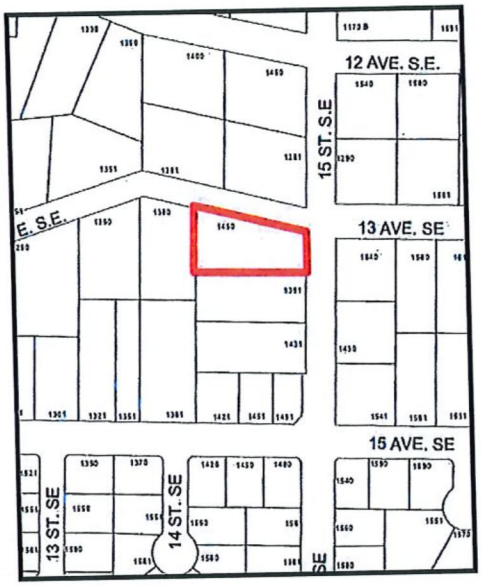
Item 23.2

CITY OF SALMON ARM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 8, 2021 at 7:00 p.m.**

2) **Proposed Amendment to Zoning Bylaw No 2303:**



Proposed Rezoning of Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1450 13 Avenue SE

Location: Southwest corner of 13 Avenue SE and 15 Street SE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with Suite and future Subdivision

Owner/agent: Glass, L.; Tucker, H.; Karras, S.

Reference: ZON-1220 / Bylaw No. 4480

The staff report for the proposal is available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices October 12 to November 8, 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.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan and in adherence with the Provincial Health Orders. If you wish to attend electronically 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.

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: October 6, 2021

Subject: Zoning Bylaw Amendment Application No. 1220

Legal: Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
Civic: 1450 – 13 Avenue SE
Applicant: Karras, S. & Tucker, H.

STAFF RECOMMENDATION

THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).**

PROPOSAL

The subject parcel is located at 1450 – 13 Avenue SE (Appendix 1 and 2), is approximately 0.5 acres (2,000 square metres) in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit future subdivision, as well as the potential for the construction and use of *secondary suites* on the existing and new proposed parcels. Although at this time, there is no subdivision proposal and no building plans, the existing and proposed parcels could easily meet the conditions for a *secondary suite* or a *detached suite*.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The 0.5 acre subject parcel contains an existing single family dwelling. The parcel is located in the Hillcrest neighbourhood, an area largely comprised of R-1, and R-8 zoned parcels containing single family dwellings. There are presently 25 R-8 zoned parcels within the vicinity of the subject parcel.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

Site photos are attached as Appendix 5.

Secondary Suites

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

COMMENTS

Engineering Department

No objections to the proposed rezoning. Future development will require service and works upgrades. Comments attached as Appendix 6.

Building Department

A Building Permit application is required to create a *secondary suite*.

Fire Department

No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development (and subdivision) with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

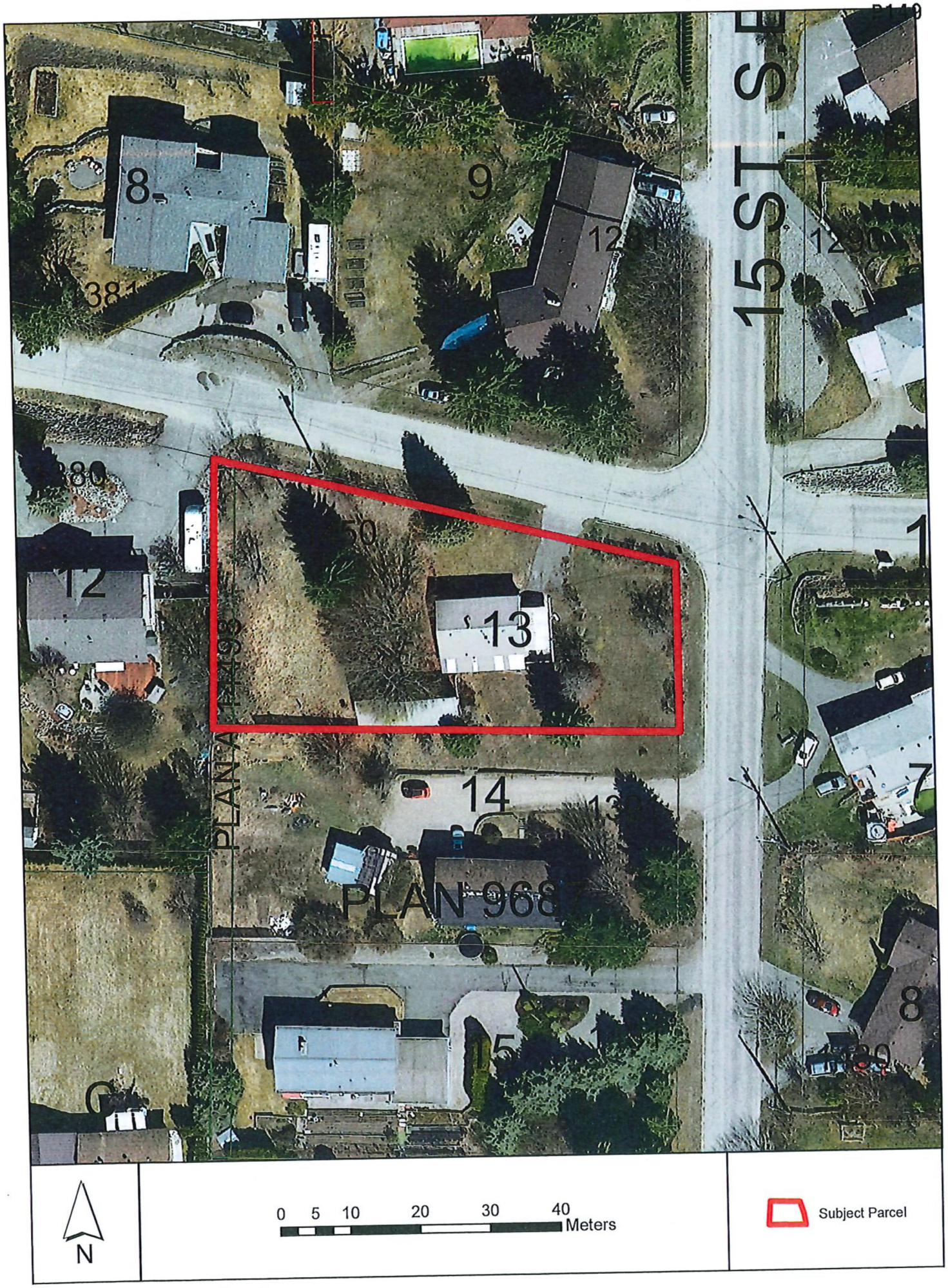
Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

