



DEVELOPMENT and PLANNING SERVICES COMMITTEE

Monday, October 1, 2018

City of Salmon Arm

Council Chamber

City Hall, 500 - 2 Avenue NE

8:00 a.m.

Page #	Section	Item#
	1.	<u>CALL TO ORDER</u>
	2.	<u>REVIEW OF THE AGENDA</u>
	3.	<u>DECLARATION OF INTEREST</u>
	4.	<u>PRESENTATION</u> n/a
	5.	<u>REPORTS</u>
1 - 32	5.1	OCP4000-36 / ZON-1130, Dionne, E., 2591 – 26 Street NE, LR (Low Density Residential) to MR (Medium Density Residential) / R-1 to R-4
33 - 56	5.2	OCP4000-37 / ZON-1131, 1160595 BC Ltd., 2960 Okanagan Avenue SE, INS (Institutional) to NC (Neighbourhood Commercial) / P-3 to CD-19
	6.	<u>FOR INFORMATION</u> n/a
	7.	<u>IN CAMERA</u> n/a
	8.	<u>LATE ITEM</u> n/a
	9.	<u>ADJOURNMENT</u>

<http://www.salmonarm.ca/agendacenter>

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City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: September 26, 2018

SUBJECT: Official Community Plan Bylaw Amendment Application No. 4000-36
Zoning Bylaw Amendment Application No. 1130
Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 8567
Civic Address: 2591 - 26 Street NE
Owner/Applicant: Eugene Dionne

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating the land use category of the 0.38 ha portion of land shown in APPENDIX 5, of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 8567 from "Low Density Residential" to "Medium Density Residential";

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

AND THAT: Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste 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 as follows:

- 1) Rezone the 0.38 ha portion shown in APPENDIX 5 of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 8567 from R-1 (Single Family Residential) to R-4 (Medium Family Residential);

AND FURTHER THAT: Final Reading of the zoning amendment bylaw be withheld subject to:

- 1) Adoption of the associated Official Community Plan Amendment Bylaw; and
- 2) Resolution by City Council to authorize the release of Section 219 Road Reserve Covenant (N17805) from the Title of Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 28855 to facilitate the execution of road dedication in order to provide access from 25 Street NE, with the owner/applicant (Eugene Dionne) being responsible for all associated costs including, but not limited to, legal, surveying and registration.

STAFF RECOMMENDATION

THAT: The motion for consideration be defeated.

AND FURTHER THAT: Should the bylaws receive three readings, the owner/applicant provide a cash contribution of 50% up to a maximum of \$5,000 for the cost of an updated advanced street plan as a condition for Final Readings.

PROPOSAL

The subject property is located at 2591 - 26 Street NE (APPENDICES 1 and 2). The proposal is to re-designate a 0.38 ha portion of the property from Low Density Residential (LDR) to Medium Density Residential (MDR) and rezone the same portion from Single Family Residential (R-1) to Medium Density Residential (R-4). The requests are to accommodate a future, 12-unit strata development in the northern portion of the subject property. Currently an existing single family dwelling and a few small accessory buildings are located on the southern portion of the property while the northern portion is undeveloped.

Drawings provided by the applicant are attached as APPENDIX 5 and site photos as APPENDIX 6.

BACKGROUND

The subject property is designated LDR in the City's Official Community Plan (OCP) and zoned R-1 in the Zoning Bylaw (APPENDICES 3 and 4). The subject property is within the Urban Containment Boundary (UCB) and Residential Development Area A, which is a higher priority for residential development. The surrounding neighbourhood is designated LDR and consists of primarily R-1 properties, many relatively large in size, with some R-8 (Residential Suite) properties. Adjacent land uses are described as follows:

North: Single Family Residential (R-1)
 South: Single Family Residential (R-1) / terminus of 26 Street NE
 East: Single Family Residential (R-1)
 West: 25 Street NE / Single Family Residential (R-1) / Suite Residential (R-8)

The nearest MDR designate land and development is approximately 0.5 km to the south.

The subject property is approximately 1.31 ha in size with approximately 48 m of frontage on 25 Street NE and 6 m of frontage on 26 Street NE. The property is irregular in shape with most of the property running north to south with street frontages on the south end. The proposal is to re-designate and rezone the northern-most 0.38 ha portion of the property. The proposed development site slopes down approximately 7% from the northeast to southwest corners.

