



## ***AGENDA***

### **City of Salmon Arm Regular Council Meeting**

**Monday, May 9, 2022  
1:30 p.m.**

***[Public Session Begins at 2:30 p.m.]  
Council Chambers of City Hall  
500 – 2 Avenue NE  
Salmon Arm, BC***

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3-16	6.	CONFIRMATION OF MINUTES 1. Regular Council Meeting Minutes of April 25, 2022
17-22	7.	COMMITTEE REPORTS 1. Development and Planning Services Committee Meeting Minutes of May 2, 2022
23-26	2.	Active Transportation Task Force Meeting Minutes of May 2, 2022
27-30	3.	Agricultural Advisory Committee Meeting Minutes of April 13, 2022
31-34	4.	Community Heritage Commission Meeting Minutes of April 4, 2022
35-38	5.	Downtown Parking Commission Meeting Minutes of April 26, 2022
39-42	6.	Greenways Liaison Committee Meeting Minutes of April 7, 2022
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. **STAFF REPORTS**
  - 43-48 1. Director of Engineering & Public Works - Tender Award - 2022 Paving Program
  - 49-62 2. Director of Development Services - Agricultural Land Commission Application No. ALC-413 [Birch Haven Farms Ltd./Browne Johnson Land Surveyors; 3710 and 3280 10 Avenue SW; Subdivision]
  - 63-68 3. Manager of Permits & Licensing - Permanent Patio Application [Tanto Latte; Crimi, S.; 1481 10 Avenue SW]
  - 69-76 4. Director of Engineering & Public Works - Temporary Sidewalk Cafés for Stillfood Bistro and Weekends Restaurant 321 & 371 Alexander St NE
  - 77-78 5. Director of Engineering & Public Works - Filtration Disk Cloth Media – Replacement Purchase
  - 79-82 6. Director of Engineering & Public Works – Water Treatment Plant Low Lift Pump Repair
10. **INTRODUCTION OF BYLAWS**
11. **RECONSIDERATION OF BYLAWS**
  - 83-96 1. City of Salmon Arm Zoning Amendment Bylaw No. 4447 [ZON-1201; Shott, B.; 830 30 Street SE; R-1 to R-8] – Final Reading
- 97-98 12. **CORRESPONDENCE**
  1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS**
  - 99-108 1. Presentation 4:00 – 4:15 p.m. (approximately)  
Lana Fitt, Economic Development Manager – Salmon Arm Economic Development Society Update
  - 109-114 2. Presentation 4:15 – 4:30 (approximately)  
Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report January 2022 to March 31, 2022
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
  - 115-116 1. Deferred April 25, 2022 Regular Council Meeting - J. Reimer, Salmon Arm Mennonite Church – email dated April 12, 2022 – Rental of Blackburn Park Ball Diamond July 28 - 31, 2022 for a tent meeting

- 117-118      19.      **OTHER BUSINESS**  
                  1.      Non-Gendered Washrooms [Councillor Lindgren's Notice of Motion from April 25, 2022 Regular Council Meeting]

20.      **QUESTION AND ANSWER PERIOD**

**7:00 p.m.**

Page #	Item #	Description
	21.	<b>DISCLOSURE OF INTEREST</b>
	22.	<b>HEARINGS</b>
119-132	1.	Development Variance Permit Application No. VP-553 [Chursky, M. & R.; 580 Old Auto Road SE; Setback requirements]
133-164	2.	Temporary Use Permit Application No. TUP-16 [Salmon Arm Folk Music Society/Thompson, J., B. & S./De Dood, J. & J.; 550 10 Avenue SW/1300 10 Street SW/690 10 Avenue SW; Temporary Camping for Roots and Blues Festival]
165-170	3.	Temporary Use Permit Application No. TUP-17 [Page, L. & D.; 460 10 Avenue SW; Temporary Camping for Roots and Blues Festival]
171-204	4.	Development Permit Application No. DP-429 [Terra Civis Inc./Heydewerk Homes Ltd.; 1017 10 Avenue SE and 981 12 Street SE; Residential]
	23.	<b>STATUTORY PUBLIC HEARINGS</b>
205-228	1.	Official Community Plan Amendment Application No. OCP4000-48 [Canzea Developments Ltd.; 1141 18 Street NE; MR to HR]
	2.	Zoning Amendment Application No. ZON-1233 [Canzea Developments Ltd.; 1141 18 Street NE; R-4 to R-5] ( <i>See Item 23.1 for Staff Report</i> )
	24.	<b>RECONSIDERATION OF BYLAWS</b>
229-232	1.	City of Salmon Arm Official Community Plan Amendment Bylaw No. 4499 [OCP4000-48; Canzea Developments Ltd.; 1141 18 Street NE; MR to HR] – Third Reading
233-236	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4501 [ZON-1233; Canzea Developments Ltd.; 1141 18 Street NE; R-4 to R-5] ( <i>See Item 23 for Staff Report</i> ) – Third Reading
	25.	<b>QUESTION AND ANSWER PERIOD</b>
237-238	26.	<b>ADJOURNMENT</b>

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Item 2.

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: pursuant to Section 90(1) (d) the security of the property of the municipality and (g) litigation or potential litigation affecting the municipality of the Community Charter, Council move In-Camera.

### Vote Record

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

Opposed:

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

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Item 6.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of April 25, 2022, 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 1:30 p.m. and reconvened at 2:30 p.m. on Monday, April 25, 2022.

### PRESENT:

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

Chief Administrative Officer E. Jackson  
Director of Engineering and Public Works R. Niewenhuizen  
Director of Development Services K. Pearson  
Director of Corporate Services S. Wood  
Chief Financial Officer C. Van de Cappelle  
Operations Manager R. Rusjan  
Deputy Corporate Officer C. Boback (participated remotely)  
Executive Assistant B. Puddifant (participated remotely)

### ABSENT:

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

0175-2022

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: pursuant to Section 90(1) (d) the security of the property of the municipality and (g) litigation or potential litigation affecting the municipality of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.

Council returned to Regular Session at 2:26 p.m.

Council recessed until 2:30 p.m.

#### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Reschedule Item 14.2 - Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report January 2022 to March 31, 2022

Addition to Item 22.1 - E & B Jorgensen - email dated April 24, 2022 - VP-547 [Hansen, A./Lawson Engineering Ltd.; 2580 21 Street NE; Servicing requirements]

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of April 11, 2022

0176-2022

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of April 11, 2022, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of April 19, 2022

0177-2022

Moved: Councillor Elhason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of April 19, 2022 be received as information.

CARRIED UNANIMOUSLY

2. Environmental Advisory Committee Meeting Minutes of April 8, 2022

0178-2022

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Environmental Advisory Committee Meeting Minutes of April 8, 2022 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

**9. STAFF REPORTS****1. Director of Corporate Services – Staff Appointments**

0179-2022

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: pursuant to Section 148 of the Community Charter, Council appoint Corinne Boback as Deputy Corporate Officer for the City of Salmon Arm;

AND THAT: pursuant to Section 58(1) of the Local Government Act, Council appoint Corinne Boback as the Deputy Chief Election Officer for the 2022 General Local Government Election.

CARRIED UNANIMOUSLY

**2. Chief Financial Officer and Director of Engineering and Public Works – Shaw Centre – Make up Air Unit Loop – CleanBC (CCF), Investing in Canada Infrastructure Program (ICIP)**

0180-2022

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council authorize the submission of a grant application under the CleanBC Communities Fund (CCF), Investing in Canada Infrastructure Program (ICIP), for the replacement of two make up air units (MUA's) and integration with a low temperature glycol loop at the Shaw Centre for \$422,500.00;

AND THAT: the 2022 Budget contained in the 2022 – 2026 Financial Plan be amended to reflect the Shaw Centre MUA Loop Replacement in the amount of \$431,000.00 funded as follows:

- CCF – ICIP Grant - \$309,000.00;
- Climate Action Reserve Fund - \$60, 000;
- General Capital Reserve Fund - \$40,000.00; and
- Shaw Centre Major Maintenance Reserve - \$22,000.00.

AND THAT: Council approve the award of Consulting Services for the CCF-ICIP grant application to Polar Engineering for up to the total quoted price of \$7,900.00 plus taxes as applicable;

AND FURTHER THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of Consulting Services related to the CCF-ICIP grant application to authorize the sole sourcing of same to Polar Engineering.

**Amendment:**

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the 2022 Budget contained in the 2022 – 2026 Financial Plan be amended to reflect \$100,000.00 funded from General Capital Reserve Fund and no funding from the Climate Action Reserve.

DEFEATED

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

9. STAFF REPORTS - continued

2. Chief Financial Officer and Director of Engineering and Public Works – Shaw Centre - Make up Air Unit Loop – CleanBC (CCF), Investing in Canada Infrastructure Program (ICIP) - continued

Amendment:

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: should the City be successful with the Fortis grant application for this project, the Climate Action Reserve funding component will be reduced by the funds received from the Fortis grant.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4499 [OCP4000-48; Canzea Developments Ltd.; 1141 18 Street NE; MR to HR]- Second Reading

0181-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4499 be read a second time;

THAT: pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND THAT: pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;

AND FURTHER THAT: pursuant to Section 477 (3) (a) of the *Local Government Act*, Council has considered the amendment in conjunction with: the Financial Plans of the City of Salmon Arm and the Liquid Waste Management Plan of the City of Salmon Arm.

CARRIED

Councillor Lavery Opposed

11. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4501 [ZON-1233; Canzea Developments Ltd.; 1141 18 Street NE; R-4 to R-5] (See Item 11.1 for Staff Report) - Second Reading

0182-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4501 be read a second time.

CARRIED

Councillor Lavery Opposed

3. 2021 Final Budget

- a. City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4512 - Final Reading;
- b. City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4513 - Final Reading;
- c. City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4514 - Final Reading;
- d. City of Salmon Arm Development Cost Charge Underpass Reserve Fund Expenditure Bylaw No. 4515 - Final Reading;
- e. City of Salmon Arm Cemetery Purchase and Development Reserve Fund Expenditure Bylaw No. 4516 - Final Reading;
- f. City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4517 - Final Reading;
- g. City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4518 - Final Reading;
- h. City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4519 - Final Reading;
- i. City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4520 - Final Reading; and
- j. City of Salmon Arm Sanitary Sewer Major Maintenance Reserve Fund Expenditure Bylaw No. 4521 - Final Reading.

0183-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4512 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Capital Reserve Fund Expenditure Bylaw No. 4513 be read a final time;



**11. RECONSIDERATION OF BYLAWS - continued****3. 2021 Final Budget - continued**

AND THAT: the bylaw entitled City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4514 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Development Cost Charge Underpass Reserve Fund Expenditure Bylaw No. 4515 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Cemetery Purchase and Development Reserve Fund Expenditure Bylaw No. 4516 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4517 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4518 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4519 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Water Major Maintenance Reserve Fund Expenditure Bylaw No. 4520 be read a final time;

AND FURTHER THAT: the bylaw entitled City of Salmon Arm Sanitary Sewer Major Maintenance Reserve Fund Expenditure Bylaw No. 4521 be read a final time.

CARRIED UNANIMOUSLY

**4. 2022 Final Budget**

a. City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4524 - Final Reading; and

b. City of Salmon Arm 2022 Annual Rate of Taxation Bylaw No. 4508 - Final Reading

0184-2022

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm 2022 to 2026 Financial Plan Amendment Bylaw No. 4524 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm 2022 Annual Rate of Taxation Bylaw No. 4508 be read a final time.

CARRIED UNANIMOUSLY

5. City of Salmon Arm Sterile Insect Release [ISR] Program Parcel Tax Amendment Bylaw No. 4507 – Final Reading

0185-2022

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Sterile Insect Release [ISR] Program Parcel Tax Amendment Bylaw No. 4507 be read a final time.

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 3:48 pm.

12. CORRESPONDENCE

1. Informational Correspondence

2. C. Forman, Operations Manager, Shuswap Youth Soccer Association – letter dated March 28, 2022 – Request approval for locations of two 20 foot Sea-Can storage containers

0186-2022

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council authorize the temporary placement of a 20 foot storage container at Little Mountain Field of Dreams for Youth Soccer Programs and authorize staff to enter into an agreement with Shuswap Youth Soccer Association;

AND THAT: Council authorize the temporary placement of a 20 foot storage container in the parking lot between 3 Street SW and the Downtown Fields for Youth Soccer Programs from April to June 2022, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

11. D. Prillo, Transit Supervisor, Vernon & N. Shuswap Regional Transit – email dated April 14, 2022 – Parking Restrictions needed April 26, 27 and 28, 2022

0187-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the parking restrictions requested for the SILGA Convention, as outlined in the email dated April 14, 2022.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued1. Informational Correspondence - continued

5. J. Evans, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children's Associations - letter dated April 19, 2022 - Outdoor Recreational Program

0188-2022

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council authorize the Shuswap Children's Association to hold play events subject to the provision of adequate liability insurance, on the following dates:

- May 3rd, 2022 at Blackburn Park (10am-1pm)
- May 10th, 2022 at Blackburn Park (10am-1pm)
- May 17th, 2022 at Fletcher Park (10am-1pm)
- May 24th, 2022 at Blackburn Park (10am-3pm)
- May 31st, 2022 at Klahani Park (10am-1pm)
- June 7th, 2022 at Little mountain sports complex playground (10am-1pm)
- June 21st, 2022 at Fletcher Park (10am-1pm)

CARRIED UNANIMOUSLY

6. B. Magneson, letter dated April 20, 2022 - Request to book Blackburn Park Gazebo for the 42nd Annual Terry Fox Run, September 18, 2022

0189-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize, Brady Magneson, organizer for the Terry Fox Run, to hold the 42<sup>nd</sup> Annual Terry Fox Run event on September 18, 2022 at Blackburn Park from 7:00 a.m. to 1:00 p.m., subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

3. J. Reimer, Salmon Arm Mennonite Church - email dated April 12, 2022 - Rental of Blackburn Park Ball Diamond July 28 - 31, 2022 for a tent meeting

0190-2022

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize the Salmon Arm Mennonite Church to hold tent meetings from July 28 to 31, 2022 at Blackburn Park., subject to the provision of adequate liability insurance and confirmation from the Shuswap Recreation Society and user groups that no activities are being held during these dates.

0191-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: motion 0190-2022 be deferred to the May 9, 2022 Regular Council Meeting.

CARRIED UNANIMOUSLY

The Meeting recessed at 3:56 and reconvened at 4:01 p.m.

13. NEW BUSINESS

14. PRESENTATIONS

1. A. French, Living Wage for Families BC/First Call Child and Youth Advocacy Society and M. Alto, City of Victoria Councillor – Overview of Living Wage Policy and Implementation

A, French, Living Wage for Families BC/First Call and M. Alto, City of Victoria Councillor, provided an overview of the Living Wage Policy and Implementation and were available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

1. Councillor Lindgren Notice of Motion – Non-Gendered Washrooms

WHEREAS it is recognized that gender is not binary and may occur on a spectrum and may be fluid;

AND WHEREAS discrimination based on gender is harmful to the mental and physical health of non-binary, transgender, two spirit, gay, lesbian, and gender fluid individuals causing an increased risk of self-harm, suicide, depression and body shame than cisgender individuals;

AND WHEREAS access to a safe, gender appropriate washroom is a basic human need inherent to a person's dignity:

THEREFORE be it resolved that the City of Salmon Arm work toward making all single stall washrooms within its jurisdiction non-gendered.

CARRIED UNANIMOUSLY

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:26 p.m.

The Meeting reconvened at 7:00 pm.

**PRESENT:**

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

Chief Administrative Officer E. Jackson  
Director of Engineering and Public Works R. Niewenhuizen  
Director of Development Services K. Pearson  
Director of Corporate Services S. Wood

**ABSENT:**

**21. DISCLOSURE OF INTEREST**

**22. HEARINGS**

1. Development Variance Permit Application No. VP-547 [Hansen, A./Lawson Engineering Ltd.; 2580 21 Street NE; Servicing requirements]

0192-2022

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Development Variance Permit No. VP-547 be authorized for issuance for Lot 5, Section 24, Township 20, Range 10, W6M, KDYD, Plan 11115 which will vary the following provisions of Subdivision and Development Servicing Bylaw No. 4163 for subdivision as permitted under the R-1 – Single Family Zoning regulations:

1. Waive the watermain upgrade from 100mm to 150mm on 26 Avenue NE and 21 Avenue NE;
2. Waive the sanitary main upgrade from 150mm to 200mm on 21 Street NE; and
3. Waive the required 250 mm storm main installation on 26 Avenue NE (cash in lieu).

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

The applicant A. Hansen and agent A. Waters spoke to the variance request.

Submissions were called for at this time.

E. & B. Jorgensen – email dated April 24, 2022 – VP – 547.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:36 p.m. and following comments from Council the Motion was split:

22. HEARINGS - continued

1. Development Variance Permit Application No. VP-547 [Hansen, A./Lawson Engineering Ltd.; 2580 21 Street NE; Servicing requirements] - continued

0193-2022 Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: section 5.4.2 – Reduce the minimum watermain upgrade (cash in lieu contribution) from 100% (\$124,513.20) to 50% (\$62,256.60).

CARRIED UNANIMOUSLY

0194-2022 Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: section 6.4.8 - Waive the sanitary main upgrade from 150mm to 200mm on 21 Street NE.

CARRIED UNANIMOUSLY

0195-2022 Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: section 7.5.3 – Reduce the required storm main installation (cash in lieu contribution) from 100% (\$94,222.80) to 50% (\$47,111.40).

CARRIED

Councillors Flynn, Wallace Richmond, Mayor Harrison Opposed

Motion as amended:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1231 [Paton, D. & Kuster, M.; 3941 20 Street NE; R-1 to R-8]

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

Submissions were called for at this time.

D. Paton and M. Kuster, the applicants, were available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 8:08 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4496 [ZON-1231; Paton, D. & Kuster, M.; 3941 20 Street NE; R-1 to R-8] – Third and Final Reading

0196-2022

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4496 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0197-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of April 25, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:09 p.m.

CERTIFIED CORRECT:

\_\_\_\_\_  
CORPORATE OFFICER

Adopted by Council the      day of      , 2022.

\_\_\_\_\_  
MAYOR

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Item 7.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of May 2, 2022 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, May 2, 2022.

### **PRESENT:**

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

Chief Administrative Officer E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Development Services K. Pearson  
Director of Corporate Services S. Wood  
Manager of Permits & Licensing M. Roy  
Executive Assistant B. Puddifant

### **ABSENT:**

Councillor T. Lavery

#### **1. CALL TO ORDER**

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

Councillor Eliason entered the meeting at 8:01 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. Development Variance Permit Application No. VP-553 [Chursky, M. & R.; 580 Old Auto Road SE; Setback requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-553 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 14206 which will vary Zoning Bylaw No. 2303 as follows:

5. REPORTS - continued

1. Development Variance Permit Application No. VP-553 [Chursky, M. & R.; 580 Old Auto Road SE; Setback requirements] - continued

1. Section 6.10.4 Exterior Side Parcel Line Setback reduction from 6.0 m to 0.9 m to facilitate construction of a deck addition on this property.

Councillor Cannon entered the meeting at 8:04 a.m.

M. Chursky, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Temporary Use Permit Application No. TUP-16 [Salmon Arm Folk Music Society/Thompson, J., B. & S./De Dood, J. & J.; 550 10 Avenue SW/1300 10 Street SW/690 10 Avenue SW; Temporary Camping for Roots and Blues Festival]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Temporary Use Permit No. TUP-16 be issued for:

1. Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 (550 10 Avenue SW)
2. Parcel B (Plan B5839) of the NW 1/4, Section 11, Township 20, Range 10, W6M, KDYD (690 10 Avenue SW); and
3. Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 4279 except Parcel A, Plan B7061, Plans 29487 and 42166 (1300 10 Street SW);

AND THAT: Temporary Use Permit No. TUP-16 permits the temporary use of campgrounds as shown in Appendix 4 of the Staff Report dated April 25, 2022 and in accordance with the following:

1. The total number of tent or recreation vehicle sites on the subject properties shall not exceed 600;
2. Check-in stations are to be setback appropriately from each entrance, ideally to provide a minimum cueing distance of 100 metres (15 vehicles);
3. Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;
4. Approval of a Fire Safety Plan by the City's Fire Department;
5. Approval of a Security Plan by the RCMP;
6. Non-Farm Use approval from the Agricultural Land Commission; and

5. REPORTS - continued

2. Temporary Use Permit Application No. TUP-16 [Salmon Arm Folk Music Society/Thompson, J., B. & S./De Dood, J. & J.; 550 10 Avenue SW/1300 10 Street SW/690 10 Avenue SW; Temporary Camping for Roots and Blues Festival] - continued

7. TUP-16 is valid for a two week period during the month of August for the years 2022, 2023 and 2024 with camping limited to a maximum seven day time period during the Roots and Blues Festival.

D. Gonella, Executive Director, Roots and Blues Festival, outlined the application and was available to answer questions from the Committee.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the total number of tent or recreation vehicle sites on the subject properties shall not exceed 750.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

3. Temporary Use Permit Application No. TUP-17 [Page, L. & D.; 460 10 Avenue SW; Temporary Camping for Roots and Blues Festival]

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Temporary Use Permit No. TUP-17 be issued for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 to permit the temporary use of the subject property for a campground as shown in Appendix 3 of the Staff Report dated April 25, 2022, and in accordance with the following terms and conditions:

1. The total number of tent or recreational vehicle sites on the subject property shall not exceed 100;
2. Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;
3. Approval of a Fire Safety Plan by the City's Fire Department;
4. Approval of a Security Plan by the RCMP; and
5. TUP-17 is valid for a two week period during the month of August for the years 2022, 2023 and 2024 with camping limited to a maximum seven day time period during the Roots and Blues Festival.

CARRIED UNANIMOUSLY

5. REPORTS - continued4. Development Permit Application No. DP-429 [Terra Civis Inc./Heydewerk Homes Ltd.; 1017 10 Avenue SE and 981 12 Street SE; Residential]

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-429 be authorized for issuance for Lot 2, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 (1017 10 Avenue SE) and Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP82683 Except Plan EPP94805 (981 12 Street SE) in accordance with the drawings dated March 25, 2022 and attached in Appendix 6 of the Staff Report dated April 19, 2022;

AND THAT: Development Permit No. DP-429 include the following variance to Zoning Bylaw No. 2303:

1. Section 9.4 – increase the maximum height of a principal building from 10.0 metres (32.8 feet) to 10.6 metres (34.8 feet) in accordance with the drawings in the Staff Report dated April 19, 2022;

AND FURTHER THAT: Issuance of Development Permit No. DP-429 be withheld subject to:

1. Revisions to the landscape plan to the satisfaction of City staff to include an additional 16 fire smart landscape trees; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscape plan and installation of fencing.

R. Heyde, Heydewerk Homes Ltd., the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. Agricultural Land Commission Application No. ALC-413 [Birch Haven Farms Ltd./Browne Johnson Land Surveyors; 3710 and 3280 10 Avenue SW; Subdivision]

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. ALC-413 be authorized for submission to the Agricultural Land Commission.

J. Johnson, Browne Johnson Land Surveyors, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS - continued

6. Permanent Patio Application [Tanto Latte/ Crimi, S.; 1481 10 Avenue SW]

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that they have no objection to the creation of a permanent licensed patio at 1481 10 Avenue SW for Tanto Latte (307864);

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

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. CORRESPONDENCE

1. Agricultural Land Commission - Reason for Decision - ALC Application No. 61443 and Application No. 61439

Received as information.

8. IN-CAMERA

9. ADJOURNMENT

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of May 2, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:40 a.m.

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Mayor Alan Harrison  
Chair

Minutes received as information by Council at their Regular Meeting of \_\_\_\_\_, 2022.

Item 7.2

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of May 2, 2022 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, **May 2, 2022** at 10:00 a.m.

### PRESENT:

Mayor Alan Harrison  
Joe Johnson  
Canilla Papadimitropoulos  
Kathy Atkins  
Phil McIntyre-Paul  
David Major  
Marianne VanBuskirk  
Lana Fitt  
Paige Hilland  
Barb Puddifant

City of Salmon Arm, Chair  
Greenways Liaison Committee  
Citizen at Large  
Citizen at Large  
Shuswap Trail Alliance  
Shuswap Cycling Club  
School District No. 83  
SAEDS  
Social Impact Advisory Committee  
City of Salmon Arm, Recorder

### ABSENT:

Tim Lavery  
Louis Thomas  
Cory Sampson  
Anita Ely  
Craig Newnes  
Steve Fabro  
Gary Gagnon  
Blake Lawson

Councillor, City of Salmon Arm  
Councillor, Neskonalith Indian Band  
Councillor, Adams Lake Indian Band  
Interior Health  
Downtown Salmon Arm  
Citizen at Large  
Citizen at Large  
Citizen at Large

### GUESTS:

Jen Bellhouse  
Sarah Freigang  
Daylin Mantyka

Shuswap Trail Alliance  
Urban Systems  
Urban Systems

The meeting was called to order at 10:03 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: Joe Johnson

Seconded: Camilla Papadimitropoulos

THAT: the Agenda for the May 2, 2022 Active Transportation Task Force Meeting be approved as circulated.

CARRIED UNANIMOUSLY

**4. Approval of minutes from April 4, 2022**

Moved: Marianne VanBuskirk

Seconded: David Major

THAT: The minutes of the Active Transportation Committee Meeting of April 4, 2022 be approved.

CARRIED UNANIMOUSLY

**5. Presentations****1. Sarah Freigang and Daylin Mantyka - Urban Systems - Update on Active Transportation project**

Sarah Freigang and Daylin Mantyka, Urban Systems, provided an update on the community engagement plan including the next phase timeline.

**6. Old Business / Arising from Minutes****7. Sub-Group Updates**

a) RFP sub-group - no update

b) Interim Ideas Sub-Group - no update

**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 June 6, 2022 at 10:00 a.m.

11. Adjournment

Moved: Joe Johnson

Seconded: Phil McIntyre-Paul

THAT: the May 2, 2022 Meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:45 a.m.

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Mayor Alan Harrison, Co-Chair

Received for information by Council the            day of            , 2022.

Item 7.3

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Agricultural Advisory Committee Meeting Minutes of April 13, 2022 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 Agricultural Advisory Committee Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on April 13, 2022 at 2:16 p.m. (GoTo Meeting)

Present

Councillor Tim Lavery, Chair

Ron Ganert

Mike Schroeder

James Hanna

Serena Caner (left meeting at 3:04pm)

Ken Jamieson

Barrie Voth

Melinda Smyrl, Planner/Recorder - staff (non-voting)

Joe Johnson, BCLS and Applicant (non-voting) (left meeting at 2:41pm)

Brad Demille, applicant (left meeting at 2:41pm)

Kathy Demille, applicant (left meeting at 2:41pm)

Roger Demille, applicant (left meeting at 2:41pm)

Regrets:

Don Syme

Jen Gamble

The meeting was called to order at 2:16pm

**1. Call to Order**

**2. Acknowledgment of Traditional Territory**

**3. Approval of Agenda**

Chair requested to make 7.1 two parts 7.1a Corporate Strategic Plan Community Survey and 7.1b Active Transportation Plan Community Survey.

Moved: Ron Ganert

Seconded: Barrie Voth

THAT: the Agricultural Advisory Committee Meeting Agenda of April 13, 2022 be approved with additions.

**CARRIED UNANIMOUSLY**

**4. Disclosure of Interest**

## 6. New Business

### 6.1 Birch Haven Farms (3710 & 3280 10 Avenue SW) – ALC Subdivision (Boundary Adjustment)

Staff introduced the application for a Boundary Adjustment Subdivision in the ALR. The applicant is proposing to change the boundary between the two parcels to align the boundary around that portion zoned C8 Farm Market Commercial. The proposal would result in one lot being 24.87ha and the other being 0.377ha. Staff have not fully contemplated the application at the time of the meeting.

Joe Johnson, the owner's agent, described the proposal and answered the questions of the committee. He highlighted that there would be no net loss of ALR land with the proposal.

The group asked question regarding parking areas and if the parking provided within the C8 portion would be sufficient for the market and zoning and if the overflow parking would continue to be used. Staff responded that the parking area within the C8 area is sufficient to meet zoning bylaw requirements. The use of any other portion of land for a parking area would require Non-Farm Use approval by the ALC and possible rezoning commercial parking area is not a permitted in the A1 zone.

Moved: James Hanna

Seconded: Serena Caner

THAT: The Agricultural Advisory Committee supports the ALC Application No. 413.

**CARRIED UNANIMOUSLY**

## 7. Updates

### 7.1 a. Corporate Strategic Plan Community Survey:

<https://storymaps.arcgis.com/stories/4eba803aec6e4ac8b209876f5979cab9>

The Chair outlined the Strategic Plan process and the survey, noting that the deadline is April 17, 2022 and encouraged the AAC members to distribute to their contacts.

### b. Active Transportation Community Survey

[www.connectsalmonarm.ca](http://www.connectsalmonarm.ca)

The Chair provided information on the ATP process and encouraged AAC members to think about Transportation in relation to Ag lands in the community and to provide their feedback. The deadline for the survey is April 25, 2022 and everyone is encouraged to provide their input.

Staff will send links to the surveys and more information following the meeting.

## 7. Updates

### 7.2 Grants & Opportunities

- a. Traceability Value Chain Program
- b. Feed BC Directory
- c. Others

Lindsay Benbow provided information on the various grants that have been distributed via email and asked members to distribute through their networks.

### 7.3 February 17, 2022 Provincial AAC Workshop Update

Staff and Serena Caner provided a summary of the workshop. If the opportunity is available next year as many AAC members as possible should attend. The online event included presentations from regulators and members of industry that were very useful.

### 7.4 ALC Application Update

Staff provided a brief summary of applications that have been reviewed by the ALC and the decisions.

## 8. Next Meeting – May 11, 2022, 2:15pm to 3:30pm

## 9. Adjournment

Moved: Ken Jamison

Seconded: Barrie Voth

THAT: The Agricultural Advisory Committee Meeting of April 13, 2022 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 3:10pm

"T. LAVERY"

Received for information by Council on the xxth day of xx, 2021.

Item 7.4

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Canon

Seconded: Councillor Flynn

THAT: the Community Heritage Commission Meeting Minutes of April 4, 2022 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 Community Heritage Commission Meeting held by electronic means on Monday, April 4, 2022 at 2:00 p.m.

**PRESENT:**

Deborah Chapman, R.J. Haney Heritage & Museum  
Pat Kassa, R.J. Haney Heritage & Museum  
Cindy Malinowski, R.J. Haney Heritage & Museum  
Maureen Shaffer  
Mary Landers  
Councillor Debbie Cannon, Chair  
Evan Chorlton, City of Salmon Arm, Recorder (Staff non-voting)

**ABSENT:**

Linda Painchaud

The meeting was called to order at 2:04 p.m.

**1. Introductions and Welcome**

**2. Acknowledgement of Traditional Territory**

*We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.*

**3. Approval / changes / additions to Agenda**

Moved: Deborah Chapman

Seconded: Maureen Shaffer

THAT: the Agenda for the April 4, 2022 Community Heritage Commission Meeting be approved as circulated.

**CARRIED UNANIMOUSLY**

**4. Approval of Minutes of March 7, 2022 Community Heritage Commission Meeting**

Moved: Pat Kassa

Seconded: Maureen Shaffer

THAT: the minutes of the Community Heritage Commission Meeting of March 7, 2022 be approved.

**CARRIED UNANIMOUSLY**



**5. Old Business /Arising from minutes****a) Heritage Strategy and Implementation Table**

Pat Kassa facilitated discussion regarding the Heritage Strategy Implementation Table document members of the Commission had put together. The Commission discussed the listed possible next steps in the document and provided feedback. Members of the Commission will review the City of Salmon Arm Corporate Strategic Plan Community Survey. Evan Chorlton will ask Kevin Pearson about potential heritage-related funding/grants. Pat Kassa will update and finalize the document before the next meeting. Debbie Cannon suggested the Commission do a similar review of the Implementation Table bi-annually, revisiting again in September. The Commission will review the final version of the document at the next meeting. Debbie Cannon will revisit the costs of the heritage plaques. Evan Chorlton will look into how much remains of the heritage budget. Commission members are meeting at Maureen Shaffer's house on April 13 at 10:00 a.m. to plan how to create a Heritage page for the City website with links to various subjects such as the Heritage Map, Register, etc.

**b) Discussion on Heritage Week**

Debbie Cannon reached out to Louise Wallace Richmond and Louise could not remember her idea. However, it was suggested the Commission try to make a display more educational. For example, what is the difference between being on the Register vs a property having heritage designation?

**c) Heritage Signs**

Debbie Cannon talked with Darin Gerow about how some heritage signs have gone missing. In the event that a sign goes missing, the City will replace it out of their budget. In addition, the installation of heritage signs is less expensive if a signpost already exists and if the Commission orders in bulk at one time.

**d) Ebl House**

Deborah Chapman provided an update from Harry Welton that he cannot check the British military records. Therefore, the Commission will not make reference to the "Captain" title.

**e) Merton House**

Pat Kassa and Deborah Chapman will follow up with the property owner regarding the letter sent out last month.

**6. New Business****7. Other Business &/or Roundtable Updates****8. Next Meeting**

Monday, May 2, 2022 at 2:00 p.m.

Evan Chorlton will see if the Commission can have an in-person meeting with GoToMeeting set up as well next month.

**P34** Minutes of the Community Heritage Commission of Monday, April 4, 2022

9. **Adjournment**

Moved: Mary Landers

Seconded: Maureen Shaffer

THAT: the Community Heritage Commission Meeting of April 4, 2022 adjourn at 3:30 p.m.

**CARRIED UNANIMOUSLY**

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Debbie Cannon, Chair

Received for information by Council on the                      day of                      , 2022

Item 7.5

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Downtown Parking Commission Meeting Minutes of April 26, 2022 be received as information.

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

Minutes of the Downtown Parking Commission Meeting held by electronic means on Tuesday, April 26, 2022.

### PRESENT:

Chad Eliason	Councillor, City of Salmon Arm
Bill Laird	Member at Large, Chair
Vic Hamilton	Member at Large
Gerald Foreman	DSA Representative
Vera Chomyshen	DSA Representative
Regan Ready	Member at Large
Cathy Ingebrigston	Member at Large
Morgen Matheson	DSA Representative
Jacquie Gaudreau	DSA Representative
Jenn Wilson	Resource Personnel, City Engineer
Sam Darlington	Resource Personnel, City Bylaw Officer
Maurice Roy	Resource Personnel, Manager of Permits & Licensing
Robert Niewenhuizen	Resource Personnel, Director of Engineering & Public Works, Recorder

### ABSENT:

### GUEST:

The meeting was called to order at 8:00 a.m. by Chair, Bill Laird.

#### 1. INTRODUCTIONS AND WELCOME

#### 2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

*We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.*

#### 3. PRESENTATIONS:

None

4. **APPROVAL / CHANGES / ADDITIONS TO AGENDA**

Moved: Morgen Matheson

Seconded: Jacquie Gaudreau

THAT: the Downtown Parking Commission Meeting Agenda of April 26, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

5. **APPROVAL OF MINUTES FROM MARCH 15, 2022**

Moved: Morgen Matheson

Seconded: Jacquie Gaudreau

THAT: the Downtown Parking Commission Meeting Minutes of March 15, 2022 be adopted.

CARRIED UNANIMOUSLY

6. **OLD BUSINESS ARISING FROM MINUTES**

7. **NEW BUSINESS**

a) **Downtown Liquor Store parking concerns (Letter dated April 8, 2022)**

- Requesting six 15 minute dedicated parking spots in front of store
- Keeping Lakeshore Drive two-way traffic
  - The one-way traffic on Lakeshore is temporary due to the Ross Street Underpass construction; The City is not considering keeping this in place once the project is complete.

Moved: Bill Laird

Seconded: Vic Hamilton

THAT: the Commission supports the installation of two 15 minute parking stalls, one on the either side of the Lakeshore Drive, in front and across from the Salmon Arm Liquor Store. North side stall closest to the mall parking lot entrance & South side stall closest to the lane entrance.

CARRIED UNANIMOUSLY

b) **Inner Core Contractor Parking**

- This will be communicated to the contact
- No cost permit obtained through the City
- Signage "Contractor Parking Permit Required"
- Concerns of stall not being fully utilized
- Staff to arrange for the installation of one stall on a trial basis

7. **NEW BUSINESS – continued**

b) **Inner Core Contractor Parking - continued**

- Bylaw staff will monitor and report back

c) **Askews Delivery concerns**

- Blocking parking stalls on both sides of Lakeshore Drive for extended periods of time
- Monitor situation
- No action at this time

8. **OTHER BUSINESS**

- Inquiry into the when we might resume in person meeting
- Discussion regarding the efficiency of the virtual meetings

9. **NEXT MEETING – Tuesday, May 17, 2022**

The next meeting of the Downtown Parking Commission will be Tuesday, May 17, 2022.  
The Chairperson will be Kathy Ingebrigston

10. **ADJOURNMENT**

Moved: Bill Laird

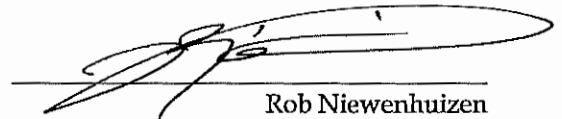
Seconded: Regan Ready

THAT: the Downtown Parking Commission Meeting of April 26, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:25 a.m.

Minutes received as information by Council  
at their Regular Meeting of \_\_\_\_\_, 2022.

  
Rob Niewenhuizen

Item 7.6

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Greenways Liaison Committee Meeting Minutes of April 7, 2022 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, April 7, 2022** at 3:30 p.m.

**PRESENT:**

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

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

**REGRETS:**

Chris Stromgren, Shuswap Trail Alliance

The meeting was called to order at 3:30 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**

**5. Approval of Minutes of Previous Greenways Liaison Committee Meeting**

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: the minutes of the Greenways Liaison Committee Meeting of January 27, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

**6. Old Business /Arising from minutes**

none



## 7. New Business

- **BC Bike Race**  
Information on this major international event circulated for information.
- **16 Street / 11 Ave NE Multi-Use Path – Grant Application**  
Information on this proposed project circulated for information. GLC noted support.
- **BC Provincial Place Naming**  
Information on this provincial initiative circulated for information.
- **Fly Hills Rec Site Proposal**  
Information on this provincial initiative circulated for information. Noted that this would formalize existing routes outside of the Greenways Strategy. The GLC noted no concerns.
- **Hometown Hero**  
GLC and STA member Brian Browning was recently recognized as a Hometown Hero for his work and efforts towards our local trail network. The GLC echoes these comments.

## 8. Other Business &/or Updates

- **STA Update - Planning and Projects (attached)**  
The STA outlined efforts and projects in progress. Primary projects include the trails around the parking area at South Canoe which will be upgraded in spring, the South Canoe gazebo project, and the Ida View trail including the bridge will be under development soon. Connectivity at Hoadley Park is also expected to be enhanced this season.
- **South Canoe Update**  
Seasons are changing and Salty Dog (May 14) and the Spring Volunteer Day (April 30). Are upcoming. Online updates are being provided.
- **Foreshore Trail / Raven Trail – naming**  
There was discussion around the naming of the Foreshore/Raven Trail, noting that Council may find an opportunity aligned with the provincial naming initiative to rename this trail. GLC members largely know this to be simply the Foreshore Trail.
- **Park Hill Update**  
No major projects to report.

- **Active Transportation Task Force**

The ATTF process was noted as ongoing, with GLC members directed to the current survey opportunity.

9. Next meeting – 3:30, Thursday, June 2, 2022

10. Adjournment

Moved: Steve Fabro

Seconded: Brian Browning

THAT: the Greenways Liaison Committee Meeting of January 27, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:20 p.m.

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Endorsed by Meeting Chair

Received for information by Council on \_\_\_\_\_, 2022.

Attachment – STA update

Item 9.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council award the 2022 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, (incorporating a 12% Variance Threshold Reduction) for a total amount of One Million Five Hundred Ninety Five Thousand Three Hundred and Ninety Six Dollars (\$1,595,396.00) plus taxes as applicable.

### Vote Record

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

Opposed:

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



File: 2022-01

TO: His Worship Mayor Harrison and Members of Council  
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor  
 DATE: May 02, 2022  
 SUBJECT: **TENDER AWARD – 2022 PAVING PROGRAM**

### **STAFF RECOMMENDATION**

**THAT:** Council award the 2022 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, (incorporating a 12% Variance Threshold Reduction) for a total amount of One Million Five Hundred Ninety Five Thousand Three Hundred and Ninety Six Dollars (\$1,595,396.00) plus taxes as applicable.

### **BACKGROUND**

The annual paving program tenders include supply and placing asphaltic concrete pavement, tack coat for asphalt overlays, required asphalt milling and asphalt pulverizing. In previous years this contract included asphalt patching; however, the past six years, a separate asphalt patching contract has been awarded to create more ease of scheduling and cost savings.

Provisions once again, have been implemented in this year's Contract to enhance project scheduling, workmanship and communications. Fletcher Paine and Associates will be working closely with the City of Salmon Arm ensuring the best product is being received; and the testing/penalty clauses have been reviewed and altered as required.

On Thursday April 28, 2022 tender submissions were received and confirmed as follows:

Company	Tender Amount (excluding applicable taxes)
<b>Okanagan Aggregates Ltd.</b>	<b>\$ 1,812,950.00</b>
Vernon Paving Division of Lafarge Canada Inc	\$ 1,852,959.75*
Terus Construction Ltd. DBA Valley Blacktop	\$ 2,068,700.00

\*Corrected for unit price extension error.

The lowest tenderer, Okanagan Aggregates Ltd. has completed the City of Salmon Arm's paving program successfully over the last five years.

Proposed paving locations, as identified in the 2022 budget, are as follows (see attached maps):

Location Street	From	To
20 Street NE	Okanagan Ave.	6 Ave. NE
21 Street NE	6 Ave. NE	8 Ave. NE
21 Street NE	8 Ave. NE	11 Ave. NE
Auto Road	80m off HWY 97B	40 Ave. SE
10 Avenue SE	37 St. SE	HWY 97B
70 Avenue NE	46 St. NE	49 St. NE
Canoe Beach Dr.	Park Hill	520m East
4 Avenue SW	10 St. SW	150m West
24 Street NE	5 Ave. NE	8 Ave. NE

### **STAFF COMMENTS**

The 2022 paving project list was compiled using the 2022 Capital Budget of \$1,629,000.00. The budget allocation includes funding for overlay, material testing, construction and contingency. Other costs associated with the work includes road base preparation, milling, pulverizing, layout and required drainage improvements, etc.

Oil and fuel prices are currently volatile and have a direct impact on asphalt prices. We anticipated increased costs and attempted to compile the 2022 project list taking into account an increase of 25-30% over 2021 pricing. However, actual increases in asphalt tonnage costs was in the order of 48% resulting in the bids being over budget.

Although the 2022 tenders came in over budget, the contract allows for a maximum 15% Variance Threshold Reduction Adjustment before the need to negotiate new pricing. Staff reviewed the projects proposed within the RFP and can recommend a scope adjustment that will be less than the 15% threshold (12%) and will be within the approved budget. Depending on the actual tonnage of asphaltic concrete and other costs, the overlay program will be increased or reduced in order to take maximum advantage of the available funds.

