

# CITY OF SALMON ARM

500 – 2 Avenue NE  
PO Box 50 Salmon Arm, BC V1E4N2  
250.803.4000 // [www.salmonarm.ca](http://www.salmonarm.ca)

May 28, 2026

## Hearing Notice

### Council Consideration:

#### Development Variance Permit No. VP-629

- Beginning at 7:00 pm, Monday June 8, 2026, during the Regular Council Meeting
- Council Chambers - Salmon Arm City Hall, 500 – 2 Avenue NE

### PROPERTY:

1041 – 1 Street SE

Lot 2, Section 11, Township 20, Range 10, W6M, KDYD,  
Plan 9916

### LOCATION:

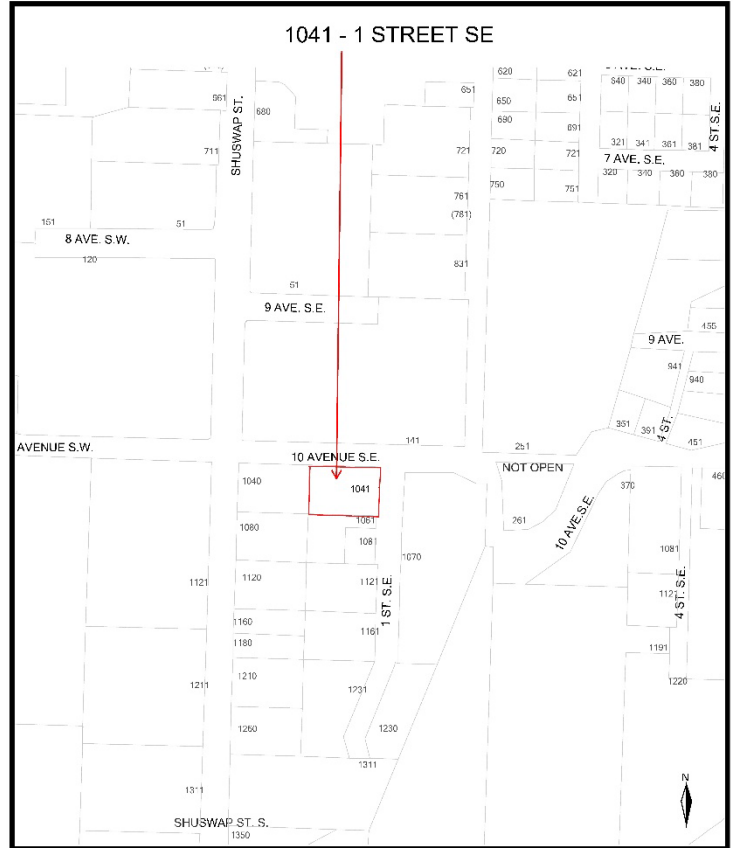
East of Shuswap Street and 10 Avenue SE intersection on the west side of 1 Street SE

### PROPOSAL:

To waive the frontage requirements to install sidewalk along 1 Street SE and underground electrical and telecommunication lines.

### VARIANCE REQUEST:

Subdivision and Development Servicing Bylaw No. 4293



### INFORMATION:

The staff report for the proposed Development Variance Permit No. VP-629 is available for viewing on the City of Salmon Arm website at [Public Hearing Notices | Salmon Arm, BC - Official Website](#) from **May 28 to June 8, 2026** inclusive.

If you wish to participate electronically, a link to the virtual meeting is available in the Agenda section on the City's website at [www.salmonarm.ca](http://www.salmonarm.ca). Electronic participation is accommodated through computer with internet access or telephone.

All persons who wish to register an opinion to Council for consideration on the proposed Development Variance Permit may do so either by:

- Written submission, that may be dropped off at City Hall in the drop box to the left of the main entrance;
- Email submission to [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca);
- Appearing in person or electronically, or represented by an agent, at the Hearing on **Monday June 8, 2026**.

Please note written and/or email submissions must be presented to the Administration Department no later than **10:00am on Monday June 8, 2026**.