Staff has been in discussions with the owner/applicant regarding the proposal since late 2017. A letter from the Approving Officer was issued March 2, 2018 (attached as APPENDIX 7), which notified the applicant that additional information was required prior to staff evaluation of a Preliminary Subdivision Review application. One item listed was Council's approval of OCP and zoning amendments to accommodate the proposed subdivision. Another is the need for an updated, advanced street plan to confirm suitable road access from the subject property to adjacent lots and lands beyond, which is discussed further in this report.

COMMENTSEngineering Department

Comments attached as APPENDIX 11.

Section 475 – Local Government Act

Pursuant to Section 475 of the *Local Government Act* (consultation during OCP development / amendments) the proposed OCP amendments were referred to the following external organizations:

Economic Development Society	(APPENDIX 9)
Interior Health Authority	(APPENDIX 10)
Adams Lake Indian Band	(no response to date)
Neskonlith Indian Band	(no response to date)

Section 477 – Local Government Act

Pursuant to Section 477 of the *Local Government Act* (adoption procedures for an OCP amendment), Council must consider this proposed OCP amendment in relation to the financial and waste management plans of the City. In the opinion of staff, this OCP amendment is not affected by the City's financial plans and the Liquid Waste Management Plan.

Planning Department

This memorandum addresses two applications: a proposed OCP Bylaw amendment and a proposed Zoning Bylaw amendment.

Official Community Plan Amendment – Urban Residential Objectives and Policy

The applicant is requesting to re-designate part of the subject property from Low Density Residential (LDR) to Medium Density Residential (MDR). Relevant OCP objectives include the following:

- 8.2.1 Provide opportunities for a variety of housing types and densities in appropriate locations to accommodate diverse lifestyles and needs; and
- 8.2.3 Encourage residential development that will support strong neighborhoods in compact communities.

Staff considers the proposal to have some limited alignments to the OCP as it supports the provision of a variety of housing types and densification. As well, the subject property and surrounding lands are within the UCB and Residential Development Area A, which is deemed to be a higher priority for residential development than compared to Areas B and C (as per OCP policy 8.3.29).

However, the proposed MDR designation of the land is, in staff's opinion, more contrary to than consistent with the OCP. It is seen by staff as a one-off proposal that would essentially allow for a doubling of the residential unit density (12 units instead of 7), which ideally in this area should be accompanied with some finer tuned neighbourhood planning. If the lot was in closer proximity to other MDR lands, staff may be able to consider such a proposal to be a reasonable expansion aligned with lands envisioned for similar densities and associated services. In this location, the lot is disconnected from similar forms of multi-family development, transit and commercial services. There is more density discussion on the next page.

Additional OCP policies relevant to this proposal include the following:

OCP Policy 8.3.15 encourages applications for lands designated LDR provide a comprehensive development plan detailing proposed land use, configuration, phasing and servicing of the entire parcel and adjacent parcels. The proposal has not included any such plans.

OCP 8.3.19 encourages such proposals to meet a range of criteria including good access to transportation routes (including transit, trails/sidewalks, and roads) and community services. The proposal lacks any currently existing access. Even with the proposed release of the Road Reserve covenant, the subject property would still be isolated. Without a comprehensive development access plan considering

adjacent areas and given the disconnected location and distance to services, the proposal does not appear to meet these criteria.

OCP 8.3.30 suggests that municipal cost sharing programs for items such as advanced street and servicing plans for lands beyond, may be considered within Residential Development Area A. Staff informed the applicant of this potential. The proposal does not indicate any engagement by the applicant in a cost sharing option.

Considering the above, there have been a few instances in the past (later 1990s) where property owners and developers have either fully or partially funded the completion of comprehensive, neighbourhood plans. One such plan is the "Sandusky Estates Comprehensive Development Plan" funded by the Hannas for the now mostly developed lands west of 30 Street NE along either side of the 15 Avenue NE (Hillside Manor, Shuswap Ridge, and the newer multi-family development presently under construction). The other plan was for land consisting of Area B and the Mt. Ida Foothills area. Both of those plans, created by consultants, were received by previous Councils in the late 1990s and eventually incorporated into the OCPs adopted in 2002 and 2011.