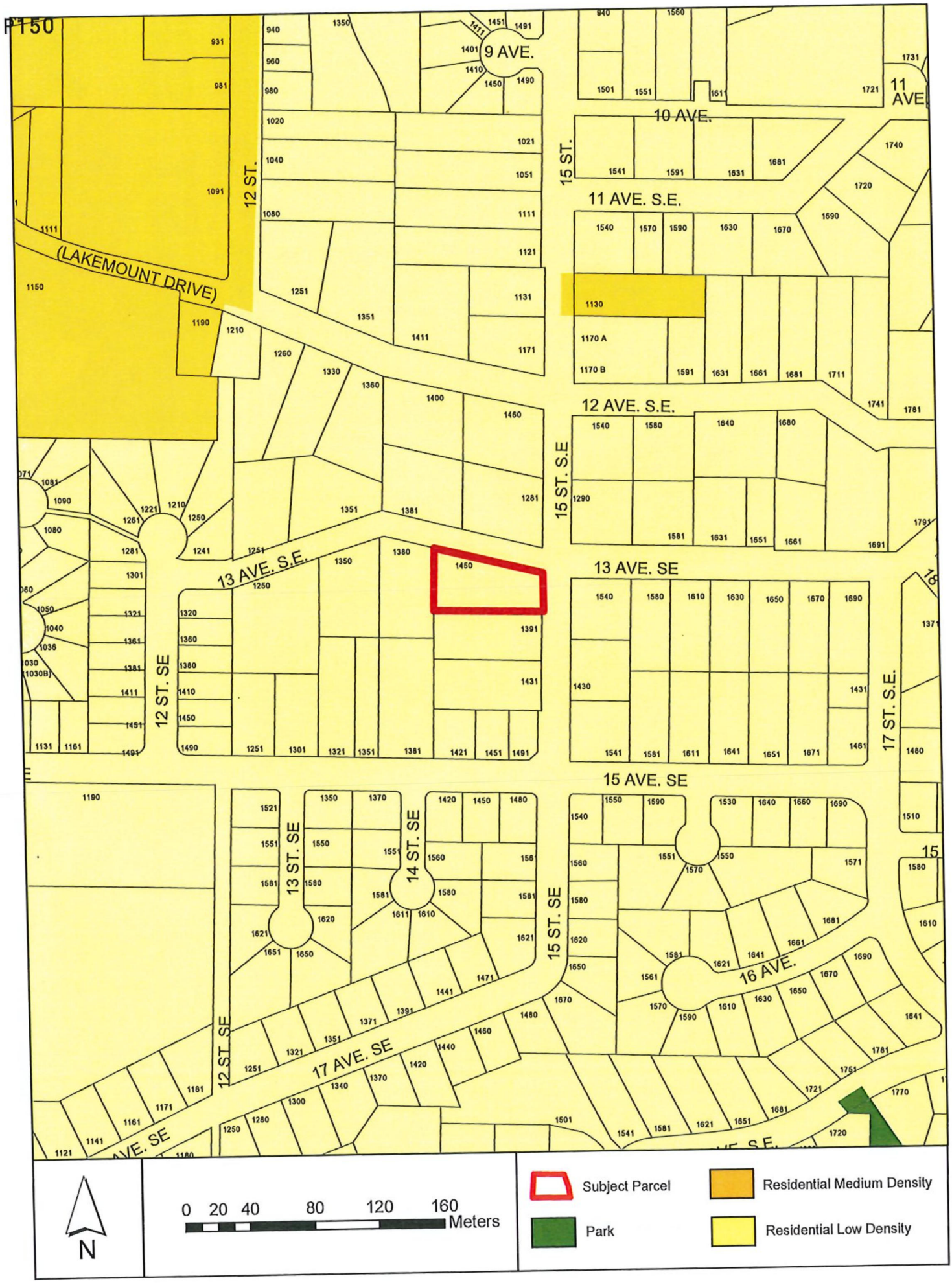
Prepared by: Chris Larson, MCIP, RPP
Senior Planner

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

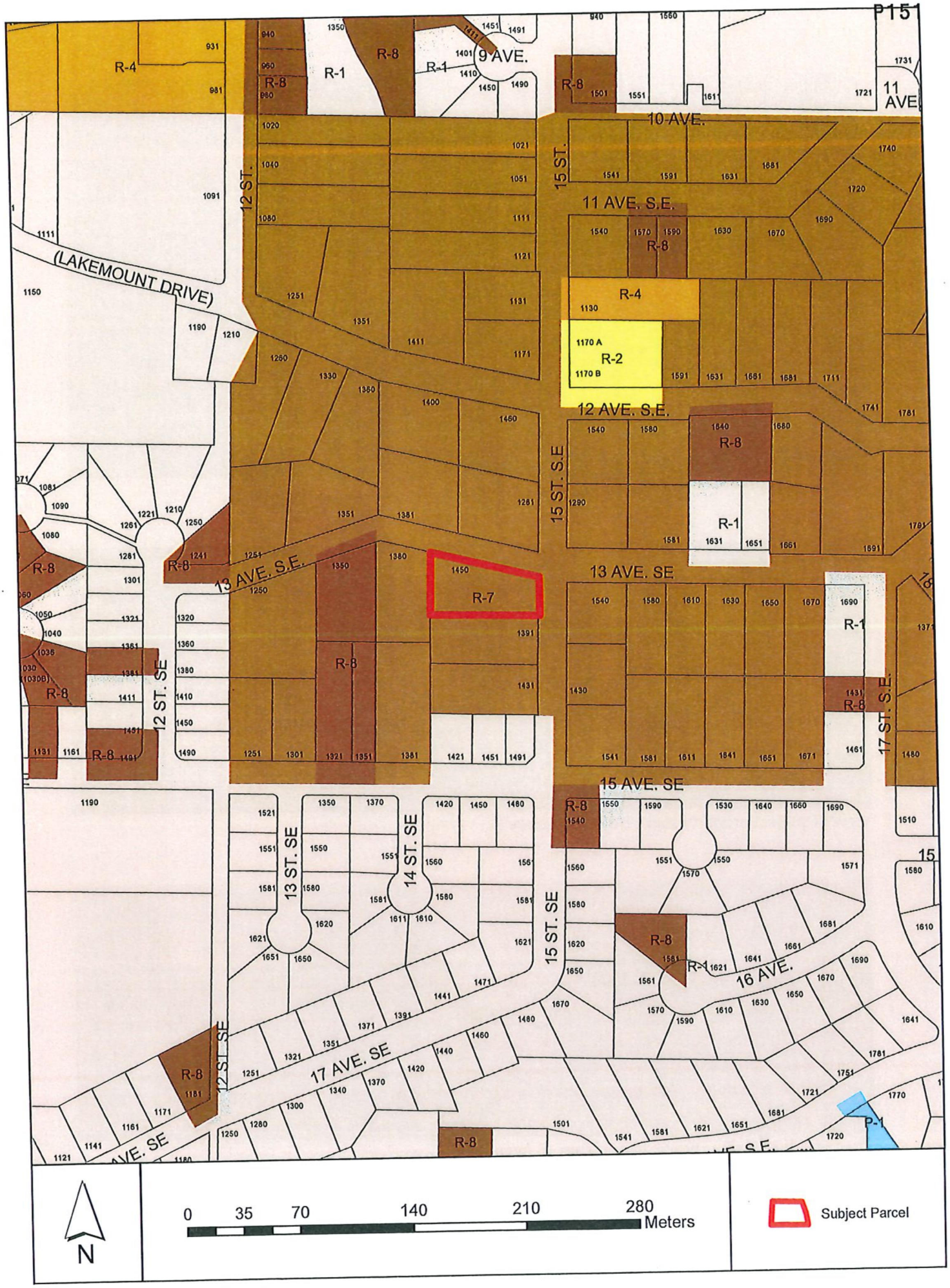

9 AVE
11 AVE
11 AVE. S.E.
(LAKEMOUNT DRIVE)
12 ST
15 ST. S.E
13 AVE. SE
12 ST. SE
15 AVE. SE
13 ST SE
14 ST SE
16 AVE.
17 AVE. SE
13
N
0 35 70 140 210 280
Meters
Subject Parcel