Respectfully,

Development Services // For more information contact: [planning@salmonarm.ca](mailto:planning@salmonarm.ca) or 250.803.4000

**DEVELOPMENT VARIANCE PERMIT**

Local Government Act (Part 14)

PERMIT NUMBER: VP-629

Bylaw No. 4640

SCHEDULE "B"

**TO: Matejka Property Management and Development Inc. and 1528681 BC Ltd.**

**For Location at: 1041 – 1 Street SE PID: 009-634-126**

- 
1. This Development Variance Permit is issued subject to compliance with all applicable City of Salmon Arm Bylaws except as specifically varied by the Permit.
  2. This Development Variance Permit applies to, and only to, (legal description),  
**Lot 2 Section 11, Township 20, Range 10, W6M KDYD Plan 9916** The City of Salmon Arm  
 Zoning Bylaw No. 2303  
 Subdivision and Development Servicing Bylaw No. 4293  
 Sign Bylaw No. 2880  
 Required under Development Permit Areas (Official Community Plan Bylaw No. 4000)

is hereby varied as follows:

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THAT: **Council that Development Variance Permit No. VP-629 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 (1041 1 Street SE) varying Subdivision and Development Servicing Bylaw No. 4293 to waive the frontage requirements to install sidewalk along 1 Street SE and relocate underground electrical and telecommunications underground.**

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4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit.
  5. This Permit is not a Building or Sign Permit.
  6. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
  7. The terms of the Permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the Permit.
  8. **If the holder of a land use permit does not substantially start any construction with respect to which the permit was issued within 2 years after the date it is issued, the permit lapses.**

AUTHORIZING RESOLUTION ADOPTED BY COUNCIL on the \_\_\_\_ day of \_\_\_\_\_ 2026.

ISSUED this \_\_\_\_ day of \_\_\_\_\_ 2026.

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CORPORATE OFFICER  
Rhonda West



## REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Manager of Planning & Building – Development Variance Permit Application No. VP - 629  
(Servicing)

Legal: Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916  
Civic: 1041 1 Street SE  
Owner: Matejka Property Management and Developments Inc. & 1528681 BC Ltd. (Braden Matejka and George Simmons)  
Agent: Sam Wohlgemuth (Gentech Engineering Inc.)

Date: June 1, 2026

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### **Executive Summary/Purpose:**

To review the development variance permit application (servicing), requesting to waive the requirements to install sidewalk and relocation of underground power and telecommunications lines fronting the subject property.

### **Motion for Consideration:**

THAT: the Committee recommends to Council that Development Variance Permit No. VP-629 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 (1041 1 Street SE) varying Subdivision and Development Servicing Bylaw No. 4293 to waive the frontage requirements to install sidewalk along 1 Street SE and relocate underground electrical and telecommunications underground.

### **Staff Recommendation:**

That Council support the issuance of the variance to waive the installation of the sidewalk along the 1 Street SE frontage and not support the request to waive the installation of underground electrical and telecommunication conduit and lines. A motion outlining this recommendation is provided in the Alternatives section of this Report.

### **Proposal:**

The applicant is requesting to vary the requirement to install sidewalk along the 1 Street SE frontage and underground electrical and telecommunications infrastructure. The applicant is proposing to install the conduit for the overhead lines so the installation of the electrical and telecommunication lines can be done in the future. A letter submitted by the applicant in support of the application is attached as Appendix 1.

### **Background:**

The subject property is approximately 0.2ha (0.5ac) in area (Appendix 2 and 3). The subject property is designated Medium Density in the Official Community Plan (OCP) (Appendix 4). The

subject property was recently rezoned R-10 (Residential Zone) and R-14 (Compact/Strata Multi-Family Residential Zone) in Zoning Bylaw No. 2303 (Appendix 5).

Adjacent land uses are as follows:

North:	Multi- Family housing	R-14(Compact/Strata Multi-Family Residential Zone)
South:	Vacant Parcel	R-14(Compact/Strata Multi-Family Residential Zone)
East:	Multi- Family Housing	R-14(Compact/Strata Multi-Family Residential Zone)
West:	Single Family Dwelling	R-10 (Residential Zone)

The subject property was recently rezoned to R-10 and R-14 zones to accommodate the future subdivision and the development of a multi-family development on the west portion of the site (Appendix 6).