Based on the above, it is recommended that Council award the 2022 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, (*incorporating a 12% Variance Threshold Reduction*), for a total amount of One Million Five Hundred Ninety Five Thousand Three Hundred and Ninety Sixty Dollars (\$1,595,396.00) plus taxes as applicable. The individual Contract amounts will not exceed the approved 2022 budget amounts.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works





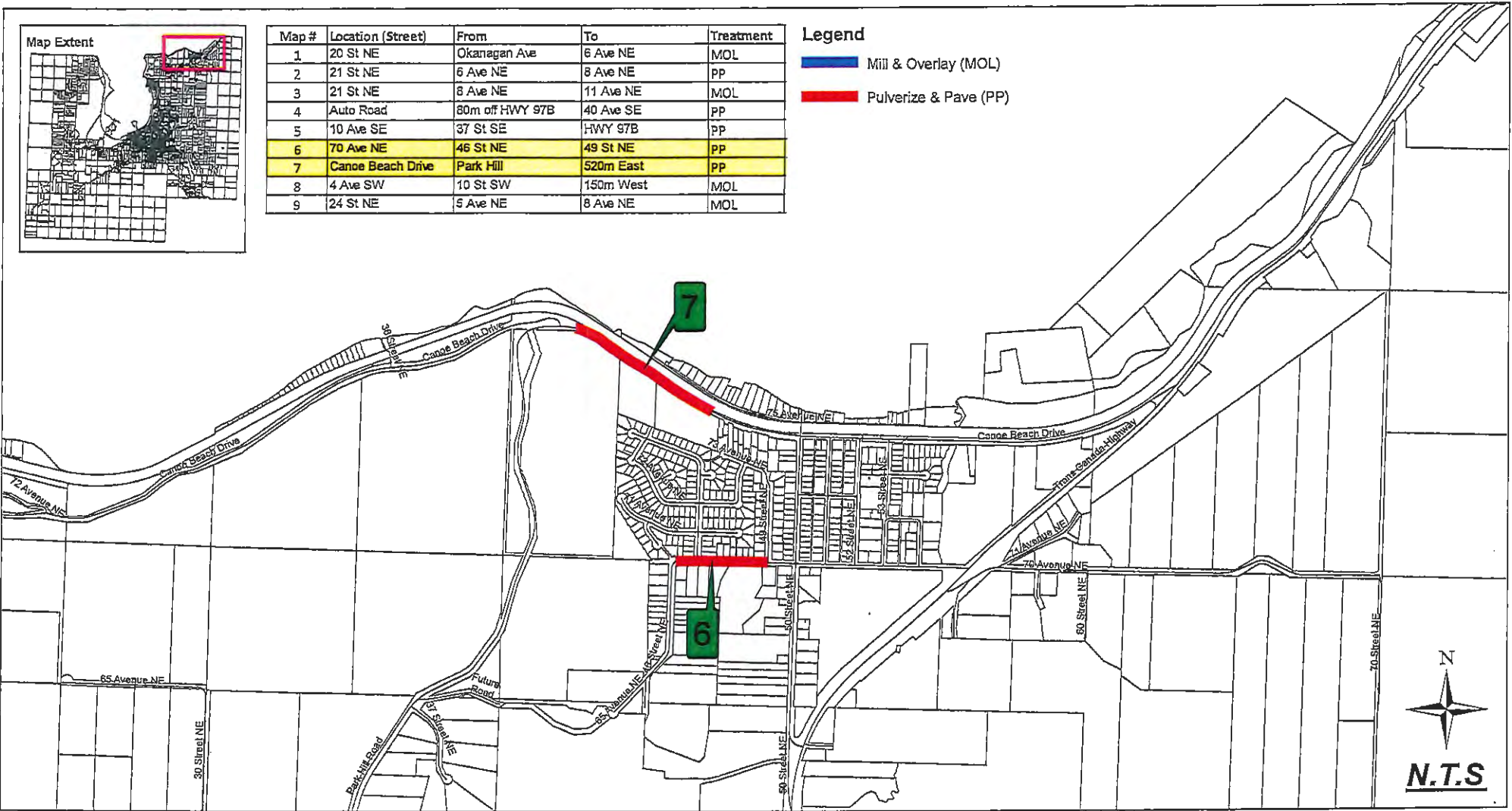
Map Extent



Map #	Location (Street)	From	To	Treatment
1	20 St NE	Okanagan Ave	8 Ave NE	MOL
2	21 St NE	6 Ave NE	8 Ave NE	PP
3	21 St NE	8 Ave NE	11 Ave NE	MOL
4	Auto Road	80m off HWY 97B	40 Ave SE	PP
5	10 Ave SE	37 St SE	HWY 97B	PP
6	70 Ave NE	46 St NE	49 St NE	PP
7	Canoe Beach Drive	Park Hill	520m East	PP
8	4 Ave SW	10 St SW	150m West	MOL
9	24 St NE	5 Ave NE	8 Ave NE	MOL

## Legend

-  Mill & Overlay (MOL)  
 Pulverize & Pave (PP)



CITY OF  
**SALMON ARM**

## 2022 Proposed Roadway Infrastructure Renewal Asphaltic Overlay Program Project ENG 2022-01

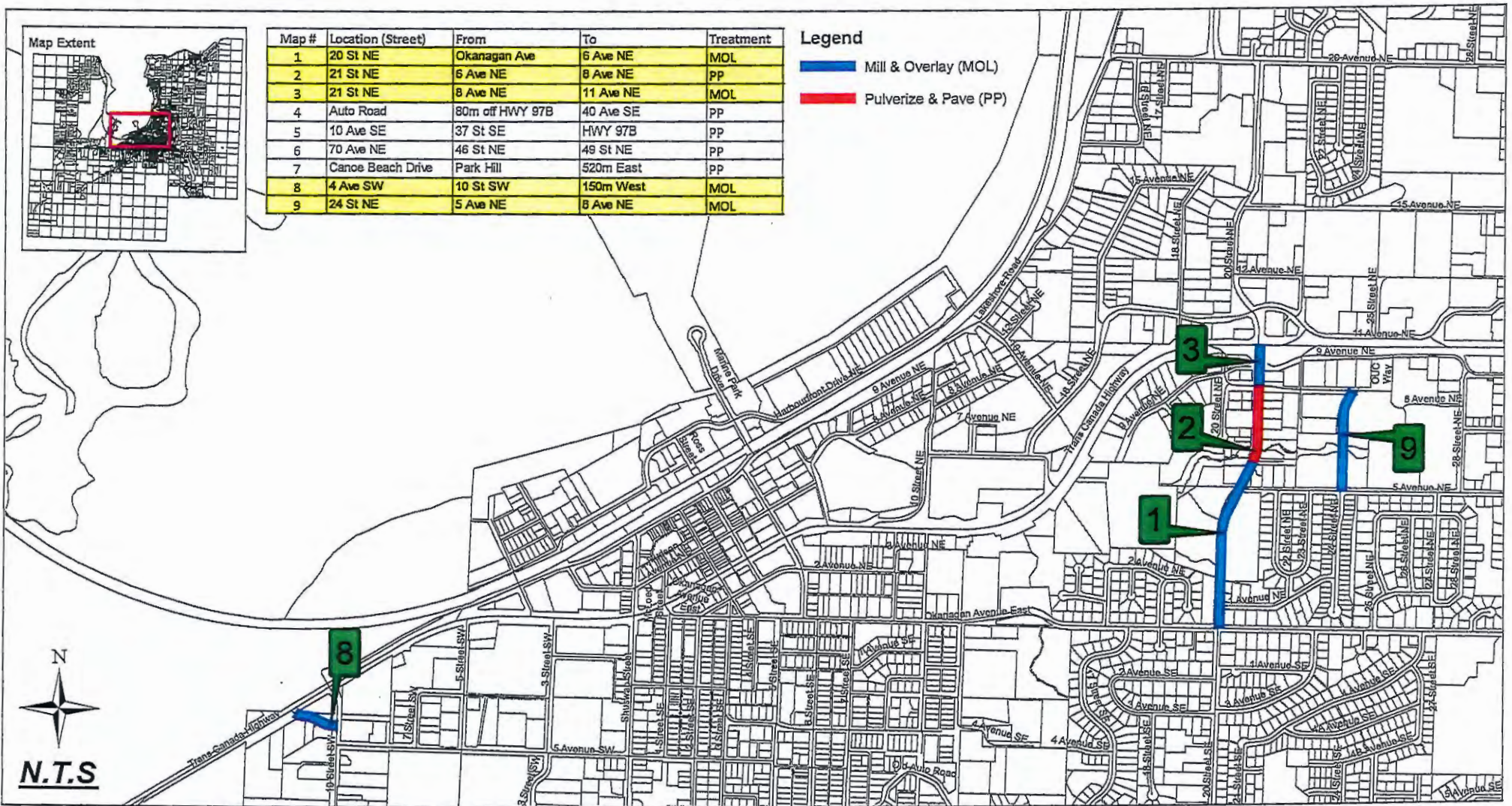
## Disclaimer:

Be advised that the attached map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various City of Salmon Arm departments and is to be used for reference purposes only.

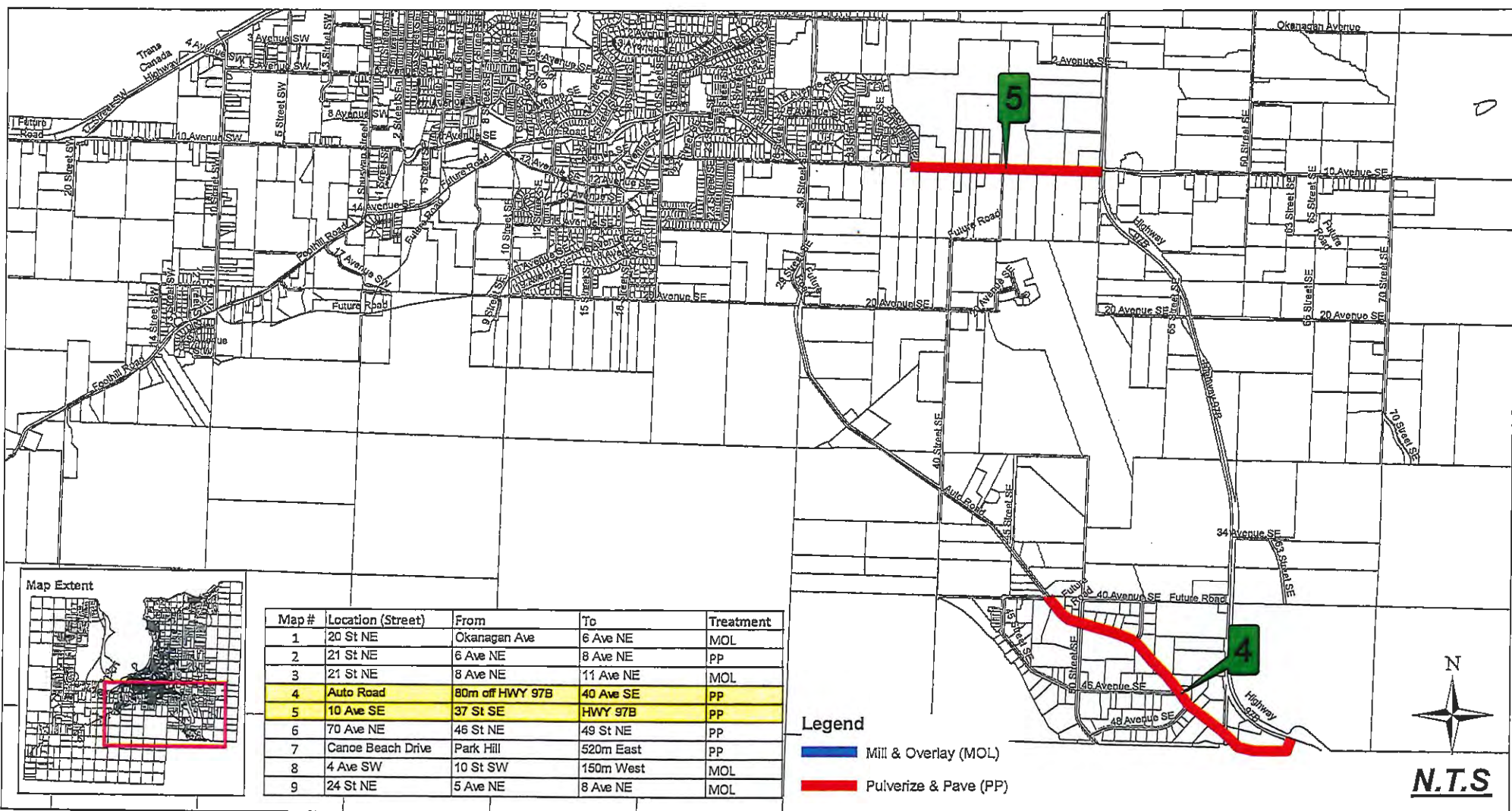
Drawn By: JM  
Checked By: TP  
Date: April 5, 2022

Drawing 1 of 3











Item 9.2

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. ALC. 413 be authorized for submission to the Agricultural Land Commission.

### Vote Record

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

Opposed:

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



---

To: His Worship Mayor Harrison and Members of Council

Date: April 25, 2022

Subject: Agricultural Land Commission Application No. 413 (Subdivision)

Legal: Lot B, Section 9, Township 20, Range 10, W6M, KDYD, Plan 15901, Except Plan 32284 & Lot 1, Section 9, Township 20, Range 10, W6M, KDYD, Plan 1530, Except Plans 10804, H401, KAP78956 and EPP66515  
Civic Address: 3710 and 3280 10 Avenue SW  
Owner: Birch Haven Farms Ltd.  
Agent: Browne Johnson Surveyors

---

### **MOTION FOR CONSIDERATION**

**THAT: Agricultural Land Commission Application No. ALC. 413 be authorized for submission to the Agricultural Land Commission.**

---

### **STAFF RECOMMENDATION**

**THAT:** The motion for consideration be adopted.

---

### **PROPOSAL**

The applicant submitted a boundary adjustment subdivision to the Agricultural Land Commission (ALC) on March 8, 2022. The boundary adjustment proposes to realign the property line between the two existing properties and place that property line around the existing commercial portion of the subject property (Appendix 1).

### **BACKGROUND**

The subject property is designated in the Official Community Plan (OCP) as Salmon Valley Agriculture and outside of the Urban Containment Boundary (see Appendices 2 and 3). The subject property is split zoned A1 (Agriculture Zone) and C8 (Farm Produce Commercial Zone). The A1 and C8 zoning is attached as Appendix 4. In 2021 the C8 zone was the subject of a zoning text amendment that added *licensee retail store* as a permitted use.

The Unimproved Soil Class Map (Appendix 5) shows classes 3, 4 and 6 soils. The Improved Soil Class Map (Appendix 6) shows class 2 and 4 soils. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture. A map showing the ALR boundary is included as Appendix 7.

Adjacent land uses include the following:

North: A2 – Rural Holding Zoning/Rural Residential & Trans Canada Highway  
South: A1 – Agriculture Zone  
East: A1 – Agriculture Zone & C8 – Farm Produce Commercial Zone  
West: A1 – Agriculture Zone & Salmon River

In 2021 the C8 zone was the subject of a zoning text amendment that added *licensee retail store* as a permitted use. In 2020 the owner sought Non-Farm Use approval to allow for liquor sales within the existing commercial building. The ALC Non-Farm Use application was approved in 2021.

The C8 zone does not include building setbacks and limits Site Coverage to 40%, it is expected that if subdivided that portion would be conforming to the zone. The A1 zone includes building setbacks for

Agricultural and non-Agricultural buildings. Should the subdivision proceed the location of all buildings and proximity to property lines would have to be confirmed by a BC Land Surveyor.

Adjacent to the subject property there is another C8 zoned lot that is also within the ALC. It should be noted that the subdivision of that parcel is dated prior to the ALC (1962) and was not subject to the regulations of the ALC.

## COMMENTS

### Engineering Department

The proposed boundary adjustment is exempt from the Subdivision and Development Services Bylaw No. 4163 (Section 5.1).

### Building Department

No concerns.

### Fire Department

No concerns.

### Agricultural Advisory Committee

The Agricultural Advisory Committee reviewed the application at their April 13, 2022 meeting and passed the following resolution:

THAT: The AAC supports ALC Application No 413.

### Planning Department

In reviewing subdivision applications a number of factors are considered including – provincial legislation, OCP designations and permitted uses, minimum parcel areas and widths as regulated by Zoning Bylaw No. 2303 and servicing. Should the ALC support the proposed subdivision, the owner would then have to make a subdivision application to the City. In considering subdivisions in the Salmon Valley Agriculture designation the OCP includes the following policies:

Section 7.3.3 maintain or enhance the configuration and size of parcels designated "Acreage Reserve, Salmon Valley Agriculture and Forest Reserve through boundary (lot line) adjustments and/or consolidations; rezoning, subdivision and/or Agricultural Land Reserve exclusion application are not encouraged.

Section 7.3.5 Support boundary (lot line) adjustments which bring lot sizes more in compliance with the regulations of the City's Zoning Bylaw throughout the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations. Boundary adjustments should not add to the degree of non-conformity of any lot.

Sections 7.3.12 Support the maintenance and enhancement of lands for agricultural use within the Agricultural Land Reserve.

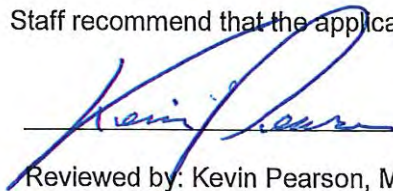
The proposed subdivision of the C8 portion from the A1 portion of land meets the minimum parcel area and width for both zones. Any existing buildings that do not meet the minimum building setbacks of the zone

would have to be removed prior to final subdivision approval, unless a Development Variance Permit is approved and BC Building Code requirements are met. No building encroachments will be permitted.

The portion of land to the west of the access is currently used as 'overflow' parking for the commercial uses on the subject property. Continued use of that area for 'overflow' parking may require future Zoning Bylaw amendments to allow parking as a use and an ALC application for Non-Farm Use.

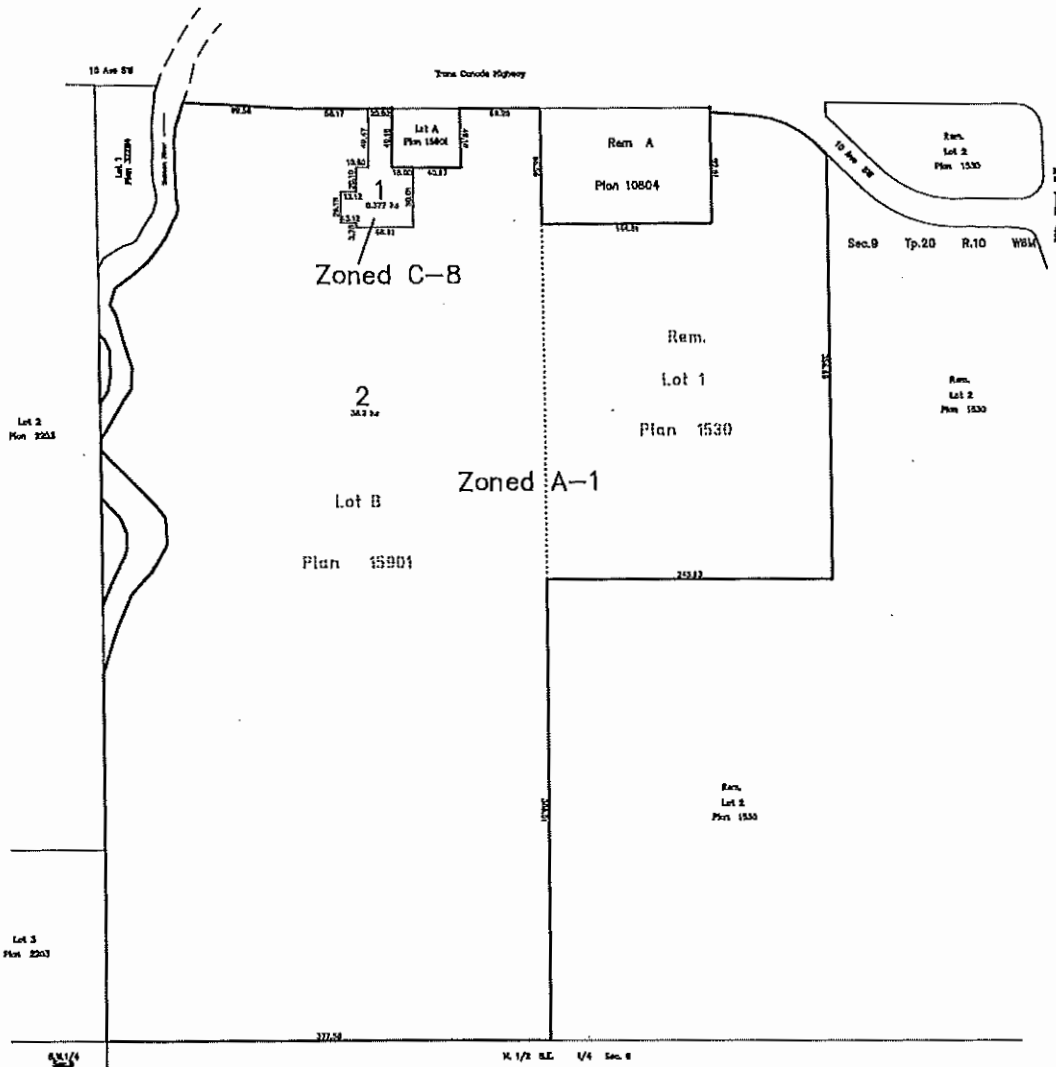
In this instance, the policies regarding subdivision along a commercial boundary on Agricultural lands in the ALR is unclear. The ALC typically considers the negative or positive impacts the proposed development may have on the subject property and agricultural uses adjacent lands, scenarios such as this are rare and it is unknown how this application would be considered by the ALC.

Staff recommend that the application be forward to the ALC for a decision.

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

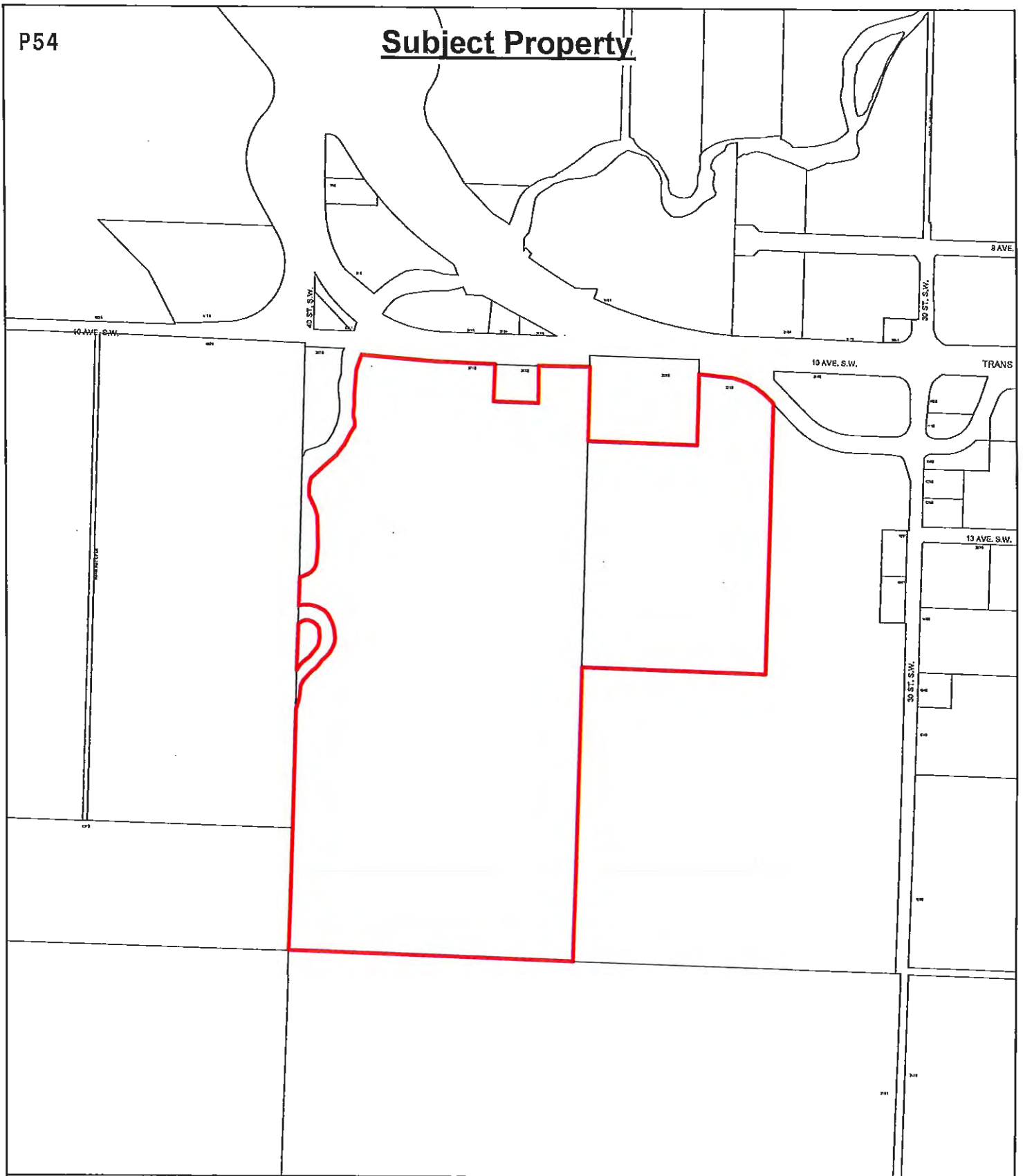
Sketch Plan of Proposed Subdivision of  
 Lot B, Plan 15901 and  
 Lot 1, Plan 1530 Except Plans 10804, H401, KAP78956 and EPP56518,  
 Sec 9, Tp 20, Rge 10, W6M, KDYD

Scale 1:2000 BCOS B2L084  
 All distances are in metres.  
 The intended plot size of this plan is 560mm in width by 816mm in height (0 size)  
 when plotted at a scale of 1:2000



P54

# Subject Property



0 60 120 240 360 480 m



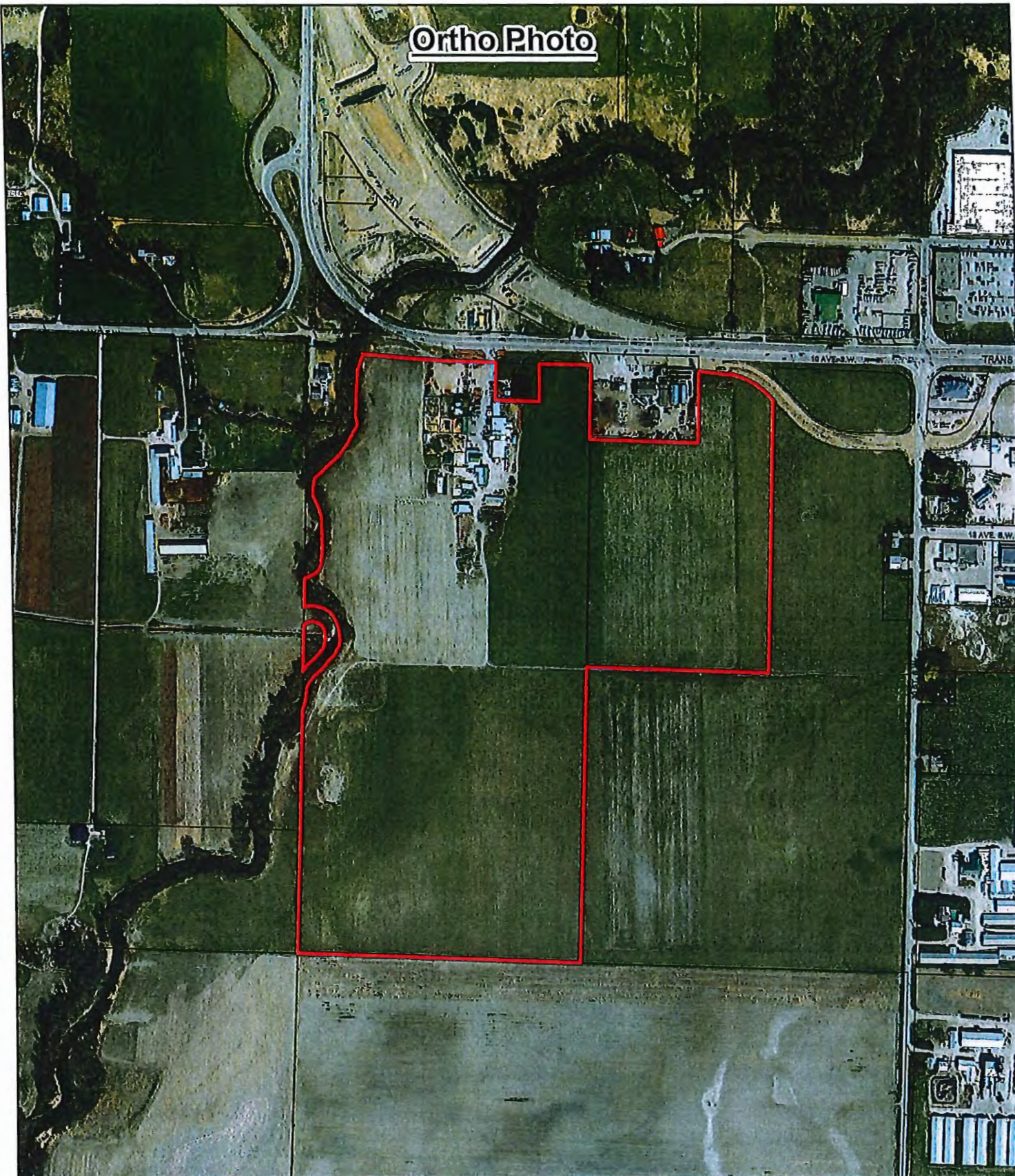
Subject Property



Parcels



Ortho Photo



0 60 120 240 360 480 m

Ortho Photo Date: 2021



Subject Property



Parcels



**SECTION 22 - C-8 - FARM PRODUCE COMMERCIAL ZONE****Purpose**

22.1 The C-8 Zone is intended to provide for the year-round retail sale of farm produce.

**Regulations**

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

**Permitted Uses**

22.3 The following uses and no others are permitted in the C-8 Zone:

- .1 retail sale of farm produce;
- .2 *licensee retail store*; #4473
- .3 *mobile food vending*; #4240
- .4 *outside vending*; #2837
- .5 *public use*;
- .6 *public utility*;
- .7 *accessory use*.

**Accessory Use**

22.4 The following *accessory uses* and no others are permitted in the C-8 Zone:

- .1 retail sale of confectioneries and soft drinks;
- .2 retail sale of packaged food stuffs;
- .3 retail sale of bedding plants, processed fruits, shrubs or trees and plant food;
- .4 retail sales of arts and crafts. #3768

**Maximum Parcel or Site Coverage**

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

**Maximum Height of Principal Buildings**

22.6 The maximum *height* of the *principal buildings* shall be 10.0 metres (32.8 feet).

**Minimum Parcel Size or Site Area**

22.7 The minimum *parcel* size or *site* area shall be 1,000.0 square metres (10,764 square feet).

**Minimum Parcel or Site Width**

22.8 The minimum *parcel* or *site* width shall be 20.0 metres (65.6 feet).

**Minimum Setback of Principal Building**

22.9 The minimum *setback* of the *principal building* from all *parcel* lines shall be 6.0 metres (19.7 feet).

**Maximum Sales Floor Area**

22.10 The maximum sales *floor area* shall be 680.0 square metres (7,319 square feet). #3768

**Outside Storage**

22.11 Outside storage shall be screened as per Appendix III.

**Parking and Loading**

22.12 Parking and loading shall be required as per Appendix I. #3768



**Purpose**

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

**Regulations**

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

**Permitted Uses**

- 34.3 The following uses and no others are permitted in the A-1 Zone:
- .1 *agriculture*;
  - .2 *bed and breakfast*, limited to three let rooms;
  - .3 *boarders*, limited to two; #2767
  - .4 *rural detached suite* (*development of a rural detached suite in the Agricultural Land Reserve is subject to the Agricultural Land Commission Act and Regulations*); #4013, #4193, #4465
  - .5 *equestrian facility*; #3218
  - .6 *equestrian facility campsite*; #3218
  - .7 *family childcare facility*; #3426
  - .8 *group childcare*; #3426
  - .9 *home occupation*;
  - .10 *intensive agriculture*;
  - .11 *kennel*;
  - .12 *outdoor recreation*;
  - .13 *public use*;
  - .14 *public utility*;
  - .15 *silviculture*;
  - .16 *secondary suite*; #3212
  - .17 *single family dwelling*;
  - .18 *accessory use*, including the retail sale of agricultural products produced on the *parcel*.

**Maximum Number of Single Family Dwellings**

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

**Maximum Number of Secondary Suites** #4018

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

**Maximum Residential Building Area** #4223

- 34.6 The maximum combined *building area* for all dwelling units (*single family dwelling*, *rural detached suite* and *farm help*) shall be no greater than 500 m<sup>2</sup> (5,382ft<sup>2</sup>).

**Maximum Height of Residential Buildings**

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

**SECTION 34 - A-1 - AGRICULTURE ZONE - CONTINUED****Maximum Height of Accessory Buildings**

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

**Minimum Parcel Size**

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

**Minimum Parcel Width**

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

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

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

- |    |   |                        |                    |
|----|---|------------------------|--------------------|
| .1 | <i>Front parcel line</i> shall be   | 6.0 metres (19.7 feet) |                    |
| .2 | <i>Rear parcel line</i> shall be  | 6.0 metres (19.7 feet) |                    |
| .3 | <i>Interior side parcel line</i> shall be                                   | 3.0 metres ( 9.8 feet) | .4 <i>Exterior</i> |
|    | <i>side parcel line</i> shall be  | 6.0 metres (19.7 feet) |                    |
| .5 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811 |                        |                    |

**Minimum Setback of Rural Detached Suites #4018**

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

**Minimum Setback of Buildings or Structures Intended to Accommodate Agricultural Uses**

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

- |    |   |                          |
|----|---|--------------------------|
| .1 | <i>Front parcel line</i> shall be   | 30.0 metres ( 98.4 feet) |
| .2 | <i>Rear parcel line</i> shall be  | 15.0 metres ( 49.2 feet) |
| .3 | <i>Interior side parcel line</i> shall be   | 15.0 metres ( 49.2 feet) |
| .4 | <i>Exterior side parcel line</i> shall be   | 30.0 metres ( 98.4 feet) |
| .5 | <i>Any single family dwelling</i> shall be  | 15.0 metres ( 49.2 feet) |
| .6 | <i>Any watercourse</i> or body of water shall be                                      | 30.0 metres ( 98.4 feet) |
| .7 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811 |                          |

**Minimum Setback of Kennels**

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

**Minimum Setback of Feed Lots**

34.15 The minimum *setback* of feed lots from:

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

**Sale of Agricultural Products**

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

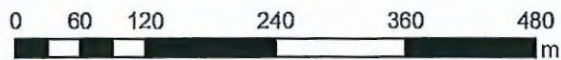
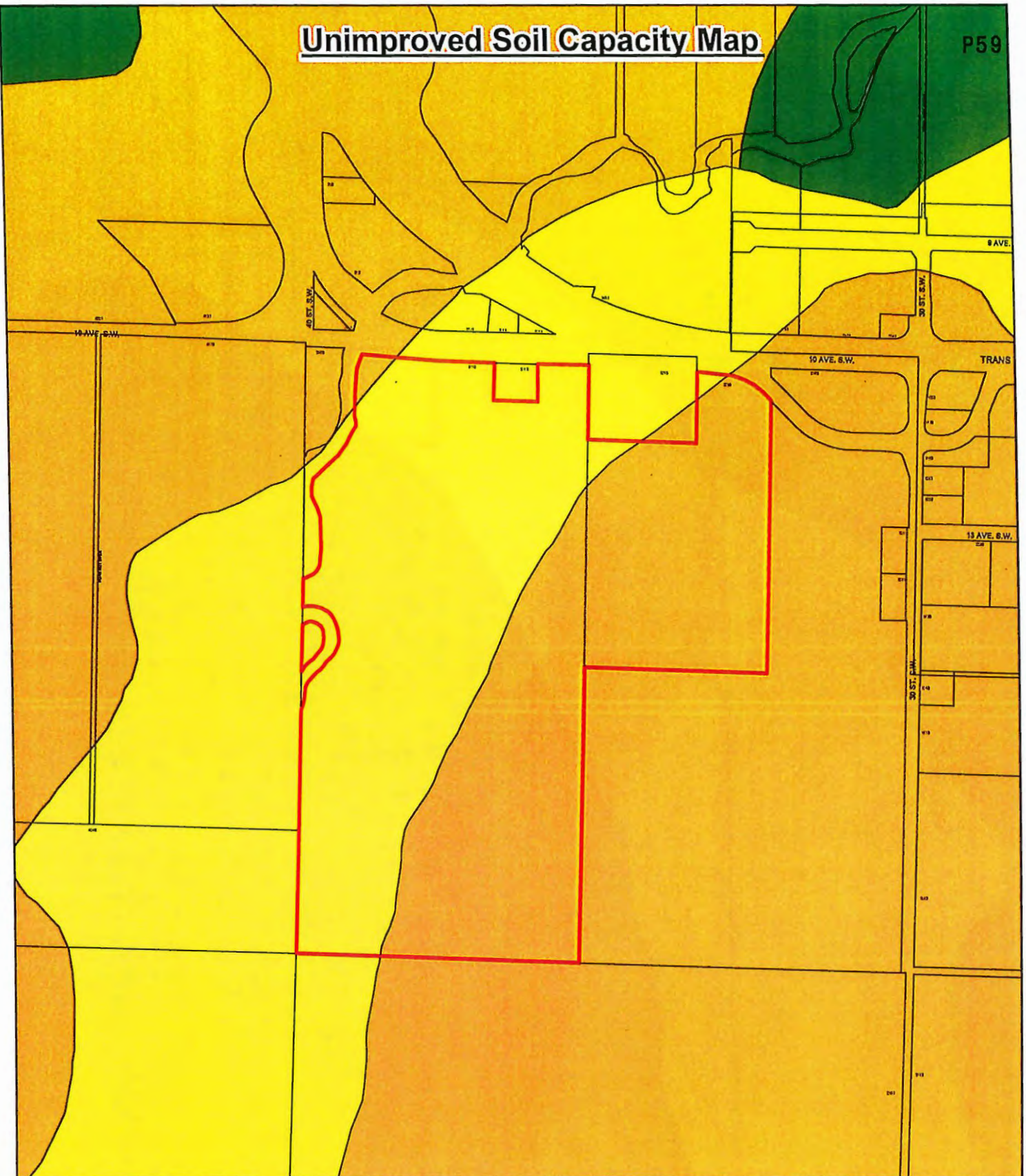
**Parking**

34.17 Parking shall be required as per Appendix I.



# Unimproved Soil Capacity Map

P59

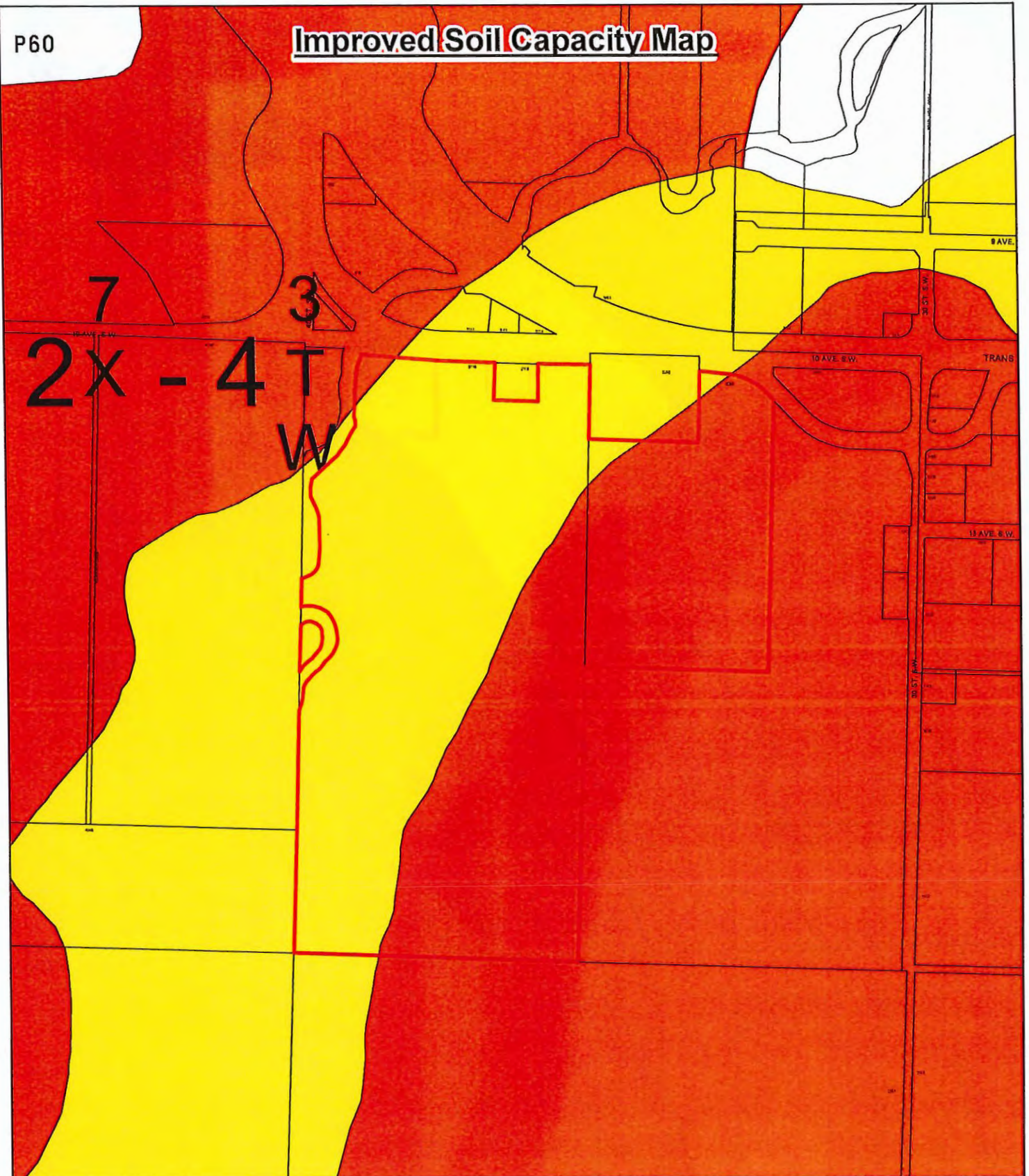


- |   |   |
|---|---|
|  Subject Property |  CLASS 3 |
|  Parcels          |  CLASS 4 |
|   |  CLASS 6 |





P60

# Improved Soil Capacity Map



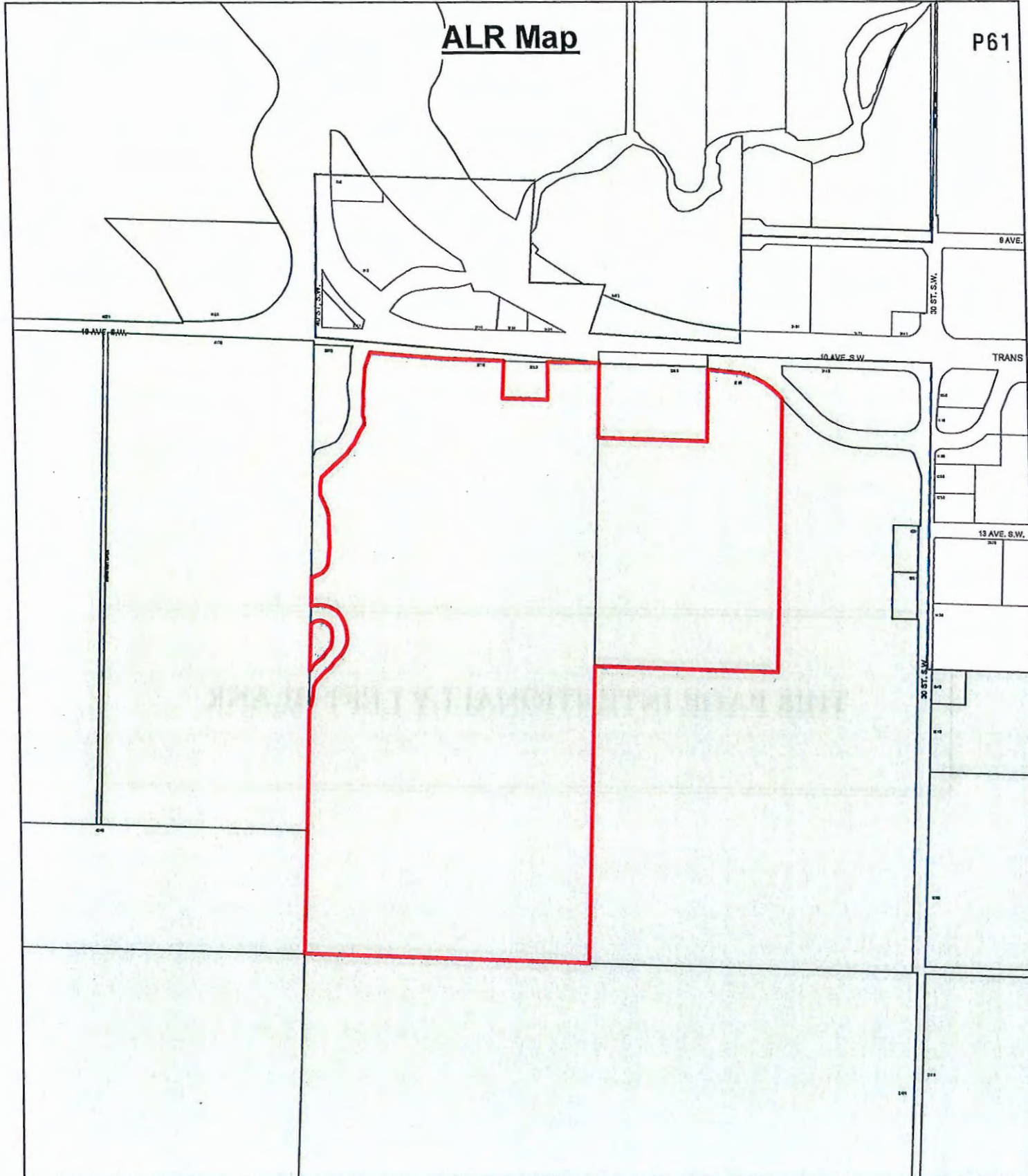
0 60 120 240 360 480 m

 Subject Property  CLASS 2  
 Parcels  CLASS 4






# ALR Map

P61



0 60 120 240 360 480 m

-  Subject Property
-  Parcels
-  ALR

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Item 9.3

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council of the City of Salmon Arm has no objection to the creation of a permanent licensed patio at 1481 – 10 Ave. SW for Tanto Latte (307864);

AND THAT: Council of the City of Salmon Arm is opting 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**  
**SALMON ARM**

---

TO: His Worship Mayor Harrison and Council

DATE: April 22, 2022

SUBJECT: Tanto Latte (307864) (Permanent Patio)  
1481 – 10 Ave. SW

OWNER: Susana Crimi

---

**MOTION FOR CONSIDERATION:**

**BE IT RESOLVED THAT:** Council of the City of Salmon Arm has no objection to the creation of a permanent licensed patio at 1481 – 10 Ave. SW for Tanto Latte (307864).