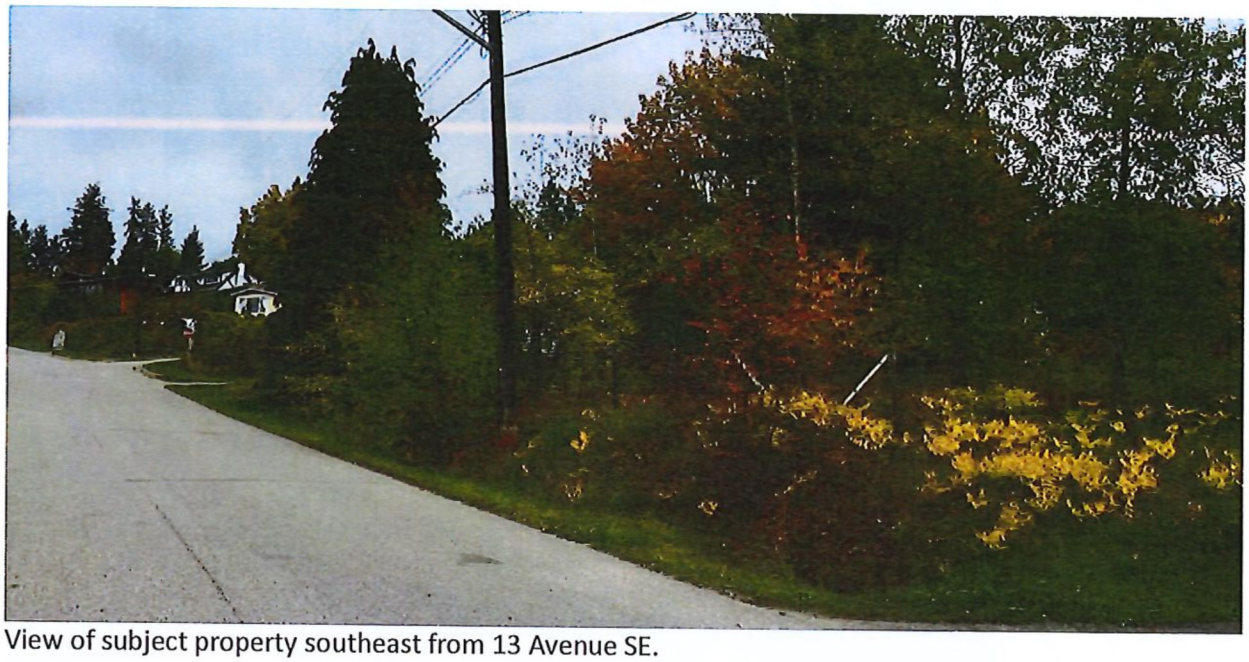
Appendix 2: Parcel View




9 AVE.
10 AVE.
11 AVE
11 AVE. S.E.
12 AVE. S.E.
13 AVE. S.E.
13 AVE. SE
15 AVE. SE
16 AVE.
17 AVE. SE
(LAKEMOUNT DRIVE)
12 ST.
15 ST.
15 ST. S.E
12 ST. SE
13 ST. SE
14 ST. SE
15 ST. SE
17 ST. S.E.
N
0 20 40 80 120 160
Meters
Subject Parcel
Park
Residential Medium Density
Residential Low Density

Appendix 4: Zoning





View of subject property southeast from 13 Avenue SE.

View of subject property south from 13 Avenue SE.

View of subject property southwest from 13 Avenue SE.

CITY OF
SALMONARM

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

TO:

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

SUBMIT FORM

PRINT

REFERRAL:	ZONING AMENDMENT APPLICATION FILE NO. ZON - 1220
DATE:	September 2, 2021
OWNER:	Karras, S. & Tucker, H.
APPLICANT/AGENT:	Owner
LEGAL:	Lot 13, S.12, T.20, R.10, W6M, KDYD, Plan 9687
CIVIC:	1450 13 Avenue SE

PROPOSAL:

Amend Zoning from R-7 to R-8 to enable future subdivision with potential development of secondary suites.

OCP Designation:	Low Density Residential
OCP Designation Request:	N/A
Development Permit Area:	N/A
Current Zoning:	R7 (Large Lot Single Family Residential)
Proposed Use:	R8 (Residential Suite)
ALR:	No
Previous Files:	N/A
Associated File:	N/A
Planner Assigned to File:	Chris Larson

Please return your comments to planning@salmonarm.ca at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON – 1220:

-No engineering concerns with rezoning.
-Any future development increasing water demand will require an upgrade of the existing water service to 1", as per the Subdivision and Development Servicing Bylaw. Contact Matt Gienger, Engineering Assistant for more details.
-Subdivision will trigger full works and service upgrades (Engineering comments to follow)

SIGNATURE & DEPARTMENT:

DATE: Sept 27 2021

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	October 5, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
APPLICANT:	**Karras, S. & Tucker H.**
OWNER:	**Karras, S. & Tucker H.**
SUBJECT:	**ZONING AMENDMENT APPLICATION FILE NO. ZON-1220**
LEGAL:	Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
CIVIC:	**1450 13 Avenue SE**

Further to your referral dated September 2, 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 subdivision or development proceeding to the next stages:**

Engineering Department does not have any concerns related to the Re-zoning 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 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 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 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.

10. 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 / development approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

11. The responsibilities and requirements within this memo assume that the subject parcel is equal to or larger than 1800m2 after road dedication and subdivision is not exempt from full works and services, as per SDSB 4163 Exemption 5.4. If it is found that the parcel does qualify for this exemption, proof of these findings will be required from a BCLS and the requirements of this memo will be amended accordingly.

Roads / Access:

1. 15 Street SE, on the subject property's 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 approximately 2.33m of additional road dedication is required (to be confirmed by a BCLS).

2. 15 Street SE is currently constructed to a Local Road standard in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, street lighting. Owner / Developer is responsible for all associated costs.

3. 13 Avenue SE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.38m of additional road dedication is required (to be confirmed by a BCLS).

4. 13 Avenue SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, street drainage and underground hydro and telecommunications. 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. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 15 Street SE and 13 Avenue SE.

7. Only one (1) driveway access per parcel will be permitted onto either 13 Avenue or 15 Street SE. All letdowns to be a maximum of 8.0m wide or 50% of parcel frontage, whichever is less. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

8. As per Greenway Strategy and Official Community Plan, there are no additional pathways planned for 13 Avenue SE or 15 Street SE.

Water:

1. The subject property fronts a 250mm diameter Zone 4 watermain on 13 Avenue SE. No upgrades will be required at this time.

2. The subject property fronts a 150mm diameter Zone 5 watermain on 15 Street SE. No upgrades will be required at this time.

3. Records indicate that the existing property is serviced by an undersized water service from the 250mm diameter watermain on 13 Avenue SE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

4. The proposed parcels are each to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Owner / Developer is responsible for all associated costs. Water meter will be supplied by the City at the time of building permit, at the building permit applicant / owner's cost.

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. Existing fire hydrant at the intersection of 13 Avenue and 15 Avenue SE provides adequate coverage for the low density residential zoning (150m spacing).

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 15 Street SE. No upgrades will be required at this time.

2. The subject property fronts a 150mm diameter sanitary sewer within the ROW on the western extent of the property. Upgrading this sanitary sewer to 200mm diameter within the ROW is required. A 100% cash in lieu payment towards future upgrading will be required. Owner / Developer is responsible for all associated costs.

3. The subject property does not front a sanitary main on 13 Ave SE. As all adjacent lots are serviced from other locations, and future development is not anticipated to require a sani main on 13 Avenue SE; therefore, no upgrades will be required at this time.

4. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.

5. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

6. Records indicate that the existing property is serviced by an unknown size service from the sanitary sewer within ROW on western extent of property. 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 250mm diameter storm sewer on 15 Street SE. No upgrades will be required at this time. Because of the elevation of this main above the proposed parcel, connection is not anticipated to be possible and/or feasible, subject to the findings of the ISMP.

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. The subject property does not front on an enclosed storm sewer system on 13 Avenue SE. Because of known drainage issues in the area, construction and connection of storm main on 13 Avenue SE is planned, and cash-in-lieu will be required for the future installation of a 250mm storm main within the property's frontage. Owner / Developer is responsible for all associated costs.

4. Because of the lack of Storm nearby storm infrastructure that the development could reasonably connect to, site drainage is expected to be by a Ground Discharge system with covenants on titles, subject to Geotech report and Engineer's ISMP. Drainage issues related to building construction to be addressed at time of Building Permit application and to meet requirements of the Building Inspector.

5. Records indicate that the existing property is not serviced by City storm infrastructure.

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

P158

Rezoning of 1450-13 Ave SE

I am at 1431-15 St. SE.

Hey I couldn't get my computer to accept cityhall@salmonarm.ca

I agree with this rezoning application. It is on a busy road anyway with easy access.

If this could happen, those huge wild cherry trees and maples would come down. They block my view.

Thankyou

JUNE SEE

June E See

Item 23.3

CITY OF SALMON ARM

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3) **Proposed Amendment to Zoning Bylaw No 2303:**

1) Section 2 – Definitions

Add the following definition:
DORMITORY means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units.*

2) Section 27 – P-3 – Institutional Zone

Add the following land use to Section 27.3 – Permitted Uses
.5 *dormitory*

Applicant: City of Salmon Arm – Development Services Department

Reference: ZON-1218/ Bylaw No. 4481

The staff report for the proposal is available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices October 12 to November 8, 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.

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- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

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- ☐ Cannon
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- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: October 13, 2021

Subject: Zoning Bylaw Amendment Application No. 1218
Addition of Dormitory Use to the P3 Zone

Applicant: City of Salmon Arm

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 – Definitions

Add the following definition:

***DORMITORY* means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units*.**

2) Section 27 – P-3 – Institutional Zone

Add a subsection to section 27.3 – Permitted Uses – and renumber the balance accordingly;

.5 dormitory

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

PROPOSAL

To amend the Zoning Bylaw to include *dormitory* as a permitted use in the P3 (Institutional Zone) in order to facilitate construction of student housing at Okanagan College (OC presentation attached as Appendix 1). The Development Services Department is initiating this Zoning Bylaw amendment on behalf of OC but also as a benefit to the community as a whole.