**Relevant Policy:**

Subdivision and Development Servicing Bylaw No. 4293

Referral Comments:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

The Engineering Servicing Report is attached as Appendix 7. The Engineering Department supports the request to vary the installation of the sidewalk along the 1 Street SE frontage, stating that the existing sidewalk on the east side of the road is sufficient. The sidewalk along the 10 Avenue SE frontage would be addressed at the time the R-14 portion of the property develops.

With regard to the relocation of overhead electrical and telecommunications infrastructure underground, the Engineering Department recommends that the request to waive the requirement not be supported. With the undergrounding of electrical and telecommunication infrastructure there are two components – the installation of the conduit and relocations of the lines through the conduit. Given that other developments in proximity have relocated overhead infrastructure as required, to exempt this requirement in this location would result in the City having to complete the work later in order to complete the works already completed through adjacent development.

Other

BC Hydro has reviewed the City of Salmon Arm’s referral regarding the proposed variance. BC Hydro confirms that it does not require existing overhead electrical infrastructure to be converted to underground where overhead facilities are already in place and operations. This requirement is not a BC Hydro policy and is understood to be municipal in origin.

BC Hydro does require the installation of pre-ducting along both 1 Street SE and 10 Ave SE to support potential future underground servicing, in accordance with BC Hydro standards, and notes that this pre-ducting does not obligate the removal or undergrounding of existing overhead

infrastructure, nor will BC Hydro require future development of adjacent properties to undertake such conversion.

### Planning Department

In considering variance applications a number of factors are taken into consideration, including site specific conditions such as legal constraints or topography which make the installation of works a hardship. In this instance there are no specific constraints or topographical issues. In considering the request, the Engineering Department assessed adjacent land uses and historical development to determine support for the waiving of sidewalk installation and not waiving the undergrounding of electrical and telecommunication infrastructure.

Staff recognize that there are constraints on the subdivision, specifically when there are two frontages, however, offsetting the cost of sidewalk installation and undergrounding of infrastructure onto the future developers/landowners or the City is problematic. Waiving the requirements would place additional financial burden on the City for the improvements in the future or increase costs to future developers of adjacent properties.

### **Financial Considerations:**

N/A

### **Committee Recommendations:**

N/A

### **Public Consultation:**

Pursuant to the *Local Government Act* and the City of Salmon Arm Development Procedures Bylaw, notices are mailed to owners and occupiers within a 30m radius of the subject property. The notice advises those with an interest in the proposal to provide a written submission prior to the Public Hearing and information regarding the Hearing. It is expected that the Hearing for this application will be held on June 8 at 7:00pm.

### **Alternatives & Implications:**

The Committee may recommend to Council as per the staff recommendation. The following motion would support the waiving of sidewalk installation but require the undergrounding of electrical and telecommunication conduit.

THAT: the Committee recommends to Council that Development Variance Permit No. VP-629 be authorized for issuance for Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 (1041 1 Street SE) varying Subdivision and Development Servicing Bylaw No. 4293 to waive the frontage requirements to install sidewalk along 1 Street SE.

Prepared by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

### Attachments:

- Appendix 1 – Letter of Intent
- Appendix 2 – Subject Property Map
- Appendix 3 – Ortho Map
- Appendix 4 – Official Community Plan Map
- Appendix 5 – Zoning Map

- Appendix 6 – Sketch Plan of Subdivision
- Appendix 7 – Engineering Servicing Report



# MEMORANDUM

**Date:** March 10<sup>th</sup>, 2026

**Project:** FS26-2703

**To:** Chris Larson, MCIP, RPP – Senior Planner

**Cc:** Chris Moore - Engineering Assistant;

**From:** Samuel F. Wohlgemuth, Gentech Engineering Inc.

## RE: SUB 25.10 - 1041 1<sup>ST</sup> STREET SE – REQUESTED PLR VARIANCES

This project features the subdivision of the existing single-family parcel located at 1041 1<sup>st</sup> Street SE into two parcels. The remainder parcel will remain as a single-family property under R-10 zoning, with the new parcel zoned R-5, with two 3-plex townhome units.