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

---

**BACKGROUND:** The owner of Tanto Latte (307864) has applied for a liquor license to create a permanent licensed patio which will result in an increase of 14 occupants to the current liquor license. The end result will be a total occupant load of 50 persons.

The proposal may affect up to 3 parking spaces, however, 15 parking spaces were provided with the original development when only 10 were required.

A floor plan and site plan and owner's submission are attached for reference.

Respectfully submitted,



Maurice Roy, RBO/CRBO  
Manager of Permits & Licensing

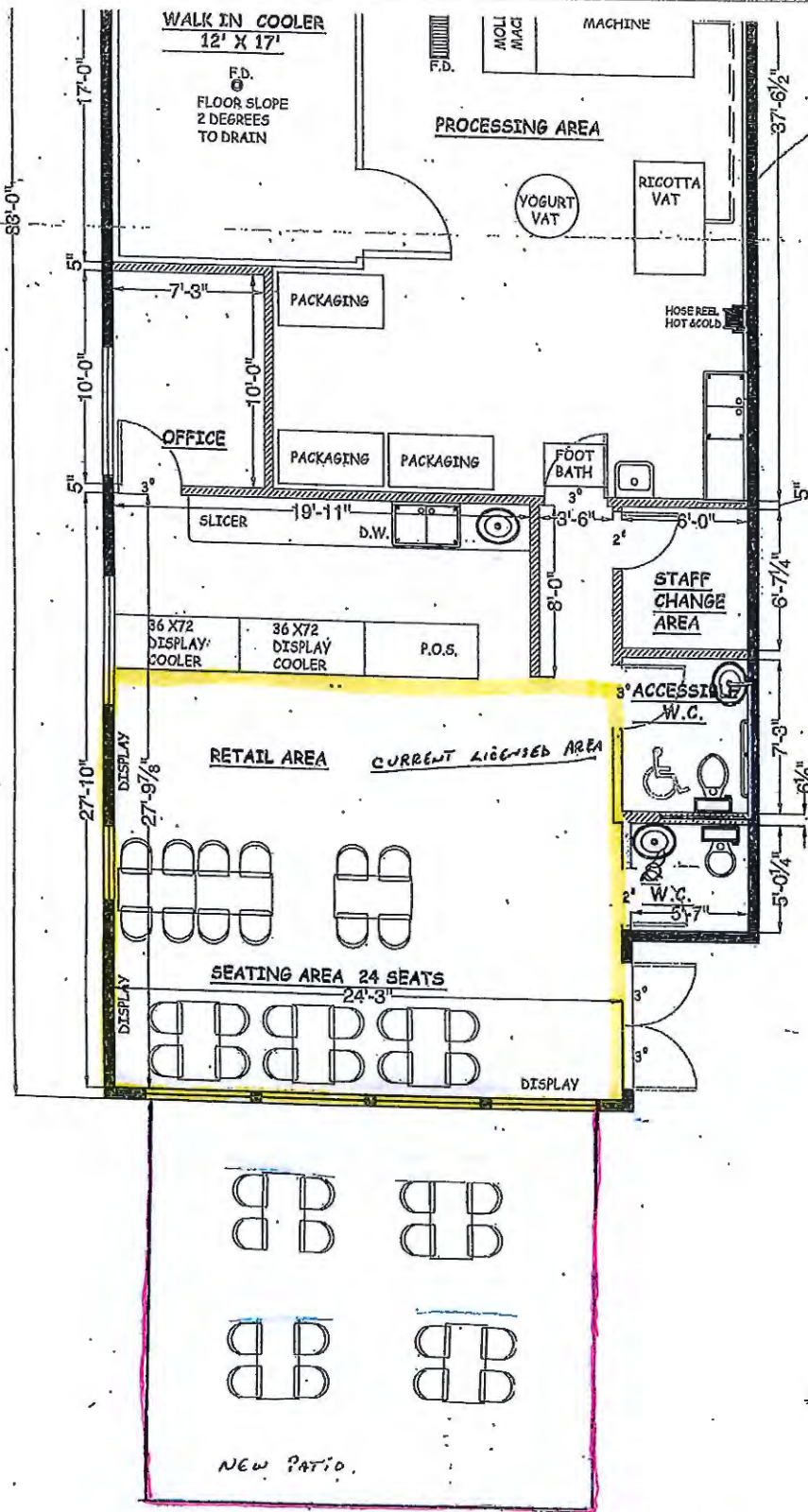
MR:mr

attach.      Site Plan  
                 Floor Plan  
                 Owner's Submission









late Fire  
Separator

PO AIR  
Company

CITY OF  
**SALMON ARM**

TOTAL OCCUPANT LOAD 50 PERSONS

Date: APR. 21/22 Approval: [Signature]

Comments: BASED ON AVAILABLE WATER CLOSERS.

"As you know, Covid forced everybody, especially small businesses, to be very flexible and to flow with the situation as presented day by day.

Because of the size of our shop, during the imposed distance measures, we had to reduce to only two tables inside.

This situation plus, the usual lacking of work force, made us decide to transitioning gradually to be more a "market". But our customers continue even today begging us for outside tables (since we opened in 2018 people wanted us to have some sittings outside)

Spring and Summer, tourism season, brings more people to town, everything is vibrant again, this is the time to "squeeze" at the max the opportunity to make business (Winter in Salmon Arm is long and very quiet).

Last summer we did benefit from the TESA permit, and it was gladly appreciated from our customers.

Then Liquor Board, sent us a letter saying that TESA would be available only until June 1<sup>st</sup> 2022; and that if we wanted to have a patio, even just for the summer season, we needed to apply for a "permanent patio permit", application that I've submitted.

Recently, we've received another communication from the board stating that TESA permits are now extended until March 2023.

We would like to offer, just during the warm season, the opportunity for our customers to enjoy a pizza with a glass of wine or a cappuccino seated outside.

People really enjoy the patio and they ask for it. Having the patio represents a vital opportunity for our business, it would make us stronger to go through the long winters."

Susana Crimi  
1481 10 Ave SW  
Salmon Arm, BC V1E 1T2  
250.832.0521

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Item 9.4

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve two temporary Street Cafés at the following locations:

- Stillfood Bistro & Cappuccino Bar, 371 Alexander Street
- Weekends Restaurant & Lounge, 321 Alexander Street NE;

AND THAT: the installations be allowed to operate from May 1 to October 31, between the hours of 4:30 pm and 10:00 pm;

AND THAT: the approval is subject to completion of an application under the Sidewalk Café Extension program, including fees and proof of insurance;

AND THAT: all safety requirements are met prior to installation;

AND FURTHER THAT: the annual fee per parking stall and cash security deposit are not applicable for this installation.

### Vote Record

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

Opposed:

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



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File: 5400-30

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: 4 May 2022

SUBJECT: **TEMPORARY SIDEWALK CAFÉS FOR  
STILLFOOD BISTRO & WEEKENDS RESTAURANT**

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**RECOMMENDATION:**

- THAT:** Council approve two temporary Street Cafés at the following locations:
- Stillfood Bistro & Cappuccino Bar, 371 Alexander Street
  - Weekends Restaurant & Lounge, 321 Alexander Street NE;
- AND THAT** The installations be allowed to operate from May 1 to October 31, between the hours of 4:30 PM and 10:00 PM;
- AND THAT** The approval is subject to completion of an application under the Sidewalk Café Extension program, including fees and proof of insurance;
- AND THAT** All safety requirements are met prior to installation;
- AND FURTHER THAT** The annual fee per parking stall and cash security deposit are not applicable for this installation.

**BACKGROUND**

In 2014 City Council approved a trial period to allow sidewalk cafes in the downtown and directed staff to investigate the pros and cons of sidewalk cafes and draft a policy to allow them.

The Sidewalk Café Extension Policy No 1.13 was subsequently developed and approved in April 2020 just prior to the start of the COVID pandemic. To date the program has been very successful and in discussion with the businesses that have utilized this program it has helped them during the last two years when many restaurants had reduced capacity due to public health restrictions. There are currently four (4) street café which have been approved under the policy (see appendix A).

Staff received an inquiry from Downtown Salmon Arm (DSA) regarding two new restaurants wanting to create a sidewalk café for evening use only. This request falls outside of the Policy guidelines so staff had several meetings with DSA and the owners of the two restaurants to see if

a solution could be found. DSA has provided a written request for the installation of these temporary street cafés on behalf of the two restaurants.

The idea would be to have a temporary café setup at 4:30 PM and taken down at 10:00 PM. The intent would be to help generate activity and to have an evening presence in the core area after 5:00 PM. The restaurants requesting these temporary café's are:

- Stillfood Bistro & Cappuccino Bar, 371 Alexander Street
- Weekends Restaurant & Lounge, 321 Alexander Street NE

This proposal was discussed at the March 15, 2022 Downtown Parking Commission meeting. The Commission voted to support the two temporary patios spaces located on Alexander Street, subject to the recommended time frame and City Staff approving the details of the design, such as the layout, "structures" being used to delineate the street café area and all safety factors being addressed.

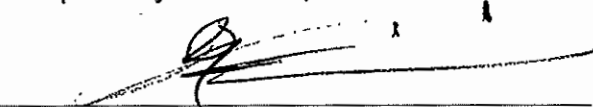
The proposed cafés would consist of setting up tables & chairs on the City's sidewalk with movable barriers (fence panels and planters) being erected to separate and delineate the seating and public walkway. Movable curb letdowns/ramps and signage would be installed to redirect pedestrians traffic onto the road in the existing parking stalls, around the seating area and back onto the sidewalk. Sketches showing proposed layout are shown in Appendix B & C.

The applicants would be required to provide proof of insurance and all table, chairs, ramps, barrier, etc. once removed, would have to be stored on their premises and not on City property. This is a joint application being facilitated by DSA so staff are also recommending that only one application fee of \$300.00 be required. Also that the annual fee of \$150.00 per parking stall and the \$500.00 security deposit would not be applicable in this application, as there use of the stalls is after business hours and no permanent structure being erected.

This is now being brought to City Council for consideration as the temporary cafés that are being proposed do not fall with in the Policy guidelines. There are no permanent structures being proposed and there would be three (3) café located on Alexander Street where the policy only permits one per block. A policy amendment to include these types of installation may be considered in the future.

Although there are some minor details to be worked out, staff have no major concerns. The temporary sidewalk ramps are prefabricated hard plastic and the proposed barrier would be very visible to the on coming vehicle traffic and Alexander Street is a low speed road.

Respectfully submitted,



Robert Niewenhuizen, ASCT  
Director of Engineering and Public Works

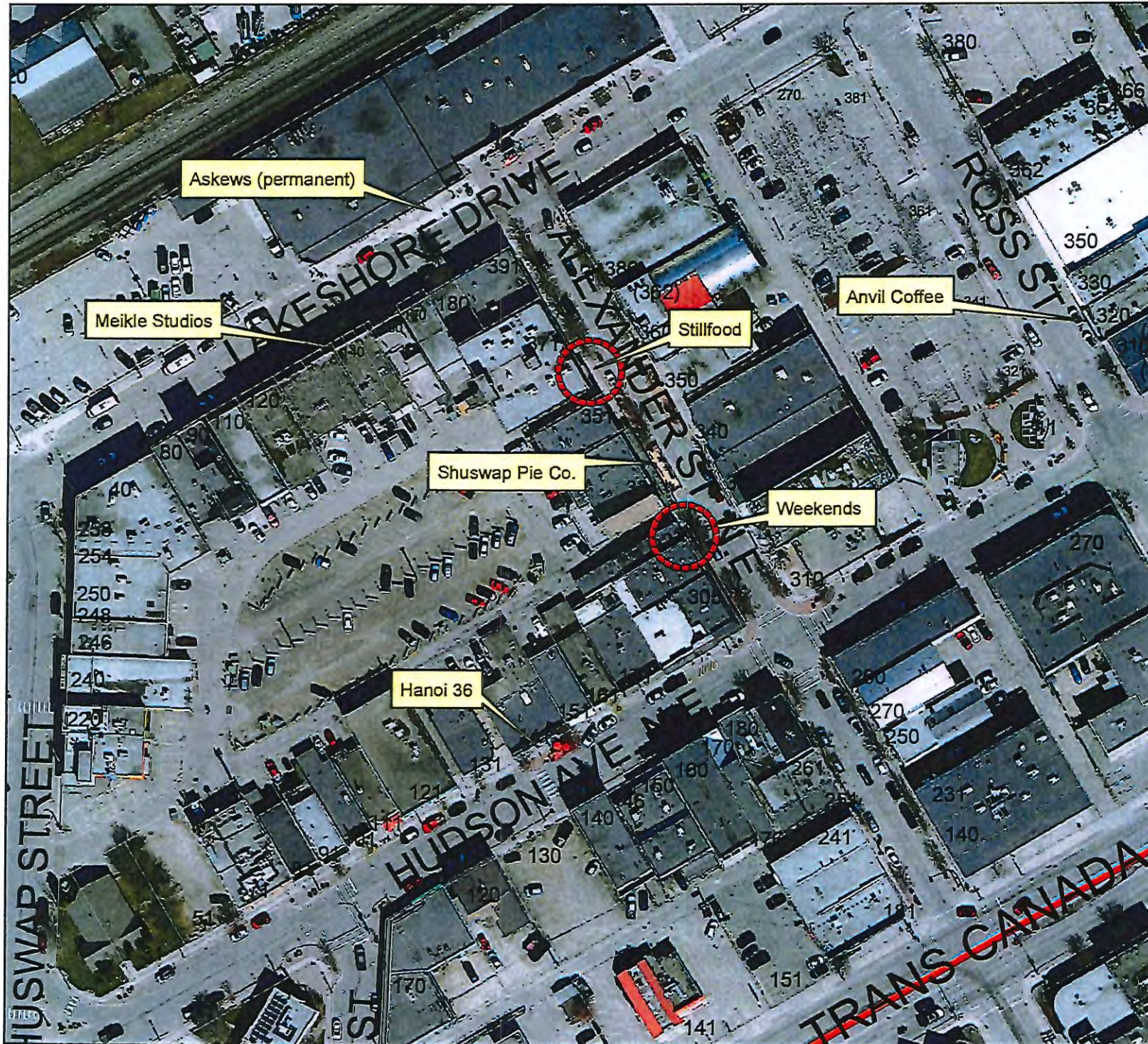
c.c. Chelsea Van De Cappelle, CFO  
Kevin Pearson, Director of Development Services





1:1,250

Polciy 1.13  
Street Cafe's





ALLEY TO INNER CORE PARKING LOT

SUBJECT 321

INDOOR SEATING 26

321 PATIO CUSTOMER  
ENTRANCE FLOW

EXISTING LET DOWN  
FOR VEHICLE ACCESS  
TO ONE WAY ALLEY

PUBLIC  
PEDESTRIAN  
FLOW  
( typical )

PATIO  
SEATING 20

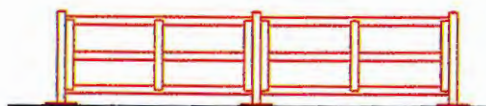
OUTDOOR  
SEATING 4

EAST LINE OF  
EXISTING  
PARKING

NORTH ↑

### OUTDOOR PATIO FOR 321 ALEXANDER MARCH 2022

THE PROPOSAL IS TO CREATE ENOUGH PATIO AREA FOR 20 SEATS  
TWO TABLES WOULD BE NEXT TO EXISTING CURB INTO THE PARKING SPACE.  
THE FENCE PANELS WOULD SEPARATE THE SEATING AND THE PUBLIC  
WALKWAY AS INDICATED WITH THE BLUE LINES.  
THE LET DOWN FOR THE PUBLIC SIDEWALK TO BE PURCHASED ONLINE  
THE PLANTER SHOWN WOULD HAVE LOCKING CASTORS FOR EASE OF MOVING  
THE POSTS AND THE FENCE PANELS TO BE CONNECTED WITH KNOCK DOWN  
STYLE HARDWARE, AND WILL FIT ON A CUSTOM MADE CART FOR MOVING.  
SOME SIGNS WILL BE NECESSARY TO GUIDE AND DIRECT PEDESTRIANS  
THE FENCE PANELS AND POSTS WILL LOOK LIKE THE DRAWING BELOW.



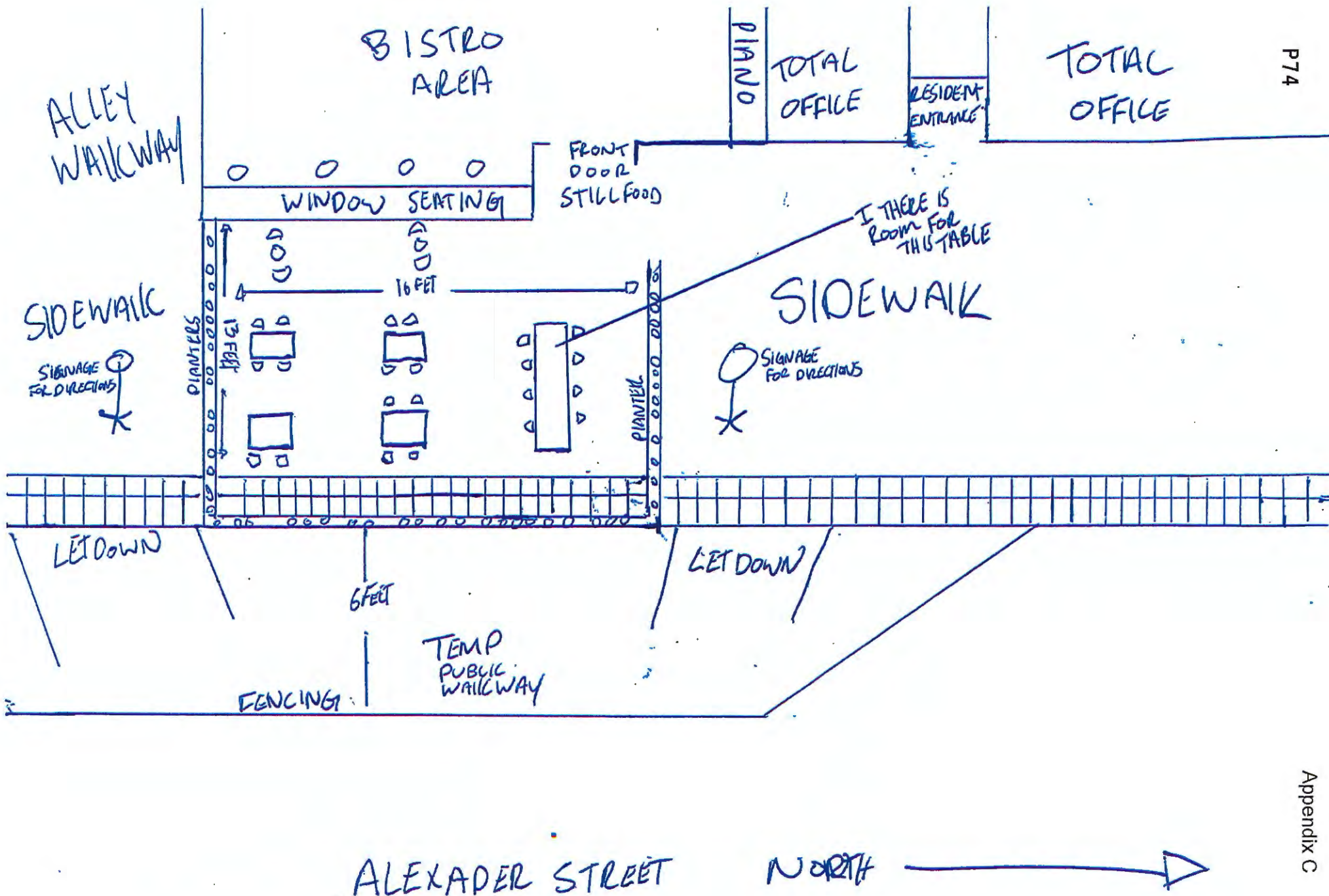
LET DOWN

PLANTER

EXISTING  
TREE

ALEXANDER STREET





Friday, April 8, 2022

**Re:** Temporary Sidewalk Café Extension Program Application, Stillfood Bistro & Weekends

**Attn:** Rob Niewenhuizen

Please find the combined applications for the Temporary Sidewalk Café Extension Program 2022 season from Stillfood Bistro and Weekends, both located on Alexander Street.

As previously discussed, these applications are being presented together with one \$300 application fee. The Salmon Arm Downtown Improvement Association will be submitting payment for this fee within the week.

Your consideration of these temporary sidewalk cafés is appreciated. Both Tyson Still and Michael Vu are committed to ensuring the temporary cafes adhere to the City's guidelines outlined in the application. Upon review of these documents, please let us know where information or adherence is lacking.

Again, I cannot overstress how much we all appreciate the possible addition of these patios to Alexander Street. The activation they will naturally bring will be an enormous enhancement to the Downtown Salmon Arm evening culture during our tourism season.

We are available to assist in any way we're able.

Kind regards,

Jennifer Broadwell

Michael Vu

Tyson Still

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Item 9.5

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of a new 36 Aqua Aerobic Cloth Media from Waste 'N Watertech Ltd., for the quoted amount of \$13,689.47 plus applicable taxes and shipping;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Waste 'N Watertech Ltd.

### Vote Record

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

Opposed:

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



File: ENG2022-10

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Hart Frese, Chief Operator WWTP

DATE: May 2, 2022

SUBJECT: Filtration Disk Cloth Media – Replacement Purchase

**RECOMMENDATION:**

**THAT:** Council approve the purchase of a new 36 Aqua Aerobic Cloth Media from Waste 'N Watertech Ltd., for the quoted amount of \$13,689.47 plus applicable taxes and shipping.

**AND THAT:** The City's Purchasing Policy No.7.13 be waived in procurement of these works and services to authorize the sole sourcing to Waste 'N Watertech Ltd.

**BACKGROUND:**

The City of Salmon Arm's Wastewater Treatment Plant utilizes two Aqua Aerobics Cloth Disk Filters to remove particulate prior to disinfection. The filters were installed in 2004 and the clothes were last replaced in 2013. One filter had the clothes replaced in 2021 while the other was budgeted to be replaced in 2022.

Waste 'N Watertech Ltd. is distributor for Aqua Aerobics products for western Canada. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the distribution policy of Aqua Aerobics Systems Inc.. There is sufficient funds in the 2022 budget for this purchase.

Respectfully submitted,

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

Robert Niewenhuizen, A.Sc.T.  
Director of Engineering and Public Works

X:\Operations Dept\Engineering Services\2012 Capital Works and Studies\2012-30 WPCO Plant Improvements\WWM

cc Chelsea Van de Cappelle, Chief Financial Officer

Item 9.6

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve the repair of an existing 150 HP Flygt Low Lift Pump for the Water Treatment Plant from Electric Motors & Pump Service Ltd., (EMPS) for the quoted total price of \$25,000.00 plus taxes as applicable;

AND THAT: the 2022 Budget contained in the 2022-2026 Financial Plan be amended to reflect funding for the Low Lift Pump repairs in the amount of \$25,000.00 funded from the Water Future Expenditure Reserves;

AND FURTHER THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the repairs to the Low Lift Flygt Pump to authorize sole sourcing of same to EMPS.

### Vote Record

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

Opposed:

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





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File: 2022-09

TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Gerry Rasmuson, Utilities Manager  
DATE: May 3, 2022  
SUBJECT: **WATER TREATMENT PLANT LOW LIFT PUMP REPAIR**

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### **STAFF RECOMMENDATION**

**THAT:** Council approve the repair of an existing 150 HP Flygt Low Lift Pump for the Water Treatment Plant from Electric Motors & Pump Service Ltd., (EMPS) for the quoted total price of \$25,000.00 plus taxes as applicable;

**AND THAT:** the 2022 Budget contained in the 2022-2026 Financial Plan be amended to reflect funding for the Low Lift Pump repairs in the amount of \$25,000.00 funded from the Water Future Expenditure Reserves;

**AND FURTHER THAT:** the City's Purchasing Policy No. 7.13 be waived in the procurement of the repairs to the Low Lift Flygt Pump to authorize sole sourcing of same to EMPS.

---

### **BACKGROUND**

The City of Salmon Arm's Water Treatment facility was placed "online" on May 12, 2009. The raw water from Shuswap Lake is pumped to the facility from a Low Lift Pump Station (LLPS) located on Canoe Beach, by two 150 Hp Flygt pumps. In 2014 the Financial Plan was amended to redirect \$90,000.00 for the purchase of an additional pump which ensures immediate redundancy in the event of a pump failure and also enables staff to perform scheduled maintenance to pumps with no downtime to the Low Lift Pump Station. During routine servicing of the LLPS one of the operational pumps had been identified for tear down and inspection due to the run hours. The pump was shipped to EMPS where all wear rings, seals, bearings and other critical components were inspected. An estimate for the replacement of materials and works for \$25,000 received in December 2021. The estimate was received well past budgets were established however staff feels that due to the importance of these pumps we should move forward with the recommended repairs.

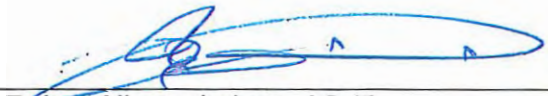
### **STAFF COMMENTS**

EMPS is the only authorized distributor of Flygt pumps and parts in the Okanagan/Shuswap. They are a Kelowna based company that has been providing Flygt pumps, materials and maintenance services to the region and City of Salmon Arm for years. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of Flygt pumps and materials.



Staff recommend that Council approve the award of the Flygt pump repairs to Electric Motors & Pump Service Ltd. for the quoted total price of \$25,000.00 plus taxes as applicable. With the amendment to be funded from Future Expenditures Reserves.

Respectfully submitted,



Robert Niewenhuizen, AScT  
Director of Engineering and Public Works

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Item 11.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4447 be read a final time.

[ZON-1201; Shott, B.; 830 – 30 Street SE; R1 to R8]

### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: March 29, 2021

Subject: Zoning Bylaw Amendment Application No. 1201

Legal: Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512  
 Civic Address: 830 - 30 Street SE  
 Owner/Applicant: Brent Shott

## STAFF RECOMMENDATION

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';

**AND THAT:** Final reading of the zoning amendment bylaw be withheld subject to the following:

- 1) Submission of a Building Permit application showing that the proposed *detached suite* in the existing detached garage conforms to BC Building Code requirements, and
- 2) Approval and issuance of a Development Variance Permit for the east setback of the proposed *detached suite*.

## PROPOSAL

The subject parcel is located at 830 - 30 Street SE (Appendix 1). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate the conversion of an accessory building into a detached suite (Appendix 2).

## BACKGROUND

The parcel is designated Low Density Residential (LDR) in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The subject property is located in the Little Mountain Park neighbourhood which largely consists of R1 and some R8 zoned parcels. There are currently three lots within 100 metres of the subject property that are zoned R8, with more scattered throughout the neighbourhood.

The closest land within the ALR is located approximately 120 metres south of the subject property. Land uses directly adjacent to the subject property include the following:

North: R1 (Single Family Residential)  
 South: R1 (Single Family Residential), A2 (Rural Holding), P3 (Institutional)  
 East: R1 (Single Family Residential), R8 (Residential Suite Zone)  
 West: R1 (Single Family Residential)

The property is approximately 0.20 ha (2,030 m<sup>2</sup>) in size and currently contains a single family dwelling and detached garage. The applicant is proposing to convert approximately 55.7 m<sup>2</sup> (600 ft<sup>2</sup>) of the existing garage into a *detached suite*. This would be well within the 90 m<sup>2</sup> (968.8 ft<sup>2</sup>) maximum size permitted for a *detached suite*. Site photos are attached as Appendix 5.

COMMENTSEngineering Comments

- Any future building permit that increases demand on water service will require water service upgrade. For more information and pricing contact Matt Gienger in Engineering Services. This is not a requirement of re-zoning.
- No other Engineering concerns.

Building Department

- Building was originally constructed as an unheated, uninsulated garage.
- Interior side setback is relevant for this proposal as a detached suite is required to be at least 2.0 m from the interior parcel line. The existing building is only 1.6 m from the interior parcel line.
- Lots of code issues to get this up to a residential status.
- Applicant has been advised of general issues.

Fire Department

No concerns.

Planning DepartmentOCP Policy:

Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Neither this policy, nor the Zoning Bylaw, supports subdivision of a *detached suite* from the principle building on a property.

Detached Suite Regulations:

The R8 zone relevant to *detached suites* is attached as Appendix 6.

Parking:

Three parking spaces are required for the uses on this property (two for the existing single family dwelling and one for the proposed *detached suite*). As a large property with two driveways, existing parking appears to be more than adequate to accommodate these spaces.

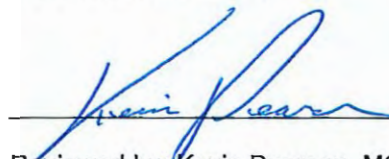
Access:

As mentioned above, the property already has two driveways with one fronting the existing detached garage where the proposed suite would be located. A parcel with a *detached suite* under the R8 zone must have a minimum street frontage of 15.0 m if the parcel has a second street frontage. This property more than meets this minimum street frontage requirement.

This large city lot located within the urban containment boundary is a suitable location for a *detached suite*. Subject to compliance with the BC Building Code and approval of a setback variance, staff are in support of this rezoning application.



Prepared by: Brenda Kolenbrander  
Planner



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





0 10 20 40 60 80  
Meters

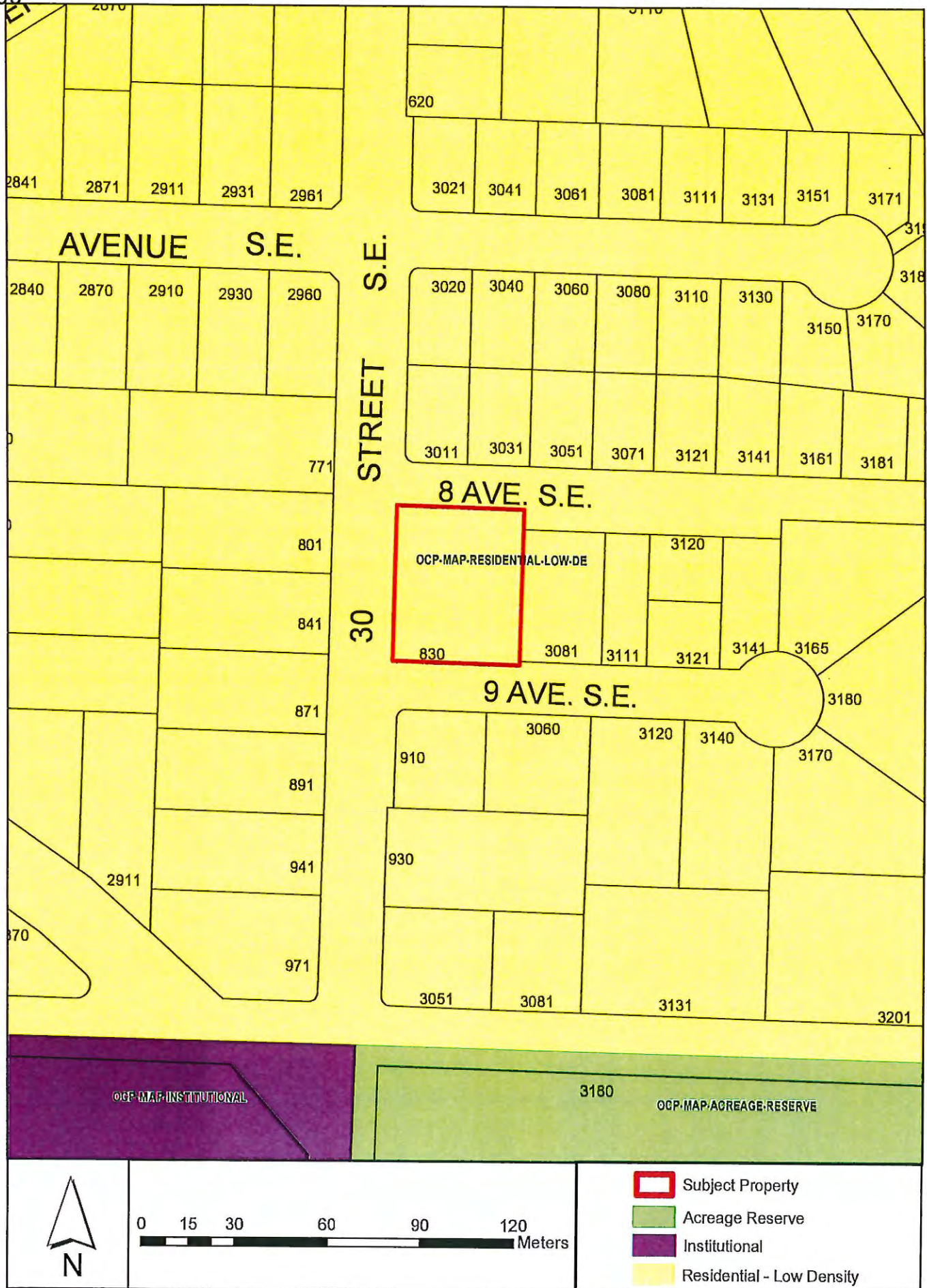


Subject Property

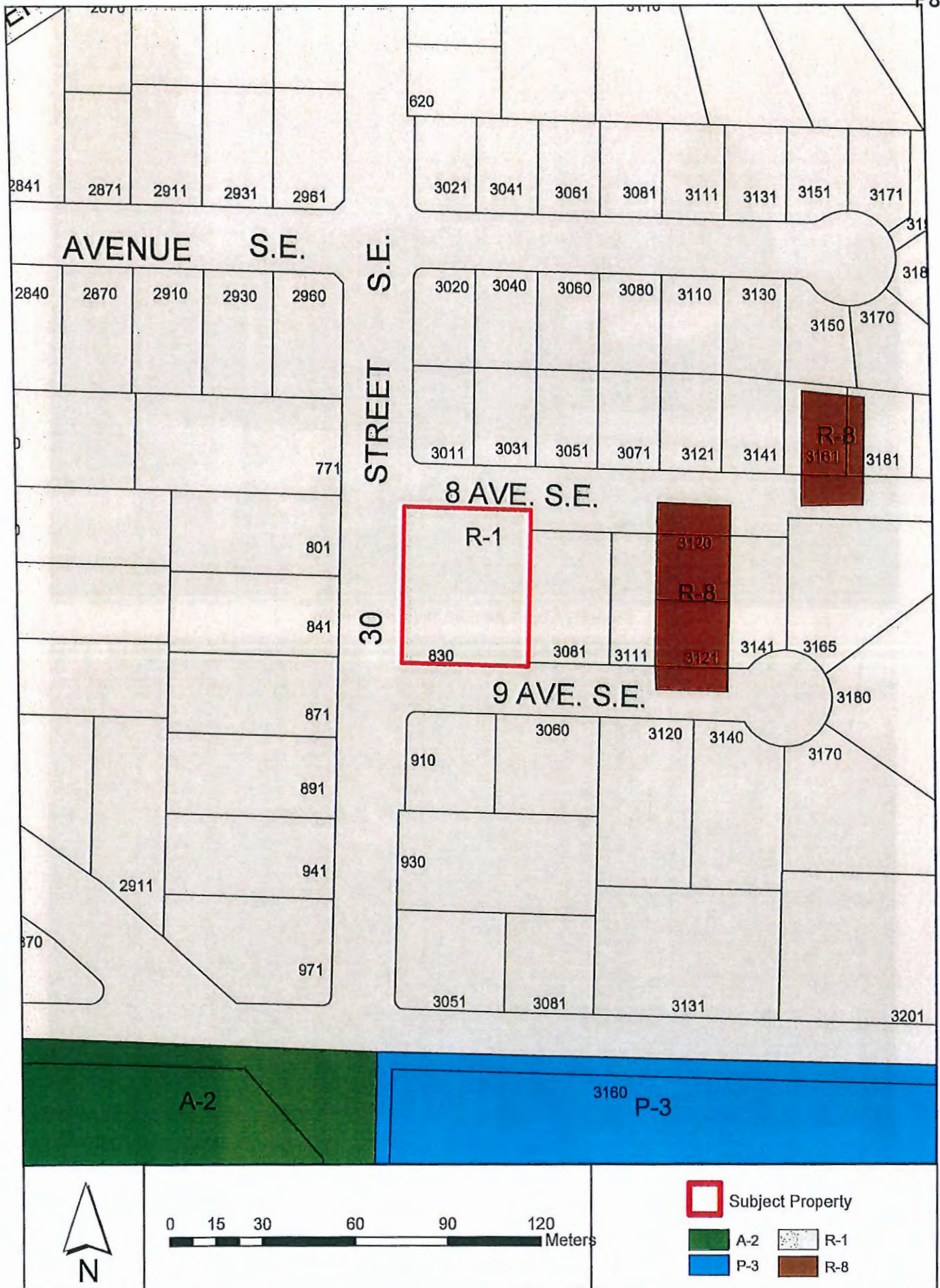


<b>BROWNE-JOHNSON LAND SURVEYORS*</b> BRITISH COLUMBIA AND CANADA LANDS Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701	
<b>B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION</b>	
To: Don Oulley 830 30th St. SE Salmon Arm, BC V1E 1J5 Your File:	Re: Lot 17, Plan 14512 Section 18, Township 20 Range 9, W6M, KDYD Parcel Identifier(PID): 008-985-341 Civic Address: 830 30th St. SE
List of documents registered on title which may affect the location of improvements:	
<div style="display: flex; justify-content: space-between;"> <div style="text-align: left;">             8th Ave S.E. 41.04           </div> <div style="text-align: right;"> <i>Rear</i> </div> </div> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center; font-size: 1.2em;">Lot 17 Plan 14512</p> <p style="text-align: center;">Note: New construction located only</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: left;">30th Street S.E. 49.58</p> <p style="text-align: left;">27.84</p> <p style="text-align: left;">15.24</p> <p style="text-align: left;">2.81</p> <p style="text-align: left;">41.03</p> </div> <div style="width: 10%; text-align: center;"> <p>11.57</p> <p>15.22</p> <p>11.57</p> <p>2.82</p> </div> <div style="width: 45%;"> <p style="text-align: right;">1.83</p> <p style="text-align: right;">1.60</p> <p style="text-align: right;">1.60</p> <p style="text-align: right;">2.82</p> <p style="text-align: right;">41.03</p> </div> </div> <div style="position: relative; height: 150px; margin-top: 10px;"> <div style="position: absolute; top: 0; right: 0; width: 100px; height: 100px; border: 1px solid black; display: flex; flex-direction: column; align-items: center; justify-content: center;"> <p style="font-size: 0.8em;">Shop Foundation only</p> <p style="color: red; font-weight: bold; font-size: 0.8em;">Proposed Suite 600 sq. ft.</p> </div> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="text-align: left;"> <p style="transform: rotate(-90deg);">30th Street S.E.</p> </div> <div style="text-align: right;"> <p style="transform: rotate(90deg);">Interior</p> </div> </div> <div style="text-align: right; margin-top: 10px;"> <p>1.60m</p> </div> <div style="text-align: center; margin-top: 10px;">             9th Ave S.E. <i>Front</i> </div>	
Scale 1:300	
Dimensions derived from Plan KAP54441	
Offsets from property line to building are measured from the foundation.	
The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.  This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.  This building location certificate has been prepared in accordance with the Manual of Standard Practice and is certified correct this 16th day of November, 2009.	COPY RIGHT © BROWNE-JOHNSON 2009 All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE-JOHNSON.  THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.
B.C.L.S. Our File: 409-09 File: R116 p.35	













Property from 9 Avenue SE (facing north)



Property from 8 Avenue SE (facing south)



Purpose

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

Regulations

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

Permitted Uses

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

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

Maximum Number of Single Family Dwellings

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

Maximum Number of Secondary Suites

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

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

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

Minimum Parcel Area

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

Minimum Parcel Width

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

**Maximum Floor Area and Floor Area Ratio**

13.11

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

**Minimum Setback of Principal Building**13.12 The minimum *setback* of the *principal building* from the:

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

**Minimum Setback of Accessory Buildings**13.13 The minimum *setback* of accessory *buildings* from the:

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

**Minimum Setback of a Detached Suite**13.14 The minimum *setback* of an accessory *building* containing a *detached suite* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 3.0 metres (9.8 feet)
- .3 *Interior side parcel line* shall be 2.0 metres (6.5 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
- .5 *Parcel line* adjacent to a lane 1.2 metres (3.9 feet)

**Parking**

13.15

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

**Detached Suite**

13.16 Refer to Section 4.2 for General Regulations.

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1201 [Shott, B.; 830 30 Street SE; R-1 to R-8]

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

Submissions were called for at this time.