BACKGROUND

Earlier this year, the provincial government announced funding to create a total of 376 new student housing units for BC's Southern Interior. Of these units, 60 beds are proposed for Salmon Arm's OC campus where there is currently no designated student housing. Construction of the building is expected to begin next summer and completed in the winter of 2024.

On June 24, 2021 City staff met with representatives of OC and their construction team, Faction Projects Inc. The idea was introduced similar to the materials in Appendix 1. At that meeting, staff verified that no Development Permit is required as institutional developments are technically exempt pursuant to the *Local Government Act.*

The current P3 zoning regulations are to be adhered to in terms of setbacks, site coverage, maximum building height, parking etc. Inclusion of the new use *dormitory* into the P-3 zone is needed, and that is the purpose of the proposed amendment. And further, as a way to assist this proposal, staff offered to initiate this amendment without an application from OC.

OC and Faction Projects Inc. committed to consult with City Council and adjacent neighbourhood (i.e. within the City's 30 m notification radius) on their development plans at various steps. Because of the design-build nature of the development proposal, detailed drawings cannot be produced at this time.

Salmon Arm's OC campus is located at 2552 10 Avenue NE (Appendices 2 and 3). This property is designated "Institutional" in the City's Official Community Plan (OCP) and zoned Institutional (P3) in the Zoning Bylaw (Appendices 4 and 5). P3 regulations attached as Appendix 6.

OC is located in an area with a variety of community amenities including Shuswap Transit, SASCU Recreation Centre, Salmon Arm Curling Club, Shuswap Outpatient Laboratory, as well as a variety of commercial uses. Land uses directly adjacent to the subject properties include the following:

North:	SASCU Recreation Centre, Salmon Arm Curling Club, and various highway commercial uses	Zoned P1, C3, and C6
South:	Single family residential	Zoned R1 and CD7
East:	Riparian area, 28 Street NE, medium density and single family residential	Zoned P1, R4, and R1
West:	Turner Creek and Trail, 24 Street NE, medium density and single family residential	Zoned P1, R4, and R1

ANALYSIS

The Zoning Bylaw does not include a use that encompasses dormitory-style housing for institutional uses. The P3 zone permits *education/training facilities*; however, this definition applies specifically to rooms and lecture halls used solely for educational and training purposes. This means on-campus student housing, boarding schools, or staff housing for most institutional uses are not in the P3 zone.

Housing affordability and a lack of available rental housing are challenges affecting communities throughout the Province and Salmon Arm is no exception. This trend is creating obvious challenges to those looking to move to the city for post-secondary education at OC, and possibly on the College's enrollment.

The amendment would provide an alternative type of housing not only for OC, but also for other institutional developments in the City (Shuswap Lake General Hospital and other education facilities, for example) which may one day have a need for similar housing.

In terms of the OC Salmon Arm campus, the site selected for the dormitory was carefully chosen to be as far away as possible from neighbouring residential developments. Surmountable challenges related to parking, trail and pedestrian connectivity and transit are alluded to further on in this report.

Definition

Looking to other BC municipalities, most include *dormitory* use under their definition of education facility or as an accessory use to an education facility. Allowing such as a principle use will create greater flexibility, allow for a greater building height (12 m maximum instead of 6 m), and provide for a higher density development.

OCP Policies

Policy 15.3.11 shows general support for expansion and relocation of all or part of OC campus. More broadly, the OCP encourages working with regional partners to tackle social issues including affordable and accessible housing (Policy 15.3.22.g).

Community Housing Strategy

The proposal and initiative aligns positively with recommendations of the City's Community Housing Strategy.

Development Permit

Staff note that a development permit is not required for institutional uses. Since this application is not a rezoning for this specific property, but rather a text amendment to allow for *dormitory* use on all P3 zoned properties, detailed design drawings of this proposal are not required.

Riparian Areas Protection Regulation

There are several ponds and watercourses within and near the subject property. The closest pond on the adjacent lot to the east would be setback > 30 m from the footprint of the proposed building site. Furthermore, institutional developments are not typically subject to RAPR.

Parking

Dormitory use already has a very forgiving parking requirement established in our Zoning Bylaw of 1 space per 5 beds. OC believes the existing parking requirement for *dormitory* use is sufficient.

There are approximately 112 parking stalls on the OC property of which 25 stalls would be lost to the proposed building site. The college has an agreement with the City dating back to 1993 wherein OC is permitted to use 40 stalls on the neighbouring Recreation Centre property. This agreement expires in 2035.

The first two rows of parking on the Recreation Centre lot amount to just over 40 stalls; meaning a net stall count of 127. A total of 32 stalls are required for the OC's floor area and the 60 bed Dormitory. The deficiency of 5 stalls can be added to the existing parking lots within the OC site.

Transit

The OC site and Recreation Centre have 7 transit stops within and around the perimeter streets for the No. 2 College / Hillcrest route (see Appendix 7). One transit stop at the entrance to the college building would be lost due to the proposed building site, as that loop would likely need to be closed. BC Transit; OC and City staff will examine this matter when the site and construction plans are ready.

Trail and Access

The Turner Creek Trail traverses the OC property informally as shown on the map in Appendix 7; that is without any registered easement or right of way. The College has allowed this pedestrian and cycle passage. As well, there is no formal access easement between the OC property and the City's Recreation Centre property. Ideally, statutory rights of ways for both pedestrian and vehicular access should be negotiated and executed at the construction stage.

Servicing and DCCs

OC has been made aware of the basic servicing requirements that would be triggered at the time of Building Permit. It has agreed to widen the statutory right of way for drainage from 3.0 m to 6.0 m. Some frontage improvements are required. As for development cost charges, the plan is to have units less than 29 m², which would exempt each of those units from DCC payment pursuant to the *Local Government Act*.

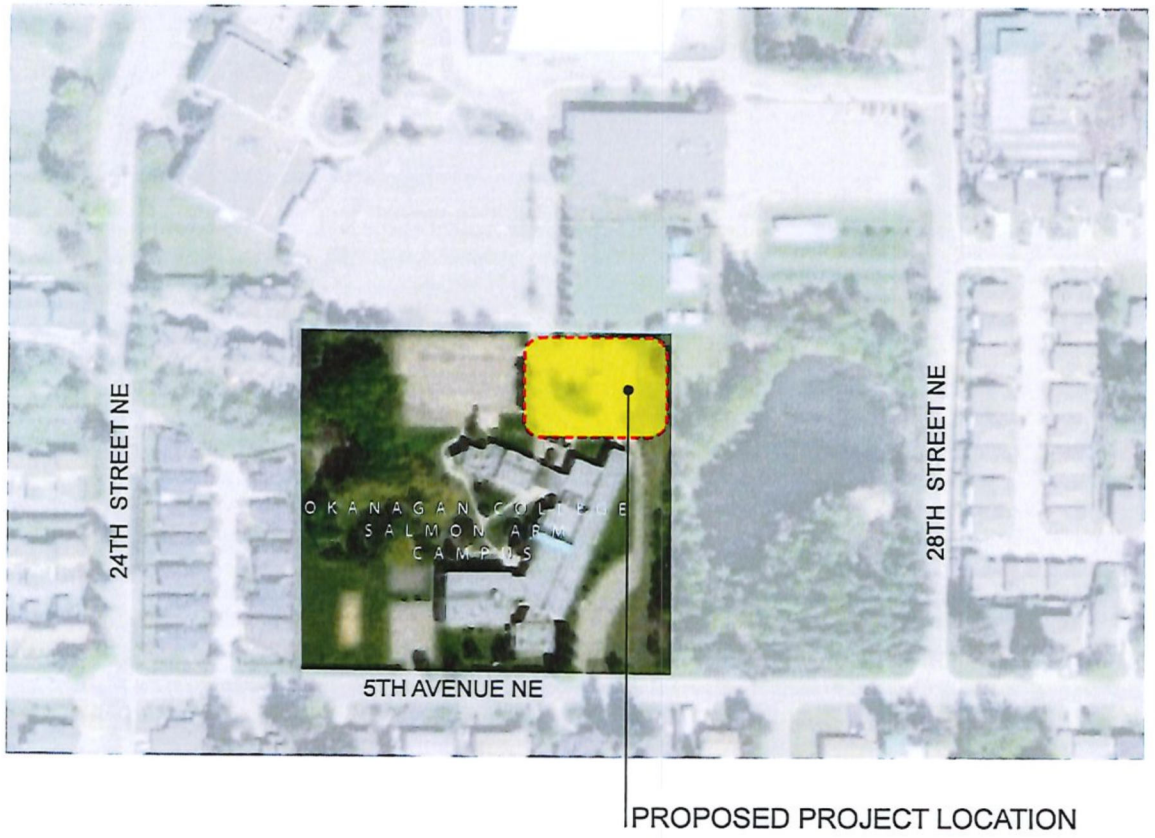
CONCLUSION

Adding *dormitory* as a permitted use under the P3 zone will certainly benefit OC and has the potential to benefit other institutional developments. Staff are in support of this Zoning Bylaw amendment as a mechanism to encourage more affordable and diverse housing options in Salmon Arm. The proposed siting of the OC *dormitory* would appear to be the best fit in context of the adjacent residential developments.