As part of this development, we request the following variances;

PLA REF.	VARIATION & REASONING
1. ROADS/ACCESS – (C)	<p data-bbox="615 995 954 1031"><b>1<sup>ST</sup> STREET SE - SIDEWALK</b></p> <p data-bbox="615 1035 1377 1066">Variance to eliminate requirement for sidewalk along 1<sup>st</sup> Street SE.</p> <p data-bbox="615 1106 1427 1316">1<sup>st</sup> Street SE is a dead end local road, with sidewalk already present on the East side of the road. Additionally, a recent subdivision to 1081 1<sup>st</sup> Street SE (the property immediately south of the project site) recently underwent a subdivision, and was not required to install a sidewalk. Therefore, any installation of sidewalk along 1<sup>st</sup> Street SE will dead end abruptly, with no likely extension.</p> <p data-bbox="615 1356 1427 1533">As part of this development, we still propose to install sidewalk along 10<sup>th</sup> Avenue SE, with letdown at the intersection to tie into the existing sidewalk on the East side of 1<sup>st</sup> Street. Additionally, we still propose to install curb and gutter along 1<sup>st</sup> Street SE, tying into works south of the property.</p>
2. ELECTRICAL AND TELECOMMUNICATIONS – (A)	<p data-bbox="615 1570 1138 1606"><b>1<sup>ST</sup> STREET SE – UNDERGROUND POWER</b></p> <p data-bbox="615 1610 1427 1677">Variance to eliminate requirement to remove 1<sup>st</sup> Street SE overhead infrastructure and convert to underground power and tel.</p> <p data-bbox="615 1717 1427 1852">The current house is serviced from overhead poles along 1<sup>st</sup> Street SE. We propose to convert the existing house to underground power serviced from an existing underground network extension along 10<sup>th</sup> Avenue SE, therefore eliminating any property services from 1<sup>st</sup> Street</p>



## PLA REF.

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## VARIATION & REASONING

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SE. We do propose to extend the underground conduits from 10<sup>th</sup> Street SE to existing stubs on 1<sup>st</sup> Street SE installed as part of the subdivision at 1081 1<sup>st</sup> Street SE.

The pan handle parcel at 1081 1<sup>st</sup> Street SE is currently vacant with no connected power or tel services. The subdivision at 1081 1<sup>st</sup> Street SE was only required to place conduits underground and not service their lots from these conduits, as their service remains overhead. It should not be the responsibility of this project to design and install underground services to adjacent properties.

We propose that it be the responsibility of the vacant lot at 1081 1<sup>st</sup> Street SE to design their own service on 1<sup>st</sup> Street SE, tie into the underground stubs, and remove the existing overhead infrastructure.

## CONCLUSION

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Please let me know if you have any questions, or require any additional clarification.