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



## CITY OF SALMON ARM

### BYLAW NO. 4447

#### A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

---

WHEREAS notice of a Public Hearing to be held by electronic means as authorized by Ministerial Order M192, British Columbia, on April 26, 2021 at the hour of 7:00 p.m. was published in the April 14 and 21, 2021 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512 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. 4447**"

READ A FIRST TIME THIS            12            DAY OF            April            2021

READ A SECOND TIME THIS        12            DAY OF            April            2021

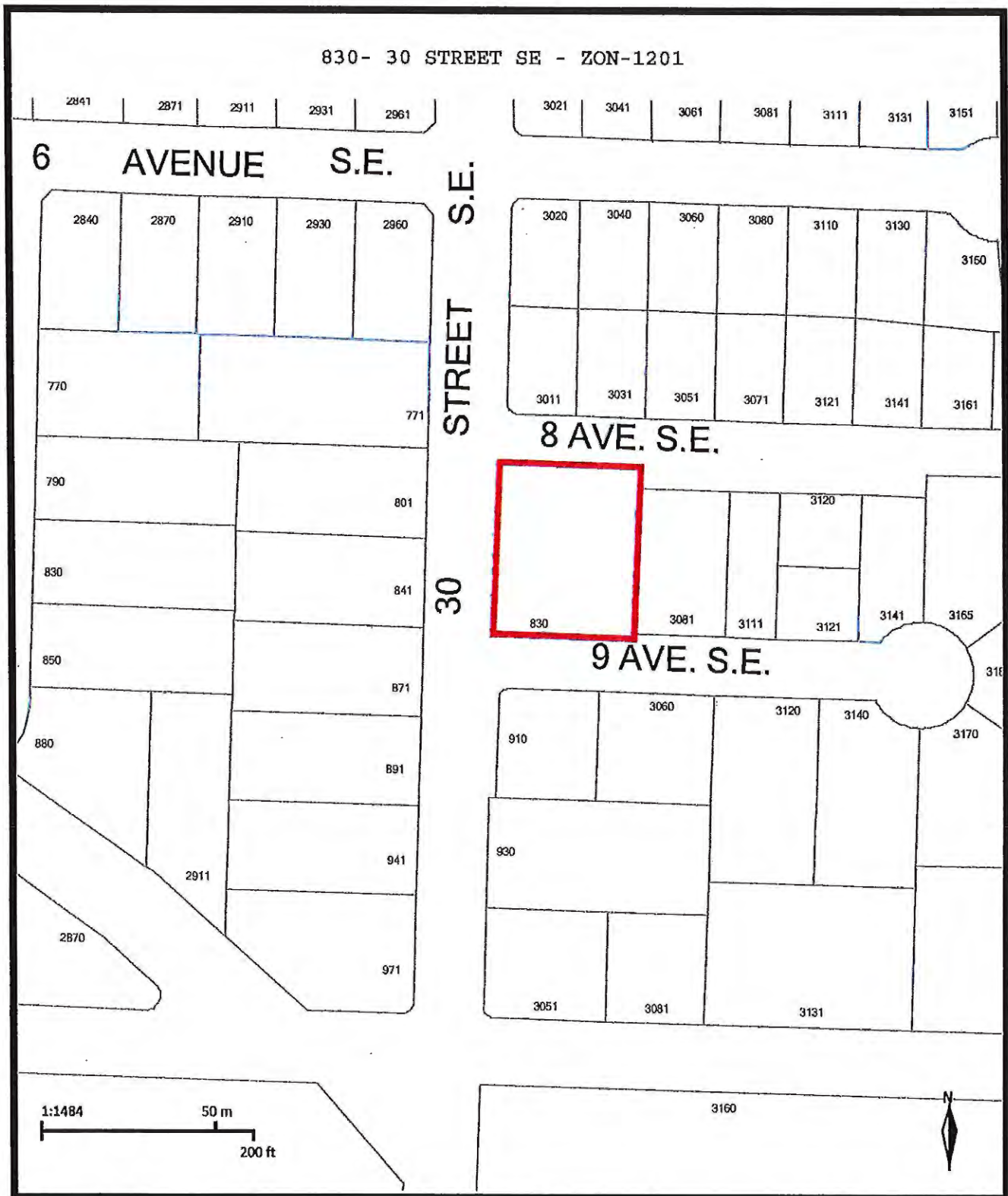
READ A THIRD TIME THIS        26            DAY OF            April            2021

ADOPTED BY COUNCIL THIS                    DAY OF    2021

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

SCHEDULE "A"



## INFORMATIONAL CORRESPONDENCE – May 9, 2022

- |     |   |   |
|-----|---|---|
| 1.  | Building Department – Building Statistics – April 2022  | N |
| 2.  | Building Department – Building Permits – Yearly Statistics  | N |
| 3.  | T. Armstrong – email dated May 5, 2022 – Blackburn Park Saturday, April 30 Protest  | R |
| 4.  | T. Vicars, Swim Meet Manager, Salmon Arm Sockeyes – letter dated April 26, 2022 – Approval for onsite RV camping at the Salmon Arm Recreation Centre for the 2022 Sockeye swim meet                                     | R |
| 5.  | S. Caner, Executive Director, Eat Local Shuswap Food Action – letter dated April 27, 2022 – Reporting on 2021 COVID Safe Re-start Grant-in-aid  | N |
| 6.  | C. Langenfeld, Executive Director, Shuswap Hospice Society – letter dated May 4, 2022 – Marine Peace Park Sandcastle  |   |
| 7.  | K. Jensen, Chair, Shuswap Community Foundation Organizing Committee – email dated May 3, 2022 – A Gathering of Gratitude event  | N |
| 8.  | L. Chisholm, Project Coordinator, Secwépemc Landmarks Project and S. Witzky, Councillor Adams Lake Indian Band – email dated April 12, 2022 – Secwépemc Landmarks Unveiling Celebration June 25, 2022 Marine Peace Park | R |
| 9.  | E. Vieira, Program Manager, Shuswap Watershed Council – email dated April 27, 2022 – Shuswap Watershed Council Annual Report for 2021-2022  | N |
| 10. | Social Planning and Research Council of British Columbia (SPARC BC) – letter dated May 4, 2022 – Celebrating Access Awareness Day   |   |
| 11. | A. Singh, Councillor, City of Kamloops, Chair, BC Municipal Climate Leadership Council – email dated May 3, 2022 – Climate Leaders Institute 2022.  | N |
| 12. | Interior Health – Public Service Announcement dated May 2, 2022 – What you need to know about algae blooms  | N |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 14.1

**CITY OF SALMON ARM**Date: May 9, 2022**Presentation 4:00 p.m. (approximately)****NAME:** Lana Fitt, Economic Development Manager**TOPIC:** Salmon Arm Economic Development Society Update**Vote Record**

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

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

# SALMONARM

## SAEDS Update



# SALMON ARM

SMALL CITY, BIG IDEAS



2

City of Salmon Arm Contracts

2

Sector-based facilities fully operational

17

SAEDS Board of Directors

100+

Programs & Workshops

210+

Business Connections





## **Economic Development Initiatives**

- Adopted SAEDS Five-Year Action Plan
- Continued COVID Response Programming
- Continued BRE Programming
- Hosted Coffee Chats
- Completed Annual Business Walks
- Launched Salmon Arm Top 20 Under 40 Program
- Provided Continuous Investment Inquiry & Site Selection Support
- Advocacy/Promotion/Support



## **Marketing Campaigns**

- Secured Numerous Print & Digital Ads
- Initiated Google Ads for Non-Profits
- Commissioned and Published Blog Posts
- Launched Small Business Week Campaign
- Launched BC Buy Local Incentive Campaign
- Published SAEDS E-News for Business





## Innovation Centre

POWERED BY **SASCU**

### **Coworking Space**

- Constructed Two Additional Offices
- 90% Occupancy in 2021
- Maintained Hot Desk, Meeting Room & Board Room Rentals

### **Shuswap Makerspace**

- Hosted 87 Diverse Maker Workshops
- Transitioned Robotics Program to Virtual
- Completed Sound Studio Installation
- Purchased & Installed Laser Cutter and Launched Programming
- Secured NHSP Funding



## **MRDT Tourism Programming**

- Completed Five-Year Renewal Application
- Supported Events via MRDT Event Fund
- Launched New Salmon Arm Tourism Map
- Hosted the Big Welcome Program
- Led the Big Prep Program
- Created Event Hosting Directory & Event Hosting Video
- Designed and Managed Wayfinding Signage Project
- Supported BCSF Sled Shuswap Webpage
- Completed Spring Promotional Video



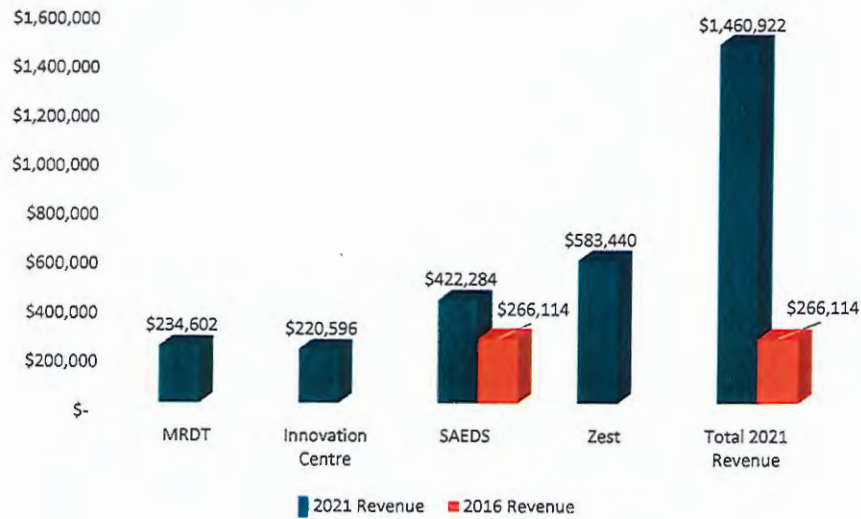
## **Food Hub Initiatives**

- Hired Facility Manager
- Secured a Commercial Space
- Completed Design/Layout & Renovations
- Secured and Installed All Equipment
- Secured and Installed All IT
- Developed and Tested SOP's
- Designed Food Hub Branding & Signage
- Launched Marketing Tools (website & social)
- On Boarded Four Anchor Tenants
- On Boarded Two Rotating Tenants as of Dec 31, 2021
- Partnered with Mission Skills Centre to Host Express to Success Food Processing Work Experience Program
- Hosted Zestmas Pop-up Food Market

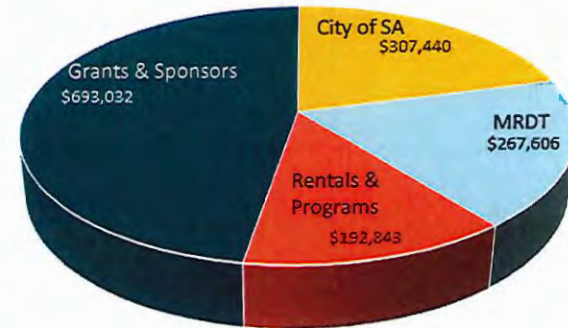


# 2021 Funding Review

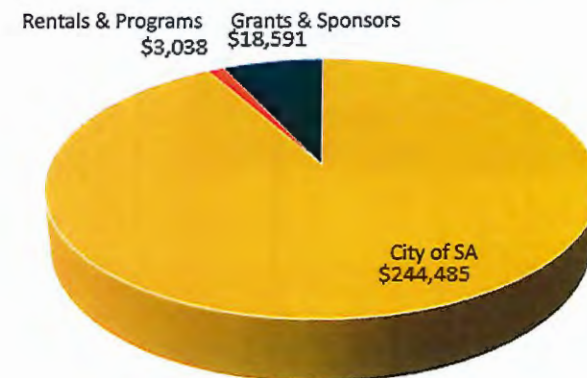
Revenue Comparative



2021 Revenue By Source



2016 Revenue By Source



# **SALMONARM**

**ECONOMIC DEVELOPMENT SOCIETY**

## **What's Next?**

- Shuswap Launch-a-preneur
- Return of the Annual Business Forum
- Event Support
- Parks & Entrance Signs
- Interactive Visitor Kiosks
- Tech Meet Up Event
- Top 20 Over 40
- Explore Land Corp Development
- Zest Phase Two Renovations





Item 14.2

**CITY OF SALMON ARM**Date: May 9, 2022**Presentation 4:15 p.m. (approximately)****NAME:** Staff Sergeant West, Salmon Arm RCMP Detachment**TOPIC:** Quarterly Policing Report – January 2022 to March 31, 2022**Vote Record**

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

Opposed:

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



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

NCO i/c Salmon Arm Detachment  
1980 11<sup>th</sup> Ave NE,  
Salmon Arm, BC.  
V1E 2V5

Your File - Votre référence

Our File - Notre référence

195-7

Date

Mayor and Council, City of Salmon Arm

April 19, 2022

RE: Salmon Arm RCMP Detachment  
Quarterly Policing Report – January 2022 to March 31, 2022.

Dear Mayor and Council,

My report this quarter covers the time period from January 2022 to March 31, 2022.

### Detachment News

Sgt. Scott Lachapelle will be retiring from the RCMP after 34 years of dedicated service to communities and RCMP Officers in BC. His dedication to the communities he has served as well as the members of the RCMP is appreciated and he will continue with the RCMP on a part time basis as a Reserve Constable, sharing his particular skill set at a time when the RCMP as a whole is facing human resource challenges like other industries.

We have a replacement for Sgt. Lachapelle who is moving into our City. Sgt. Simon Scott will be arriving on May 24 and his family will be joining him soon. He, like many others is awaiting a home to be completed in the city.

Our detachment has also received word that we will have new Constable joining us from the North District of British Columbia. His arrival will fill one of our 2 vacant Constable positions. The addition is welcome as we have received notification that one of our existing Constables will be retiring from the force.

I am also happy to report that we have hired a member of the Public Service to fill our vacant Public Service position. She will join us shortly in April and we look forward to her arrival from Sicamous.

Over this quarter the officers responded to over 1600 calls for service. Of these calls, 1230 were within the City of Salmon Arm. The call volume represents 76% of our total file workload, and is comparable to 2021 calls for service within the city over the same time period.

I have included my customary statistics broken down by jurisdiction. General assaults are up but these are not as a result of Domestic Assaults which are down within the city which is

good news. As you can readily see we have arrested the trend in Break and Enter reports. The trend is now back in line with historical data as Business Break and Enters are not a prevalent and below historical numbers just slightly.

I have attached a graphical representation of crime trends in Break and Enter Reports and it is a great visual representation when just a few criminals are arrested or leave our area. It is located just below my signature block.

**Officers continued to be busy in traffic law enforcement despite COVID and logged:**

- Over 163 Documented traffic stops this quarter.
  - Which includes 40 stops for high risk driving behaviours like Distracted Driving, Excessive Speed and Intersection Offences.
  - Our dedicated BC Highway Patrol continues to work in our jurisdiction.
- We had 18 collisions with damage over \$10,000 or injuries were reported within Salmon Arm. Less than the 32 which we saw last year in the same period.
- There were two fatal collisions within the detachment area and one was due to impaired driving and the other was largely due to weather and road conditions.
- For the fiscal year our officers logged 759 traffic stops and ticketed 136 drivers for high risk driving offences in total.

**Investigative highlights and low lights this past quarter:**

- Our General Investigation Section (GIS) has been busy and has seized over \$30,000 in money relating to crime as well as investigating a number of violent crimes associated to the drug and property criminals operating within our detachment boundaries and across the Southeast District.
- Property Crime:
  - Our officer laid 11 charges in these break and enter investigations over the fiscal year which has resulted in the reduction in these reports overall in this quarter.
  - I have added one graph to this report to illustrate what one arrest can do in changing a trend in one crime type.
- Our Victim Services staff member continues to respond to support victims. A second person has been on hoarded but our community is in need of a second person working full time in victim services but provincial budgets and other contributions do not support this at this time.
- On line Crime Reporting uptake has been good but there is room for improvement. We took in 29 On Line Crime Reports in this quarter compared to 53 for the entire calendar year for 2021. We look forward to expanding the role of One Line Crime reporting for the 2022 Calendar year. From beginning to end, the 29 files represent over 29 hours of admin and policing time where there is a limited possibility of identifying a suspect,

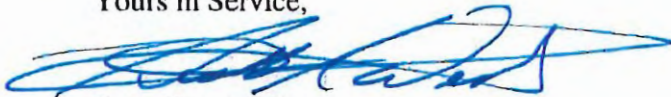
**Looking forward:**

Our Detachment will be called upon this summer to assist with Evacuations and Security across the Southeast and as our local Summer heats up. With expanded travel and summer festivities we

will see increased pressure on our police both here and in other areas. So please be patient with us as we move into summer as the local Detachment and its dedicated staff continue to meet the needs of the communities that we serve in the Shuswap.

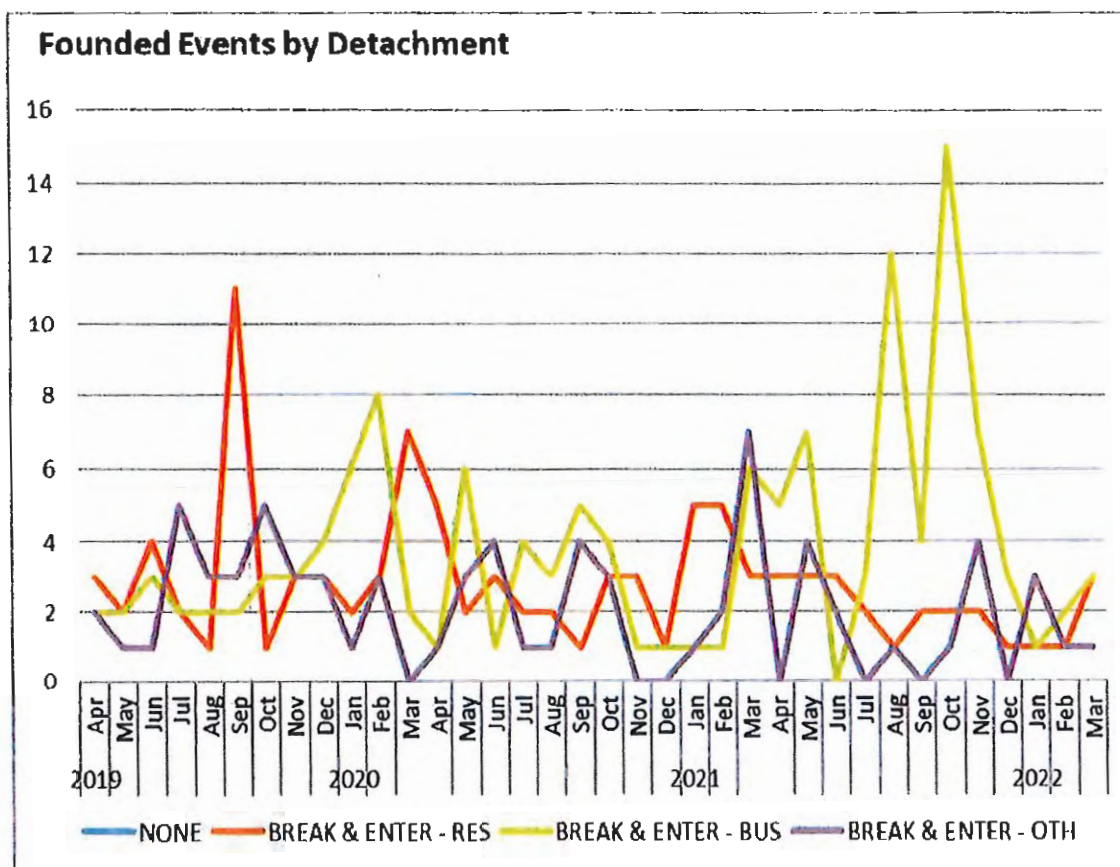
If you are contemplating a change in your own career, I can only encourage you to check out the RCMP Web Site under Recruiting. Visit [www.rcmp-grc.gc.ca](http://www.rcmp-grc.gc.ca) to see the requirements you have to meet and check out a recruiting event which is listed on the web site.

Yours in Service,



Scott West, S/Sgt.

NCO i/c Salmon Arm RCMP Detachment





**SALMON ARM RCMP  
MAYOR'S REPORT  
QUARTER 4, 2018**

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

Telephone (250) 832-6044 Fax (250) 832-6842

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

March 31st, 2022

Dear Mayor Alan Harrison,

**RE: Quarterly Crime Statistics - January / February / March**

CRIME CATEGORIES	CITY Q1 2021	CITY Q1 2022	RURAL Q1 2021	RURAL Q1 2022
Homicide / Attempted Homicide	0	0	0	0
Assaults	17	28	10	7
Sexual Offences	4	7	1	2
Robbery	1	0	0	0
Auto Theft	7	8	8	5
Break and Enters	14	14	16	2
Theft From Motor Vehicle	15	15	15	2
Drug Investigations	29	6	6	1
Motor Vehicle Collisions	20	32	17	24
Motor Vehicle Collisions W Fatality	1	1	0	1
Impaired Driving - CC	5	8	2	4
Impaired Driving - MVA (IRPs)	13	16	4	9
TOTAL PERSONS/VIOLENT CC	43	61	19	19
TOTAL PROPERTY CC	155	154	68	53
TOTAL OTHER CC	82	94	9	16
TOTAL CRIMINAL CODE (CC)	280	309	96	88

TOTAL CALLS FOR SERVICE	1219	1183	433	483
-------------------------	------	------	-----	-----

COMMUNITY	CITY Q1 2021	CITY Q1 2022	RURAL Q1 2021	RURAL Q1 2022
Files with youth negative contacts	2	3	0	1
Mental Health Related Calls	75	81	22	13
Files involving Alcohol / Drugs	123	120	40	47
Domestic Violence	13	4	3	7

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-832-6044.

Yours truly,

Scott West, S/Sgt., NCO I/C  
Salmon Arm RCMP Detachment



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Item 18.1

## CITY OF SALMON ARM

Date: May 9, 2022

April 25, 2022 Regular Council Meeting

12. CORRESPONDENCE1. Informational Correspondence

3. J. Reimer, Salmon Arm Mennonite Church – email dated April 12, 2022 – Rental of Blackburn Park Ball Diamond July 28 - 31, 2022 for a tent meeting

0190-2022

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize the Salmon Arm Mennonite Church to hold tent meetings from July 28 to 31, 2022 at Blackburn Park., subject to the provision of adequate liability insurance and confirmation from the Shuswap Recreation Society and user groups that no activities are being held during these dates.

0191-2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: motion 0190-2022 be deferred to the May 9, 2022 Regular Council Meeting.

CARRIED UNANIMOUSLY**Vote Record**

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

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

-----Original Message-----

From: Jeremy Reimer [REDACTED]  
Sent: Tuesday, April 12, 2022 10:14 AM  
To: Barb Puddifant <[bpuddifant@salmonarm.ca](mailto:bpuddifant@salmonarm.ca)>  
Subject: [External] Blackburn Park Booking

To the members of Salmon Arm City Council:

Salmon Arm Mennonite Church is interested in renting Blackburn Park ball diamond for a tent meeting July 28 to 31. We have done this event at this location a number of years up until 2020 when Covid restrictions made it impossible.

Donna Flatman from the recreation department asked that I contact the city council for permission to host this event.

We erect our own tent, about 30' by 60'. The tent is erected Thursday afternoon and is taken down Sunday evening. The services Thursday through Saturday are held between 6 and 9 pm, and on Sunday there is a 10 am service and an evening service between 6 and 9 pm. The average number of people attending is 80 to 100.

We appreciate your consideration of this request.

Salmon Arm Mennonite Church  
Jeremy Reimer

Item 19.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

### OTHER BUSINESS

#### April 25, 2022 Notice of Motion – Councillor Lindgren - Non-Gendered Washrooms

WHEREAS it is recognized that gender is not binary and may occur on a spectrum and may be fluid;

AND WHEREAS discrimination based on gender is harmful to the mental and physical health of non-binary, transgender, two spirit, gay, lesbian, and gender fluid individuals causing an increased risk of self-harm, suicide, depression and body shame than cisgender individuals;

AND WHEREAS access to a safe, gender appropriate washroom is a basic human need inherent to a person's dignity:

THEREFORE be it resolved that the City of Salmon Arm work toward making all single stall washrooms within its jurisdiction non-gendered.

#### Vote Record

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

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

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Item 22.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-553 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 14206 to vary Zoning Bylaw No. 2303 as follows:

Section 6.10.4 Exterior Side Parcel Line Setback reduction from 6.0 m to 0.9 m to facilitate construction of a deck addition on this property.

[Chursky, M. & R.; 580 Old Auto Road SE; Setback requirements]

### Vote Record

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

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



---

To: His Worship Mayor Harrison and Members of Council

Date: April 22, 2022

Subject: Development Variance Permit Application No. VP-553 (Setback)

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 14206  
Civic Address: 580 Old Auto Road SE  
Owner/Applicant: M. & R. Chursky

---

### **MOTION FOR CONSIDERATION**

**THAT: Development Variance Permit No. VP-553 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 14206 to vary Zoning Bylaw No. 2303 as follows:**

**Section 6.10.4 Exterior Side Parcel Line Setback reduction from 6.0 m to 0.9 m to facilitate construction of a deck addition on this property.**

---

### **STAFF RECOMMENDATION**

**THAT: The Motion for Consideration be adopted.**

---

### **PROPOSAL**

The subject parcel is located at 580 Old Auto Road SE (Appendices 1 and 2). The proposal is to construct a second-storey deck addition on the north side of the existing single family dwelling and south of Old Auto Road SE (Appendix 5). Due to the orientation/position of the existing single family dwelling, the proposed location of the deck requires an exterior side parcel line setback variance from 6.0 m to 0.9 m along the north property line.

### **BACKGROUND**

The parcel is designated Medium Density Residential (MR) in the City's Official Community Plan (OCP) and is zoned R1 (Single Family Residential Zone) in the Zoning Bylaw (Appendices 3 and 4). The subject property is located just off of Old Auto Road SE and has frontage onto both Old Auto Road SE, as well as a closed road. This area consists almost entirely of residential uses. Nearby uses include the Pileated Woods Trail System to the east and City Hall/Fletcher Park further to the north.

Land uses directly adjacent to the subject property include the following:

North:	Old Auto Road SE and single family dwelling with accessory structures	Zoned R1
South:	single family dwelling	Zoned R1
East:	closed road and vacant lot	Zoned R1
West:	single family dwelling with accessory building (garage)	Zoned R1

The property is 0.19 ac in area/size and currently contains a single family dwelling (with an already existing deck) and an accessory building. The property owners/applicants are proposing a new and approximate 6' x 26' (156 ft<sup>2</sup>) second storey deck for the north side of the existing single family dwelling. Aside from Section 6.10.4 of the Zoning Bylaw, the proposal meets all other zoning regulations.

Site photos are attached, as Appendix 6.

COMMENTSEngineering Department

No Engineering concerns.

Building Department

No concerns at this time. Building Permit required for this project. All BCBC requirements must be adhered to.

Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Development Variance Permit Procedures Bylaw* notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on May 9, 2022.


Planning Department

Development Variance Permits are considered on a case-by-case basis, and in doing so, a number of factors are taken into consideration. These factors include site-specific conditions, such as lot configuration, negative impact on the general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties.

As described in the letter of rationale submitted by the owners/applicants (Appendix 7), the owners wish to build a second storey deck on the property. The existing single family dwelling was designed with an awkward entry into the yard space and limited visibility. Since the owners have young children, they wish to build a deck onto the side of the single family dwelling with stairs to access the backyard in order to make the home more suitable for their children.

Historically, there has been one other Variance Permit issued on Old Auto Road SE (Vp-417 in 2015/2016) on the property directly to the west (of which, planning staff did not support). This VP application was to also vary the exterior side parcel line setback from 6.0 metres to 0.9 metres. The only difference, however, was that this variance was for an accessory building (garage), as opposed to an above-grade deck. It is also worth noting that the existing single family dwelling already encroaches into the 6.0 m setback. This is likely because the house was built in 1927 (as per BC Assessment), which would have predated building inspection.

The existing proximity of the house to Auto Road is close relative to other dwellings. However, given Council's approval of VP-417 in 2015/2016 for the same variance request on the adjacent parcel of 6.0 m to 0.9 m, staff have no concerns with this application.

  
Prepared by: Evan Chorlton  
Planner I  
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

# Subject Property Map

## APPENDIX 1



0 10 20 40 60 80 Meters

Subject Property  
 Parcels



AUTO ROAD SEE



ROAD NOTICE



0 2 4 8 12 16 Meters

Subject Property  
Parcels

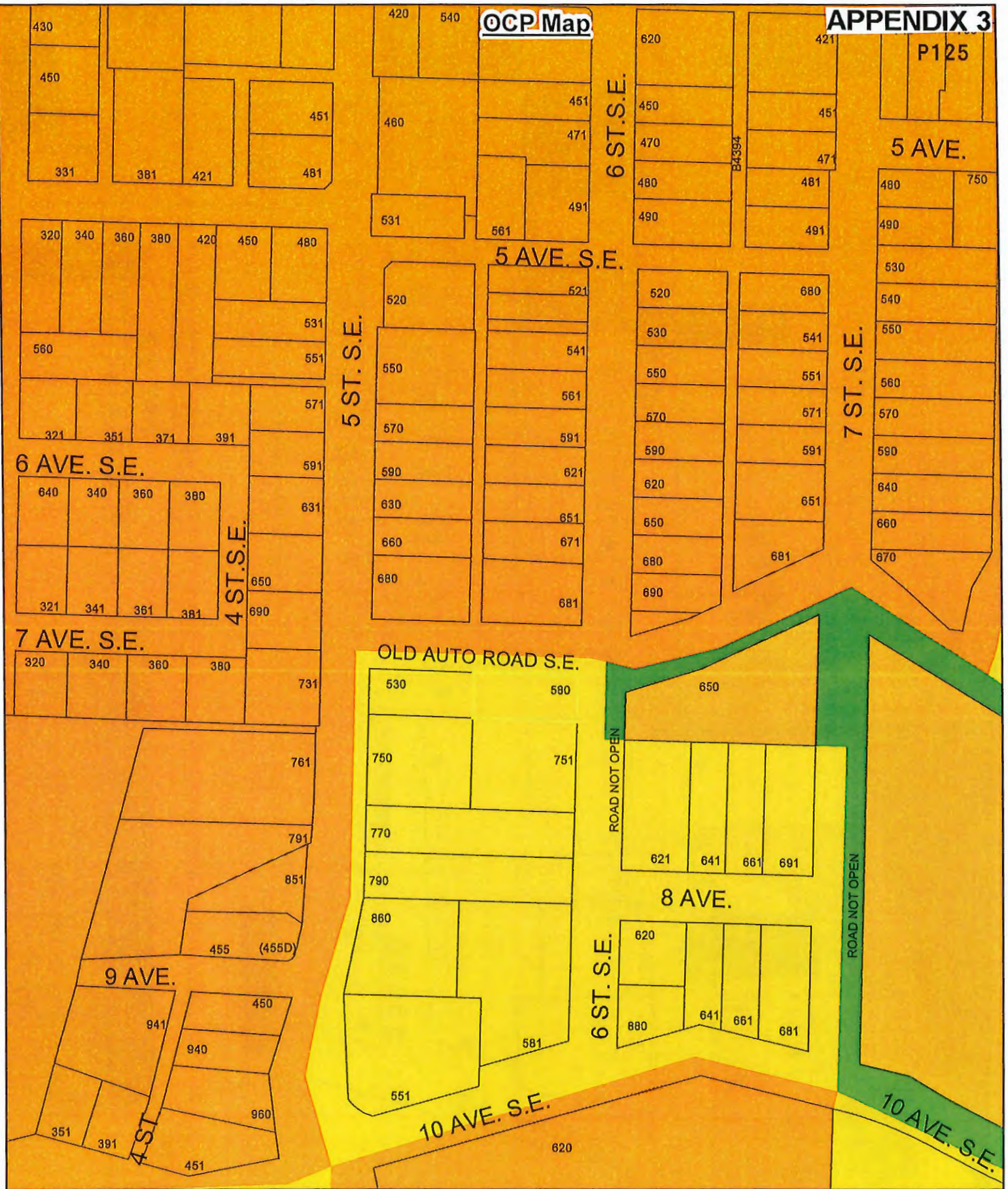




0 2 4 8 12 16 Meters

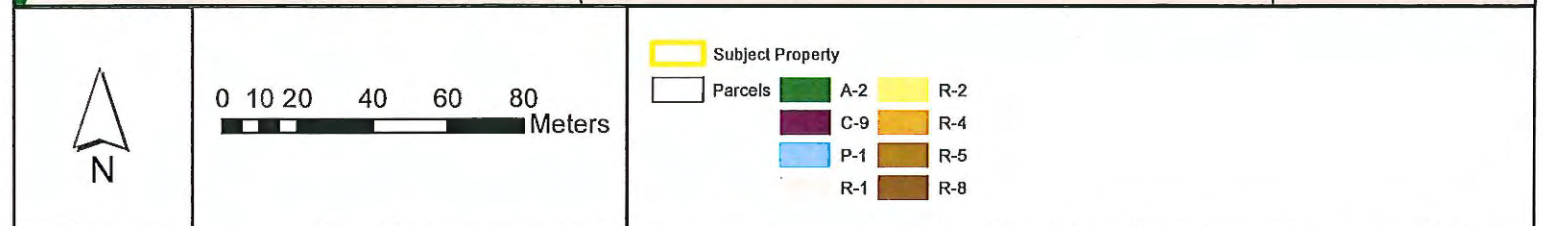
- Subject Property
- Parcels
- 20 - 30% Slope
- 30% + Slope







## Zoning Map





**BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE**

To: Sandy Ridge Construction  
c/o Dave Mcku  
1389 Robin Road  
Toppen, BC V0E 2X2

Re: Lot 1, S. 14, Tp 20, R 10,  
W6M, KDYO, Plan 14206

Parcel Identifier (PID): 001-492-055

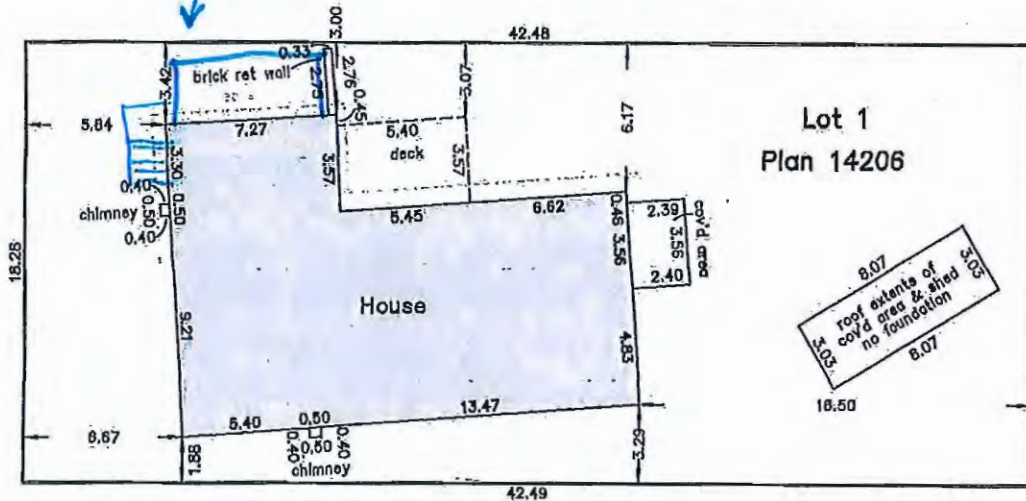
Civic Address: 580 Old Auto Rd, Salmon Arm

List of documents registered on title which may affect  
the location of improvements:

N/A

*add deck with stairs to side yard  
deck to extend to new proposed variance of 0.9m*

Old Auto Road SE



Scale 1:200



All distances are in metres.  
Dimensions derived from field measurements

Offsets from property line to building are  
measured from the stoop and brick.

The signatory accepts no responsibility or liability for any damages that  
may be suffered by a third party as a result of any decisions made, or  
actions taken based on this document.

This plan was prepared for inspection purposes and is for the exclusive  
use of our client. This document shows the relative location of the  
surveyed structures and features with respect to the boundaries of the  
parcel described above. This document shall not be used to define  
property boundaries.

This building location certificate has been prepared in accordance with the  
Professional Reference Manual and is certified correct this 5th day of  
September, 2019.

**BRADLEY  
COOPER  
HMQLK9**

Digitally signed by  
BRADLEY COOPER  
HMQLK9  
DN: cn=BRADLEY  
COOPER, ou=BC  
Land Surveyors, email=bradley.cooper@brownejohnson.com, c=CA  
Date: 2019.09.12 13:52:45  
-0700

BCLS

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LAND SURVEYORS

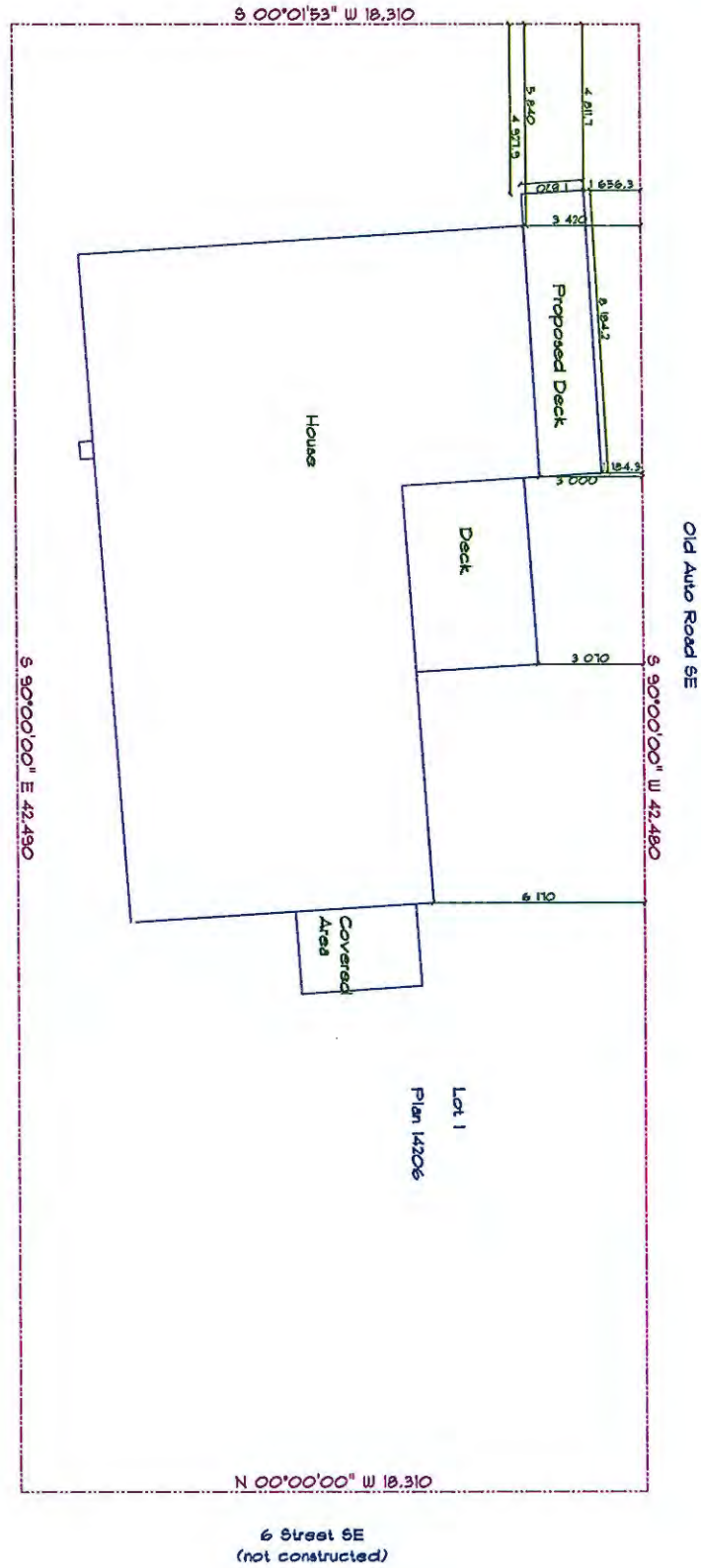
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document in whole or in part without  
the prior written consent of  
BROWNE JOHNSON LAND SURVEYORS.

THIS DOCUMENT IS NOT VALID UNLESS  
ORIGINALLY or DIGITALLY SIGNED.

Our File: 432-19

Fbr: 432-19.row

**Site Plan**  
SCALE: 1/96



Matthew Chursky

580 Old Auto Rd SE  
Salmon Arm  
BC

PHONE:  
FAX:  
MOBILE:

**SOFTPLAN**  
ARCHITECTURAL DESIGN SOFTWARE

Sandy Ridge Construction

1389 Robin Rd  
Tappen  
BC  
V0E 2X2

PHONE: 250-803-2782  
FAX:  
MOBILE:  
src2005@live.com

SCALE: 1/96

DRAWN BY:

DATE: April 7, 2022

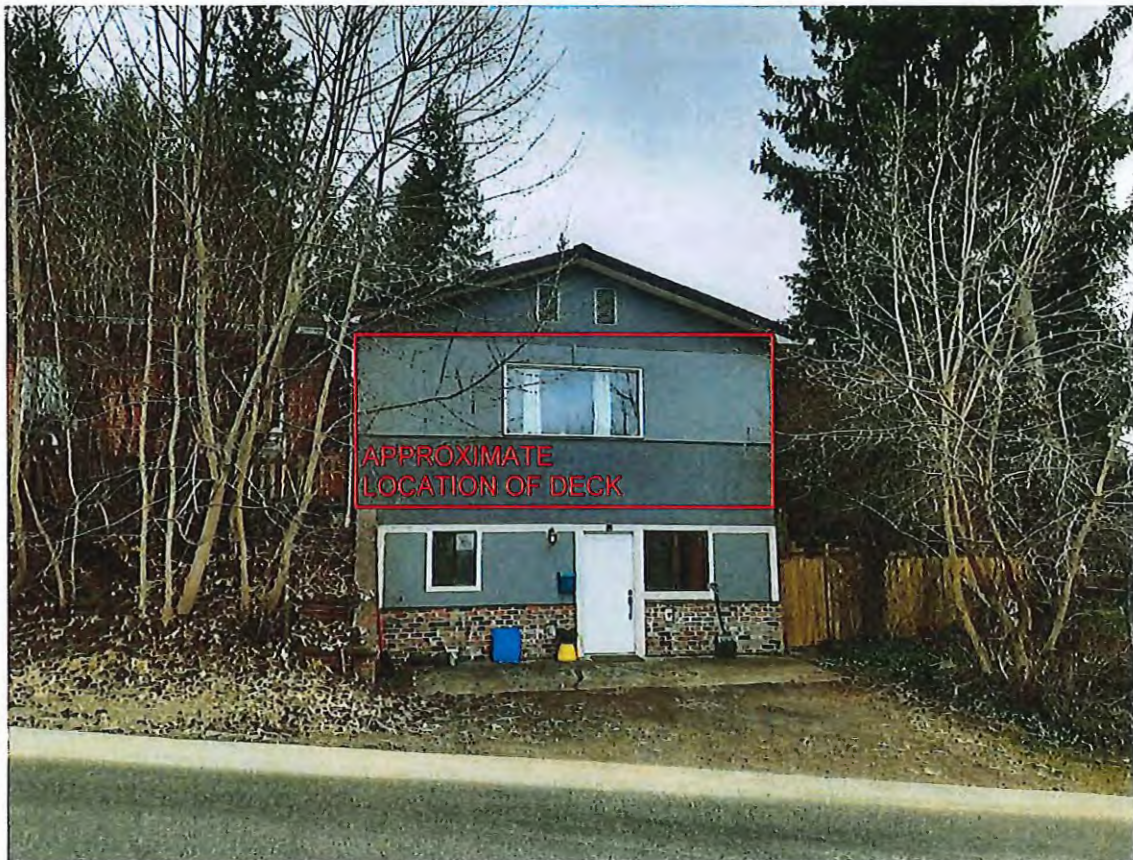


PAGE:

1/1

Site Plan





City of Salmon Arm  
Variance Permit Application Form  
Feb. 16, 2021

## **APPENDIX 7**

Please find attached our application to vary the setback requirement in order to build a small deck on our property (VARY 6.10.4: Exterior side parcel setback from 6 M to 0.9 M).

Our house is approximately 95 years old and was designed with awkward entry into our yard space and extremely limited visibility to monitor children at play. As our family is growing, it is our desire to build a deck onto the side of our house with stairs to access the backyard in order to make the home more suitable for our young children to play in a safe, easily accessible, outdoor green space, away from traffic.