Kevin Pearson, MCIP, RPP
Director of Development Services

FACTION PROJECTS

SALMON ARM CAMPUS STUDENT HOUSING



CONTEXT

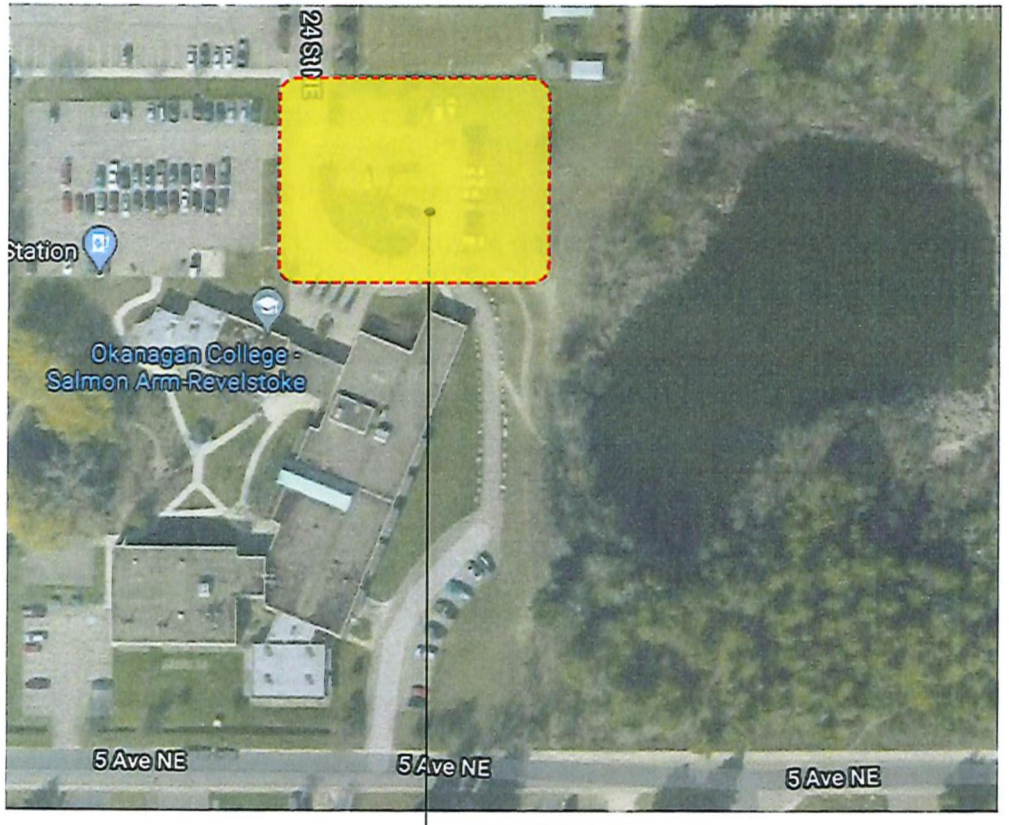
On March 5th, 2021, the Provincial Government announced an important student housing initiative that will see 376 more beds added to the Okanagan College student housing stock, 60 of these beds will be located at the 2552 10th Avenue NE Salmon Arm Campus.

This announcement is the culmination of three years of project and proposal development and drew the support of many community organizations and individuals. It is the largest single capital commitment from the province that Okanagan College has received since 2005.

The goal of the project is to help address housing issues in the region, support Okanagan College's goal of reducing its carbon footprint, increase access to post-secondary education and contribute to economic development in the local community.

FACTION PROJECTS

Project Summary and Milestones



PROPOSED PROJECT LOCATION

PROJECT SUMMARY

- 60 Beds + Amenity & Support Spaces
- 4 Storey
- Access Road & Surface Parking
- Mass Timber Construction
- BC Energy Step Code Level 4
- Design-Build (DB) Project Delivery

PROJECT MILESTONES

- DB RFQ: Fall 2021
- DB RFP: Winter 2021 / 2022
- DB Design Completion: Spring 2022
- Construction: Summer 2022 to Winter 2023 / 2024
- Occupancy Winter 2024

FACTION PROJECTS

Community Engagement & Indigenization Principles

COMMUNITY ENGAGEMENT

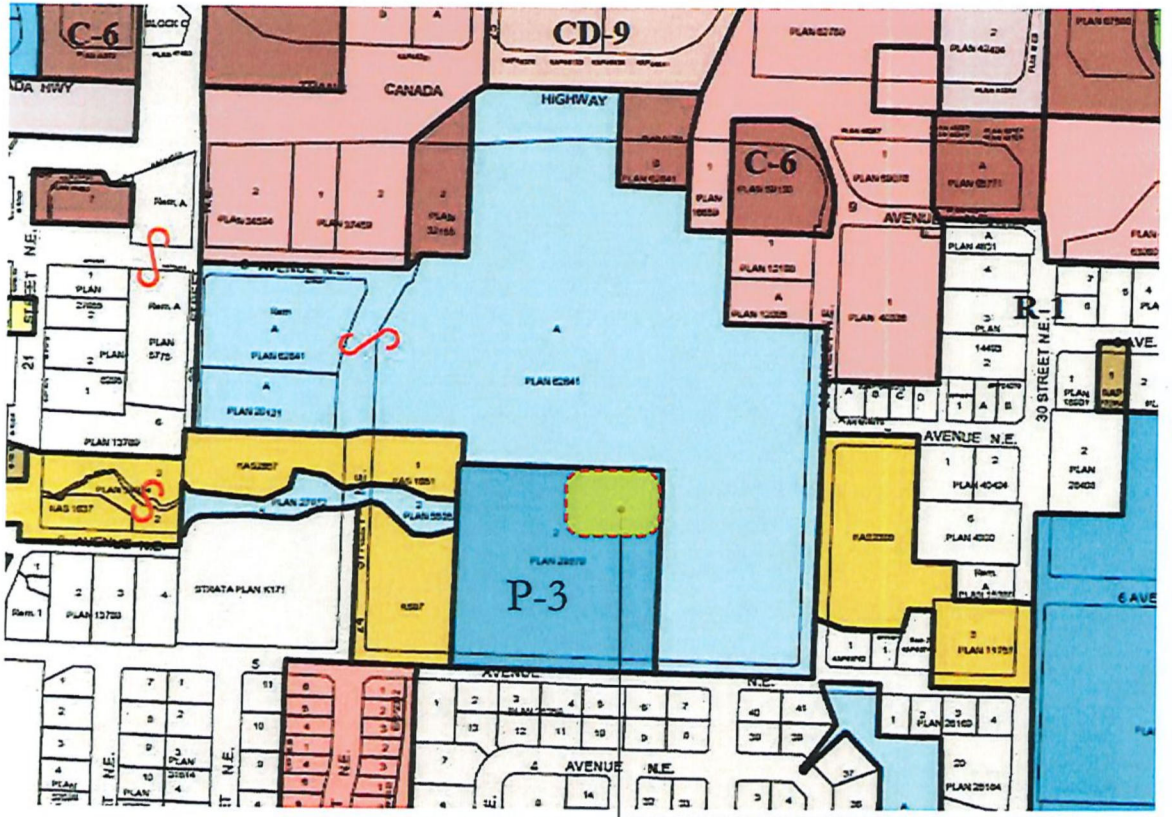
- 2019 AEST Student Housing Survey
- Municipal Engagement (Salmon Arm Economic Development, City of Salmon Arm & Columbia Shuswap Regional District)
- Municipal Staff Consultation
- Neighbourhood Updates
- Indigenous Student Survey

INDIGENIZATION PRINCIPLES

- Seek to interweave Indigenous knowledge, culture, art and awareness.
- Create an inclusive and welcoming living and learning environment.
- Support all students in completing their educational journeys.