Thanks,

*S. Wohlgemuth*

Samuel F. Wohlgemuth, P.Eng.  
Gentech Engineering Inc.  
(250) 832-7662

# Subject Property Map



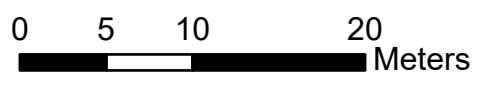
N



0 15 30 60 Meters

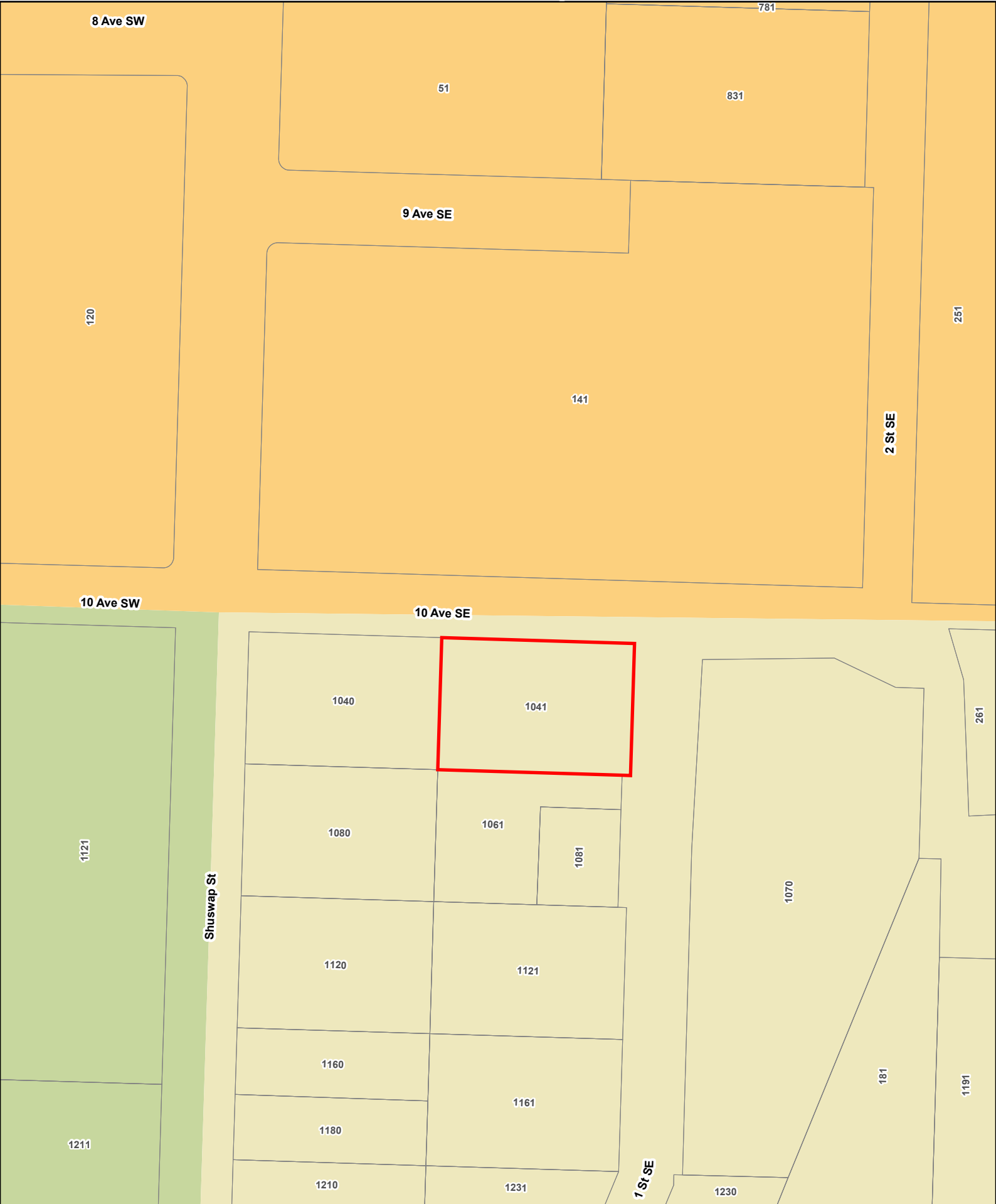