Zoning Bylaw Amendment

The applicant is requesting to rezone the portion of land shown on APPENDIX 5 from R-1 to R-4 to accommodate a multi-family strata development. The zoning proposed is not consistent with the current OCP designation, policies or objectives; therefore staff does not support the proposed zoning bylaw amendment.

It should be noted that duplex zoning (R-2) and development is supported in the LDR land use designation of the OCP. With R-2 zoning, the minimum parcel area (800 m²) and minimum parcel width (24 m) for side-by-side duplexes are 200 m² and 4 m greater than the minimum dimensions for a duplex in the R-4 zone. With R-2 zoning and no OCP amendment, the maximum density permitted on the 0.31 ha land base would be 7 units. The applicant is proposing 12 units with R-4 zoning. It is also recognized, as a point the owner/developer raised with staff, that the City's R-8 zone allows for higher densities with secondary and detached suites in the LDR.

Road Reserve Covenant

The owner/applicant is requesting that Section 219 Road Reserve Covenant (N17805) registered over the adjacent parcel, 2790 - 25 Street NE, be discharged/released from title and road dedication be executed to provide access to the proposed development. The covenant, in favour of the City, was registered on the parcel in 1978 as part of a subdivision approval and restricts the identified land to future municipal road. It is intended to protect a 20 m / 54 m area - approximately the southern 1/3 of that lot - from any buildings or structures. Because the covenant was agreed upon during a previous subdivision the City does not provide compensation for the land and the transaction is completed for the sum of \$1.00.

The owners of the neighbouring Road Reserve property are subject to the covenant and obliged to sign all legal documents pertaining to its release and road dedication if Council authorizes the release. No consent from the neighbouring owners has been demonstrated by the owner/applicant. City staff contacted the neighbouring owners in regards to this application and was told that they do not support the enactment of the Road Reserve at this time.

As outlined in the motion for consideration, the owner/applicant would be responsible for all associated costs with the covenant's release and road dedication. To complicate the situation, however, the neighbouring owners of the Road Reserve property recently constructed a swimming pool supported by landscaping over the reserve area (note that the pool does not appear on the 2016 aerial photo), likely a violation of the terms of Covenant N17805.

Access and Future Road Network

At this point it is unclear how the new municipal road network would connect with and service adjacent lands beyond the subject parcel; no professionally prepared or approved planning work has been undertaken, except for a 40 + year old street plan. In conversations with the owner/applicant it was noted that staff require further information detailing how a road network would serve adjacent lands. The owner/applicant has stated that an updated street plan prepared by a professional land surveyor is not necessary, and that he will not contribute towards such a plan.

The owner/applicant has his own ideas and concepts for a street network in this area (attached in APPENDIX 5), and staff appreciates the efforts and thought that went into the concepts. However, in the absence of a professionally produced plan, endorsed by staff at a minimum, enactment of the Road Reserve covenant is not recommended. If Council supports the proposed bylaw amendments, staff is recommending that the owner/applicant contribute up to \$5,000 towards such a plan (which could cost in the range of \$7,500 - \$10,000) prior to final readings of the bylaws.

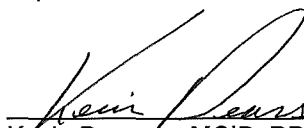
An old street network plan for this area does exist in the City archives, however this plan is over 40 years old and is considered outdated. It appears to have been adopted by the Council of that time with the Road Reserve over the neighbouring property. Requiring updated road network plans is common practice by City staff and has been carried out in other similar situations throughout the municipality. An explanatory map is attached as APPENDIX 8 illustrating the proposed development in relation to the surrounding properties and the old street network plan.