FACTION PROJECTS

Zoning Summary and Approvals Process



ZONING SUMMARY

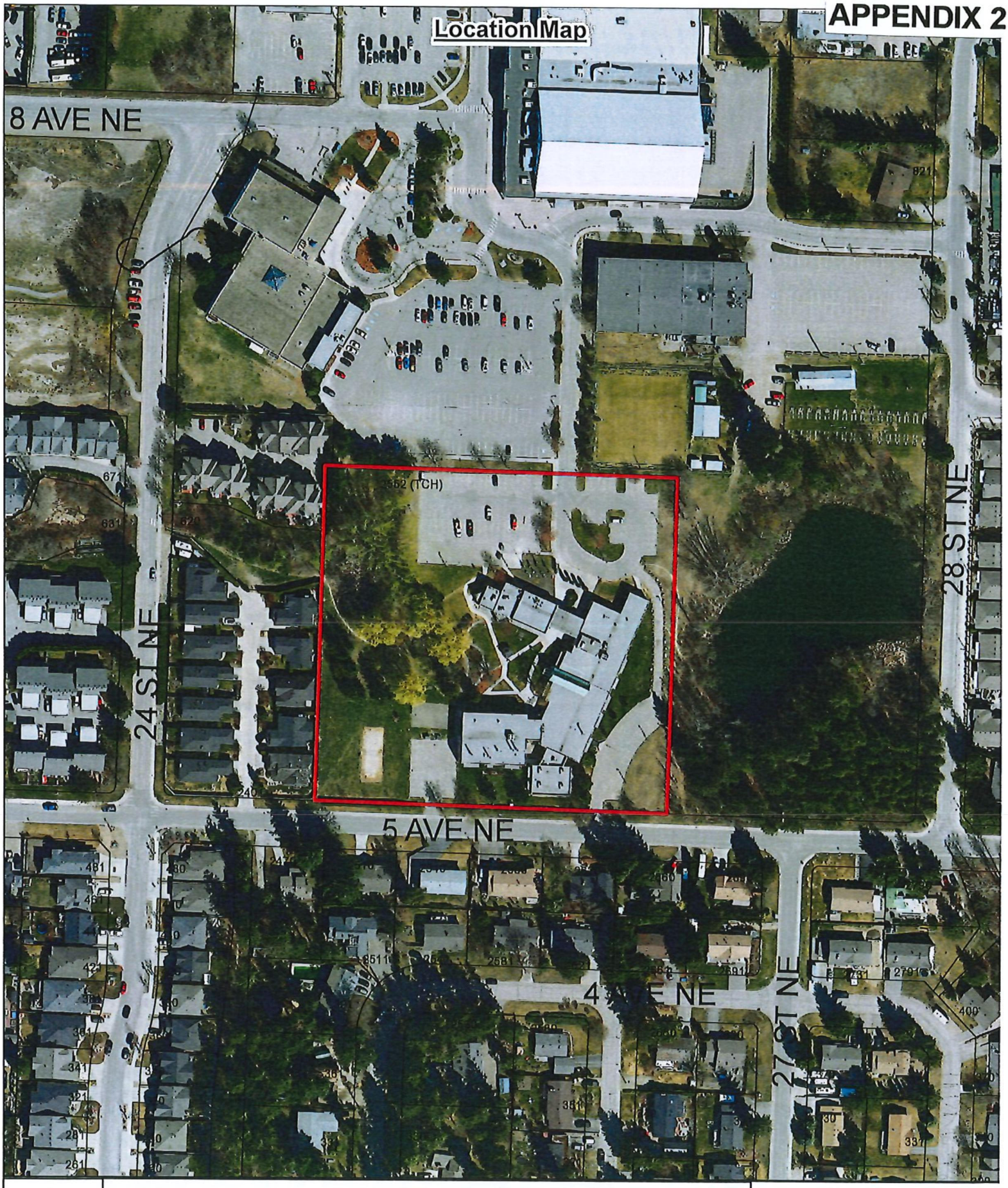
- **Zone:** P3 - Institutional
- **Purpose:** To provide a zone for uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature
- **Primary Use:** Educational Facility
- **Secondary Use:** Accessory Use
- **Maximum Height:** 12.0m

APPROVAL PROCESS

- **Municipal Staff** driven **Text Amendment** to allow **Dormitories as Primary Use**
- **Parking Rationale**
- **Form and Character**
- **Development Permit** not required