## Legend

 Subject Property  Parcels



## Legend

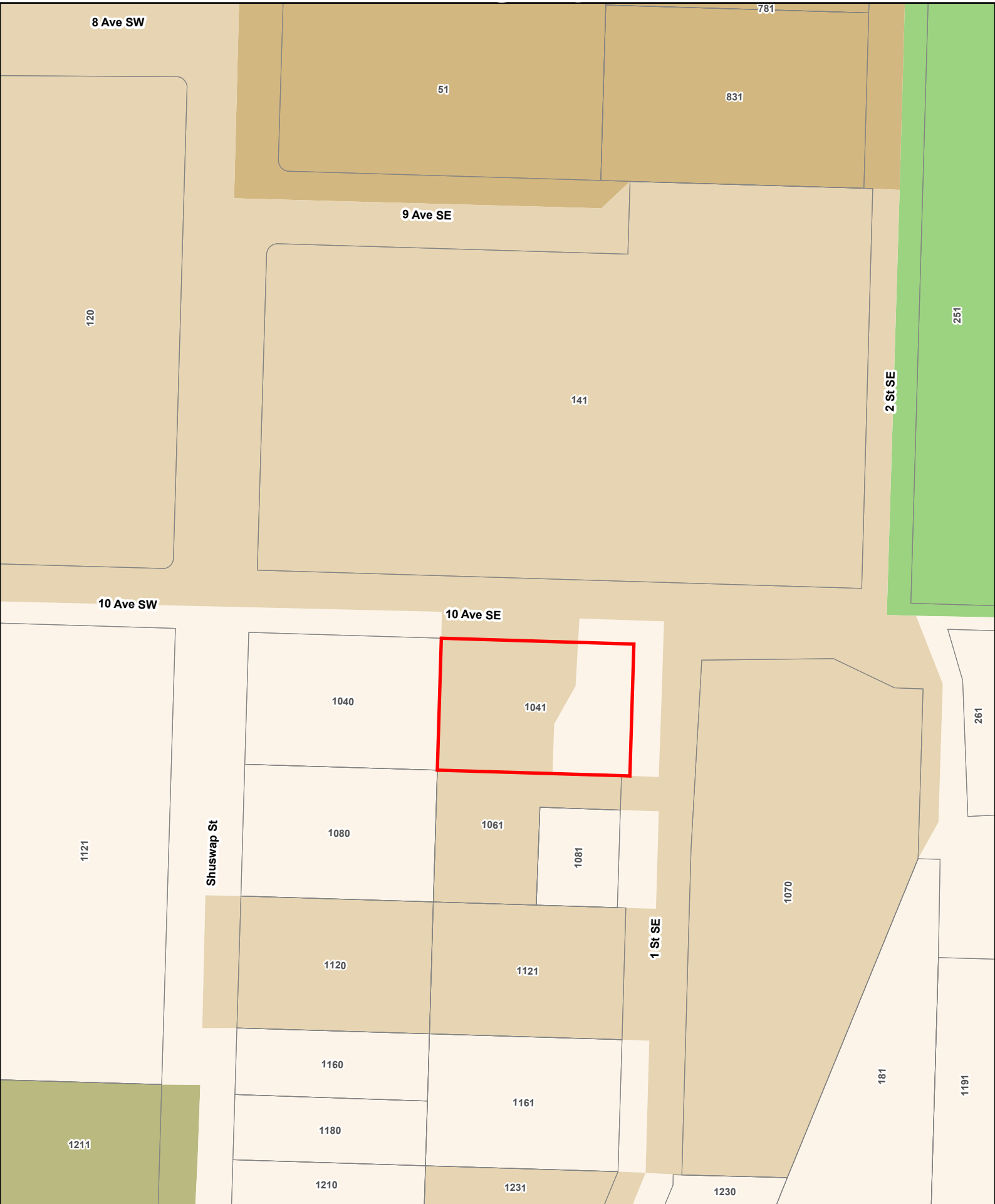
-  Subject Property
-  Parcels



### Legend

-  Subject Property
-  Parcels
-  Acreage Reserve
-  Residential High Density
-  Residential Medium Density