Proceeding with the deck would encroach into the setback on Old Auto Road, therefore we are applying for a variance of the setback from 6 M to 0.9 M. In 2015, our neighbours, Lynne and Ian Wickett (530 Old Auto Road, SE) were granted a variance for construction of their new garage which used the same setback. Seeing as how their structure is already approved and built to this setback of 0.9 M, construction of our requested deck should not interfere with Old Auto Road any further than it currently is.

This new setback would allow the deck to extend 6 feet off the side of our home toward Old Auto Road, and span approximately 26 feet across the side of the house lengthwise. A set of stairs would then proceed off of the side of the deck and into the back yard.

We foresee no negative impact on any of our neighbours, and approval of this variance would greatly improve the usability of our relatively small lot for our family.

Thank you for your consideration of our request,

Matthew and Rebecca Chursky

**From:** Ian Wickett <[ian@wickettsa.ca](mailto:ian@wickettsa.ca)>  
**Sent:** Saturday, April 30, 2022 9:58 AM  
**To:** Barb Puddifant <[bpuddifant@salmonarm.ca](mailto:bpuddifant@salmonarm.ca)>  
**Subject:** [External] Development Variance Permit No. VP-553

Lynne and I support this variance. It will greatly enhance the utility of the residence. There are no traffic sightlines to interfere with and no incursions into anyone's view.

Ian Wickett  
530 Old Auto Road SE  
Salmon Arm, BC  
250-833-2889

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Item 22.2

**CITY OF SALMON ARM**Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Temporary Use Permit No. TUP 16 be issued for:

- 1) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 (550 - 10 Avenue SW);
- 2) Parcel B (Plan B5839) of the NW ¼ of Section 11, Township 20, Range 10, W6M, KDYD (690 - 10 Avenue SW); and
- 3) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 4279 except Parcel A on Plan B7061, Plans 29487 and 42166 (1300 - 10 Street SW);

AND THAT: TUP 16 permits the temporary use of campgrounds as shown in Appendix 4 and in accordance with the following:

- 1) The total number of tent or recreational vehicle sites on the subject properties shall not exceed 750;
- 2) Check-in stations are to be setback appropriately from each entrance, ideally to provide a minimum queuing distance of 100 metres (15 vehicles);
- 3) Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;
- 4) Approval of a Fire Safety Plan by the City's Fire Department;
- 5) Approval of a Security Plan by the RCMP;
- 6) Non-Farm Use approval from the Agricultural Land Commission (ALC); and
- 7) TUP 16 is valid for a two week period during the month of August for the years 2022, 2023 and 2024, with camping limited to a maximum seven day time period during the Roots and Blues Festival.

[Salmon Arm Folk Music Society/Thompson, J., B. & S./De Dood, J. & J.; 550 10 Avenue SW/1300 10 Street SW/690 10 Avenue SW; Temporary Camping for Roots and Blues Festival]

**Vote Record**

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

Opposed:

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





---

To: His Worship Mayor Harrison and Members of Council

Date: May 2, 2022

Subject: Temporary Use Permit Application No. TUP 16

Applicant: Salmon Arm Folk Music Society (David Gonella)

Owners (Civic Addresses):

- 1) Thompson, J., B. & S. (550 - 10 Avenue SW)
- 2) de Dood, J. & J. (690 - 10 Avenue SW)
- 3) Thompson, J., B. & S. (1300 - 10 Street SW)

---

**MOTION FOR CONSIDERATION**

**THAT:** Temporary Use Permit No. TUP 16 be issued for:

- 1) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 (550 - 10 Avenue SW);
- 2) Parcel B (Plan B5839) of the NW ¼ of Section 11, Township 20, Range 10, W6M, KDYD (690 - 10 Avenue SW); and
- 3) Lot 1, Section 11, Township 20, Range 10, W6M, KDYD, Plan 4279 except Parcel A on Plan B7061, Plans 29487 and 42166 (1300 - 10 Street SW);

**AND THAT:** TUP 16 permits the temporary use of campgrounds as shown in Appendix 4 an in accordance with the following:

- 1) The total number of tent or recreational vehicle sites on the subject properties shall not exceed 750;
- 2) Check-in stations are to be setback appropriately from each entrance, ideally to provide a minimum queuing distance of 100 metres (15 vehicles);
- 3) Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;
- 4) Approval of a Fire Safety Plan by the City's Fire Department;
- 5) Approval of a Security Plan by the RCMP;
- 6) Non-Farm Use approval from the Agricultural Land Commission (ALC); and
- 7) TUP 16 is valid for a two week period during the month of August for the years 2022, 2023 and 2024, with camping limited to a maximum seven day time period during the Roots and Blues Festival.

---

**STAFF RECOMMENDATION**

**THAT:** The motion for consideration be adopted.

---

## PROPOSAL

The three subject parcels are located at 550, 690 and 1300 – 10 Avenue SW (Appendix 1 and 2). The applicant is proposing Temporary Use Permit (TUP) to allow for up to 750 camp sites during the Salmon Arm Roots and Blues Festival. A rationale letter from the applicant is attached as (Appendix 3).

## BACKGROUND

In 2019 a similar TUP was issued for the subject property, which permitted 600 campsites for the Roots and Blues Festival. In conjunction with the 2019 TUP, the applicant was required to obtain ALC Non-Farm Use approval, which was approved through to 2022 and was recently extended to 2023. Following the 2023 festival the applicant will be required to obtain approvals from the ALC for future use of the site.

## COMMENTS

### Engineering Department

The Engineering Department has no objections with the TUP provided the vehicle check-in stations are located to provide a minimum cueing distance of 100m (15 vehicles) and that a Plumbing Permit and inspection prior to public use of the hand washing stations is required.

### Building Department

No concerns.

### Fire Department

The applicant is required to have a fire safety plan approved by the Fire Chief as a condition of TUP issuance. The following, specific items, are to be addressed as part of the overall plan:

- Grass to be cut just prior to grounds being occupied.
- No Fires Permitted.
- Approval of Fire Safety Plan.
- Free and clear roadways within campground.
- Entrances/Exits minimum of 4m width.
- Fire Suppression equipment available on site including ABC rated dry chemical extinguishers and 45 gal water barrels with buckets.
- Campground attendant to periodically patrol site.

### RCMP (Staff Sergeant S. West)

The applicant is required to have a Security Plan approved by the RCMP as a condition of TUP issuance. At the time of writing the applicant has been in contact with the RCMP and is working toward the completion of the security plan.

### Agricultural Land Commission (ALC) - Non-Farm Use

In 2020 the ALC granted Non-Farm Use on the subject property, including Campground 3B, for temporary camping for the Roots and Blues Festival. The ALC application was to accommodate up to 1000 campsites and the approval was valid through to August 2022. Due to COVID 19 cancellations of the 2020 and 2021 events, the ALC granted an extension of the approval through to 2023. The ALC Non-Farm Use decisions are enclosed as Appendix 5.

### Public Consultation

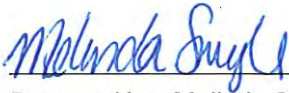
Pursuant to the *Local Government Act* Section 494 (3) and *City of Salmon Arm Temporary Commercial and Industrial Use Permit Procedures Bylaw No. 3548*, notices are mailed to land owners within a 30m radius of the application, one newspaper ad is placed in a local paper and a sign posted on the subject

property. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Public Hearing and information regarding attending the Public Hearing.


Planning Department

The existing ALC approval does not restrict the extent of camping days however stipulates that all uses are limited to a 10 day period in August (including set-up, festival days and clean up). The proposed camping areas are similar to previous approvals granted for the subject property in 2018, 2019 & 2020, with the addition of the area shown as Campground 3B on Appendices 1 and 2. The site plans provided by the applicant are enclosed as Appendix 4.

Staff are supportive of the issuance of Temporary Use Permit Application No. TUP 16 subject to the terms and conditions outlined in the motion for consideration and recommendations from the Fire Department and RCMP are adhered to.



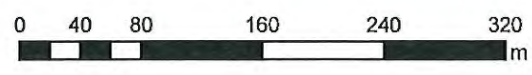
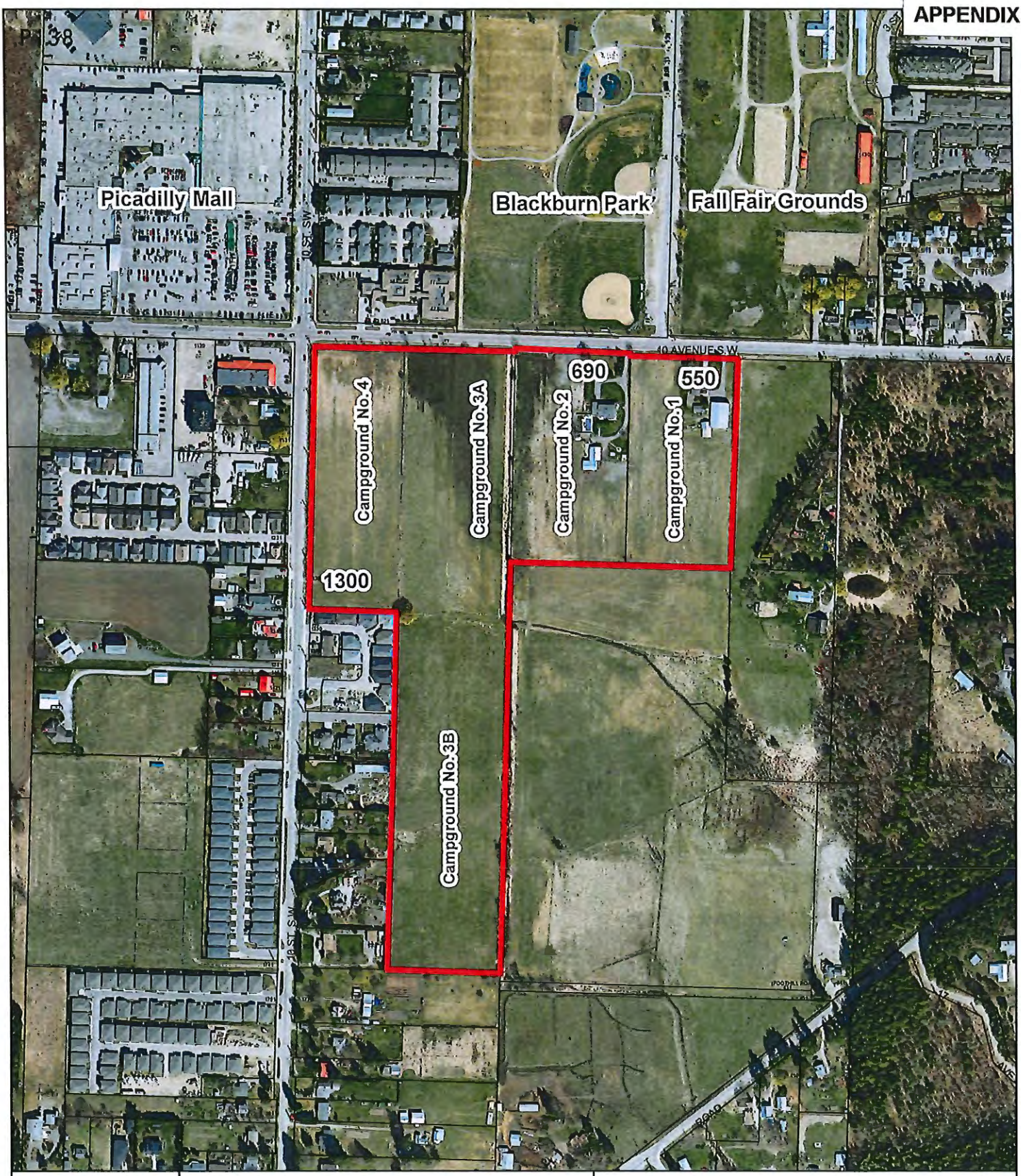
Prepared by: Melinda Smyrl, MCIP, RPP  
Planner III



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







Ortho Photo Date: 2021



TUP 16



Parcels





Salmon Arm Folk Music Society  
 Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
 Location: 541 3rd St. SW, Salmon Arm, BC  
 Phone: 250.833.4096 | Fax: 250.833.4097  
 General Inquiries: [info@rootsandblues.ca](mailto:info@rootsandblues.ca)  
 Sponsor: [sponsor@rootsandblues.ca](mailto:sponsor@rootsandblues.ca)  
 Volunteer and Grants: [volunteer@rootsandblues.ca](mailto:volunteer@rootsandblues.ca)  
[www.rootsandblues.ca](http://www.rootsandblues.ca)

March 21, 2022

City of Salmon Arm  
 500 2<sup>nd</sup> Avenue SE  
 Salmon Arm, BC  
 V1E 4H2

Attention: Kevin Pearson

Dear Kevin,

RE: TUP Application - ALC File: 56448 (Non-Farm Use)

Owner:

1. 0847774 BC Ltd. Inc. – J. Thompson (550-10 Avenue SW)
2. Judy Dedood (690 – 10 Avenue SW)
3. J. Thompson (1300 – 10 Street SW)

Legal:

1. Lot 1 Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 (PID: 004-831-853)
2. Parcel B (Plan B5839), of the North West ¼, Section 11, Township 20, Range 10, W6M, KDYD (PID: 014-072-009)
3. Lot 1 Section 11, Township 20, Range 10, W6M, KDYD, Except Parcel A on Plan B7061, Plans 29487 and 42166 (PID: 009-460-411)

On behalf of the Salmon Arm Folk Music Society, I would like to thank the Mayor and Councilors for their continued support of the Salmon Arm ROOTS&BLUES Festival. On behalf of the 30<sup>th</sup> Annual and future events, please find within this package:

1. TUP application;
2. ALC Non-Farm Use Permit Extension;
3. Signed Agent Authorization forms;
4. Property Land Titles;
5. Festival Camping Maps.

Within the TUP application the SAFMS is seeking approval from the City to allow the southern portion of the property for camping (Campsite #3) use. The reasoning for this inclusion is:

1. Offer additional low cost accommodations to the area for families and low-income households. Due to the popularity of the region's hotel and motel the lack of affordable accommodations is a barrier for some to attend the festival. Reducing the overall financial impact potential the event can contribute to the local economy.
2. The ALC has previously approved this portion of the property for camping (see ALC Non-Farm Use Permit Extension).

3. Increase 100-125 (depending on slot size) camping slots available on the Campsite #3. The southern portion to be added (see map for Campsite #3, southern portion) for details. With the City's pending approval the total camping slots available for 2022 would be 725 slots. In 2019 there were 600 slots available, 550 sold and 50 provided for volunteers and in-kind supporters.
4. To mitigate concerns with the property owners residing next to the fence line along the southern portion on Campsite #3, all camping slots near these properties will be placed 40' feet (12.19m) away from the property owner's fence line.
5. Additional camping slots will add flexibility if the site is required for a fire camp during the event. We want to be prepared to handle festival camping and fire crews working in the Shuswap region. We would set aside 20 to 30 camping slots for this purpose. In the event Salmon Arm is under an evacuation order the properties within this application would be fully vacated to allow fire crew access.
6. As of March 21, 75% of the camping slots have been reserved. We expect to sell to the current 600 slots allowed in the previously approved TUP-15 by May 31<sup>st</sup>.

The SAFMS fully acknowledges the privilege of using these properties, and takes great measures not to disturb their natural balance in order to ensure future use. We are appreciative of the support we have received from the City of Salmon Arm in assisting us with the accommodation needs of our growing audience. With the low vacancy rates in the summer months, the use of these campsite properties is crucial to the long-term viability and growth of the event.

The Salmon Arm Folk Music Society would like to thank the Mayor, Salmon Arm City Council and the City of Salmon Arm Planning Department for considering this application. The Society looks forward to the earliest possible response to this application.

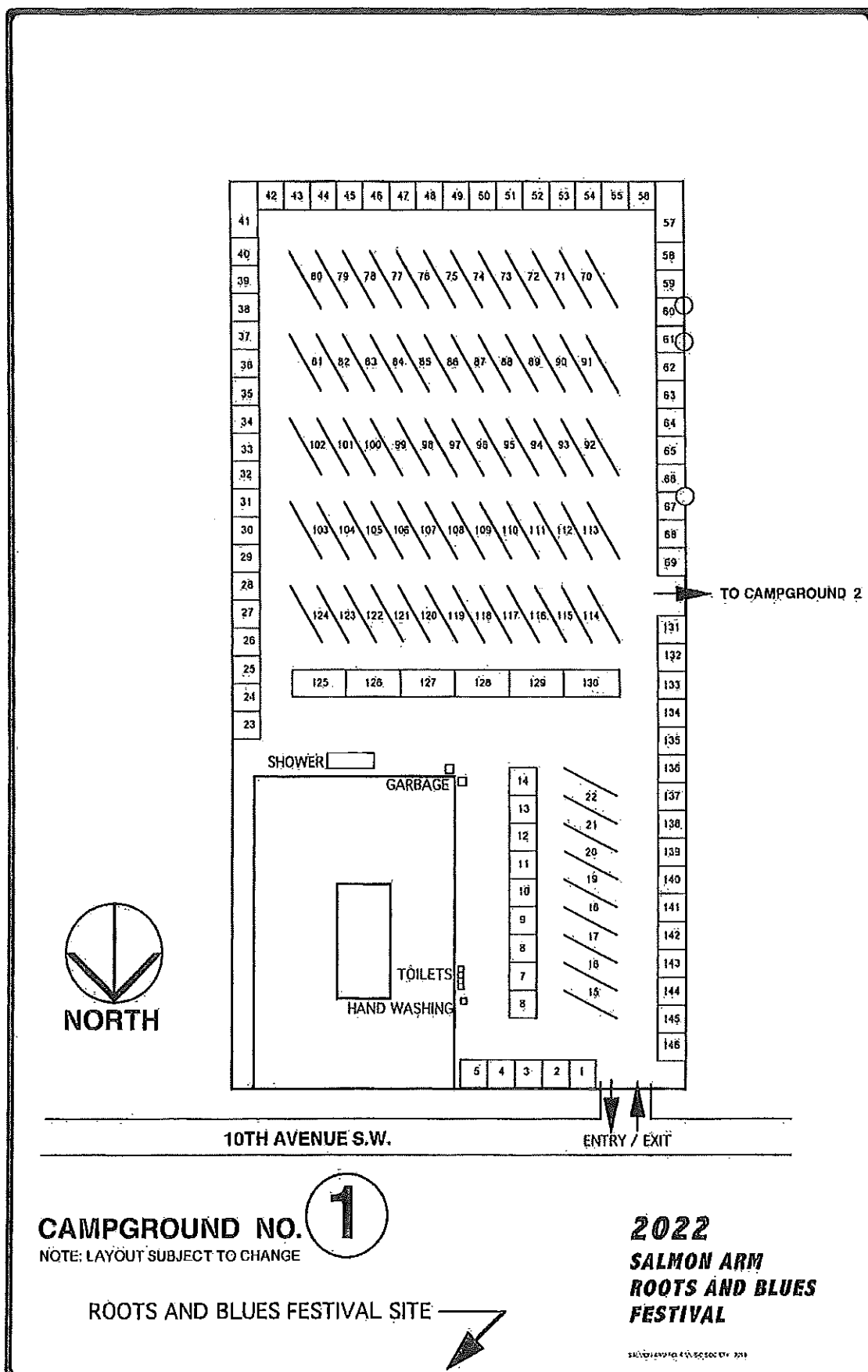
Please do not hesitate to contact me if you require further information.

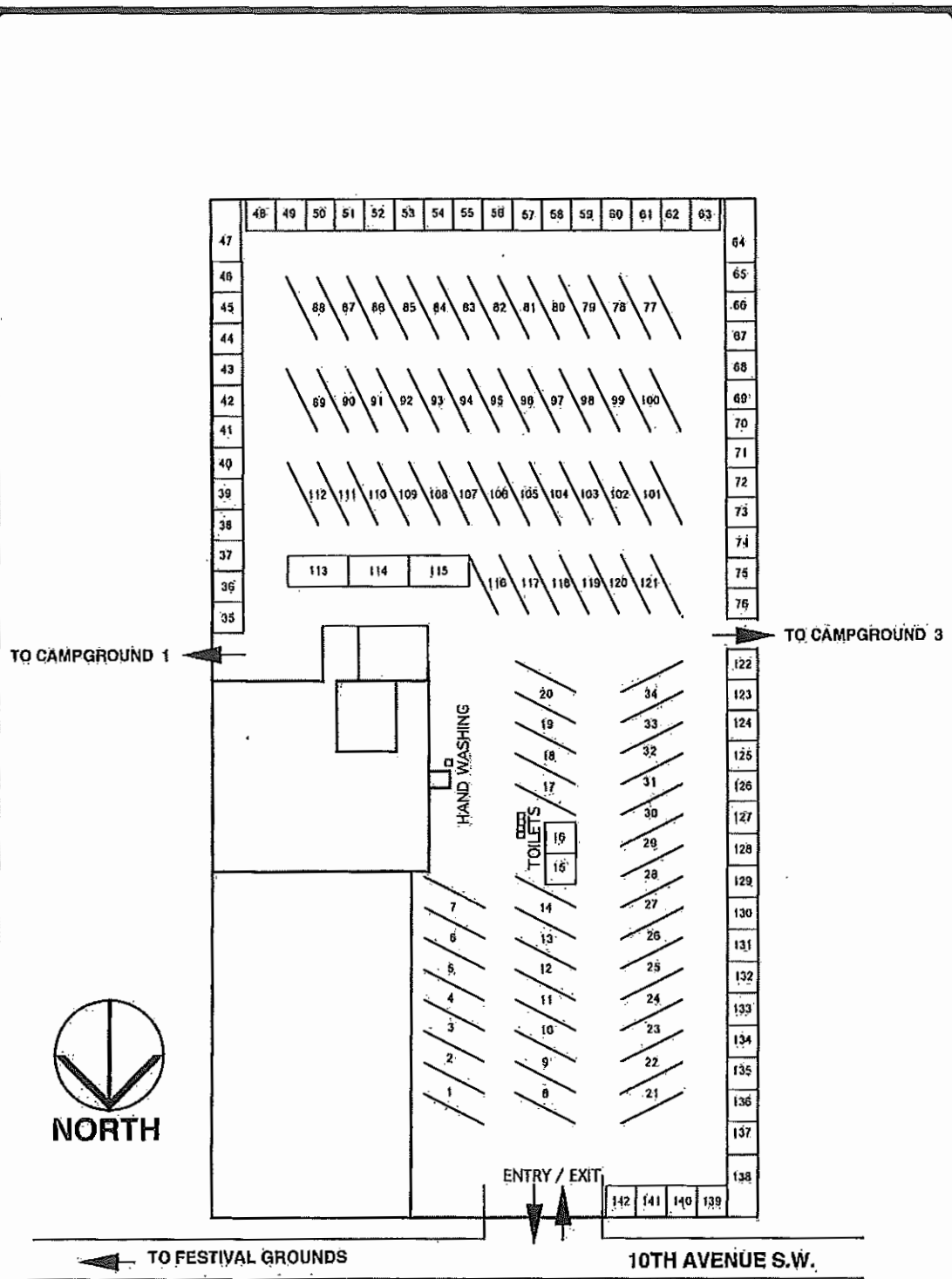
Sincerely,



David Gonella

Executive Director





CAMPGROUND NO.

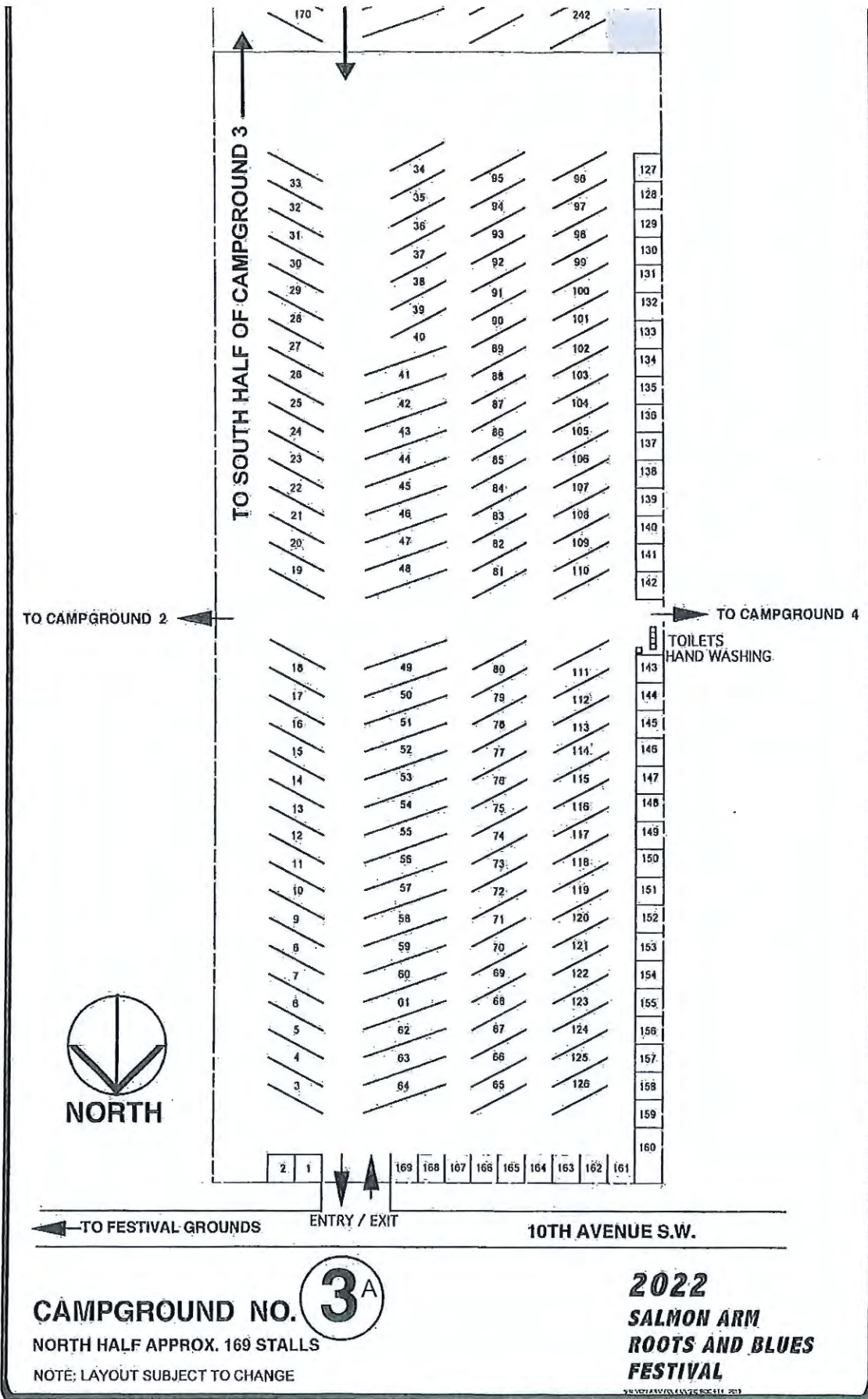
2

NOTE: LAYOUT SUBJECT TO CHANGE

**2022**  
**SALMON ARM**  
**ROOTS AND BLUES**  
**FESTIVAL**

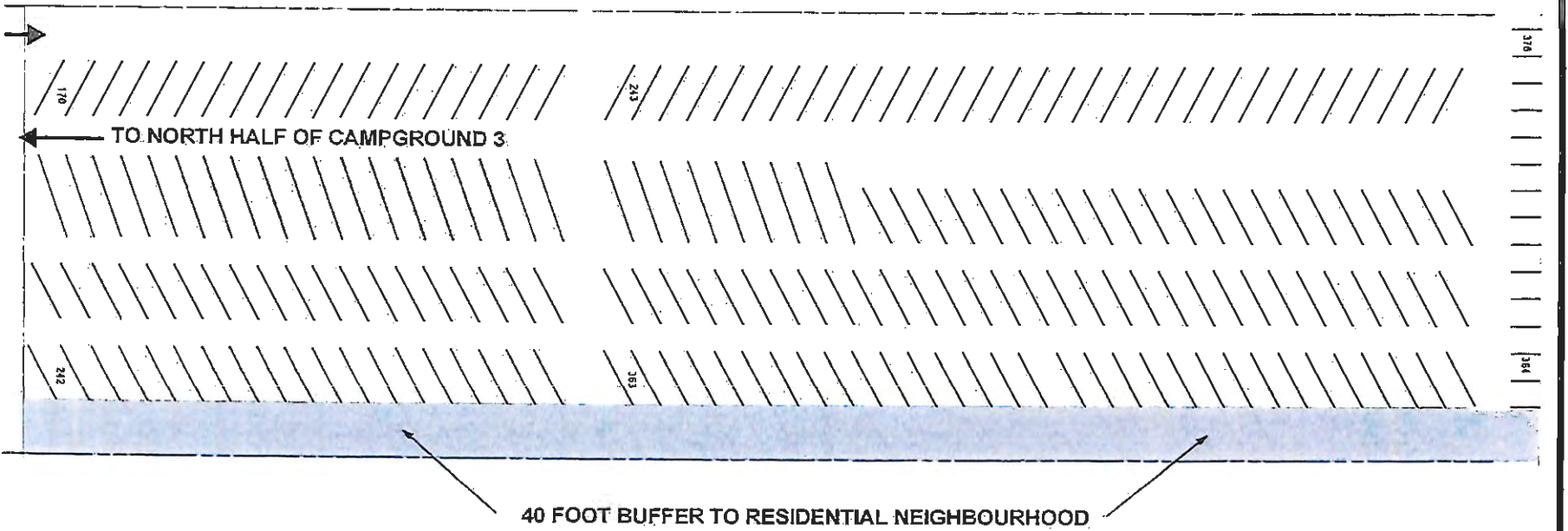
SALVATION ARMY/BCDC SITE 275

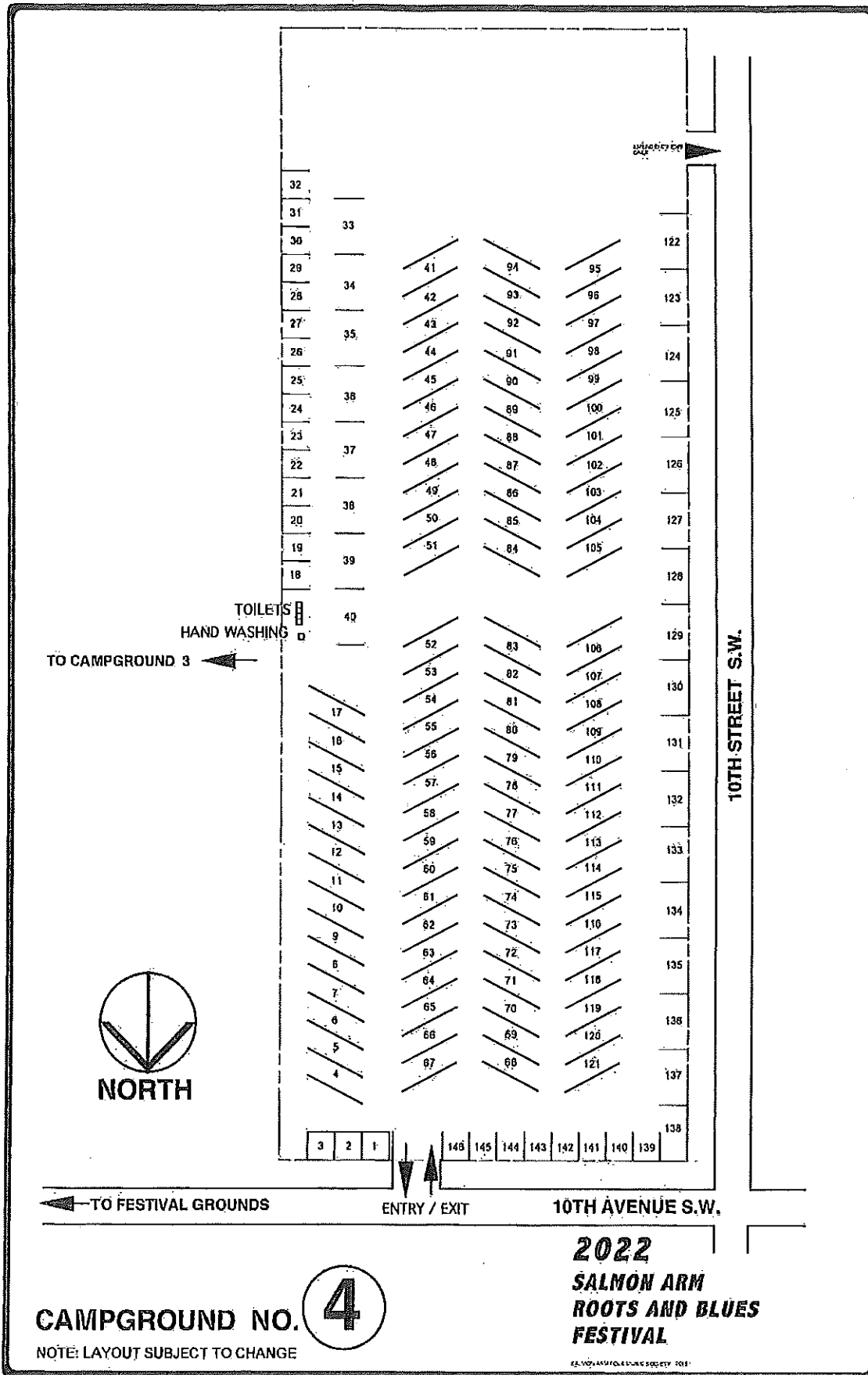






CAMPGROUND NO. **3<sup>B</sup>**  
SOUTH HALF APPROX. 207 STALLS







Agricultural Land Commission  
201 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000  
Fax: 604 660-7033  
www.alc.gov.bc.ca

April 23, 2020

ALC File: 56448

David Gonella  
Salmon Arm Folk Music Society  
DELIVERED ELECTRONICALLY

Dear David Gonella:

**Re: Reasons for Decision - ALC Application 56448**

Please find attached the Reasons for Decision of the Okanagan Panel for the above noted application (Resolution #170/2020). As agent, it is your responsibility to notify the applicant accordingly.

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the "Commission") has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Under section 33 of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. Please be advised however that on March 12<sup>th</sup>, 2020 the ALC Amendment Act (Bill 15 – 2019) was brought into force and effect, changing the reconsideration process.

A request to reconsider this decision must now meet the following criteria:

- No previous request by an affected person has been made, and
- The request provides evidence not available at the time of the original decision that has become available, and that could not have been available at the time of the original decision had the applicant exercised due diligence, or
- The request provides evidence that all or part of the original decision was based on evidence that was in error or was false.

The amendments also introduced a change to limit the time period for requests for reconsideration to 90 days from the date of this decision – this change has not been brought into force and effect yet. As a result, a person affected by this decision will have one year from the date of this decision's release as per ALC Policy P-08: Request for Reconsideration to request reconsideration of the decision or 90 days from the date the legislative change takes effect (date unknown at this time), whichever comes sooner.

Please refer to the ALC's Information Bulletin 08 – Request for Reconsideration for more information.



Please direct further correspondence with respect to this application to  
ALC.Okanagan@gov.bc.ca

Yours truly,

A handwritten signature in black ink, appearing to read 'Mike Bandy', written in a cursive style.

Mike Bandy, Land Use Planner

Enclosures: Reasons for Decision (Resolution #170/2020)  
Schedule A: Decision Map

cc: City of Salmon Arm, Attn: Kathy Frese (File: ALC-388)

56448d1



**AGRICULTURAL LAND COMMISSION FILE 56448**  
**REASONS FOR DECISION OF THE OKANAGAN PANEL**

**Non-Farm Use Application Submitted Under s. 20(2) of the *Agricultural Land Commission Act***

**Applicants:**

0847774 BC Ltd. (Land Owner, Property 1)  
Judy Dedood (Land Owner, Property 2)  
Loretta Dedood (Land Owner, Property 2)  
Jerald Thompson (Land Owner, Property 3)

**Agent:**

David Gonella, Salmon Arm Folk Music Society

**Properties:**

**Property 1:**

Parcel Identifier: 004-831-853  
Legal Description: Lot 1, Section 11, Township 20,  
Range 10, West of the 6th Meridian,  
Kamloops Division, Yale District, Plan 27414  
Civic: 550 10 Avenue SW, Salmon Arm, BC  
Area: 2.0 ha (2.0 ha in ALR)

**Property 2:**

Parcel Identifier: 014-072-009  
Legal Description: Parcel B (Plan B5839), of the  
North West 1/4, Section 11, Township 20, Range  
10, West of the 6th Meridian, Kamloops Division,  
Yale District



**Civic: 690 10 Avenue SW, Salmon Arm, BC**

**Area: 2.2 ha (2.2 ha in ALR)**

**Property 3:**

**Parcel Identifier: 009-460-411**

**Legal Description: Lot 1, Section 11, Township 20,  
Range 10, West of the 6th Meridian,  
Kamloops Division of Yale District, Except Parcel  
A on Plan B7061, Plans 29487 and 42166**

**Civic: 1300 10 Street, Salmon Arm, BC**

**Area: 8.6 ha (8.6 ha in ALR)**

**Panel:**

**Gerald Zimmermann, Okanagan Panel Chair**

**Joe Deuling**

**OVERVIEW**

- [1] The Properties are located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA).
- [2] Pursuant to s. 20(2) of the ALCA, the Salmon Arm Folk Music Society (the "Society") is applying to the Agricultural Land Commission (the "Commission") to use a ~12.7 ha area of the Properties for a temporary campground during the annual Salmon Arm Roots & Blues Festival (the "Festival"). The Society proposes the ongoing use of the lands for a fourteen day period in August of each year to allow for set-up, approximately seven days of camping during the Festival, and clean-up of the site (the "Proposal").
- [3] The Commission has historically permitted previous proposals to use the Properties for temporary camping for the Festival dating back to 2005. The most recent approval on the Properties allowed the use of a ~5 ha area of the Properties for temporary campground use (including ~2 ha on Property 3) for a period of five years. This approval expired in 2019.
- [4] The Society now proposes to expand the camping area by ~8.6 ha to include the entirety of Property 3. The Application submits that the additional area is requested to provide the Society with the flexibility to accommodate up to 1,000 campsites should demand warrant it, or to offer different types of camping options to patrons, such as 'glamping' or walk-in options.
- [5] The issue the Panel considered is whether the Proposal would impact the agricultural utility of the Properties.
- [6] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA:
- 6 (1) The following are the purposes of the commission:
- (a) to preserve the agricultural land reserve;





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

(2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:

- (a) the size, integrity and continuity of the land base of the agricultural land reserve;
- (b) the use of the agricultural land reserve for farm use,

### **EVIDENTIARY RECORD**

[7] The Proposal along with related documentation from the Applicants, Agent, local government, third parties, and Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

### **BACKGROUND**

[8] In 2005, ALC Application 41968 was submitted to the Commission to use a 2.9 ha area of Properties 1 and 2 for a temporary campground for the Salmon Arm Roots & Blues Festival. The Commission conditionally approved the application for a period of one year (2005) by ALC Resolution #203/2005, and subsequently allowed an expansion of the camping area to 3.5 ha by ALC Resolution #390/2005. Following the first year of the Festival, the applicant submitted a request to extend the Commission's approval for the campground. The Commission confirmed that the land was returned to its pre-event state after the 2005 Festival, and by ALC Resolution #681/2005, conditionally approved the campground for an additional three years (2006-2008), subject to the submission of an annual post-event status report verifying rehabilitation of the land to pre-event conditions, and submission of a \$3,000 bond. The Society submitted a reconsideration request claiming that Festival already had mechanisms in place to address potential damages to the properties, including a contract



with the landowners, and commercial general liability insurance. The Commission found that the bond would cause unnecessary hardship to the Festival, and removed the condition for the bond by ALC Resolution #267/2006.

- [9] In 2007, ALC Application 43907 was submitted to the Commission to use a 4.7 ha area of Property 3 for temporary overflow camping for the Festival. The Commission conditionally approved the application by ALC Resolution #278/2007 for a period of two years (2007-2008).
- [10] In 2009, ALC Application 45749 was submitted to the Commission to use a ~7 ha area over Properties 1, 2, and 3 for a temporary campground (approximately 600 sites) for the Festival. The Commission conditionally approved the application by ALC Resolution #97/2009 for a period of three years (2009-2011).
- [11] In 2011, ALC Application 52140 was submitted to the Commission to use a 3.3 ha area of the lot directly to the east of Property 1 (PID 004-831-861, "Property 4") for a temporary campground for the Festival in addition to the existing approval for Properties 1-3. The Commission conditionally approved the application by ALC Resolution #104/201 for three years (2011-2013).
- [12] In 2011, ALC Application 52336 was submitted to the Commission to use Properties 1 and 2 for a temporary campground for the Sturgis North Music Festival. The Commission conditionally approved the application by ALC Resolution #236/2011 for one year (2011).
- [13] In 2012, ALC Application 52608 was submitted to the Commission to use a ~5 ha area across Properties 1, 2, and 3 for a temporary campground (approximately 600 sites) for the Festival. The Commission conditionally approved the application by ALC Resolution #209/2012 for a period of three years (2012-2014).
- [14] In 2014, ALC Application 53620 was submitted to the Commission to use a 3.3 ha area of Property 4 for a temporary campground for the Festival in addition to the existing approval for Properties 1-3. The Commission conditionally approved the application by ALC Resolution #213/2014 for a period of four years (2014-2017).



- [15] In 2014, ALC Application 52608 was submitted to the Commission to use a ~5 ha area across Properties 1, 2, and 3 for a temporary campground for the Festival. The Commission conditionally approved the application by ALC Resolution #177/2015 for a period of five years (2015-2019).
- [16] In 2018, ALC Application 56983 was submitted to the Commission to use a ~2 ha area of Property 4 for a temporary campground for the Festival in addition to the existing approval for Properties 1-3. In accordance with criterion #14 of ALC Resolution #38N/2016 (CEO delegation criteria), the Commission CEO conditionally approved the application by ALC Resolution #120/2018 for a period of five years (2018-2022).
- [17] All of the above approvals were granted subject to the submission of an annual status report verifying that the land utilized for the non-farm use has been returned to an equal or better agricultural standard. The Panel understands that the Applicant has consistently complied with this condition to date.
- [18] At its meeting of January 13, 2020, the City of Salmon Arm Council resolved to forward the Application to the Commission with support. The Proposal would also require an amendment to the current Temporary Use Permit (TUP) with the City of Salmon Arm, which allows for the temporary campground use of Properties 1 and 2, and only a portion of Property 3.

### **EVIDENCE AND FINDINGS**

- [19] The Application was submitted on November 13, 2019 and was forwarded to the Commission by the City of Salmon Arm on January 20, 2020. Subsequently, on March 12, 2020, the ALCA was amended and changes were made to its regulations. The Applicant was given an opportunity to make written submissions relating to the amendment of the ALCA and changes to its regulations as it relates to this application. While the Application was submitted in the context of the former s. 6 of the ALCA, the Panel has considered it under s. 6(1) and s. 6(2) of the ALCA as amended by Bill 15.

**Issue: Whether the Proposal would impact the agricultural utility of the Properties**

[20] To assess agricultural capability on the Property, the Panel referred to agricultural capability ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability ratings applicable to the Property are Class 2 and Class 4, more specifically (6:2X – 4:4W).

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 4 - land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

The limiting subclasses associated with this parcel of land are W (excess water), and X (a combination of soil factors).

[21] Based on the agricultural capability ratings the Panel finds that the Property has mixed prime and secondary agricultural capability.

[22] Properties 1 and 2 are currently used for hay production, and Property 3 is used for hay production and cattle grazing. The Panel notes that the Properties continue to support agricultural operations while accommodating the annual campground use during the Festival.

[23] The Panel reviewed the application history relating to the Festival dating back to 2005. The Commission has historically approved temporary camping for the Festival on the condition that the Properties be returned to an equal or better agricultural standard. The Panel confirms that the Society has been diligent in complying with this condition of approval to date. The Application material included the Society's 2019 post-event status report and site photos confirming rehabilitation of the Properties following the 2019 event. The





application submits that the proposed expansion of the camping area will not affect the Society's ability to maintain the site and limit impacts to agricultural activities.