APPENDIX 2

Location Map



N

0 25 50 100 150 200 Meters

Subject Property

Parcels

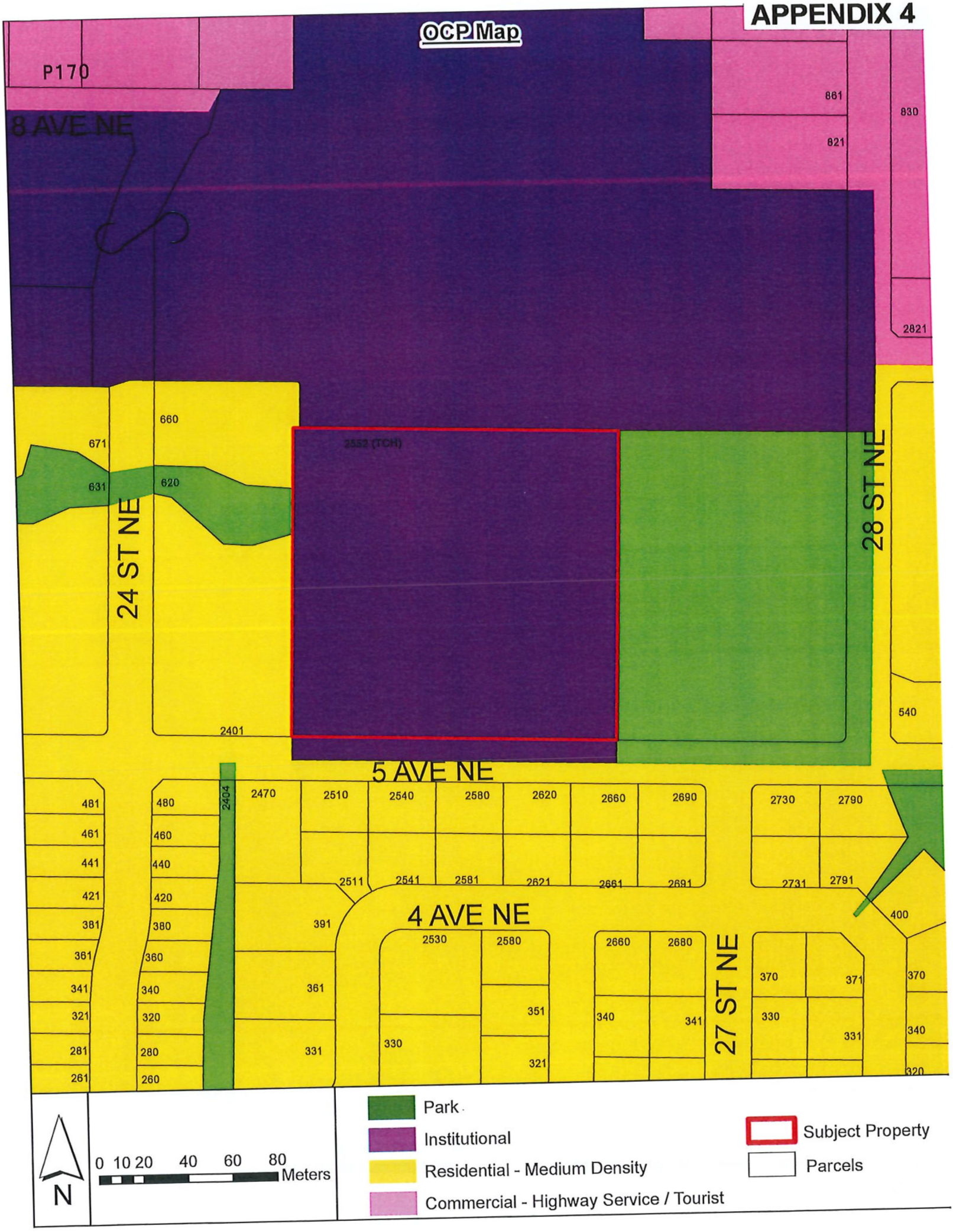
N

0 10 20 40 60 80 Meters

Subject Property

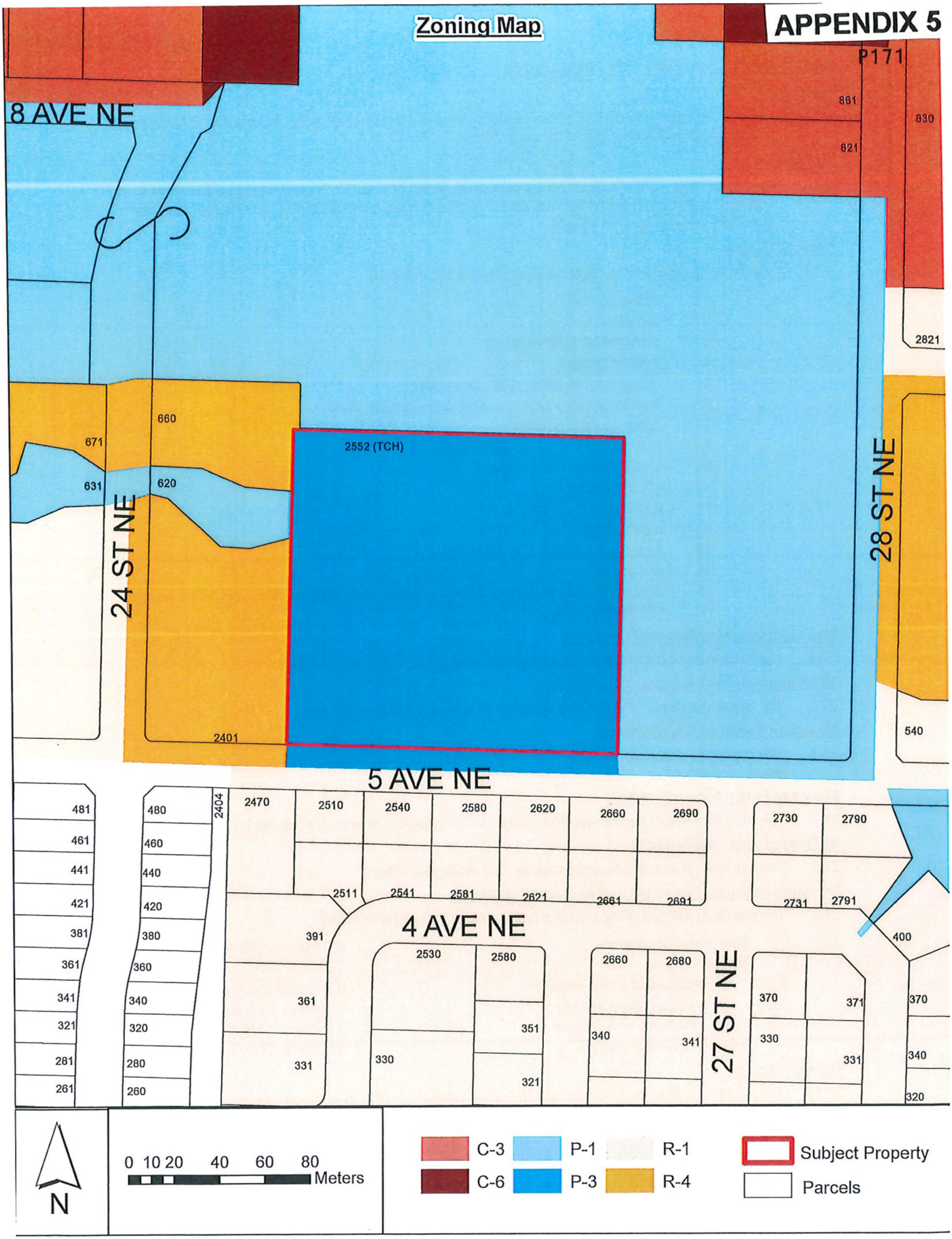
Parcels

APPENDIX 4


OCP Map
P170
8 AVE NE
861
830
821
2821
660
671
631
620
2552 (TCH)
24 ST NE
28 ST NE
540
2401
5 AVE NE
481
480
2404
2470
2510
2540
2580
2620
2660
2690
2730
2790
461
460
441
440
421
420
381
380
361
360
341
340
321
320
281
280
261
260
2511
2541
2581
2621
2661
2691
2731
2791
400
391
4 AVE NE
2530
2580
2660
2680
361
351
340
341
370
371
370
330
331
340
331
330
321
27 ST NE
320
N
0 10 20 40 60 80
Meters
Park
Institutional
Residential - Medium Density
Commercial - Highway Service / Tourist
Subject Property
Parcels

Zoning Map

APPENDIX 5



P172

SECTION 27 - P-3 - INSTITUTIONAL ZONE

Purpose

27.1 The P-3 *Zone* is intended to accommodate uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature.

Regulations

27.2 On a *parcel zoned* P-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 P-3 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

27.3 The following uses and no others are permitted in the P-3 *Zone:*

.1 *assembly hall*;
.2 *churches*;
.3 *commercial daycare facility*;
.4 *cultural facilities;*
.5 *educational facilities*, public and private;
.6 *high technology research and development;* #4368
.7 *home occupation;* #3836
.8 hospitals and clinics, public and private;
.9 *mobile food vending*; #4240
.10 *offices*; #4075
.11 *public use*;
.12 *public utility*;
.13 *recycling collection site;* #2735
.14 *rest home*;
.15 *accessory use,* including *church manse,* detached portable class rooms and caretaker's *suite*.

Maximum Height of Principal Buildings

27.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

Maximum Height of Accessory Buildings

27.5 The maximum *height* of accessory *buildings* shall be 6.0 metres (19.7 feet).

Maximum Parcel or Site Coverage

27.6 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 40% of *parcel* or *site* area.

Minimum Parcel Size or Site Area

27.7 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005 square feet).

Minimum Parcel or Site Width

27.8 The minimum *parcel* or *site* width shall be 15.0 metres (49.0 feet).

Minimum Setback of Principal and Accessory Buildings

27.9 The minimum *setback* of the *principal* and accessory *buildings* from the:

.1	*Front parcel line* shall be	6.0 metres (19.7 feet)
.2	*Rear parcel line*	
	- adjacent to a lane shall be	6.0 metres (19.7 feet)
	- all other cases shall be	1.0 metre (3.3 feet)
.3	*Interior side parcel line* shall be	3.0 metres (9.8 feet)
.4	*Exterior parcel line* shall be	6.0 metres (19.7 feet)

Outside Storage

27.10 Outside storage shall be screened and limited to a maximum of 15% of the *parcel area* or 280 square meters (3,013 square feet), whichever is less.

Parking and Loading

27.11 Parking and loading shall be required as per Appendix I

Legend

- Subject Property
- Dormitory Location
- Parking Areas
- Trail

Transit Stops

- Metal Bench
- No Bench
- Transit Shelter
  (Locations close to college circled in green)

N

0 12.5 25 50 75 100 m

Ortho Photo Date: 2

APPENDIX 7

P173

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Item 24.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4477 be read a third and final time.