# Zoning Map



N



0 15 30 60 Meters

## Legend


 Subject Property


 Parcels

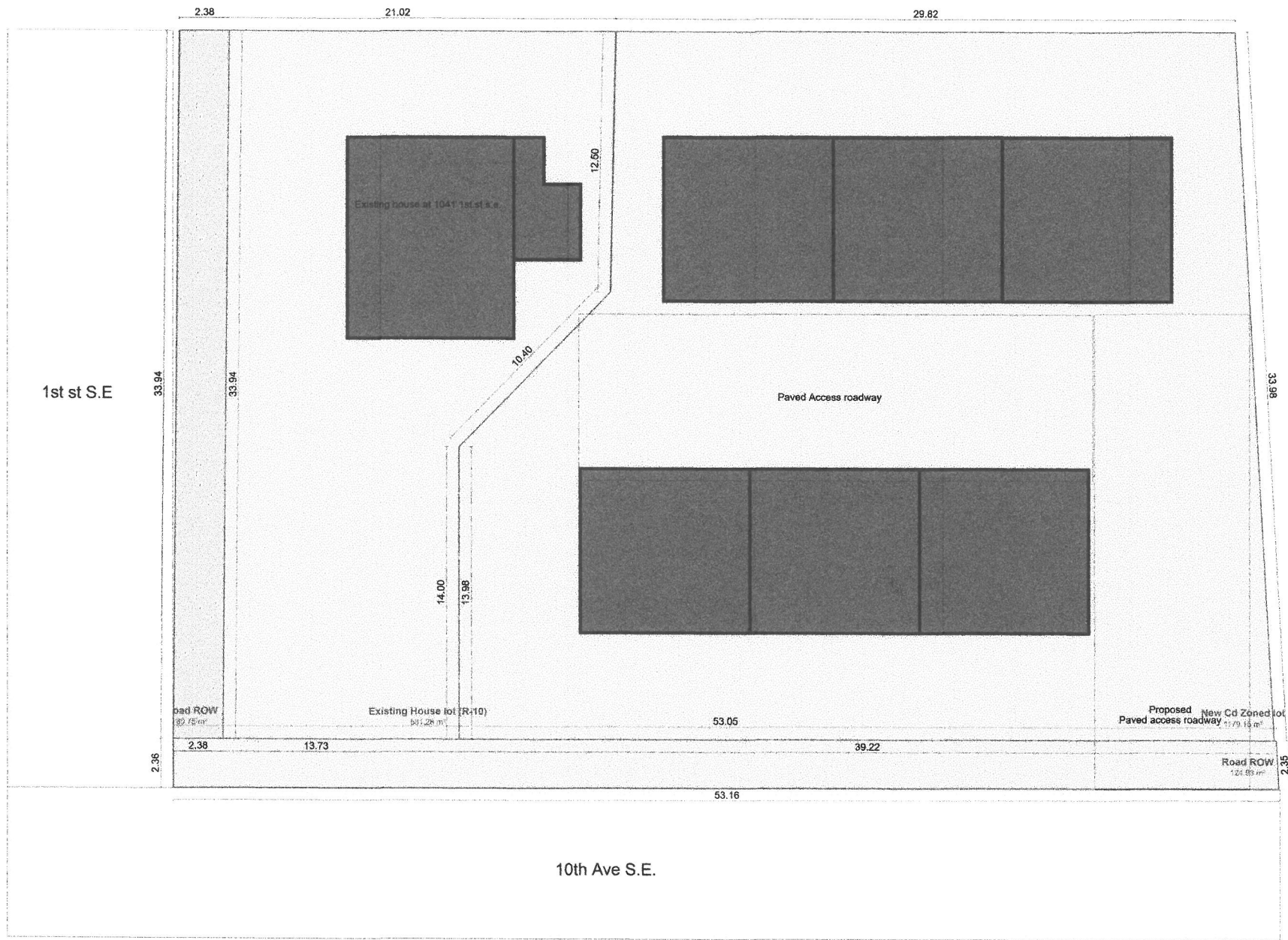
 A-2

 A-3

 R-5

 R-10

 R-14



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TO: Gary Buxton, Director of Planning  
DATE: 29 April 2026  
PREPARED BY: Chris Moore, Engineering Assistant  
OWNER: 1528681 BC Ltd. / Matejka Property Management and Developments Inc.  
AGENT: Samuel Wohlgemuth – Gentech Engineering Inc  
SUBJECT: **VARIANCE PERMIT APPLICATION FILE NO. VP- 629**  
LEGAL: Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916  
CIVIC: **1041 1 Street SE**

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Further to the request for variance dated March 24, 2026; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

**This applicant is requesting a variance to waive the following requirement of Subdivision and Development Servicing Bylaw 4293 (SDSB) triggered by Building Permit:**

**1. Waive the requirement to install sidewalk on the west side of 1 Street SE.**

The SDSB requires the installation of sidewalks on all frontages for multi-family development. This property is currently zoned R-14 (Compact / Strata Multi-family Residential Zone). Additional sidewalks are required due to the increased number of occupants on medium density developments and therefore greater pedestrian traffic. However, the applicant plans to subdivide into two lots, retaining the existing single family dwelling on the remainder lot that fronts onto 1 St SE which will be rezoned to R10 (Residential Zone). Furthermore, 1 St SE is classified as a local road and as such the bylaw only requires a sidewalk on one side, and this already exists on the east side. The addition of a sidewalk on the west side of 1 St SE would result in a short length of underutilized sidewalk that would be an unnecessary ongoing liability for the City and the Engineering Department would support the waiving of this sidewalk.