[24] The Panel finds that the annual use of the Properties for temporary Festival camping has not resulted in long-term impacts to the productive capacity of the land, or limited the ability of the landowners to use the Properties for farm use apart from during the two-week Festival period. As such, the Panel is amenable to allowing the Proposal, including the expansion of the campground area on Property 3, subject to the rehabilitation of the land to an equal or better agricultural standard.

[25] The Panel notes that ALC Resolution #120/2018 approved Festival camping on Property 4 through to 2022. The Panel finds that it would be beneficial to align the approvals so that future proposals for Festival camping on Properties 1-4 can be considered concurrently. As such, the Panel will allow the Proposal for three years, through to 2022. Should the Society choose to apply for the non-farm use beyond 2022, Properties 1-4 can then be addressed under a single application.

[26] The Panel received correspondence from an adjacent landowner on 10 Street SW, who was concerned about Festival patrons accessing the Festival site via an easement through their property, which is outside of the ALR. The Panel suggests that public access to Property 3 should be limited to the north side of the property, along 10 Avenue SW, in order to minimize conflict between the non-farm use and adjacent residential properties outside of the ALR.

### **DECISION**

[27] For the reasons given above, the Panel approves the Proposal to use a ~12.7 ha area of the Properties for a temporary campground associated with the Salmon Arm Roots & Blues Festival subject to the following conditions:

- a. The non-farm use is approved for a 14 day period each August for the annual Salmon Arm Roots & Blues Festival only;
- b. The approval is valid through to August 31, 2022;



- c. No permanent facilities are to be constructed, and no fill is to be placed on the Properties in association with the non-farm use;
- d. Public access to Property 3 is located off of 10 Avenue SW; and
- e. The submission of an annual post-event status report (including photos) verifying that the land utilized for the non-farm use has been returned to an equal or better agricultural standard.

[28] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[29] These are the unanimous reasons of the Panel.

[30] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

[31] Resolution #170/2020  
Released on April 23, 2020

A handwritten signature in black ink, appearing to read 'G. Zimmermann', is positioned above the printed name.

**Gerald Zimmermann, Panel Chair**  
On behalf of the Okanagan Panel



Schedule A: Agricultural Land Commission Decision Sketch Plan  
ALC File 56448 (Dedood Thompson)  
Conditionally Approved Non-Farm Use  
ALC Resolution #170/2020



The Properties

Area conditionally approved for Non-Farm Use (~12.7 ha)



Agricultural Land Commission  
201 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000  
Fax: 604 660-7033  
www.alc.gov.bc.ca

November 26, 2020

ALC File: 56448

**David Gonella**  
**DELIVERED ELECTRONICALLY**

Dear David Gonella:

**Re: Application 56488 to conduct a non-farm use in the Agricultural Land Reserve**

Please find attached the Reasons for Decision for the above noted application (Resolution #554/2020). As agent, it is your responsibility to notify the applicants accordingly.

Please note that the submission of a \$150 administrative fee may be required for the administration, processing, preparation, review, execution, filing or registration of documents required as a condition of the attached Decision in accordance with s. 11(2)(b) of the ALR General Regulation.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jennifer Carson', is written over a horizontal line.

Jennifer Carson, Land Use Planner

Enclosures: Reasons for Decision (Resolution #554/2020)  
Schedule A: 56448d1

cc: City of Salmon Arm, Attn: Kathy Frese (File: ALC-388)

564482





**AGRICULTURAL LAND COMMISSION FILE 56448  
REASONS FOR DECISION OF THE CHIEF EXECUTIVE OFFICER**

Request to vary Resolution #170/2020 (a decision made on a Non-Farm Use Application  
Submitted Under s.20(2) of the Agricultural Land Commission Act)

**Original Applicant:** Salmon Arm Folk Music Society

**Property Owners:** 0847774 BC Ltd. (Property 1)  
Judy Dedood (Property 2)  
Loretta Dedood (Property 2)  
Jerald Thompson (Property 3)

**Agent:** David Gonella  
Salmon Arm Folk Music Society

**Properties:**

**Property 1:**  
Parcel Identifier: 004-831-853  
Legal Description: Lot 1, Section 11, Township 20,  
Range 10, West of the 6th Meridian, Kamloops  
Division, Yale District, Plan 27414  
Civic: 550 10 Avenue SW, Salmon Arm, BC  
Area: 2.0 ha

**Property 2:**  
Parcel Identifier: 014-072-009  
Legal Description: Parcel B (Plan B5839), of the  
North West 1/4, Section 11, Township 20, Range



10, West of the 6th Meridian, Kamloops Division,  
Yale District Civic: 690 10 Avenue SW, Salmon  
Arm, BC  
Area: 2.2 ha

**Property 3:**

Parcel Identifier: 009-460-411  
Legal Description: Lot 1, Section 11, Township 20,  
Range 10, West of the 6th Meridian,  
Kamloops Division of Yale District, Except Parcel  
A on Plan B7061, Plans 29487 and 42166  
Civic: 1300 10 Street, Salmon Arm, BC  
Area: 8.6 ha

**Chief Executive Officer:**

Kim Grout  
(the "CEO")



## **OVERVIEW**

- [1] The Properties are located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA).
  
- [2] Pursuant to 20(2) of the Agricultural Land Commission Act ("ALCA"), the Original Applicant applied (Application ID 56488) to the Agricultural Land Commission (the "Commission") to use a ~12.7 ha area of the Properties for a temporary campground associated with the Salmon Arm Roots & Blues Festival (the "Original Proposal").
  
- [3] By Resolution #170/2020, the Commission conditionally approved Application ID 56488 (the "Original Decision").
  
- [4] On October 16, 2020 the Commission received a request from the Agent for a variation to condition 'b' to Resolution #170/2020 to permit a one-year time extension for the use of ~12.7 ha of the Properties for a temporary campground associated with the Salmon Arm Roots & Blues Festival.
  
- [5] Under Section 27 of the Agricultural Land Commission Act the ALC, by resolution, may establish criteria under which the CEO may approve applications for exclusion, subdivision, non-farm use, non-adhering residential use, and soil or fill use applications. By resolution, the Commission as specified that the following applications may be decided by the CEO:
  - 8. Requests for variations or removal of conditions of approval imposed by the Commission by resolution in exclusion, subdivision, non-farm use, non-adhering residential use, and soil or fill use applications that are consistent with the intent of the Commission's original decision.

## **BACKGROUND**

- [6] In January of this year, Application 56448 was submitted to the Commission to use a ~12.7 ha area of the Properties for a temporary campground associated with the



Salmon Arm Roots & Blues Festival. By Resolution #170/2020, the Commission conditionally approved the application for a three - year term, until August 31, 2022 (as specified by condition 'b').

- [7] On October 16, 2020, the Commission received the request to extend the time limit set by condition 'b' of the approval given under Resolution #170/2020. The Agent explained that the Applicant had to cancel the portion of their event intended to be presented on the Salmon Arm Fairgrounds due to the COVID-19 pandemic, as such the approved camping area was not required. Further, the Agent indicates that with the current status of the pandemic they may not offer camping in the summer of 2021 as well.
- [8] The Agent has requested that permission to allow camping on the properties be extended by an additional year (until August 31, 2023).

#### **EVIDENTIARY RECORD**

- [9] The CEO considered the following evidence:
- a. The request dated October 16, 2020;
  - b. The Original Decision along with related file material and documentation from Application 56448 and the Agent.

#### **DECISION**

- [10] After reviewing the request for variation to Resolution #170/2020, the Original Decision and all the associated file material, I am satisfied that the Proposal is consistent with Criterion #8 and approve the Proposal to vary condition 'b' of the Original Decision to allow a time extension of an additional year until August 31, 2023 subject to the following conditions:
- a. siting of the non-farm use in accordance with Schedule A of Resolution #170/2020 (Original Decision);
  - b. following conditions 'a', 'c', 'd', and 'e' of Resolution #170/2020; and,
  - c. the approval is valid through to August 31, 2023.



[11] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[12] A decision of the CEO is a decision of the Commission pursuant to s. 27(5) of the *ALCA*.

[13] Resolution #554/2020

Released on November 26, 2020

A handwritten signature in black ink, appearing to read "Kim Grout", is positioned above the printed name. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Kim Grout, Chief Executive Officer



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Item 22.3

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Temporary Use Permit No. TUP 17 be issued for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 the temporary use of the subject property for a campground as shown in Appendix 3 and in accordance with the following terms and conditions:

- 1) The total number of tent or recreational vehicle sites on the subject property shall not exceed 100;
- 2) Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;
- 3) Approval of a Fire Safety Plan by the City's Fire Department;
- 4) Approval of a Security Plan by the RCMP; and
- 5) TUP 17 is valid for a two week period during the month of August for the years 2022, 2023 and 2024, with camping limited to a maximum seven day time period during the Roots and Blues Festival.

[Page, L. & D.; 460 10 Avenue SW; Temporary Camping for Roots and Blues Festival]

### Vote Record

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

Opposed:

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



---

To: His Worship Mayor Harrison and Members of Council

Date: April 25, 2022

Subject: Temporary Use Permit No. TUP 17  
Civic Address: 460 10 Avenue SW  
Owner/Applicant: Page, L. & D.

---

### **MOTION FOR CONSIDERATION**

**THAT: Temporary Use Permit No. TUP 17 be issued for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414 the temporary use of the subject property for a campground as shown in Appendix 3 and in accordance with the following terms and conditions:**

- 1) The total number of tent or recreational vehicle sites on the subject property shall not exceed 100;**
  - 2) Plumbing Permit issuance by the City's Building Department is required prior to the commencement of the Roots and Blues Festival;**
  - 3) Approval of a Fire Safety Plan by the City's Fire Department;**
  - 4) Approval of a Security Plan by the RCMP; and**
  - 5) TUP 17 is valid for a two week period during the month of August for the years 2022, 2023 and 2024, with camping limited to a maximum seven day time period during the Roots and Blues Festival.**
- 

### **STAFF RECOMMENDATION**

**THAT:** The motion for consideration be adopted.

---

### **PROPOSAL**

The subject property is located at 460 10 Avenue SW (see Appendices 1 and 2). The applicant is proposing Temporary Use Permit (TUP) to allow for 100 camp sites and facilities during the Salmon Arm Roots and Blues Festival in August 2022. The site plan provided by the applicant is enclosed as Appendix 3.

### **BACKGROUND**

The subject property is zoned A2 (Rural Holding Zone) and is within the Agricultural Land Reserve (ALR). In order to accommodate temporary camping the owner is required to obtain approval through the City by way of a Temporary Use Permit and permission for Non-Farm Use of the site through the Agricultural Land Reserve. The owner received similar approvals in 2013 and 2016. Under the previous applications the owner has been compliant with the conditions of the previous permits.

COMMENTSEngineering Department

The Engineering Department comments are included as Appendix 4.

Building Department

No concerns

Fire Department

The owner is required to have a fire safety plan approved by the Fire Chief as a condition of TUP issuance. The following, specific items, are to be addressed as part of the overall plan:

- Grass to be cut just prior to grounds being occupied.
- No Fires Permitted.
- Approval of Fire Safety Plan.
- Free and clear roadways within campground.
- Entrances/Exits minimum of 4m width.
- Fire Suppression equipment available on site including ABC rated dry chemical extinguishers and 45 gal water barrels with buckets.
- Campground attendant to periodically patrol site.

RCMP (Staff Sergeant S. West)

The applicant is required to have a Security Plan approved by the RCMP as a condition of TUP issuance. At the time of writing the applicant has been in contact with the RCMP and is working toward the completion of the security plan.

Public Consultation

Pursuant to the *Local Government Act* Section 494 (3) and *City of Salmon Arm Temporary Commercial and Industrial Use Permit Procedures Bylaw No. 3548*, notices are mailed to land owners within a 30m radius of the application, a newspaper ad and a sign posted on the subject property. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Public Hearing or attending the Public Hearing.

Planning Department

The ALC Non-Farm Use approval of 75-100 temporary camp sites is valid through to August 31, 2022, after which time the owner would have to make another application to the ALC for duration of the proposed TUP or longer.

Staff are supportive of the issuance of TUP No. 17 subject to the terms and conditions outlined in the motion for consideration and recommendations from the Fire Department and RCMP are adhered to.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner III



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

# Subject Property Map

APPENDIX 1

P168

5 AVE. S.W.

5 AVE. S.W.

5 A

10 ST. S.W.

Blackburn Park

Fall Fair Grounds

SHUSWAP ST. S.

8 AVE. S.W.

9 AVE. S.E.

10 AVENUE S.W.

460

10 AVENUE S.W.

10 AVEN

14 AVE. S.E.

15 AVE

FOOTHILL ROAD



0 40 80 160 240 320 m



TUP 17



Parcels



Blackburn Park

Fall Fair Grounds

460



0 40 80 160 240 320  
m

Ortho Photo Date: 2021

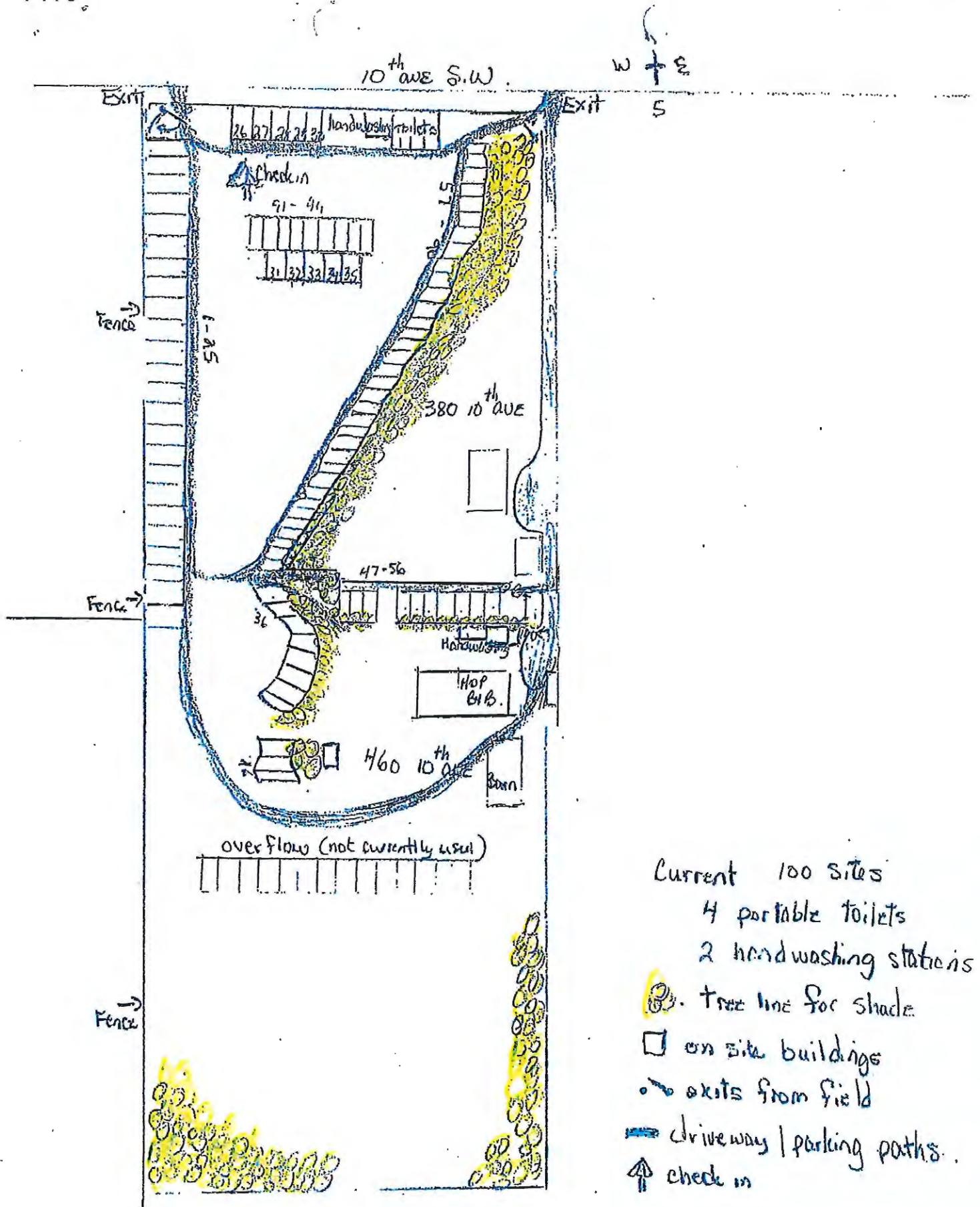


TUP 17



Parcels





Item 22.4

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-429 be authorized for issuance for Lot 2, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 (1017 – 10 Avenue SE) and Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP82683 Except Plan EPP94805 (981 – 12 Street SE) in accordance with the drawings dated March 25, 2022 and attached in Appendix 6 of the staff report dated April 19, 2022;

AND THAT: Development Permit No. DP-429 include the following variance to Zoning Bylaw No. 2303:

Section 9.4 – increase the maximum height of a principal building from 10.0 metres (32.8 feet) to 10.6 metres (34.8 feet) in accordance with the attached drawings in the staff report dated April 7, 2022;

AND FURTHER THAT: Issuance of Development Permit No. DP-429 be withheld subject to:

1. Revisions to the landscape plan to the satisfaction of City staff to include an additional 16 fire smart landscape trees; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscape plan and installation of fencing.

[Terra Civis Inc./Heydewerk Homes Ltd.; 1017 10 Avenue SE and 981 12 Street SE; Residential]

### Vote Record

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

Opposed:

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

---

To: His Worship Mayor Harrison and Members of Council

Date: April 19, 2022

Subject: Development Permit Application No. DP-429 (Residential)

Legal:	Lot 2, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 and Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP82683 Except Plan EPP94805
Civic:	1017 – 10 Avenue SE and 981 – 12 Street SE
Owner:	Terra Civis Inc., Inc No. 3106873
Agent:	Heydewerk Homes Ltd.

---

### **MOTION FOR CONSIDERATION**

**THAT:** Development Permit No. 429 be authorized for issuance for Lot 2, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan KAP87228 (1017 – 10 Avenue SE) and Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP82683 Except Plan EPP94805 (981 – 12 Street SE) in accordance with the drawings dated March 25, 2022 and attached in Appendix 6 of this memorandum;

**AND THAT:** Development Permit No. 429 include the following variance to Zoning Bylaw No. 2303:

Section 9.4 – increase the maximum height of a principal building from 10.0 metres (32.8 feet) to 10.6 metres (34.8 feet) in accordance with the attached drawings;

**AND FURTHER THAT:** Issuance of Development Permit No. 429 be withheld subject to:

1. Revisions to the landscape plan to the satisfaction of City staff to include an additional 16 fire smart landscape trees; and
2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscape plan and installation of fencing.

---

### **BACKGROUND**

The irregularly shaped subject parcels are located at 1017 – 10 Avenue SE and 981 – 12 Street SE and have a combined area of just under 2.4 acres (Appendix 1).

The parcels are vacant (other than an old non-conforming accessory structures to be removed) and designated Medium Density Residential in the Official Community Plan (OCP) Bylaw, and R4 Medium Density Residential in the Zoning Bylaw (Appendix 2 & 3). Site photos are attached (Appendix 4).

This application is to permit a 38 unit multi family residential development with a total of 10 residential buildings, as described in the applicant's letter (Appendix 5) and shown in the proposed Development Permit drawings (Appendix 6).

## COMMENTS

### Building Department

No limiting distance concerns and fire department access should be satisfactory.

### Fire Department

No fire department concerns.

### Engineering Department

No concerns. Engineering comments are attached as Appendix 7.

### Design Review Panel

With the proposal for multi family development, the application was referred to the Design Review Panel (DRP) for review. The February 23, 2022 DRP meeting minutes are attached as Appendix 8. The Panel was conditionally supportive of the proposal as presented, subject to the inclusion of:

1. a screened and shared garbage/recycling area,
2. additional landscaping for privacy along shared parcel lines (particularly at the daycare), and
3. some form of cladding to screen the outer sides of the Building D and E carports.

Subsequent to receipt of the DRP recommendations, the applicant submitted revised plans on March 25, 2022 to incorporate the comments and to attempt to address any related concerns.

### Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Development Permit Procedures Bylaw* notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on May 9, 2022.

### Planning Department

The proposed development is subject to the guidelines of the "Residential Development Permit Area" as described in the section 8.4 of the OCP, suggesting characteristics under the topics of siting and building, landscape and screening guidelines, as well as access, circulation and parking area.

#### *Siting and Building*

The applicant is proposing a 38 unit multi family development in the form of 10 residential buildings, each with 3 or 4 units. The proposed buildings as illustrated would have footprints of approximately 140 to 180 square metres each and are generally comprised of 3 storeys to a height.

The buildings are generally distributed along the south parcel boundary, with the building designs featuring a contemporary style with varied facades, colours, and linear rooflines reasonably unified on all elevations and providing visual interest. Multiple buildings generally present less of an impact than a single larger building in terms of overall massing on the site, allowing for sightlines between buildings. High quality materials are incorporated with proposed cladding featuring wood and fiberboard siding.

A variance has been requested to increase the permitted height from 10 to 10.6 metres for buildings A and B, while buildings C, F, G, H, I and J are proposed at 10.3 m (under R4 zoning, the maximum height can be increased up to 13 metres with the inclusion of specified special amenities). This request is to accommodate the peaked roof pitch design as proposed in the attached elevation drawings. The heights proposed are generally aligned with the maximum permitted height in the R1 zone (10 m), and are substantially consistent with developments in the area.



Staff have no concerns with the requested heights considering: the relatively small increase requested, the slopes across the development site, and as it is a variance internal to the proposed development (the buildings are set into the sloping site and the rear or south-facing elevations are two storeys in height) there appears to be generally limited potential for impact on adjacent developments. No further variances are requested and the setbacks between the proposed development and parcel lines adjacent other developed parcels have been achieved.

#### *Landscape and Screening*

A landscape plan has been completed in consultation with the OCP guidelines. The landscape plan prescribes plantings throughout the site, including Dogwood and Blue Spruce trees, reducing the impact of the proposed development on the streetscape. Staff have provided the City's list of "Fire Smart" landscaping to the proponents. Staff would suggest that species revisions and inclusions to the landscape plan incorporate "Fire Smart" species and principals.

Aligned with OCP policy, surface parking is broken up and screened with landscaping, while screening is also proposed for the garbage/recycling collection and between buildings. Furthermore, fencing is proposed along all interior parcel lines. Following up on the DRP comments, additional fencing has been proposed adjacent the carports (Buildings D & E) which will serve to screen the development from the adjacent properties and streetscape.

No plantings are currently proposed along the shared interior parcel lines. The DRP has suggested additional landscaping along the shared parcel lines, particularly adjacent the daycare property. Aligned with the DRP comments, staff would recommend the inclusion of additional landscaping to reduce impacts on the adjacent parcels to the south and northeast and to provide privacy for the future residents. To address this deficiency, staff suggest an additional 16 "Fire Smart" landscape trees be included between and at each proposed building corner.

Furthermore, staff note that as per OCP Policy 8.4.28, installation of street trees is required along the road frontages, at a 15 m spacing along the Auto Road frontage to the west and north (approximately 13 trees), and 10 m spacing along 12 Street SE (3 trees). If boulevard planting is not feasible, planting along the exterior lot boundaries will be required. This should serve to enhance the Auto Road streetscape.

The sloped portion of the parcels along Auto Road is proposed to be armoured with 3-to-12" stone, with turf above. Staff have recommended some formal walkways be provided for pedestrian access to Auto Road in order to serve the residents.

An estimate for landscaping has not been provided and will be required (including the additional landscape and boulevard trees, as well as irrigation).

#### *Servicing*

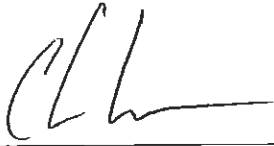
Related to landscaping on the site, frontage improvements to the Urban Interim Arterial Road (RD-4 – Auto Road SE) and the Urban Local Road (RD-2 – 12 Street SE) standards are required, including installation of curb, sidewalk, boulevard, multi-use pathway, fire hydrants, and street lighting as required. Staff provided preliminary information regarding these offsite works and service requirements to the applicant in the early stages of their application and have since provided them with the full detailed Engineering referral. No concerns have been noted to date, and no variances have been requested. Staff note that these are important upgrades to support multi family development including active transportation infrastructure at a key location in our transportation network, and that there is some history of requests for such improvements in this area.

#### *Access, Circulation and Parking Area*

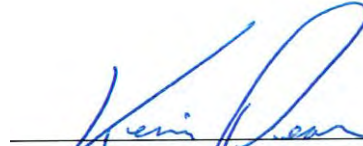
Vehicle access proposed is via a single shared 7.3 metre wide access route with turnarounds. There are a total of 82 parking stalls proposed (57 are required): 32 parking stalls proposed in garages, 8 carports, with an additional 42 surface parking stalls on site. The exterior of the carports is proposed to be screened with fencing and landscaping. The proposed parking exceeds the bylaw requirements. The required street tree boulevard trees should also provide screening.

CONCLUSION

The applicant is applying for a Development Permit to support a multi family residential development. In the opinion of staff the proposal aligns with the Development Permit Area guidelines as described in the OCP, with the exception of the landscaping guidelines. With the proposed revisions to address landscaping deficiencies, staff recommends approval of Development Permit No. 429 and the associated variance.

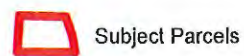
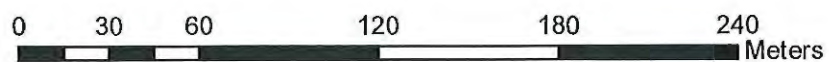


Prepared by: Chris Larson, MCIP, RPP  
Senior Planner

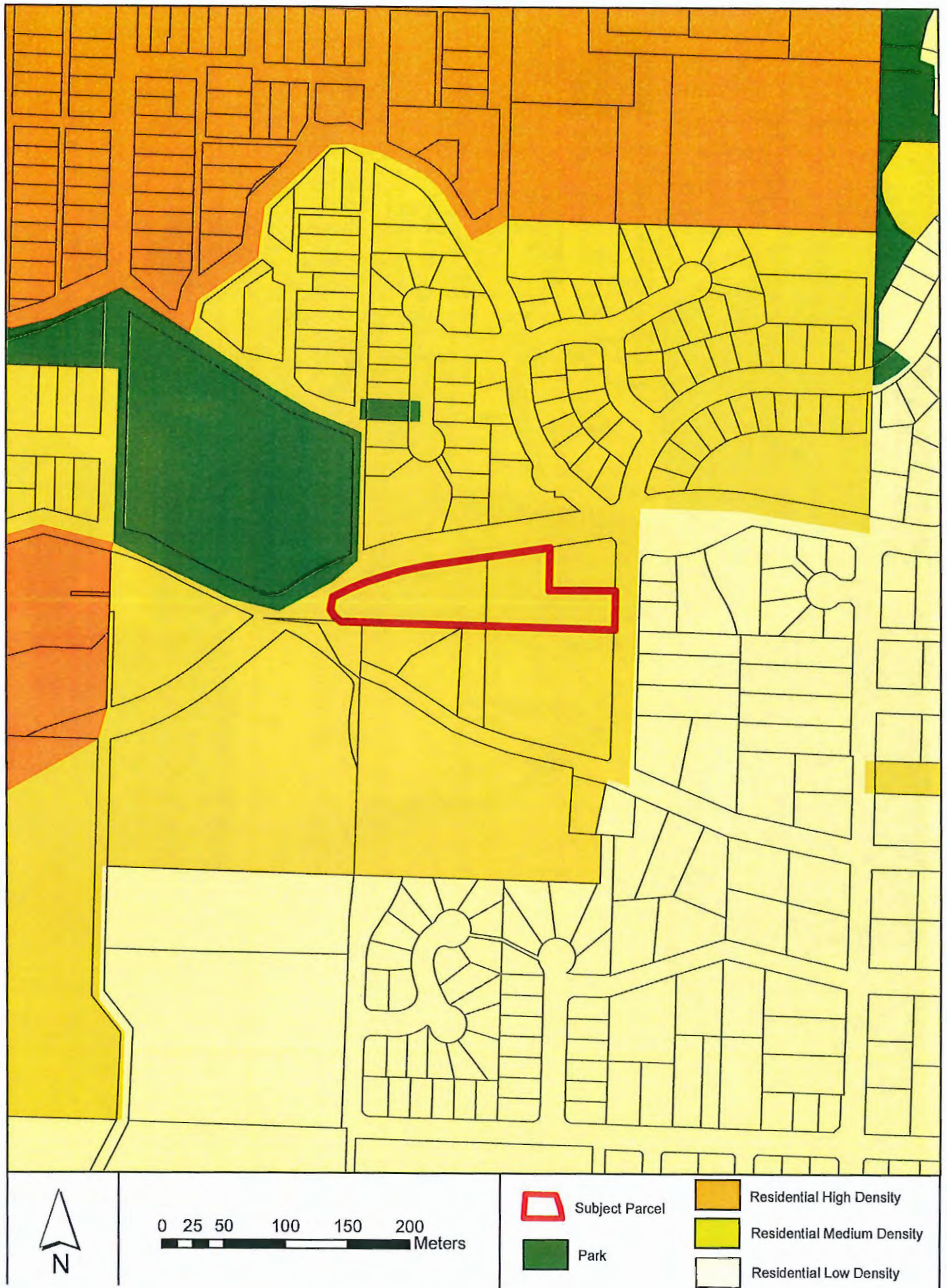


Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

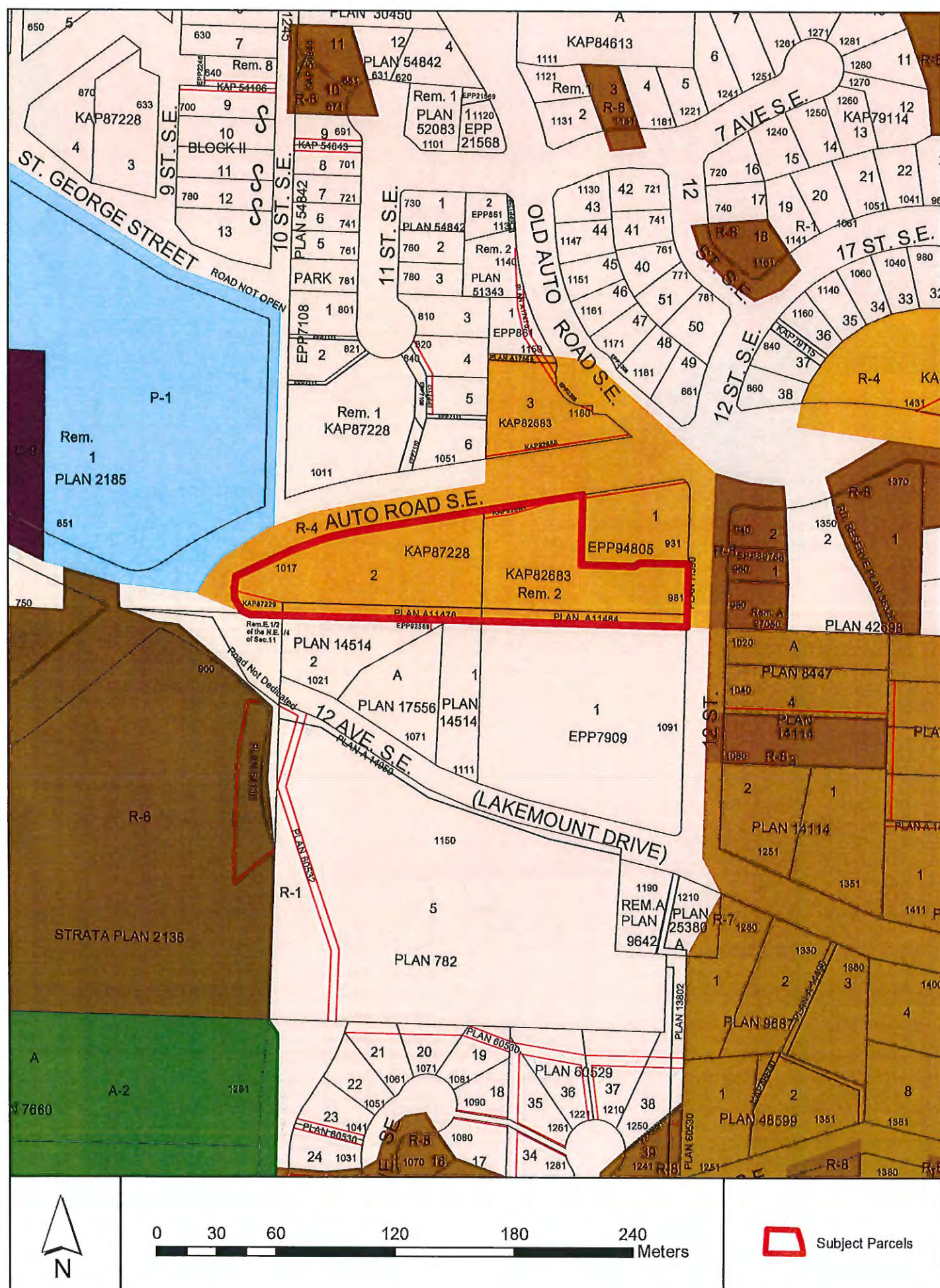














Appendix 4: Site Photos



View west along Auto Road SE.



View west from 12 Street SE.



View east along Auto Road SE.

**Terra Civis Inc.**

5769 146 Street  
Surrey, BC  
V3S 2Z5  
604-830-9788  
spinder@twinexport.ca

**Letter of intent for the proposed development of**

**981 12<sup>th</sup> Street SE and 1017 Auto Rd. SE.**

**Project name: Buena Vista Lane**

**Applicant/ Project Owner: Terra Civis Inc.**

January 3, 2022

To the Planning Department of the City of Salmon Arm,

It is our pleasure to submit this letter of intent for the proposed development of 981 12<sup>th</sup> Street SE (PID 026-923-386) and 1017 Auto Road SE (PID 027-599-248), currently owned by Terra Civis Inc.

***Project Summary***

The development will consist of eight 4 unit buildings and two 3 unit buildings for a total of 38 units. Units along the south property line will have basement garages and walk out main floors with bedrooms on the upper floor. Each unit will have its own backyard space. The buildings along the north side will be level entry with carport parking. Each unit will have a raised deck or patio as grade dictates.

### ***Existing Site Conditions***

Currently zoned R4, the properties are vacant of structures less a pole shed approximately 24x36' which will be removed. The site is bordered on the north/ west by Auto Road and The Montessori School, on the east by 12<sup>th</sup> Street SE, and the south by private residences.

### ***Zoning Compliance (R4)***

-All buildings are located within the setbacks of:

- 3.0m rear adjacent to R4 parcel
- 5.0m exterior side
- 1.8m interior side
- 5.0m front
- no structural or aerial encroachment on right of ways

-Buildings A&B require a height variance of 0.52m. Buildings C& F thru J require a height variance of 0.26m. Buildings D and E will be under the maximum height of 10m due to being partially underground along their tallest elevation.

-Total lot coverage is 2293.6m<sup>2</sup> (0.229ha) =23.7% < the allowable of 55%

### ***Project Layout***

Buildings will be clad in a mix of fibre-cement and engineered wood siding in five colours plus a tri-tone wood look. Roofing will be asphalt shingles throughout. On-site parking will total 82 spaces with 40 being covered. Landscaping will consist of a mix of garden areas, irrigated turf, and hardscaping thoughtfully placed for ease of maintenance and snow removal/ storage.

### ***Project Objectives and Benefits***

The project will benefit the City of Salmon Arm in the following ways:

- Increase in annual property tax.
- Add 38 affordable units to the market.
- Provide jobs for local building trades during construction and property maintenance companies long term.

***Project Specifics***

Start Construction: 2022  
Main entrance: 981 12<sup>th</sup> Street SE  
Allowable density: 40units/ hectare  
# of units: 38  
Sq. ft. per unit: 1824 including garage/ basement.  
land area: 0.967ha (2.39ac) (104 087sqft)  
Building area : 2293.6m<sup>2</sup> (24688 sqft)  
Lane width: 24.6' (7.5m)  
Lane lighting: LED fixtures mounted to each building  
vehicle parking: 82 stalls. 32 garage, 8 carport, and 42 off lane.

***Project Team***

**Terra Civis Inc. (Spinder Grewal) Project Owner**

**Heydewerk Homes Ltd. (Rudy Heyde) General Contractor**

**On-site Engineering Ltd. (Jan Van Lindert) Site Engineer**

**Michael Thiessen Building Design**

In Closing, we look forward to working with the City of Salmon Arm throughout the approval process to create more affordable living spaces in the desirable Hillcrest area.

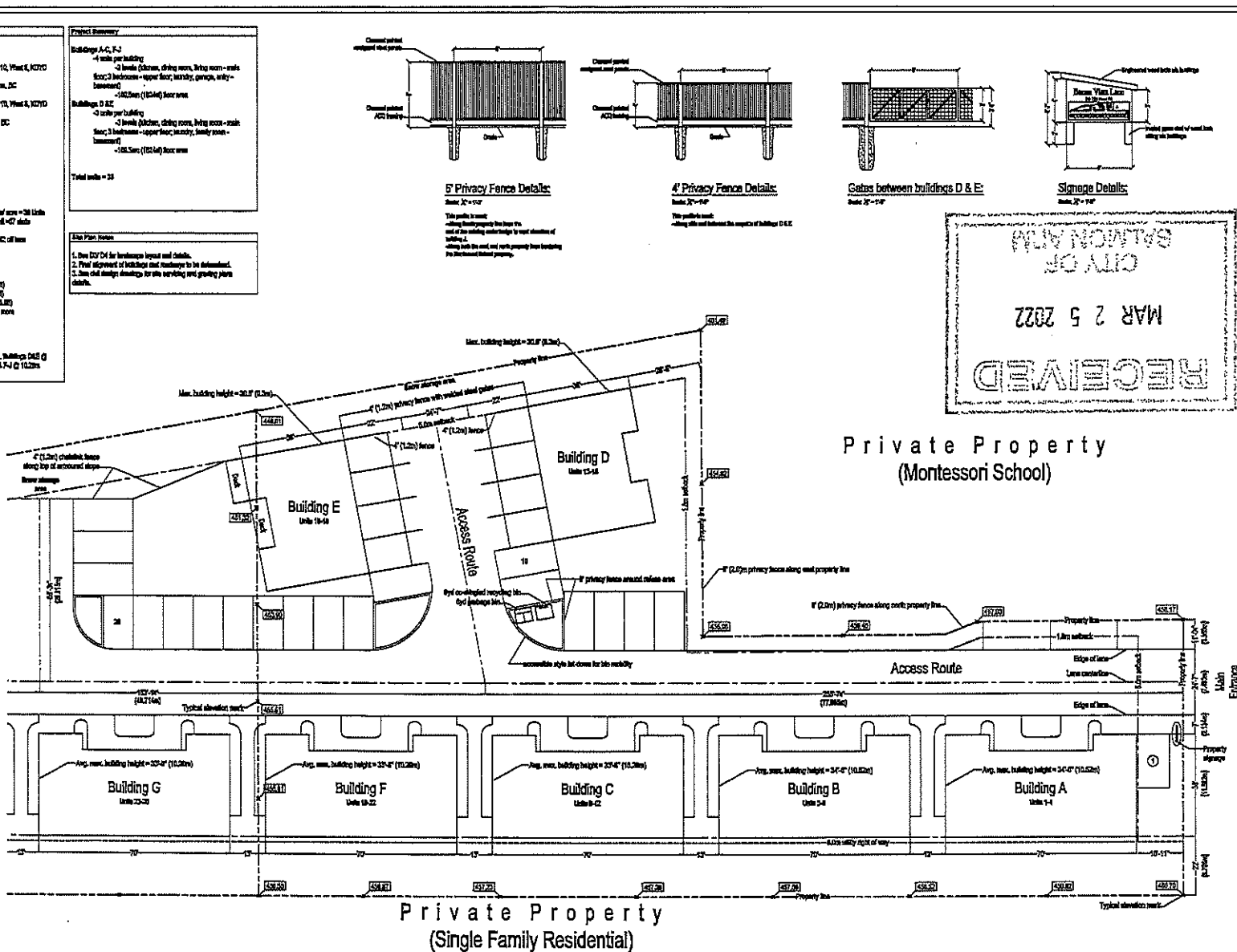
Sincerely,

Spinder Grewal





### ES Appendix E: Site & Building Plans



Private Property  
(Montessori School)

Access Route

Private Property  
(Single Family Residential)

# Buena Vista Lane

Address:  
201 12th St. SE  
Calverton, MD, 20618

Design Contact:  
Jesse J. Johnson  
202.553.1841

Builder Contact:  
Betsy Wright  
202.553.1841

Issued Date:  
21.12.15

Scale: 1/8" = 1'-0"

Building A  
Front &  
Rear  
Elevations

## A6

Appendix 6: Site & Building Plans

### North Facing Elevation

Variance - 10.6 m height proposed



Buildings A & B Front Elevation:  
Average height 34'-6 1/2" (22 1/2" variance req'd)

### South Facing Elevation



Rear Elevation:

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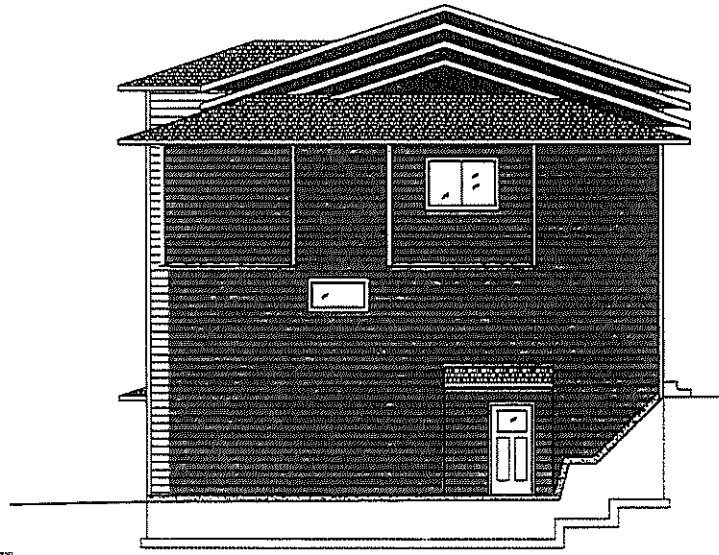
# Buena Vista Lane

Address: 201 12th St, SE  
Salmon Arm, BC  
Design Contact:  
Michael Thompson  
250.253.8041  
Builder Contact:  
Patty Koyda  
250.804.8041  
Drawing Date:  
21.12.15  
Scale (ANSI):  
3/8" = 1'-0"

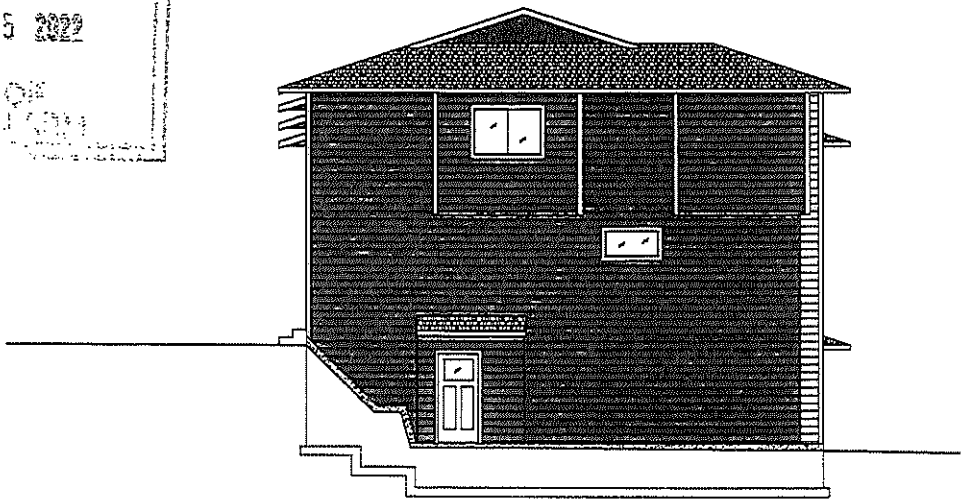
Building A  
Left &  
Right side  
Elevations