[ZON1221; Gelineau, K. & P./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4477

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, on November 8, 2021, at the hour of 7:00 p.m. was published in the October 27 and November 4, 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 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 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

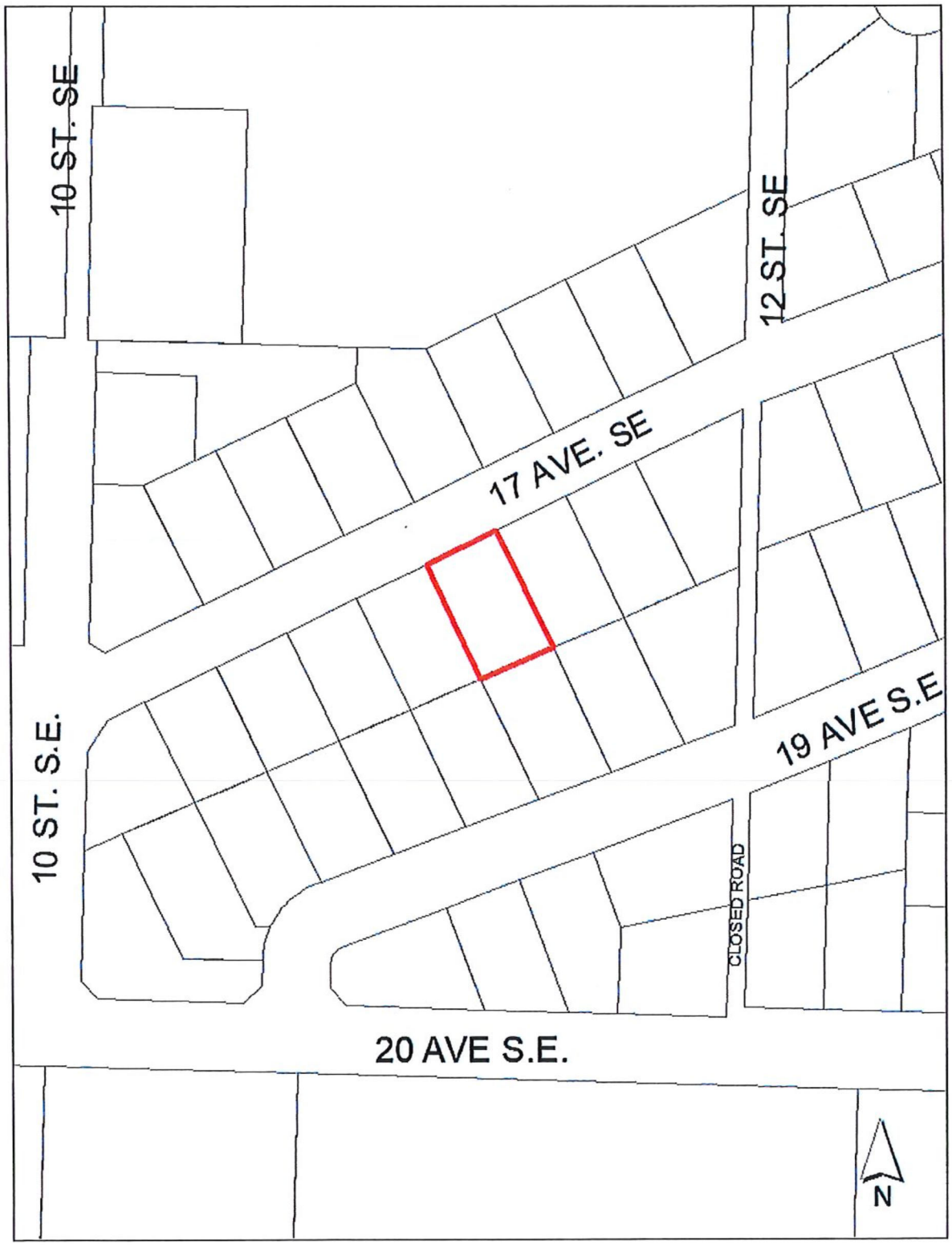
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4477"**

READ A FIRST TIME THIS	25	DAY OF	October	2021
READ A SECOND TIME THIS	25	DAY OF	October	2021
READ A THIRD TIME THIS		DAY OF		2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


10 ST. SE
12 ST. SE
17 AVE. SE
19 AVE S.E
10 ST. S.E.
CLOSED ROAD
20 AVE S.E.
N

Item 24.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4480 be read a third and final time.

[ZON1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; 1450 13 Avenue SE; R-7 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4480

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, on November 8, 2021 at the hour of 7:00 p.m. was published in the October 27 and November 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 Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 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

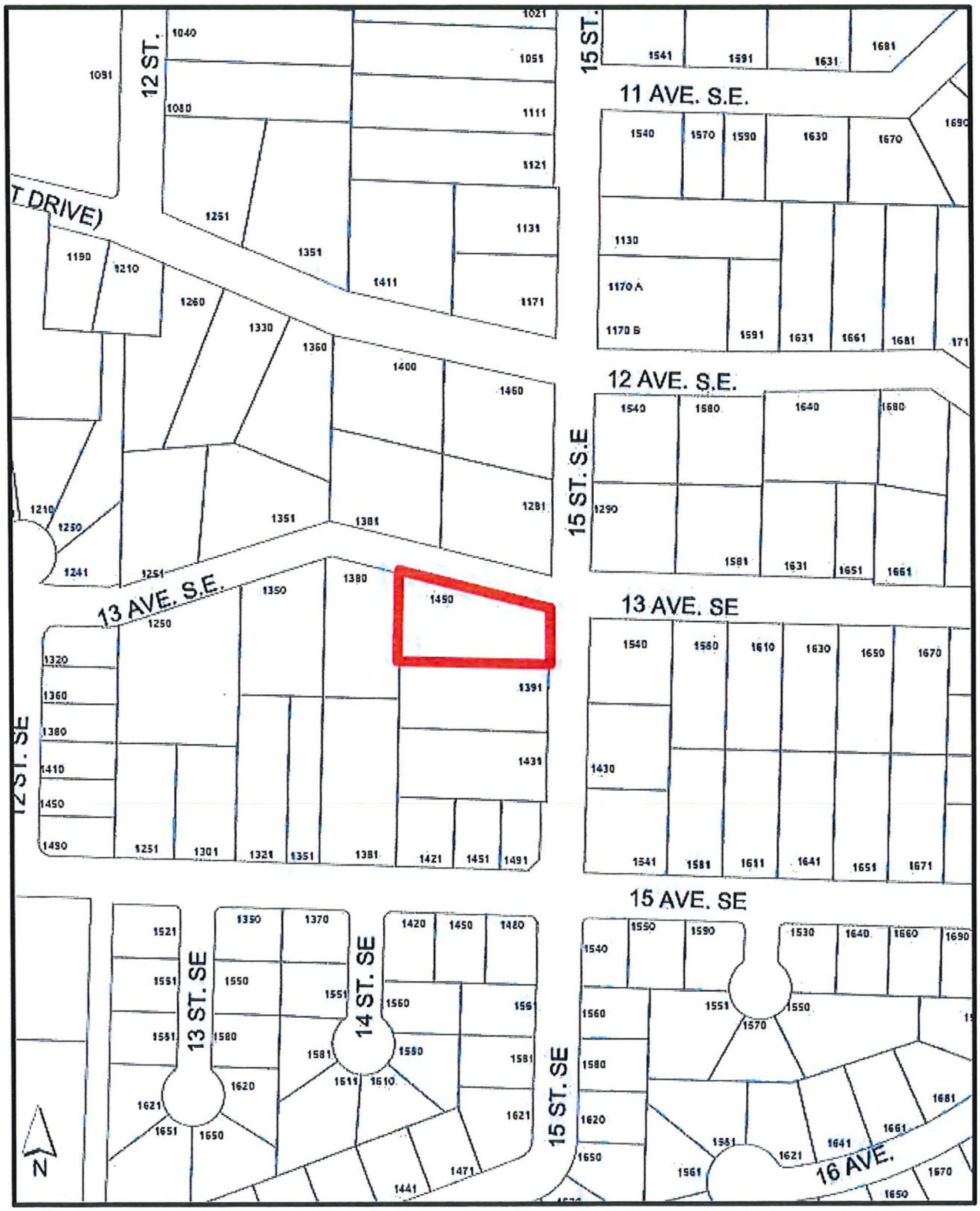
This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4480"**

READ A FIRST TIME THIS	25	DAY OF	October	2021
READ A SECOND TIME THIS	25	DAY OF	October	2021
READ A THIRD TIME THIS		DAY OF		2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"


12 ST.
15 ST.
11 AVE. S.E.
12 AVE. S.E.
15 ST. S.E
13 AVE. S.E.
13 AVE. SE
12 ST. SE
13 ST. SE
14 ST. SE
15 ST. SE
15 AVE. SE
16 AVE.
N

Item 24.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a third time.

[ZON1218; City of Salmon Arm; Text Amendment]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4481

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, on November 8, 2021 at the hour of 7:00 p.m. was published in the October 27 and November 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:

   1) Section 2 – Definitions

      Add the following definition:

      DORMITORY means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units*.

   2) Section 27 – P-3 – Institutional Zone

      Add the following land use to Section 27.3 – Permitted Uses

      .5 *dormitory*

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. 4481"**

READ A FIRST TIME THIS	25	DAY OF	October	2021
READ A SECOND TIME THIS	25	DAY OF	October	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

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Item 26.

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of November 8, 2021, be adjourned.

Vote Record

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

Opposed:

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

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