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive the installation of a sidewalk on the west side of 1 Street SE be approved.**

**2. Waive the requirement to relocate overhead Electric and Telecommunications infrastructure underground.**

The SDSB requires that overhead Electric (excluding three phase) and Telecommunications lines be relocated underground at time of subdivision. The property immediately to the south subdivided in 2017 and at that time it was not practical to underground that relatively short frontage without installing an additional pole. It was agreed that ducts should be installed across the frontage of that property so that the frontages of both lots could be relocated underground with the development of this subject property in the future. (See attached plan.)

The applicant states that "It should not be the responsibility of this project to design and install

**VARIANCE PERMIT APPLICATION FILE NO. VP- 618**

29 April 2026

Page 2

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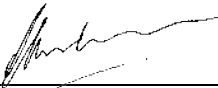
underground services to adjacent properties.” However, there is no requirement to provided servicing to the adjacent undeveloped panhandle lot, this would be the developers responsibility at time of future development.

The applicant’s proposal to only install ducts from 10 Ave to the existing ducts on 1 St SE would serve no purpose, since the lines will remain overhead, unless the City paid to relocate the lines in the future. The applicant wants to make the panhandle lot responsible for undergrounding the lines; however, this lot already met their obligation when the ducts were installed in 2017 for future undergrounding and their only requirement now would be to pay for servicing to the lot.

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive requirement to relocate overhead Electric and Telecommunications infrastructure underground be denied.**

Undergrounding Electric and Telecommunications lines gives the opportunity to put the overhead lines underground for both the subject property and the property to the south. Failing to complete this work at this time would mean that the money spent installing the ducts on the previous subdivision would be wasted and the lines will likely never be relocated.



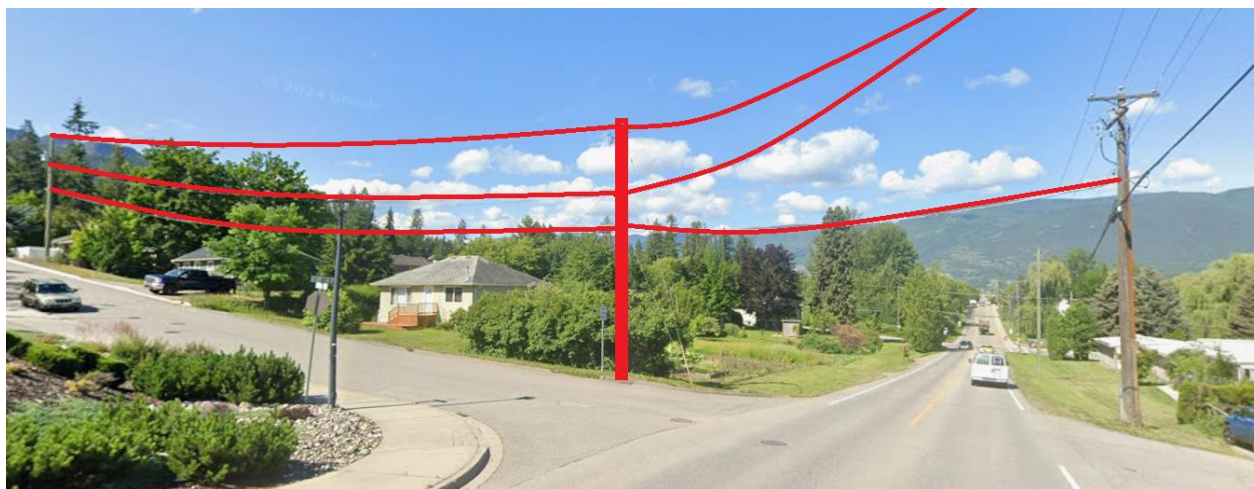
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**Chris Moore**  
Engineering Assistant



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**Sandra Plank P.Eng.**  
Manager of Engineering



Infrastructure shown red to be removed