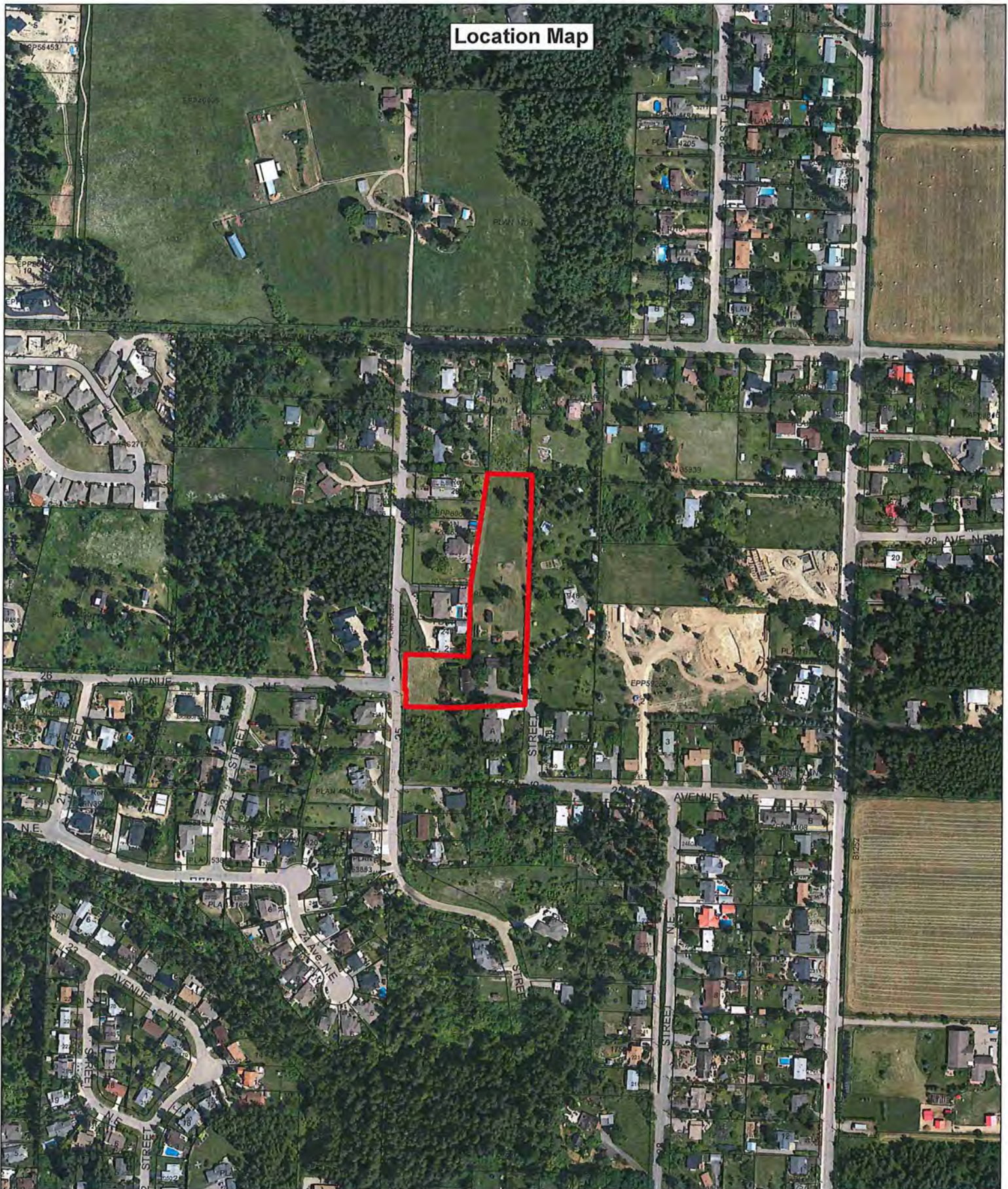
Finally, the owner/applicant has raised the question of whether the City would partner in or be responsible for any of the road building and utility main extensions. Basically, the owner/developer would be responsible for all costs associated with the requirements of the Subdivision and Development Servicing Bylaw, including full road construction to the RD-2 standard, and the extensions of the water, sanitary and storm sewer mains to the Urban Standards (along with the installation of private utilities). Although there may be an opportunity for variances or a Latecomer Agreement with subsequent charges to other properties, it is far too early to confirm any such agreement or approvals that would require applications and consideration by Council.

CONCLUSION

The applicant is requesting to amend the OCP and rezone a portion of land to accommodate a medium density multi-family development. The proposal is not consistent with the current OCP land use designation, OCP Urban Residential objectives or policies, and has not included any comprehensive development plans to address implications to adjacent lands or future service to the subject property; therefore staff do not support the proposed OCP and zoning bylaw amendments.