## A7

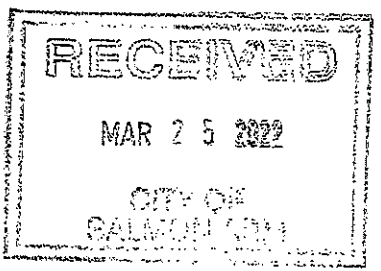
Appendix 6: Site & Building Plans



Right Elevation:



Left Elevation:





# Buena Vista Lane

Address: 2511 22nd St. SE  
Olympia, WA, 98512

Design Contact: Michael Thompson  
2521, 2523, 2541

Builder Contact: Rudy Hoyle  
2521, 2541, 2543

Issued Date: 24.02.15

Scale (NAD): 1/2" = 1'-0"

Building C  
& F-J  
Front &  
Rear  
Elevations

A6

Appendix 6: Site & Building Plans

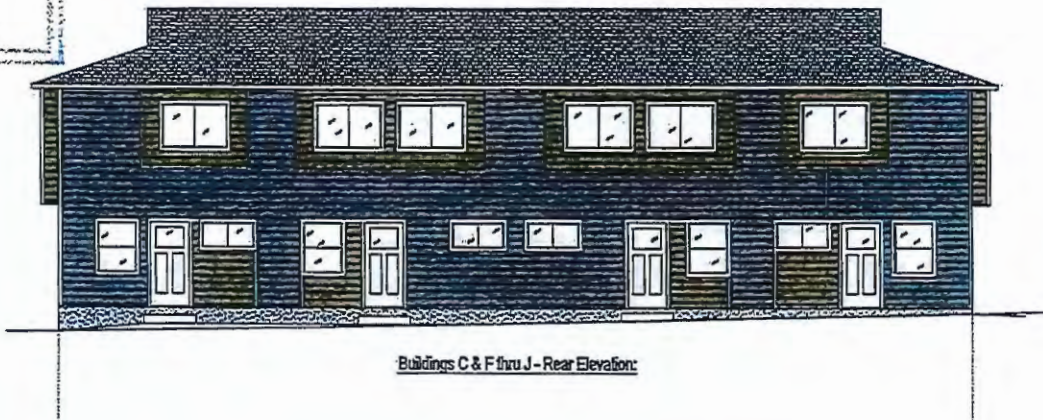
## North Facing Elevation

Variance - 10.3 m height proposed



Buildings C & F thru J - Front Elevation:  
Average height = 33'-0" (12' variance req'd)

## South Facing Elevation



Buildings C & F thru J - Rear Elevation:

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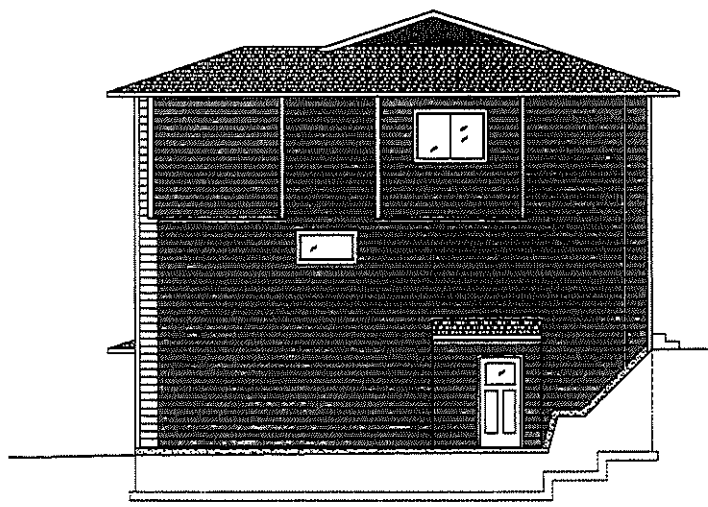
# Buena Vista Lane

Address: 3611 12th St. SE  
Surrey, BC  
Design Contact: Michael Thompson  
250.252.1941  
Builder Contact: Rudy Hoyle  
250.804.1841  
Drawing Date: 21.12.15  
Scale (NTP): 3/8" = 1'-0"

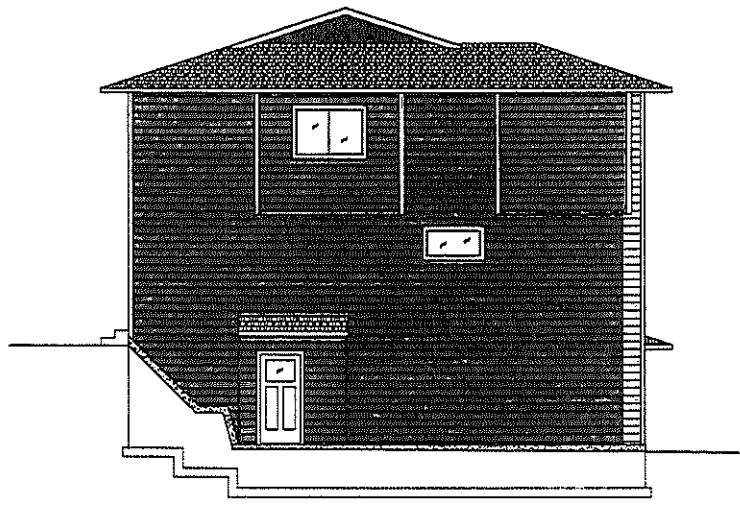
Buildings C  
& F-J  
Left &  
Right side  
Elevations

## A7

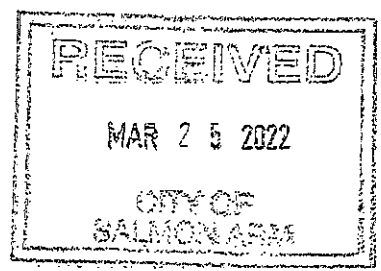
Appendix 6: Site & Building Plans

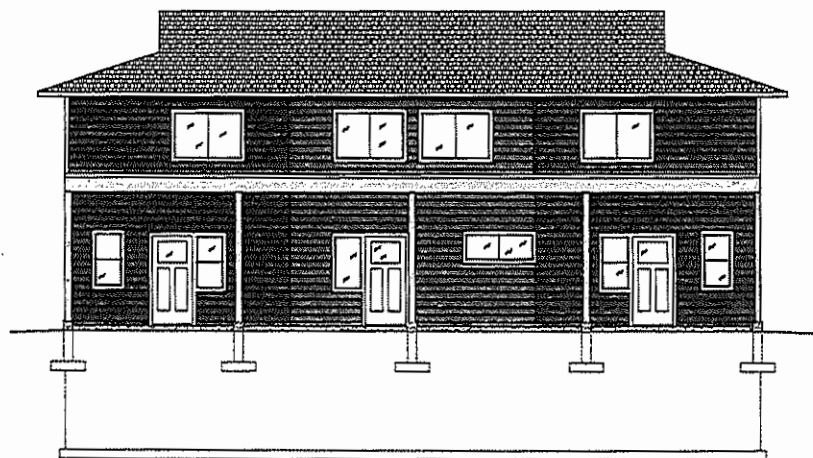


Right Elevation:

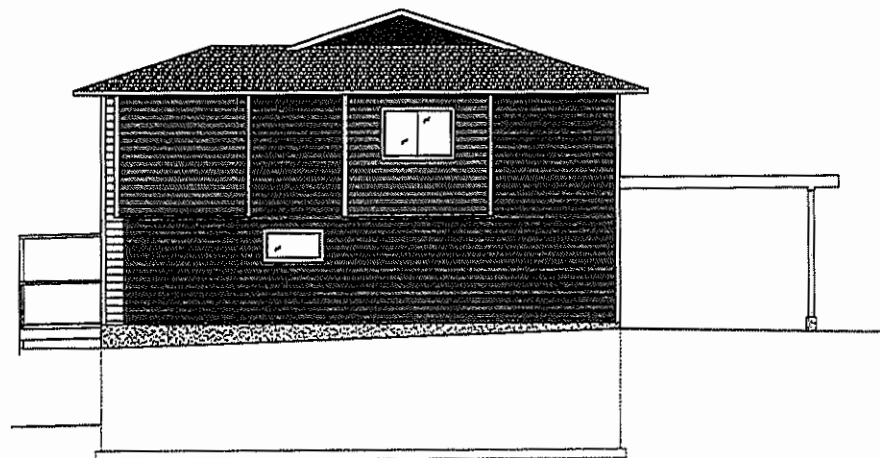


Buildings C & F thru J - Left Elevation:

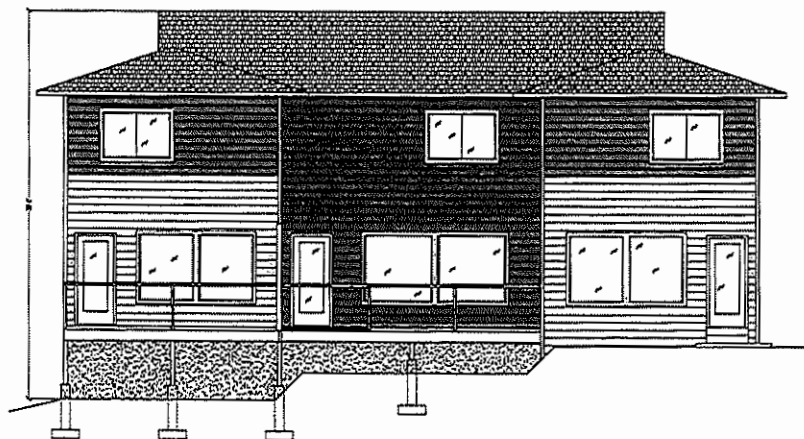




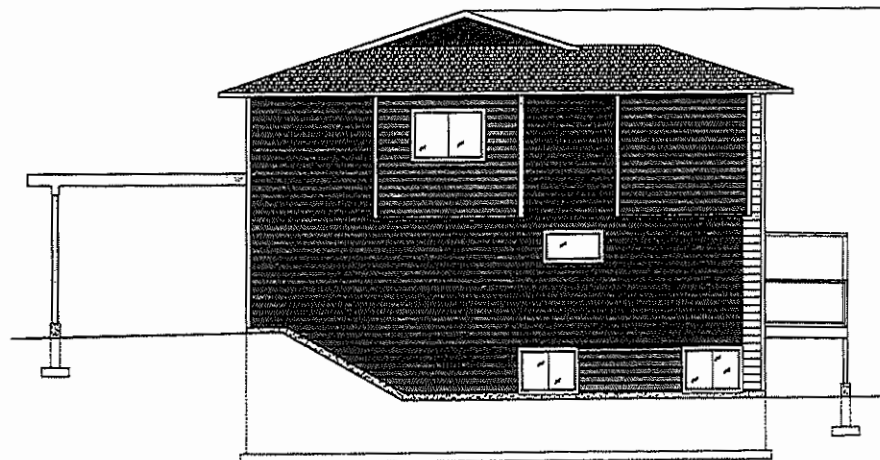
Front Elevation:



Left Elevation:



Rear Elevation:  
Max. building height < 10m - no variance req'd



Right Elevation:

# Buena Vista Lane

Address:  
811, 12th St, SE  
Salmon Arm, BC

Design Contact:  
Michael Thompson  
250.252.8411

Builder Contact:  
Rudy Hryda  
250.604.9911

Drawing Date:  
21. 12. 15

Scale (mm):  
1/2" = 1'-0"

Building E-  
Front &  
Rear  
Elevations

## A6

Appendix 6: Site & Building Plans

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OCEAN DEEP



Front Elevation

GRAY SLATE



Front Elevation

COUNTRY LANE



Front Elevation

MOUNTAIN SAGE



Front Elevation

# Buena Vista Lane

Address:  
181 12th St. SE  
Salmon Arm, BC

Design Contact:  
Michael Trépanier  
250.253.0041

Builder Contact:  
Andy Haythorn  
250.834.0041

Drawing Date:  
21.12.15

Scale (MM):  
3/4" = 1'-0"

Colour  
Schemes

C1

Appendix 6: Site & Building Plans

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SALMON ARM

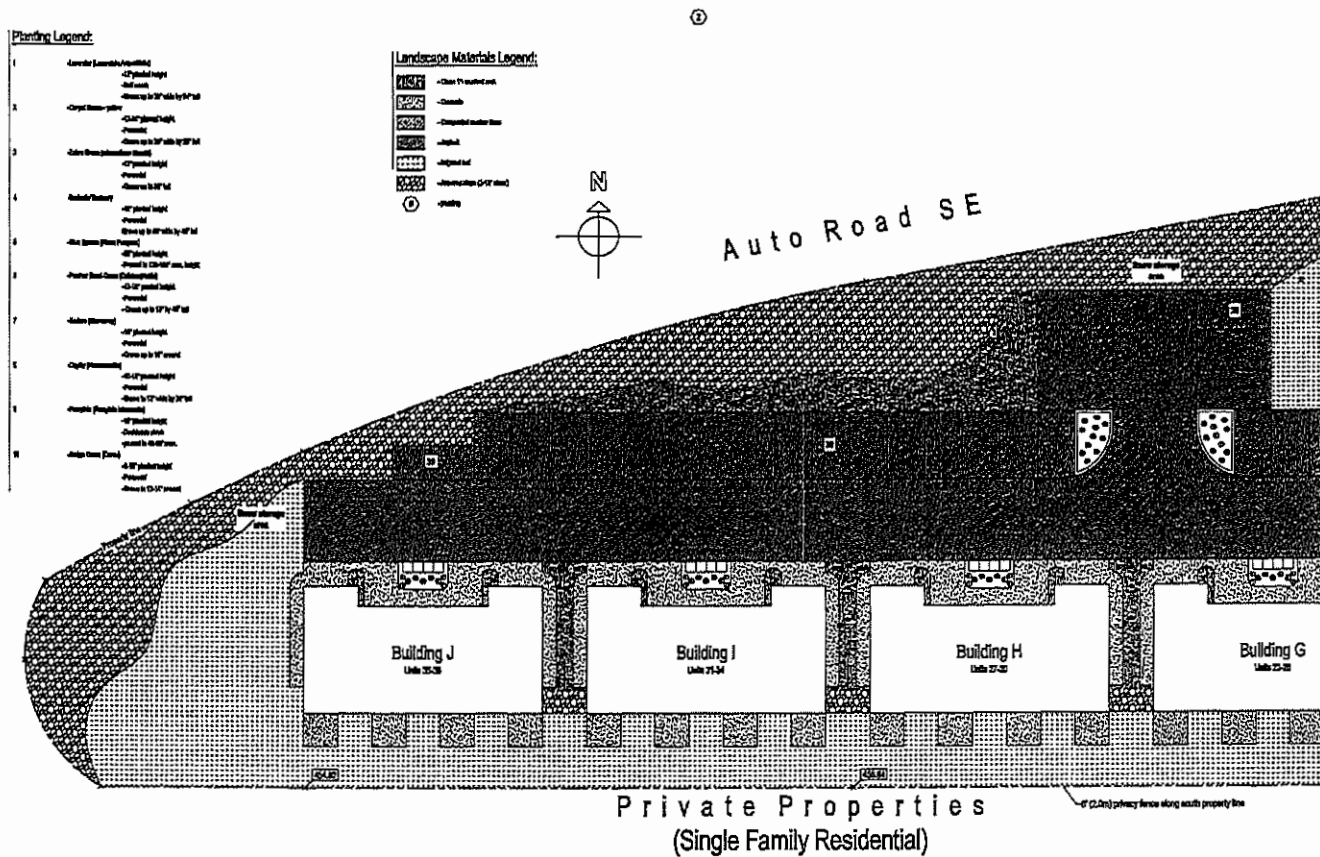
# Buena Vista Lane

Address: 221 12th St. SE  
Salmon Arm, BC  
Design Contact:  
Michael Tolman  
250.223.2841  
Builder Contact:  
Randy Virsik  
250.224.6841  
Drawing Date:  
21.12.15  
Scale (ANSI):  
1/4" = 1'-0"

Landscape  
plan cont.

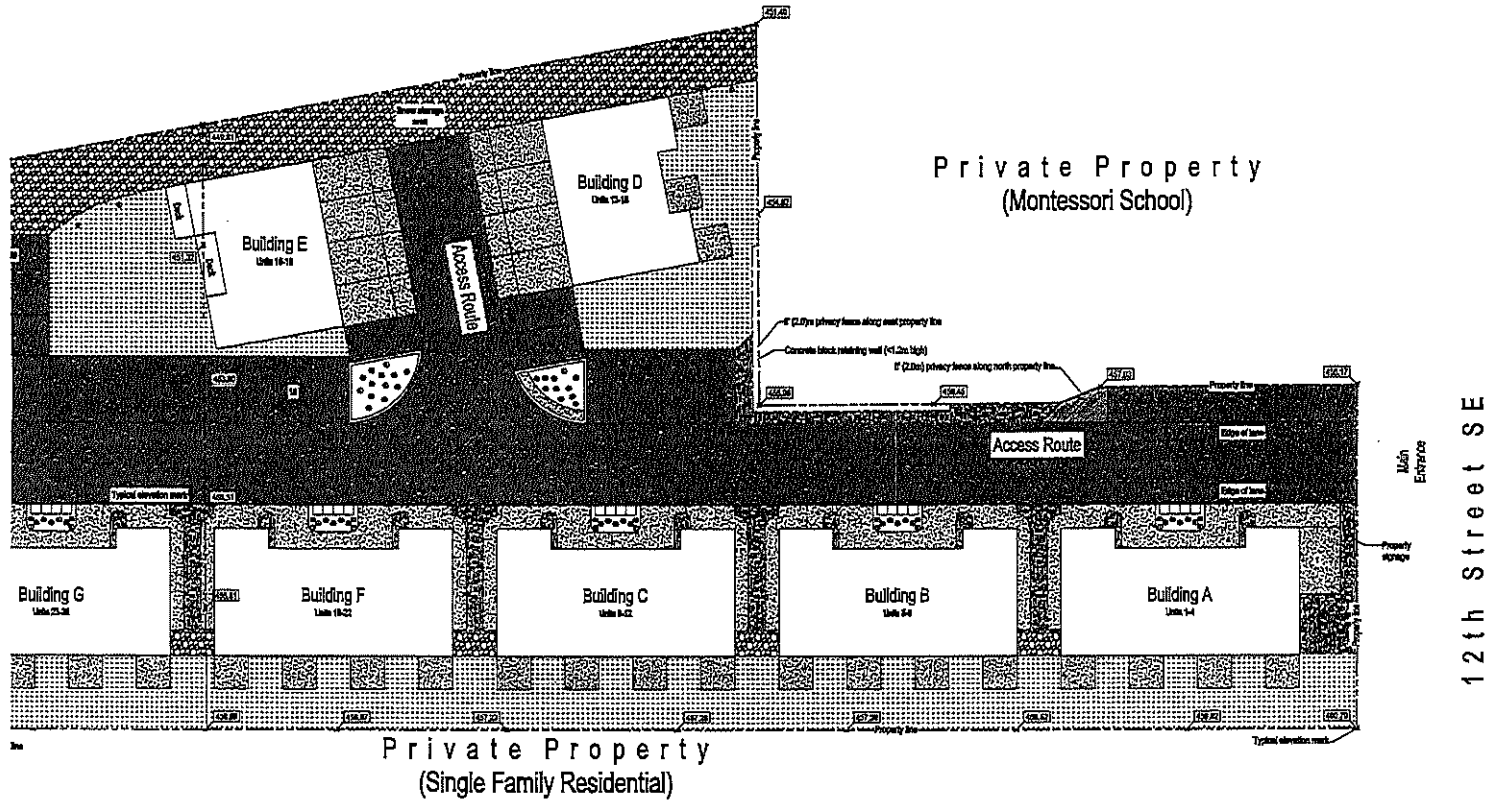
D4

Appendix 6: Site & Building Plans



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# Buena Vista Lane

Appendix 6: Site & Building Plans

Address: 801 12th St SE  
Salmon Arm, BC  
Design Contact: Michael Thomas  
250.253.0541  
Builder Contact: Rudy Hingle  
250.804.0541  
Drawing Date: 21.12.16  
Scale (NOT): 1/4" = 1'-0"

Landscape  
plan

D3

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SALMON ARM

Appendix 6: Site & Building Plans

**Buena Vista Lane planting Index**



Berberis



Feather Reed Grass



Blue Spruce



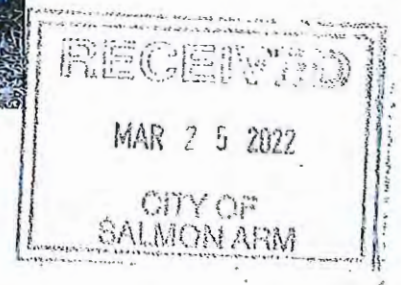
Forsythia



Daylily



Lavender







Sedge



Yellow Rose



Sedum



Zebra Grass

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CITY OF  
SALMON ARM

**CITY OF  
SALMON ARM***Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
DATE: March 11, 2022  
PREPARED BY: Mustafa Zakreet, Engineering Assistant  
APPLICANT: Terra Civis Inc.  
SUBJECT: DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-429  
LEGAL: Lot 2, Section 13, Township 20, Range 10, W6M KDYD, Plan KAP82683  
Except Plan EPP94805; and Lot 2, Section 13 and 14, Township 20, Range  
10, W6M KDYD, Plan KAP87228  
CIVIC: 981 – 12 Street SE and 1017 – 10 Avenue SE

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Further to your referral dated February 8, 2022, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages. The comments assume that the properties will undergo stratification or some form of subdivision:**

**General:**

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



**Development Permit APPLICATION FILE: DP-429**

March 11, 2022

Page 2

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8. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
  9. For the 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 building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. Auto Road SE, on the subject property's northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS).
2. Auto Road SE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Interim Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, 3m multi-use path, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. 12 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 no additional road dedication is required (to be confirmed by a BCLS).
4. 12 Street SE is currently constructed to an Interim Urban 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, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

**Development Permit APPLICATION FILE: DP-429**

March 11, 2022

Page 3

- 
5. 12 Ave SE on the subjected property's western side is designated as an Urban Local and currently constructed to an Interim Urban Local. Since this upgrade is premature at this time due to a proposed round-about, a 100% cash in lieu payment towards future upgrading will be accepted. Owner / Developer is responsible for all associated costs.
  6. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
  7. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of Auto Road SE and 12 Ave SE. An extra dedication may be required where the two roads meet to accommodate a proposed round-about at the intersection.

**Water:**

1. The subject property fronts a 100mm diameter Zone 2 watermain on 12 Street SE. Upgrading this watermain to 150mm diameter across the frontage of the property is required. As the frontage is small, a cash-in-lieu contribution will be taken for this section to have it completed as part of a larger project in the future.
2. The subject property fronts a 225mm diameter Zone 2 watermain along the property's south boundary protected by a 6m easement. No upgrade will be required at this time.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that an existing water service was left by the request of the owner at the time of subdivision. Water service is to be disconnected off watermain zone 2 at the owner/developer 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. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

**Development Permit APPLICATION FILE: DP-429**

March 11, 2022

Page 4

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**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 12 Street SE. No upgrades will be required at this time.
2. The subject property fronts a 200mm diameter sanitary sewer at the intersection of Auto Road SE and 12 Ave SE that terminates at a Sani Endcap. No upgrades will be required at this time. The development may consider the 200mm stub to be part of the service to property line if convenient, as no further extension of this main will be required with the consolidation of the subject properties.
3. The development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
5. Records indicate that the existing parcel, 981 12 St SE is currently serviced by a septic field. Decommissioning of the septic field, in accordance with building departments requirements will be a condition of the subdivision. Owner / Developer responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 450 mm diameter storm sewer on Auto Road SE on the west side of the property. Extension of the storm main along Auto Road to the eastern limit of the frontage is required.
2. The subject property is in an area with current storm capacity concerns according to the Stormwater Master Plan Study (April 2020). It is anticipated that stormwater will require control to the 2 year pre-development flows. Owner / Developer's engineer shall review downstream capacity within the existing City Storm System to receive the proposed discharge from the development and upstream contributing drainage areas.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be

**Development Permit APPLICATION FILE: DP-429**

March 11, 2022

Page 5

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required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

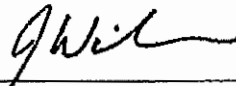
**Geotechnical:**

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



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**Mustafa Zakreem**  
Engineering Assistant



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





## DESIGN REVIEW PANEL MINUTES

February 23, 2022, 3:05 to 4:20 pm - Online, City Hall

**Present:** Paul Burrows (Panel Member)  
Trent Sismey (Panel Member)  
Marc Lamerton (Panel Member)  
Dennis Lowe (Panel Member)  
Bill Laird (Panel Member - Chair)  
Chris Larson (Senior Planner)  
Evan Chorlton (Planner)

**Applications:** Development Permit Applications No. DP-429, DP-437, DP-438, and DP-439

### Application No. DP-429

981 12 Street SE and 1017 10 Avenue SE – Terra Civis Inc. & Heydewerk Homes Ltd.

Staff provided an overview of the proposal under the current application. Panel members discussed the proposal and the need for housing. The height variance requested was noted as reasonable based on terrain conditions. The DRP discussed how the proposed design is fairly simple and relatively utilitarian in terms of the site layout. The DRP does not support the individual garbage/recycling collection shown and recommends a fenced/screened community collection point. An opportunity for increased landscape screening is suggested, particularly adjacent the daycare site, while some form of cladding is suggested to enhance the sides of the carports on buildings D and E. With these considerations, the DRP is supportive of the proposal as such:

#### Panel Recommendation

THAT the DRP supports application DP-429 subject to the consideration of the following conditions:

the inclusion of a screened and shared garbage/recycling area,  
the inclusion of additional landscaping for privacy along shared parcel lines (particularly at the daycare),  
and  
the inclusion of some form of cladding to screen the outer sides of the Building D and E carports.

### Application No. DP-437

700 30 Street NE – TSL Development Ltd. (Avex Architecture)

Staff provided an overview while the designer detailed the proposal under the current application. Panel members discussed the proposal and the need for a range of housing. The panel was favourable to the design presented, noting landscaping and privacy fencing. The setback variance was not of concern. The DRP discussed how the proposal is a great example of multi family design, complimenting the form of the buildings and noting how the area is well-suited to such a multi-family proposal. The DRP is supportive of the proposal as presented.

#### Panel Recommendation

THAT the DRP supports application DP-437 as presented noting the high quality design.

## Design Review Panel – February 23, 2022 Meeting Minutes

**Application No. DP-438****1910 11 Avenue NE – McGregor and Eldoros**

Staff provided an overview of the proposal under the current application. Panel members discussed the proposal and the need for housing. The setback variance requested was noted as minor and not of concern. The DRP discussed the simple site layout and conventional design, positively noting the range in the facades and finishes proposed. The DRP recommends including a fenced/screened community collection point while the inclusion of increased landscape screening is suggested, particularly adjacent the RCMP and TCH. Relative to the prominent position of this property, some form of enhancement to the somewhat blank north and south building facades is recommended to enhance the visual impact of this development relative to the adjacent streetscapes. With these considerations, the DRP is supportive of the proposal as such:

**Panel Recommendation**

THAT the DRP supports application DP-438 subject to the consideration of the following conditions:

the inclusion of a screened and shared garbage/recycling area,  
the inclusion of additional landscaping for privacy along the RCMP and TCH parcel lines, and  
the inclusion of some enhancements to the exterior buildings facades along the TCH and 11 Ave.

**Application No. DP-439****2430 10 Avenue (TCH) SW – Bremmvic Holdings Ltd.**

Staff and the applicant provided an overview of their project. Panel members discussed the proposal and the need for storage relative to commercial use, the positive effort to clean up the site and address non-conforming uses. It was noted that setback variances have been requested and there may be related storm water concerns. The DRP is supportive of the proposal as presented.

**Panel Recommendation**

THAT the DRP supports application DP-439 as presented.



Endorsed on behalf of Design Review Panel

**Corinne Boback**

---

**From:** Barb Puddifant  
**Sent:** Friday, May 6, 2022 8:07 AM  
**To:** Corinne Boback; Chris Larson; Sue Wood  
**Subject:** FW: [External] DP-429 public hearing  
**Attachments:** 20210815\_163729.jpg; 20220423\_150723.jpg

**From:** Jason Pufferhill [REDACTED]  
**Sent:** Wednesday, May 4, 2022 7:33 PM  
**To:** Barb Puddifant <bpuddifant@salmonarm.ca>  
**Cc:** Kevin Pearson <kpearson@salmonarm.ca>; Chris Larson <clarson@salmonarm.ca>  
**Subject:** [External] DP-429 public hearing

Salmon Arm city council:

We, the residents of 1021 12th Avenue SE bought our home in 2015. The appeal of it was the private country setting, right in the city with a beautiful private backyard with mature trees and a hot tub. We believe that it was these features that really set our property apart and added value. We paid full market value, as it was incredibly hard to find a home in Salmon Arm that met all of our needs.

Since we bought the property, we have seen the property at 1017 10 Avenue SE rezoned to R4. Now that it is being developed, and the lot cleared, we have completely lost all of our privacy and we are completely exposed to Auto road, which we all know is one of the busiest avenues in Salmon Arm. Everyone travelling that road along with all of the residents to the north of Auto road can see directly into our backyard. The proposed buildings G, H, I, and J shown in the drawings have a combined 24 windows on the second level that will all have a direct line of sight over the proposed 6' privacy fence.

I don't believe there were adequate measures taken to prove the property line, and some of the trees removed were, in my opinion, on my property; the stumps ripped out of the ground damaged my driveway and gravel put in their place without our consent or knowledge. Our property was trespassed on multiple occasions, by the developer and those working on the site.

There are recommendations in place for additional landscaping for the Montessori daycare. I am requesting that the additional landscaping along the property lines include our property line as well. I am also requesting that a variance to the fence height be included in the permit and recommendations added for a much taller fence to restore our privacy.

While we recognise the need for housing in Salmon Arm, we feel that any new development should not negatively affect the value of existing properties. We feel that this has had, and will continue to negatively affect the value and appeal of our property, unless the privacy issues are addressed.

My wife and I are planning on attending the hearing on Monday May 9. Thank you for your attention to this matter.

Regards,

Jason PufferHill RSE  
Toyota Pro Technician  
[REDACTED]











**CITY OF SALMON ARM  
NOTICE OF PUBLIC HEARING**

P205

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, May 9, 2022 at 7:00 p.m.

**1) Proposed Amendment to Official Community Plan Bylaw No. 4000:**

Redesignate a portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from MR (Medium Density Residential) to HR (High Density Residential).

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

Rezone a portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 R-4 (Medium Density Residential) to R-5 (High Density Residential)..

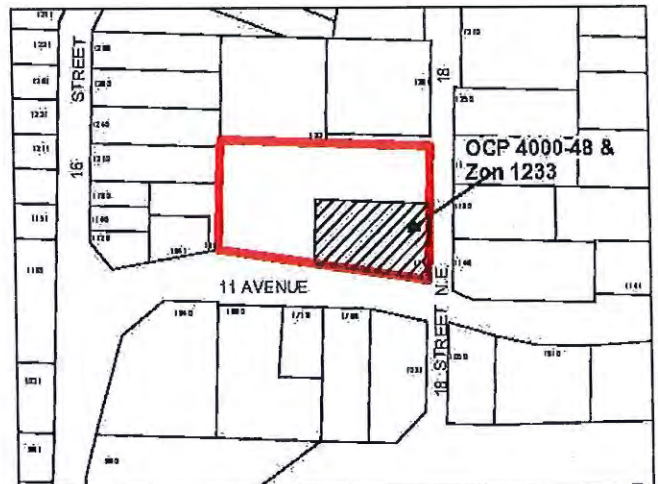
**Civic Address:** 1141 18 Street NE  
**Location:** Northwest corner of 11 Avenue NE and 18 Street NE

**Present Use:** Bare Land

**Proposed Use:** Southeast portion of property for constructing a multi-family building with approximately twenty-four (24) units

**Owner/Applicant:** Canzea Developments Ltd.

**Reference:** OCP4000-48/Bylaw No. 4499 and ZON-1233/ Bylaw No. 4501



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from April 26 to May 9, 2022 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 and virtually. In person attendance will be on a first come first serve basis. If you wish to attend electronically email [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca).

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Sue Wood, Director of Corporate Services

April 27 and May 4

**CITY OF  
SALMON ARM**

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To: His Worship Mayor Harrison and Members of Council

Date: March 30, 2022

Subject: Official Community Plan Amendment Application No. 4000 – 48 and Zoning Amendment Application No. 1233

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978, Except Plan 54560

Civic Address: 1141 18 Street NE

Owner/Applicant: Canzea Developments Ltd., Inc. BC No. BC1073124

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**STAFF RECOMMENDATION**

**THAT:** A Bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 to redesignate the south-east portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978, Except Plan 54560 from Residential Medium Density to Residential High Density;

**AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

**AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after required consultation with School District No. 83;

**AND THAT:** Pursuant to Section 477 3 (a) of the *Local Government Act*, Council shall consider the proposed Official Community Plan Amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Water Management Plan of the City of Salmon Arm;

**AND THAT:** A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the south-east portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978, Except Plan 54560 from R4 (Medium Density Residential Zone) to R5 (High Density Residential Zone);

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

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**PROPOSAL**

The applicant is proposing to amend the Official Community Plan (OCP) and zoning for the south-east section of 1141 18 Street for the purposes of constructing a multi-family building with approximately twenty four (24) units.

**BACKGROUND**

The subject property is designated Medium Density Residential in the OCP, within the Urban Containment Boundary and zoned R4 (Medium Density Residential) in the zoning bylaw (see Appendices 1-4). The subject property is approximately 9247sq.m. (2.2ac) in area. Essentially, the proposal is to split designate (OCP) and split zone the property in order to accommodate duplexes, triplexes and fourplexes on one portion of the site and a multifamily building on the other portion. The portion of the site under the current

application is approximately 2684sq.m.(0.66ac). The 6563sq.m (1.6ac) rest of the subject property would remain zoned R4.

Adjacent land uses include the following:

North: R1/Single Family Dwellings & unconstructed lane  
South: R1 & C6/Single Family Dwellings & vacant (11 Avenue NE)  
East: R1/Single Family Dwellings (18 Street NE)  
West: CD-7/Single Family Dwellings & vacant

In 2021, Council granted conditional Development Permit approval for a 30-unit development project comprised of a mix of duplex, triplex and townhome buildings. To date the conditions of the approval have not been satisfied, specifically, the receipt of the landscaping estimate and bond. Therefore, Development Permit No. 431 (DP No. 431), with variances, has been supported by Council, but not issued. Appendix 5 is the Council motion on the issuance of DP No. 431, the site plan and an elevation drawing provided in support of that application. The revised proposal of current application removes two duplexes in the original proposal and replaces that portion of the site with multi-family building (potential 24 units).

The applicant is requesting to amend the OCP from Residential Medium Density to Residential High Density and to rezone from R4 (Medium Density Residential Zone) to R5 (High Density Residential Zone) for the south-east portion of the subject property. Residential High Density would allow for 100/ha (with an increase to 130 units/ha when amenities are provided for as per the R5 zone). Given the proposed development area and density, the site could accommodate up to 26 units without utilizing the density bonus provisions of the zone. The R5 zone is attached as Appendix 6. The proposed site plan is included as Appendix 7. Should the OCP Amendment and rezoning application be approved the developer has indicated that they would subdivide the subject property to create two separate development sites.

If the above is approved the applicant has indicated some slight amendments to DP No. 431 would likely be proposed. With regard to the current proposal, the developer would have to apply for a separate Residential Development Permit for the proposed multifamily building.

## COMMENTS

### Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (optional and mandatory consultation requirements during OCP amendments), the proposed OCP amendments were referred to the following organizations on February 16, 2022:

Adams Lake Indian Band:	Response (attached as Appendix 8)
Neskonlith Indian Band:	No response to date
Economic Development Society:	No response
School District No. 83:	No response to date

Given the response of the Adams Lake Indian Band, staff have been in contact with the BC Archeological Branch to confirm known archeological sites in the vicinity and are awaiting a response. As directed by the Adams Lake Indian Band response, prior to any work commencing on the site the owner has been made aware that there may be artifacts and prior to work commencing they should contact ALIB to ensure that the regulations of the *Heritage Conservation Act* are adhered to.

### Section 477 - Local Government Act

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



Section 52 - Transportation Act

Pursuant to Section 52(3)(a), the rezoning application was provided to the Ministry of Transportation (MOTI) for review. MOTI granted Preliminary Approval for the rezoning bylaw and the bylaw will be forwarded to MOTI for signature after third reading.

Engineering Department

No concerns with OCP Amendment or rezoning applications and have provided comments on required road and service improvements at Development Permit or Building Permit stage (Appendix 9). The Engineering Department provided a similar response with the previously mentioned Development Permit (DP No. 431).

Building Department

No concerns.

Fire Department

No concerns.

Planning Department

In addition to the High Density Residential Development Guidelines in the OCP, in 2020 Council adopted the *Salmon Arm Community Housing Strategy*, both documents offer guidelines and policies for incorporating higher density housing options in the community.

In encouraging more housing and housing diversity, the *Salmon Arm Community Housing Strategy* encourages the City to facilitate the development of multi-family housing and in deliberating multi-family housing considers the importance of density and housing diversity in easing housing supply issues in the community. Specifically, the following OCP guidelines encourage high-density housing that are reflected in the subject proposal:

"8.2.2 Encourage and support affordable and special needs housing, including housing options for the community's diverse population.

8.3.1 Encourage new residential developments within the UB that create a mix of residential housing types and densities.

8.3.19 Encourage High, Medium and Low Density Residential developments and subdivisions to meeting the following:

- a. good access to transportation routes, including transit, trails and sidewalks, and roads;
- b. good access to community services, e.g. commercial uses, schools
- c. sufficiently removed from incompatible land uses to ensure health, safety and welfare of residents; and
- e. capable of being serviced with municipal, private and Crown utilities including fire protection in accordance with City standards and specifications."

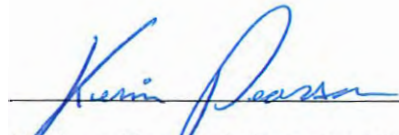
Within the Urban Area multi-family development is strongly encouraged in areas along corridors where public transit, pedestrian access routes and the availability of servicing. The proposed OCP Amendment and rezoning are within close proximity public transit, pedestrian access routes, commercial development and schools (see map Appendix 10). Should the proposed development proceed, in combination with those proposed on the adjacent site (DP No. 431), a total of 50 units are proposed on the subject property.

The submission of a Residential Development Permit for a multi-family building would be required. At that time, the form and character of the development are evaluated with a more detailed site plan and elevation drawings.