In addition, the proposal requires the enactment of a Section 219 Road Reserve Covenant over an adjacent third party property to provide access to the site. As noted above, staff does not support the implementation of the road reserve covenant at this time.


Kevin Pearson, MCIP, RPP
Director of Development Services

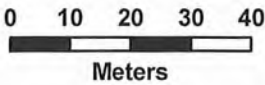
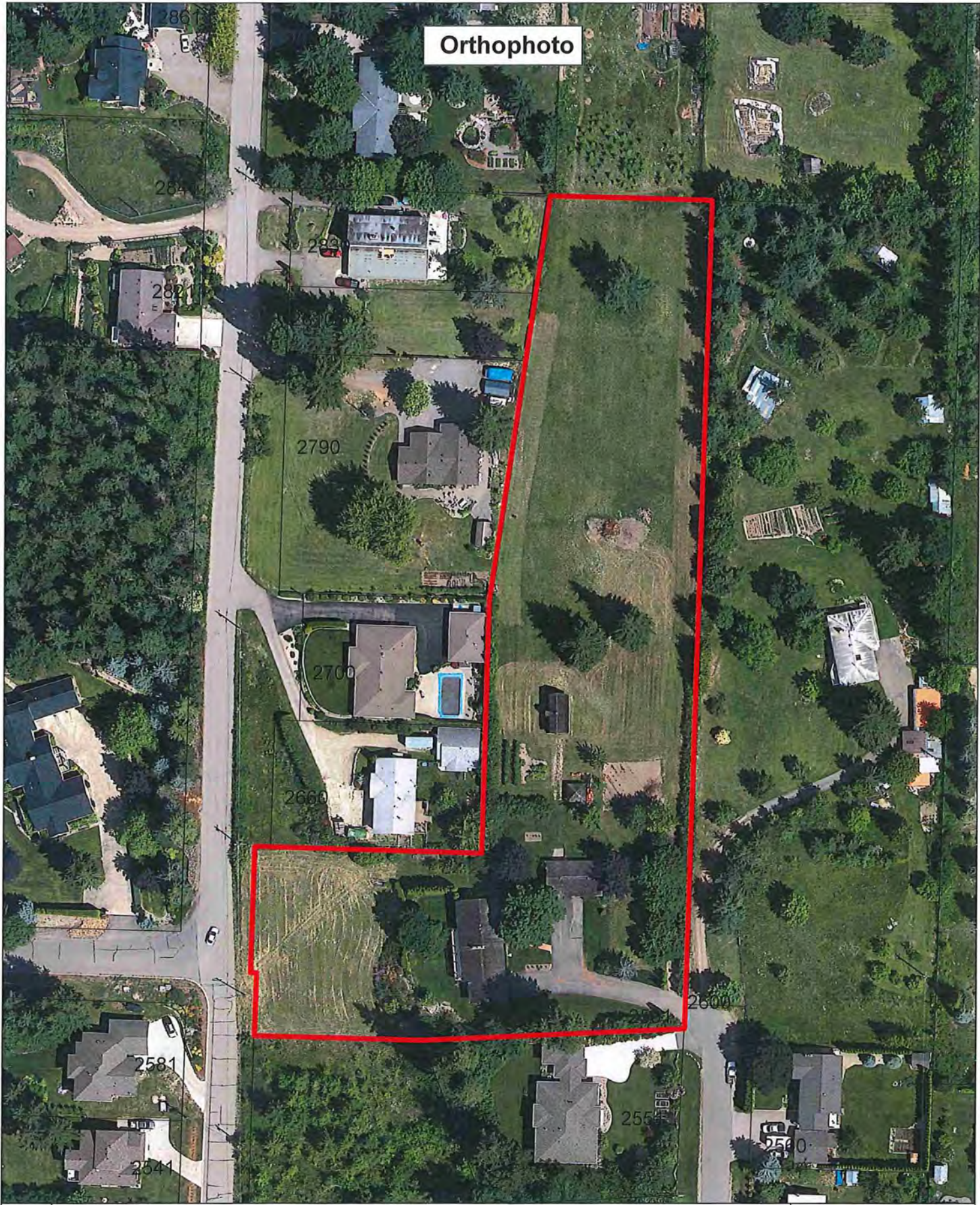