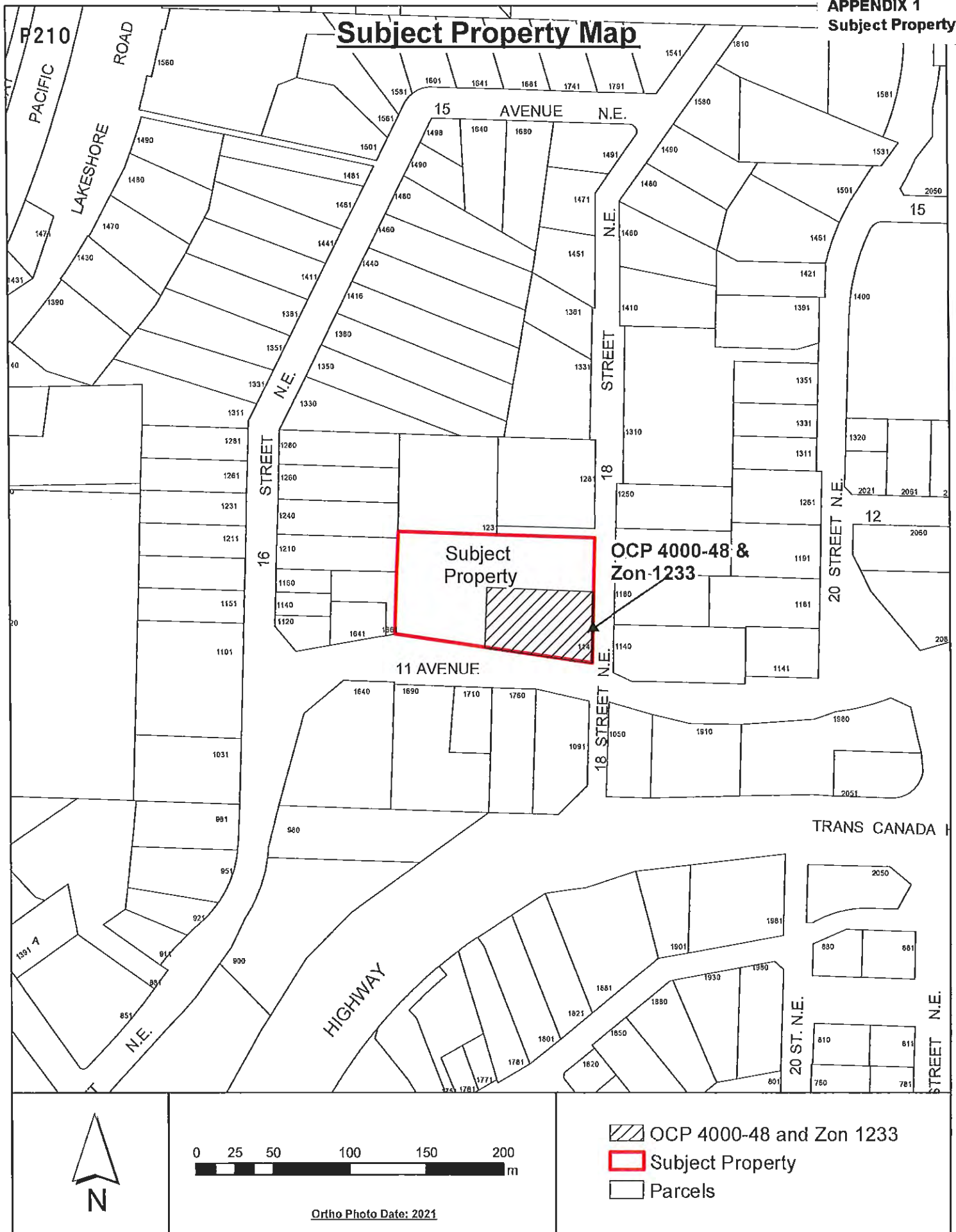
Given the previously mentioned OCP policies, staff are supportive of the OCP amendment and rezoning application.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner

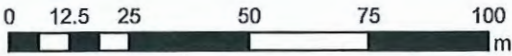


Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services








Ortho Map

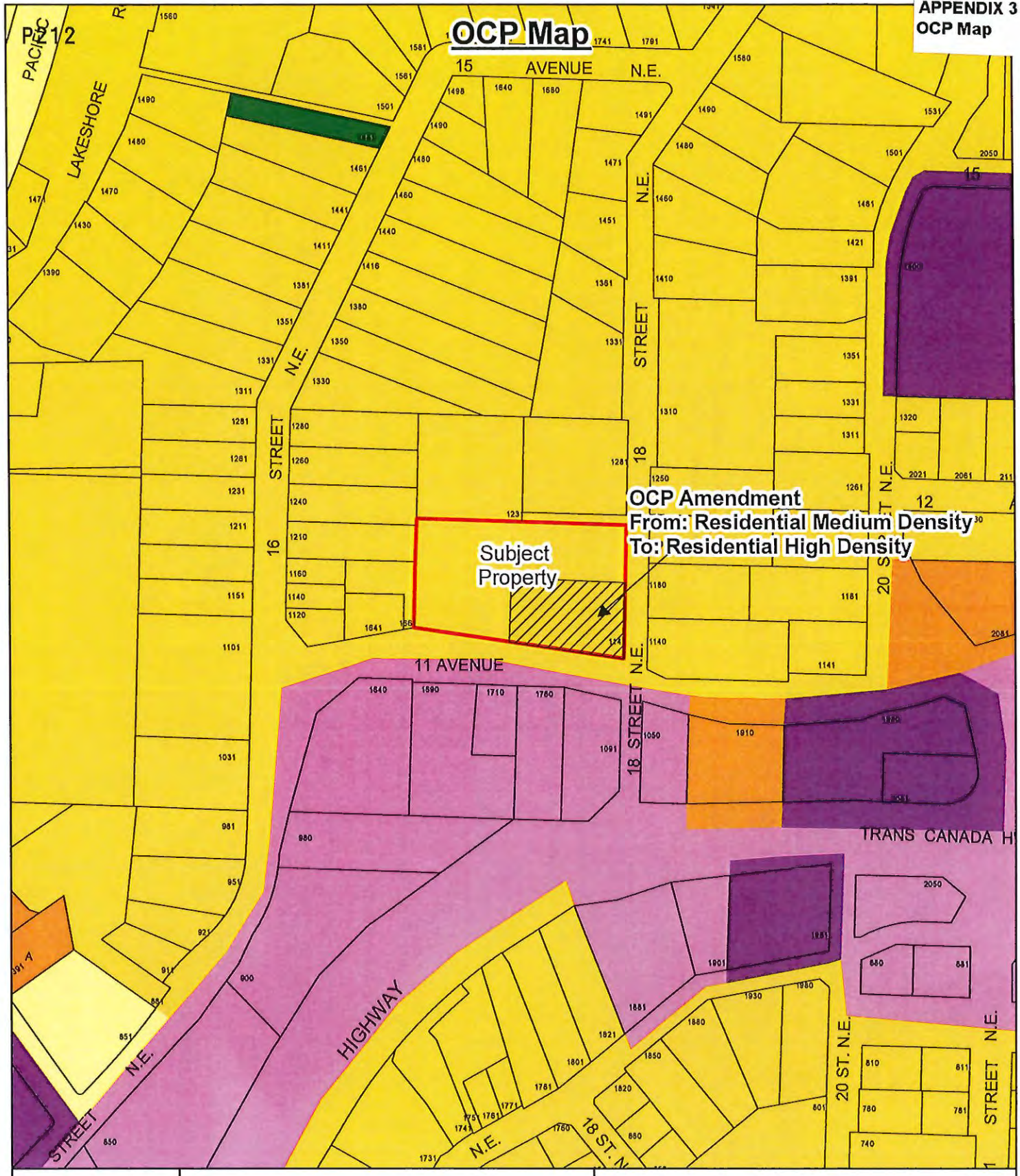


Ortho Photo Date: 2021

-  OCP 4000-48 and Zon 1233
-  Subject Property
-  Parcels

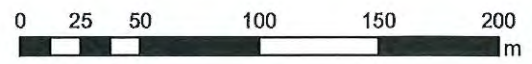


# OCP Map



OCP Amendment  
From: Residential Medium Density<sup>30</sup>  
To: Residential High Density

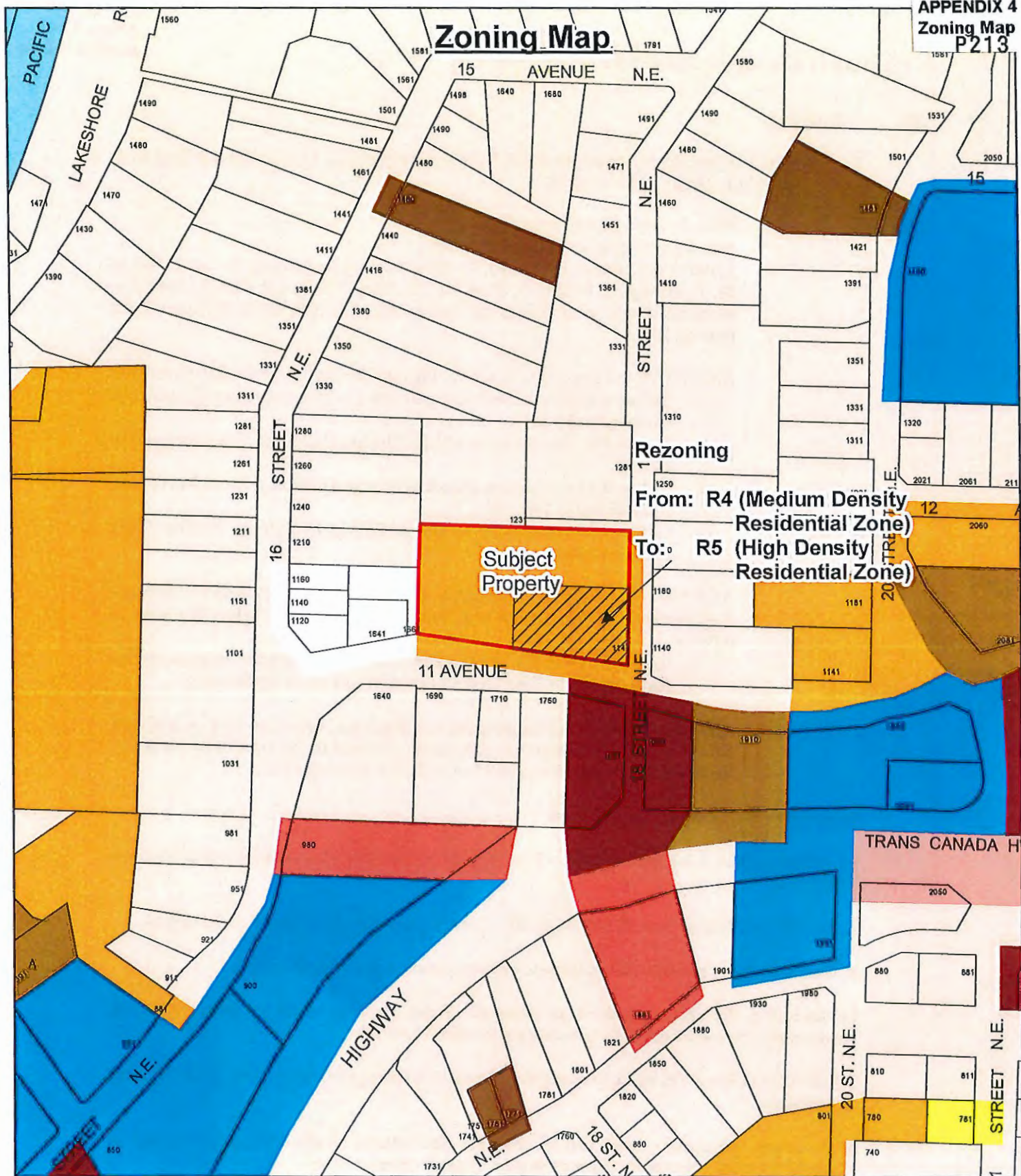
Subject  
Property



- OCP 4000-48 and Zon 1233
- Subject Property
- Parcels
- Park
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Residential - High Density
- Commercial - Highway Service / Tourist

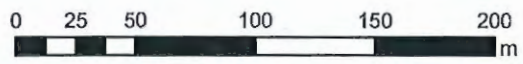


# Zoning Map



**Rezoning**  
From: R4 (Medium Density Residential Zone)  
To: R5 (High Density Residential Zone)

Subject Property



- |                          |     |     |     |
|--------------------------|-----|-----|-----|
| OCP 4000-48 and Zon 1233 | C-3 | P-1 | R-2 |
| Subject Property         | C-5 | P-3 | R-4 |
| Parcels                  | C-6 | R-1 | R-5 |
|                          |     |     | R-8 |

22. HEARINGS1. Development Permit Application No. DP-431 [Guenther, K.; 1141 18 Street NE; 30 unit - Medium Density Residential]

0367-2021

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Development Permit No. 431 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 in accordance with the drawings attached as Schedule A to the Staff Report dated June 15, 2021;

AND THAT: Development Permit No. 431 vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) – maximum permitted height of a retaining wall, 2 m increased to 5.3 m;
2. Section 9.4 – maximum height of Principal Buildings, 10 m increased to 12.1 m;
3. Section 9.9.1 – minimum setback of Principal Buildings, Front Parcel Line, 5 m reduced to 3 m; and
4. Section 9.9.4 – minimum setback of Principal Buildings, Exterior Parcel Line, 5 m reduced to 3 m;

AND THAT: Development Permit No. 431 vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the 4.0 m (13.1 feet) width-of-laneway dedication in exchange for registration of a Road Reserve Covenant at time of subdivision;

AND FURTHER THAT: issuance of Development Permit No. 431 be withheld subject to receipt of an irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

Submissions were called for at this time.

J. I. Norlin – email dated June 27, 2021 – June 28, 2021: Agenda Item 22.1 – Development Variance Application.

R. Keetch – email dated June 28, 2021 – DP-431 – Comments for City and Council consideration.

K. Guenther, the applicant, was available to answer questions from the Council.

M. Lamerton, the agent, provided an overview of the concerns raised by letter and email submissions. He was available to answer questions from Council.

T. Salo, 1210 16 Street NE, spoke to concerns with potential damage to mature trees on his property and drainage.

M. Lamerton, the agent, advised that the drainage requirements for the development would be addressed by a Geotechnical Engineer during development stage.

K. Guenther, the applicant, confirmed that should there be damage to the trees at 1210 16 Street NE there would be compensation.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:24 p.m. and the Motion was:

CARRIED  
Councillor Lindgren Opposed



PROJECT: 2020  
"RIDGE VIEW"  
Residential  
Development

100 Street NE  
Strommen BC  
DRAWING TITLE:  
**SITE PLAN  
& PROJECT  
INFORMATION**

DRAWING NO:  
**A1.1**

AVEX  
ARCHITECT

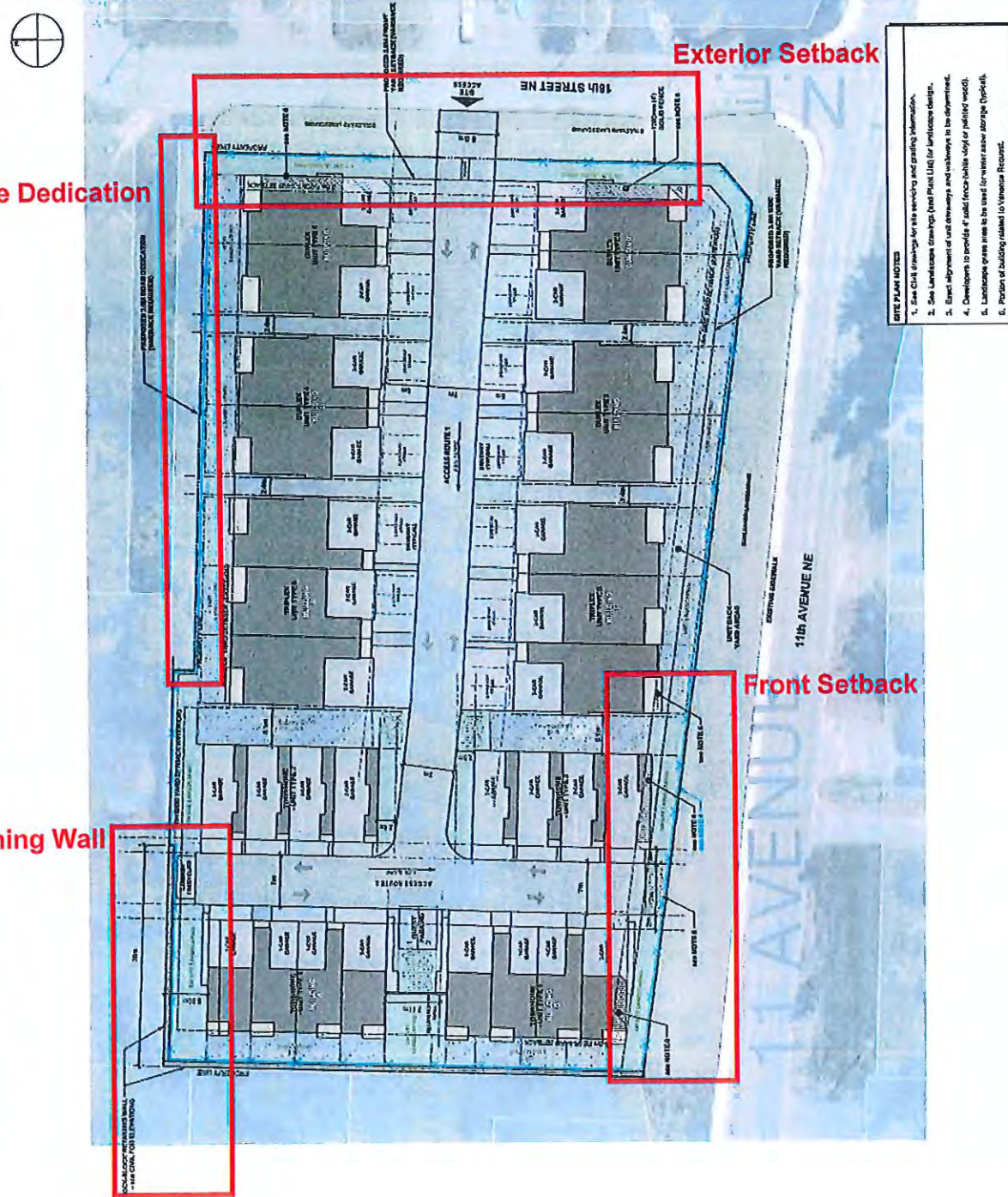
100 Street NE  
Strommen BC  
V2S 2G2A  
TEL: 604.271.1111  
WWW.AVEXARCHITECT.COM

DATE: 10/1/2020  
BY: [Signature]  
CHECKED: [Signature]  
APPROVED: [Signature]

DESIGNER: [Signature]  
DATE: 10/1/2020  
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APPROVED: [Signature]

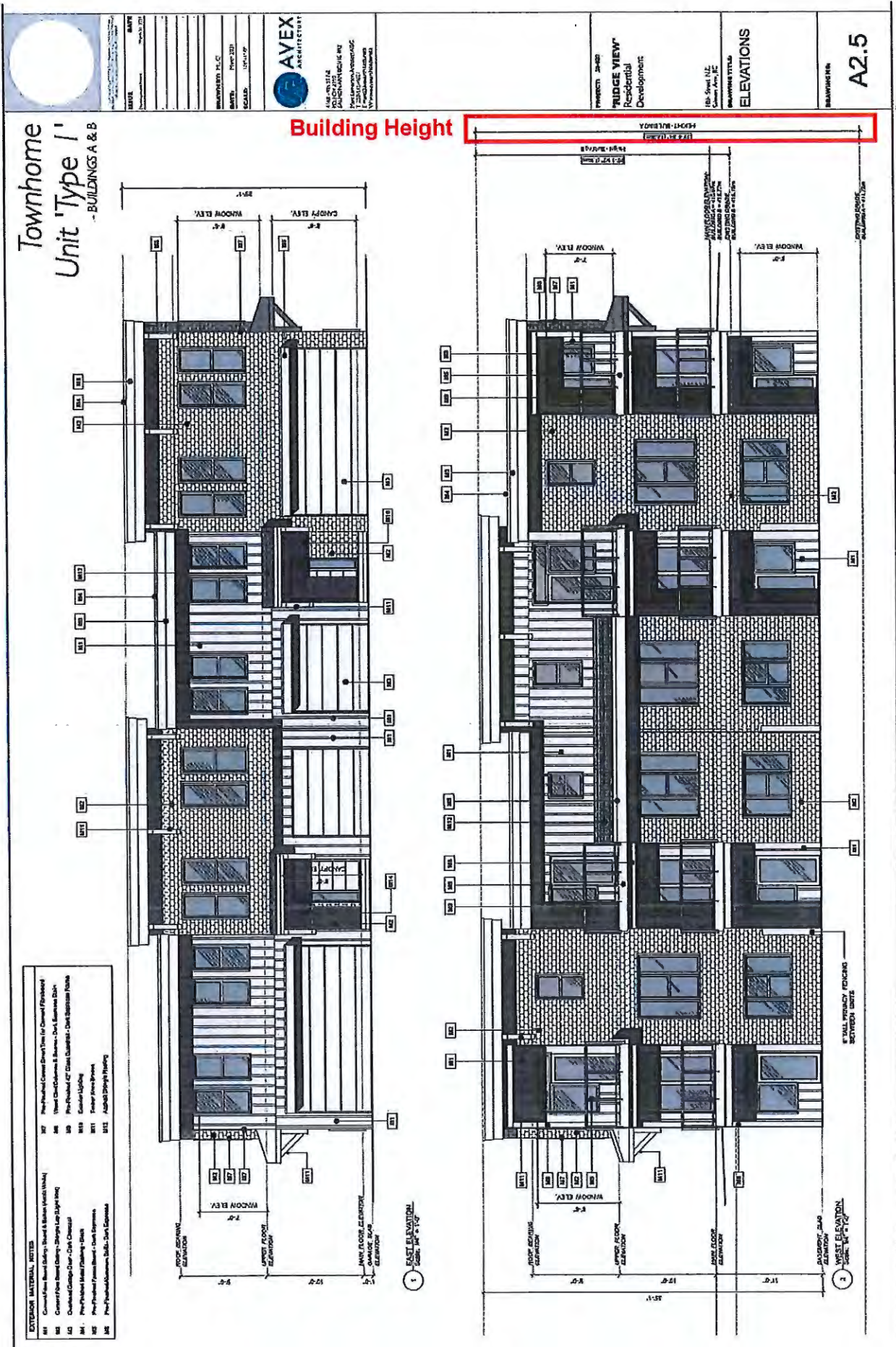
<b>DEVELOPMENT INFO</b>	
<b>LEGAL DESCRIPTION:</b> Lot 3, Plan 1978 (Concept Plan 6425/000) Section 24, Township 20, Range 10, 1100, 4000 LOT SIZE: 0.2731 ha (6.74 acres)	
<b>ZONING:</b> Residential Medium Density (RMD)	
<b>PERMITS:</b> Development Permit (DP) for Residential Development, Discharge, & Temporary Use	
<b>PARCELS COVERAGE:</b> Acreage: 0.2731 ha (6.74 acres) Proposed: 0.2731 ha (6.74 acres)	
<b>DENSITY:</b> Units per Acre: 10 Units per Acre (10.2 per Acre)	
<b>PARKING:</b> On-site Units: 30 Units Parking Spaces Per Unit: 1.5 Total Parking Spaces: 45 Spaces Total Drive Required: 2 Drives Driveway Width: 2.5 Meters Garage Side: 2.5 Meters Total Proposed Space: 45 Spaces	
<b>REQUIRED SETBACKS:</b> Front Yard: 5.0m (16.4ft) Side Yard: 5.0m (16.4ft) Rear Yard: 5.0m (16.4ft) Minimum Setback from Water Access Point: 5.0m (16.4ft)	
<b>MAXIMUM HEIGHT:</b> Permitted: 10.0m (32.8ft) Proposed: 10.0m (32.8ft)	

<b>PROJECT SUMMARY</b>	
<b>TOWNHOME TYPE 1</b>	3 Levels: Main (Single or Double Garage, Kitchen, Living, Dining, Powder Room), Upper (Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet), Lower (Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 2</b>	3 Levels: Ground (Trunk Room, Mechanical, Storage), Second (Kitchen, Living, Dining, Powder Room, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet), Third (Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 3</b>	2 Levels: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet), Second (Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 4</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 5</b>	2 Levels: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet), Second (Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 6</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 7</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 8</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 9</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 10</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 11</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 12</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 13</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 14</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
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<b>TOWNHOME TYPE 16</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
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<b>TOWNHOME TYPE 18</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 19</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 20</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
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<b>TOWNHOME TYPE 24</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
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<b>TOWNHOME TYPE 76</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 77</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 78</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 79</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 80</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 81</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 82</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 83</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 84</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 85</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 86</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 87</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 88</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 89</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 90</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 91</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 92</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 93</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 94</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 95</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 96</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 97</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 98</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 99</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)
<b>TOWNHOME TYPE 100</b>	1 Level: Main (Single Garage, Kitchen, Living, Dining, Master Suite, 2 Secondary Bedrooms, Bathroom, Linen Closet)



- SITE PLAN NOTES**
1. See Civil drawings for site servicing and grading information.
  2. See Landscape drawings (see Plan L1) for landscape design.
  3. Easement alignment and easements and easements to be determined.
  4. Developments to provide a 4' wide fence (with 4' or 6' wide fence).
  5. Landscape grass area to be used for water storage (if any).
  6. Portion of building related to Vancouver Record.







**SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE****Purpose**

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

**Regulations**

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

**Permitted Uses**

- 10.3 The following uses and no others are permitted in the R-5 *Zone*:

- .1 *assisted living housing*; #4336
- .2 *boarders, limited to two*;
- .3 *boarding home*; #2789
- .4 *commercial daycare facility*;
- .5 *dining area*; #4336
- .6 *duplex*; #4421
- .7 *home occupation*; #2782
- .8 *multiple family dwellings*;
- .9 *public use*;
- .10 *public utility*;
- .11 *rooming house*; #2789
- .12 *triplex*; #3286
- .13 *accessory use*.

**Maximum Height of Principal Building**

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

**Maximum Height of Accessory Building**

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

**Maximum Parcel Coverage**

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

**Minimum Parcel Area**

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

**Minimum Parcel Width**

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

**Minimum Setback of Principal Buildings**

- 10.9 The minimum *setback of buildings* from the:
- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
  - .2 *Rear parcel line* shall be 5.0 metres (16.4 feet)
  - .3 *Interior side parcel line* shall be 2.4 metres (7.8 feet)
  - .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)
  - .5 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

**SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED****Minimum Setback of Accessory Buildings**

10.10 The minimum *setback* of accessory *buildings* from the:

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre ( 3.3 feet)
- .3 *Interior side parcel line* shall be 1.0 metre ( 3.3 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)
- .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

**Maximum Density**

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

10.11

- .1 The maximum *density* shall be a total of 100 *dwelling units* or *sleeping units* per hectare (40.5 *dwelling units* or *sleeping units* per acre). #2789
- .2 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increased to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) in accordance with Table 3. In Table 3, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for each amenity.
- .3 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increase to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) for the provision of *Assisted Living Housing*. #4336

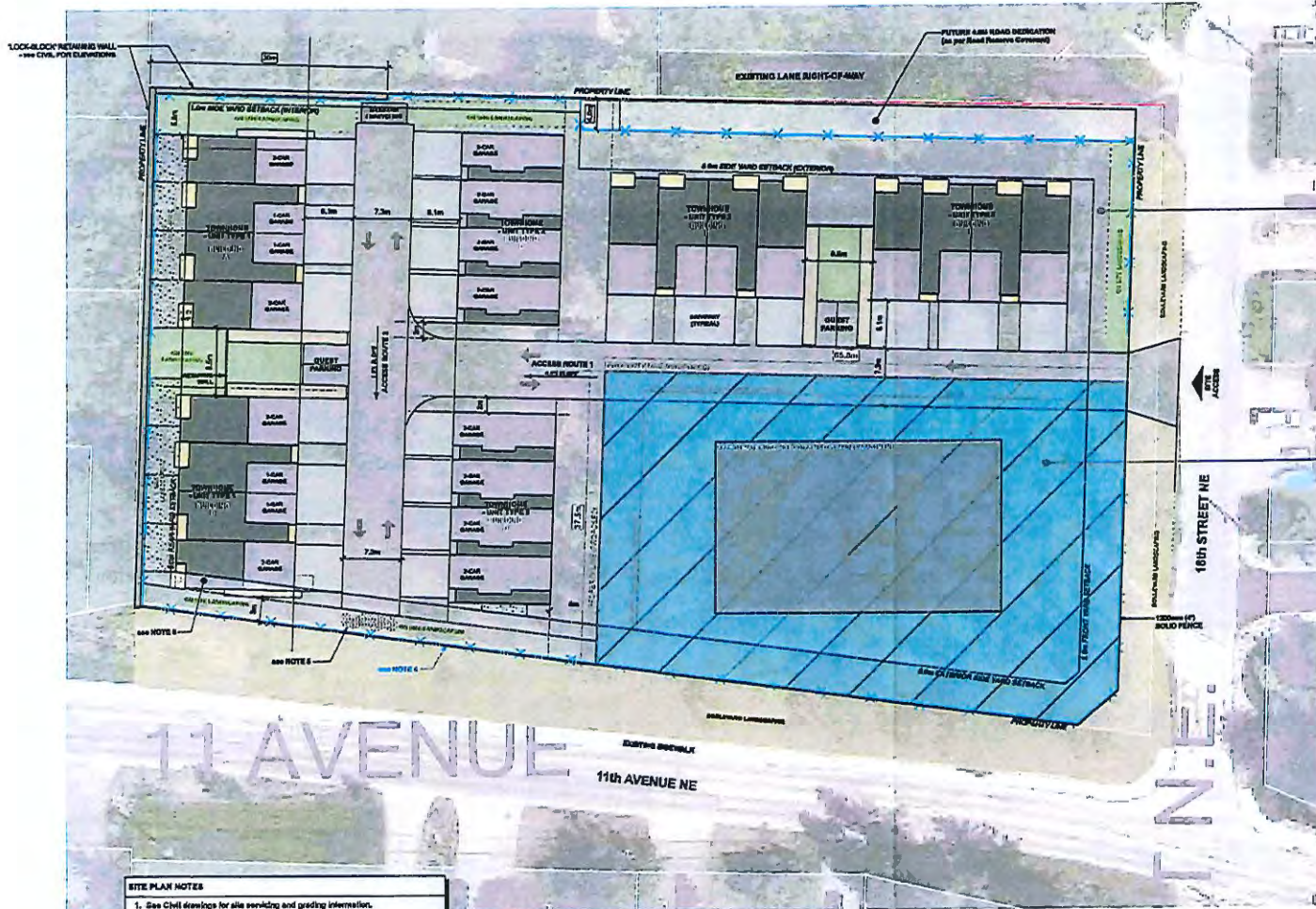
**TABLE 3**

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	□ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	□ 4 units per hectare (1.2 units per acre) □ 6 units per hectare (1.6 units per acre) □ 8 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	□ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>welling unit</i>	□ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218	□ 5 units per hectare (2.0 units per acre)

**Parking**

10.12 Parking shall be required as per Appendix I.





- SITE PLAN NOTES**
1. See Civil drawings for site servicing and grading information.
  2. See Landscape drawings (and Plant List) for landscape design.
  3. Exact alignment of unit driveways and walkways to be determined.
  4. Developers to provide 4' solid fence (white vinyl or painted wood).
  5. Landscape grass area to be used for winter snow storage (typical).
  6. Portion of building related to Variance Request.

**PROPOSED SUB-DIVIDED PROPERTY**  
 CURRENT ZONING:  
 - R-4 - MEDIUM DENSITY RESIDENTIAL  
 CURRENT OCP DESIGNATION:  
 - RESIDENTIAL - MEDIUM DENSITY  
 PROPOSED PARCEL SIZE:  
 = 8,042.0m (1.193ac)  
 MAX. ALLOWABLE DENSITY:  
 = 40 units / 1 Hectare (16 Units / Acre)  
 = 24.2 units  
 PROPOSED DENSITY:  
 = 24 units

**PROPOSED SUB-DIVIDED PROPERTY**  
 PROPOSED RE-ZONING TO:  
 - R-5 - HIGH DENSITY RESIDENTIAL  
 PROPOSED OCP AMENDMENT TO:  
 - RESIDENTIAL - HIGH DENSITY  
 PROPOSED PARCEL SIZE:  
 = 2,684.0m (0.663ac)  
 MAX. ALLOWABLE DENSITY:  
 = 100 units / 1 Hectare (40 Units / Acre)  
 = 20.5 units  
 PROPOSED DENSITY:  
 = 24 units

**PRELIMINARY**

DATE: \_\_\_\_\_  
 DRAWN BY: P.L.C.  
 DATE: January 2012  
 SCALE: 1:250

**AVEX**  
 ARCHITECTURE

4188 - 48th LINE  
 #1200-720  
 SAULTON AVENUE, V4S  
 1-200-515-1801  
 T: 604-291-1801  
 F: 604-291-1802  
 WWW.AVEXARCHITECTURE.COM

**PROJECT:** 23-\_\_\_\_\_  
**CanZee**  
 Developments  
 Residential  
 Development

18th Street NE,  
 Salmon Arm, BC

**DRAWING TITLE:**  
 SITE PLAN  
 & PROJECT  
 INFORMATION

**DRAWING NO:**  
 A1.1



P220



## Adams Lake Indian Band

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**Project Name:**

OCP4000-48 and ZON-1233

**FN Consultation ID:**

93836

**Consulting Org Contact:**

Kathy FRESE

**Consulting Organization:**

[City of Salmon Arm](#)

**Date Received:**

Wednesday, March 2, 2022

Weytk,

Re: the OCP4000-48 and ZON-1233 (for a 24 unit high density multi family building in Salmon Arm).

Through a preliminary analysis ALIB has identified some concerns which include:

x404 known ALIB cultural heritage sites (these do not include archaeology, but are specific to ALIB) found intersecting and to within 5 km of the provided polygon including Non-Human Being Stories (x17), medicinal plant gathering, habitation, boundary markers, burials, ceremonial locales, pithouses, pictographs, Indigenous heritage trails and subsistence. It is nearby to archaeological sites and in an area of high potential for archaeology. It is in an extirpated caribou zone and the Thompson River watershed (salmon habitat).

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

Before any work can be supported on this property, ALIB recommends that a Pespesellkwe CHAOA (Pespesellkwe desktop review) be funded by the proponent, followed up with a Pespesellkwe PFR to be conducted on this property. ALIB is cc'ing other Pespesellkwe communities in this response. ALIB also requires that the proponent create a Chance Find Policy and make all those involved in the project be made aware of it and the possibility of Indigenous cultural heritage values associated with this locale. A template to create the Policy from can be found here:

<https://islandstrust.bc.ca/document/province-of-bc-archaeology-chance-fi...> Note: this guide is from 2014. Some contact information may be out of date.

Please share any cultural heritage or environmental reports associated with this project.

Please consider using the Messages function on this referral in NationsConnect to otherwise respond to this letter.

Kukstemc,

Cella Nord, BA

Assistant Title & Rights Coordinator

Adams Lake Indian Band

Chase, BC



*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
DATE: January 16, 2022  
PREPARED BY: Mustafa Zakreet, Engineering Assistant  
OWNER: CanZea Developments Ltd.: 1350 Kinross Place, Kamloops, BC V1S 0B8  
APPLICANT: Owner  
SUBJECT: Official Community Plan & Zoning Amendment Application  
LEGAL: Lot 3 Section 24 Township 20 Range 10 W6M KDYD Plan 1978  
Except Plan KAP54560  
CIVIC: 1141 – 18 Street NE

---

Further to your referral dated January 16, 2022, we provide the following servicing information.

**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. At the time of development the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the

**OFFICIAL COMMUNITY PLAN No. OCP-4000**

16 January 2022

Page 2

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requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer.

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

**Roads / Access:**

1. 11 Avenue NE, on the subject properties southern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 11 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, offset sidewalk/multi-use path, davit street lighting and fire hydrants. Owner / Developer is responsible for all associated costs.
3. 18 Street NE, on the subject properties eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 3.36m of additional road dedication is required (to be confirmed by a BCLS).
4. 18 Street NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. The Laneway on the subject properties northern boundary requires 10.0m road dedication. Available records indicate that 4.0m of additional road dedication is required (to be confirmed by a BCLS). At this time a 4m wide Road Reserve would be acceptable since widening of the laneway is considered unlikely in the near future.
6. The Laneway is not constructed to any standard, however, since it is currently only being used as a private driveway, no further upgrades are required.
7. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
8. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 11 Avenue NE and 18 Street NE.

**OFFICIAL COMMUNITY PLAN No. OCP-4000**

16 January 2022

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9. As 11 Avenue NE will be designated a Collector Road in the future due to traffic volumes, access shall be restricted to 18 Street NE only and no access will be permitted onto 11 Avenue NE.
10. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

**Water:**

1. The subject property fronts a 450mm diameter Zone 1 watermain on 11 Avenue NE and a 150mm diameter Zone 2 watermain on 18 Street NE. No upgrades will be required at this time.
2. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-11) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at time of Building Permit, at the owner/developers cost.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that the existing property is serviced by a service of unknown size from the 150mm diameter watermain on 18 Street NE. This service is to be removed at the water main at the Owner / Developer'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. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.



**OFFICIAL COMMUNITY PLAN No. OCP-4000**

16 January 2022

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**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 11 Avenue NE and a 150mm diameter sanitary sewer on 18 Street NE. Since the 18 Street NE sewer terminates at the top of the hill and there are no further properties served, no upgrades will be required.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 150mm service from the sanitary sewer on 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 525mm diameter storm sewer on 11 Avenue NE. No upgrades will be required at this time, however extension of the Storm sewer up 18 Avenue NE may be required to collect road drainage.
2. Records indicate that the existing property is not connected to City storm. However, there is an inlet structure on the south boundary of the property which is connected to a culvert crossing 11 Avenue NE. The development of this property makes this culvert and inlet structure redundant and it shall be decommissioned. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The parcel shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**OFFICIAL COMMUNITY PLAN No. OCP-4000**

16 January 2022

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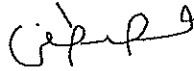
**Geotechnical:**

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.

**Variances:**

1. The applicant has requested variances to the Zoning Bylaw.

The Engineering Department has no objections to these variances.



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**Mustafa Zakreet**  
Engineering Assistant



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



# Amenities - Distance from Subject Property



0 65 130 260 390 520 m

- |   |                  |   |      |
|---|------------------|---|------|
|  | Parcels          |  | 100m |
|  | Subject Property |  | 500m |



May 1, 2022

Daryl and Marita Arychuk

1140 16 ST NE

Salmon Arm, BC V1E 2V1

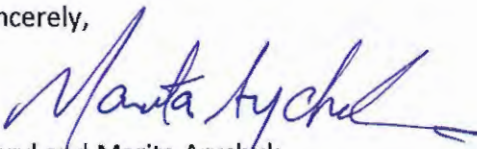
Dear Mayor Harrison and Honourable Council Members,

We are writing in regards to the proposed change in Zoning Bylaw No. 2303 by rezoning the south-east portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978, Except Plan 54560 from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone);

We understand that this particular property has seen several zoning changes and variances in the most recent year.

As neighbours like 50 metres below the proposed property, we would ask that before stamping this for approval, you please reconsider your own OCP. As we listened to the past two council meetings where this property was discussed, it is apparent that there is no real plan to go ahead with this rezoning. Councilors seem to want high density in this area, but they also refer to the South side of 11<sup>th</sup> AVE as likely all becoming high density in the years to come. This property is yes in an older established neighbourhood and we would like to express that keep the North side of 11<sup>th</sup> as no higher than R-4, and instead create a city plan.

Sincerely,



Daryl and Marita Arychuk



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Item 24.1

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4499 be read a third time.

[OCP4000-48; Canzea Developments Ltd.; 1141 18 Street NE; MR to HR]

### Vote Record

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

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

**CITY OF SALMON ARM**

**BYLAW NO. 4499**

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

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WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means on May 9, 2022 at the hour of 7:00 p.m. was published in the April 27, 2022 and May 4, 2022 issues of the Salmon Arm Observer;

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

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

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

1. Redesignate a portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from MR (Medium Density Residential) to HR (High Density Residential), 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 Official Community Plan Amendment Bylaw No. 4499"**.

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF April 2022

READ A SECOND TIME THIS 25<sup>th</sup> DAY OF April 2022

READ A THIRD TIME THIS DAY OF 2022

ADOPTED BY COUNCIL THIS DAY OF 2022

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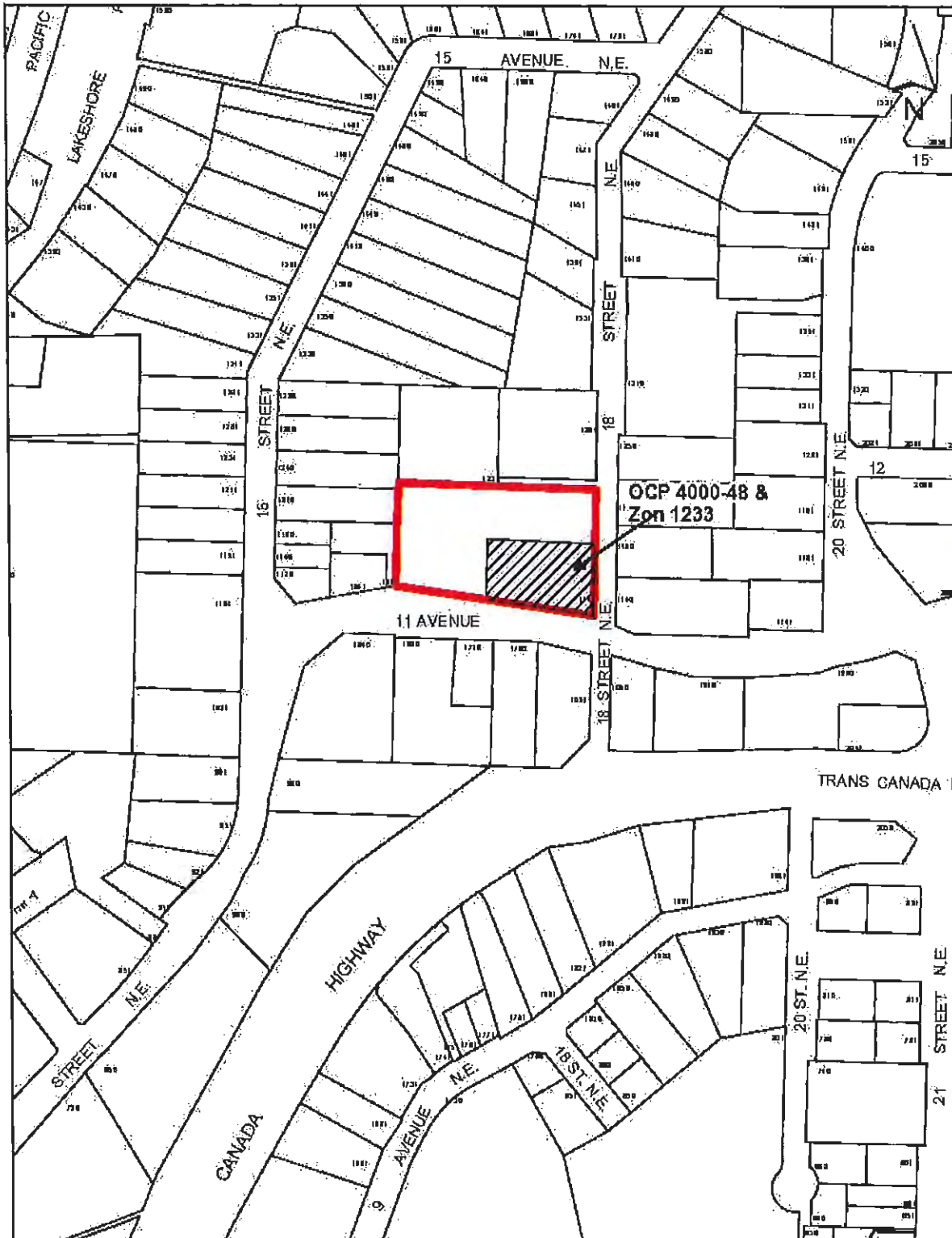
MAYOR

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CORPORATE OFFICER



Schedule "A"



Item 24.2

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4501 be read a third time.

[ZON-1233; Canzea Developments Ltd.; 1141 18 Street NE; R-4 to R-5]

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4501

#### A bylaw to amend "District of Salmon Arm Zoning Bylaw No. 2303"

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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 May 9, 2022 at the hour of 7:00 p.m. was published in the April 27, 2022 and May 4, 2022 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 a portion of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “City of Salmon Arm Zoning Amendment Bylaw No. 4501”

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF April 2022

READ A SECOND TIME THIS 25<sup>th</sup> DAY OF April 2022

READ A THIRD TIME THIS DAY OF 2022

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE DAY OF , 2022

\_\_\_\_\_  
For Minister of Transportation & Infrastructure

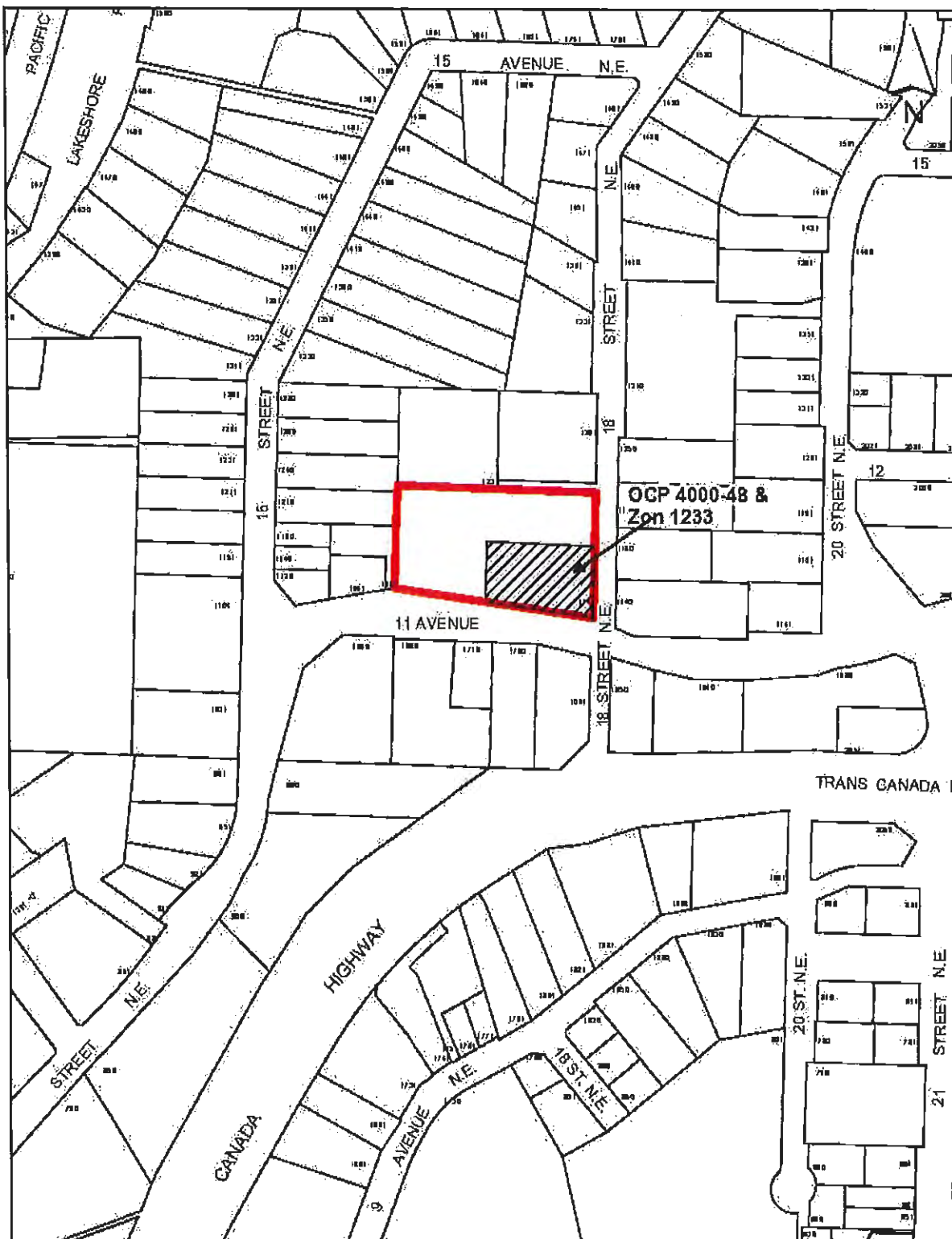
ADOPTED BY COUNCIL THIS DAY OF 2022

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



Schedule "A"



Item 26.

## CITY OF SALMON ARM

Date: May 9, 2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of May 9, 2022, be adjourned.

### Vote Record

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

Opposed:

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

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