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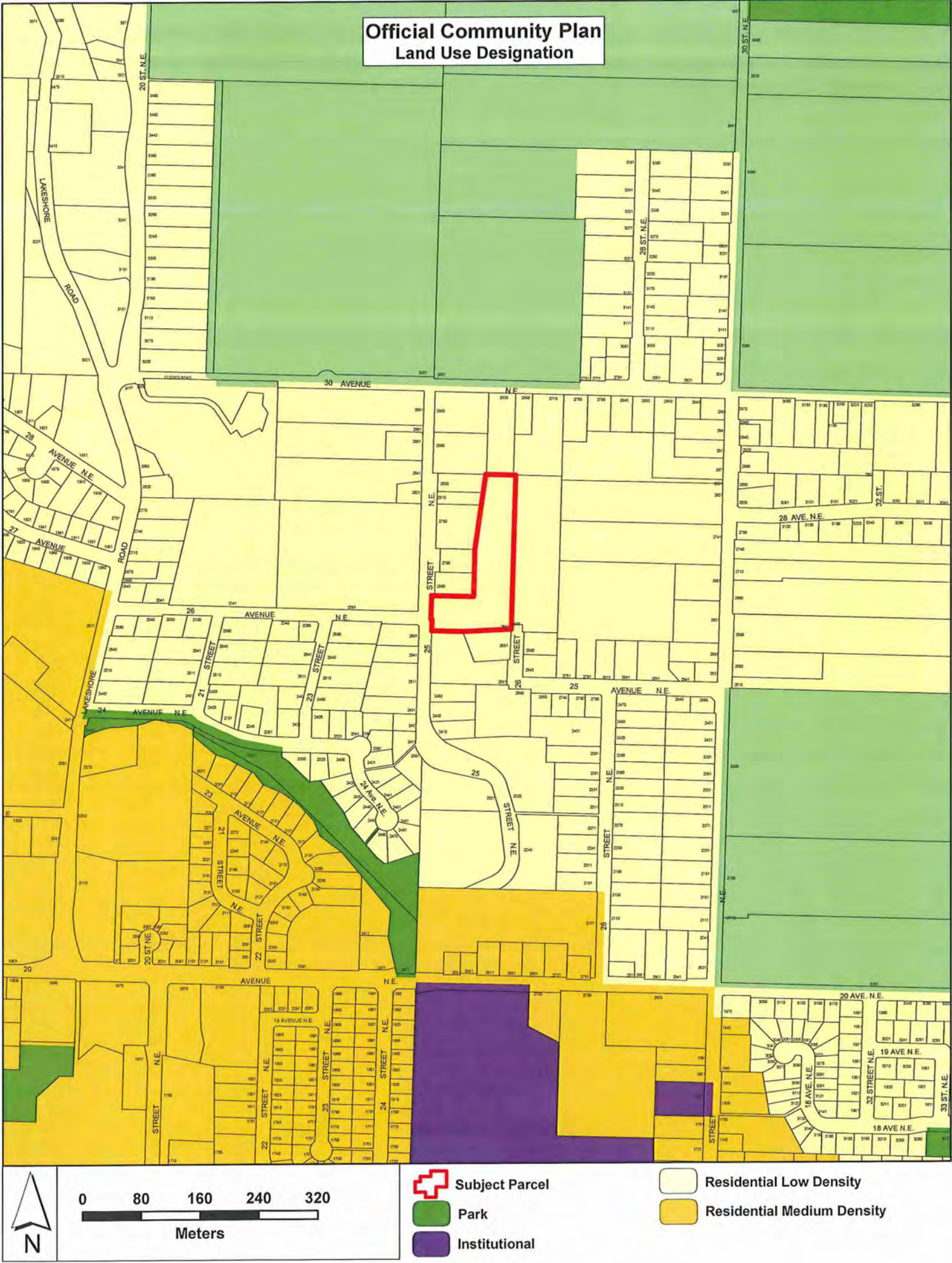


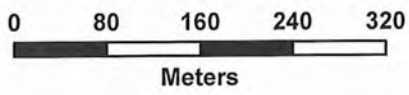
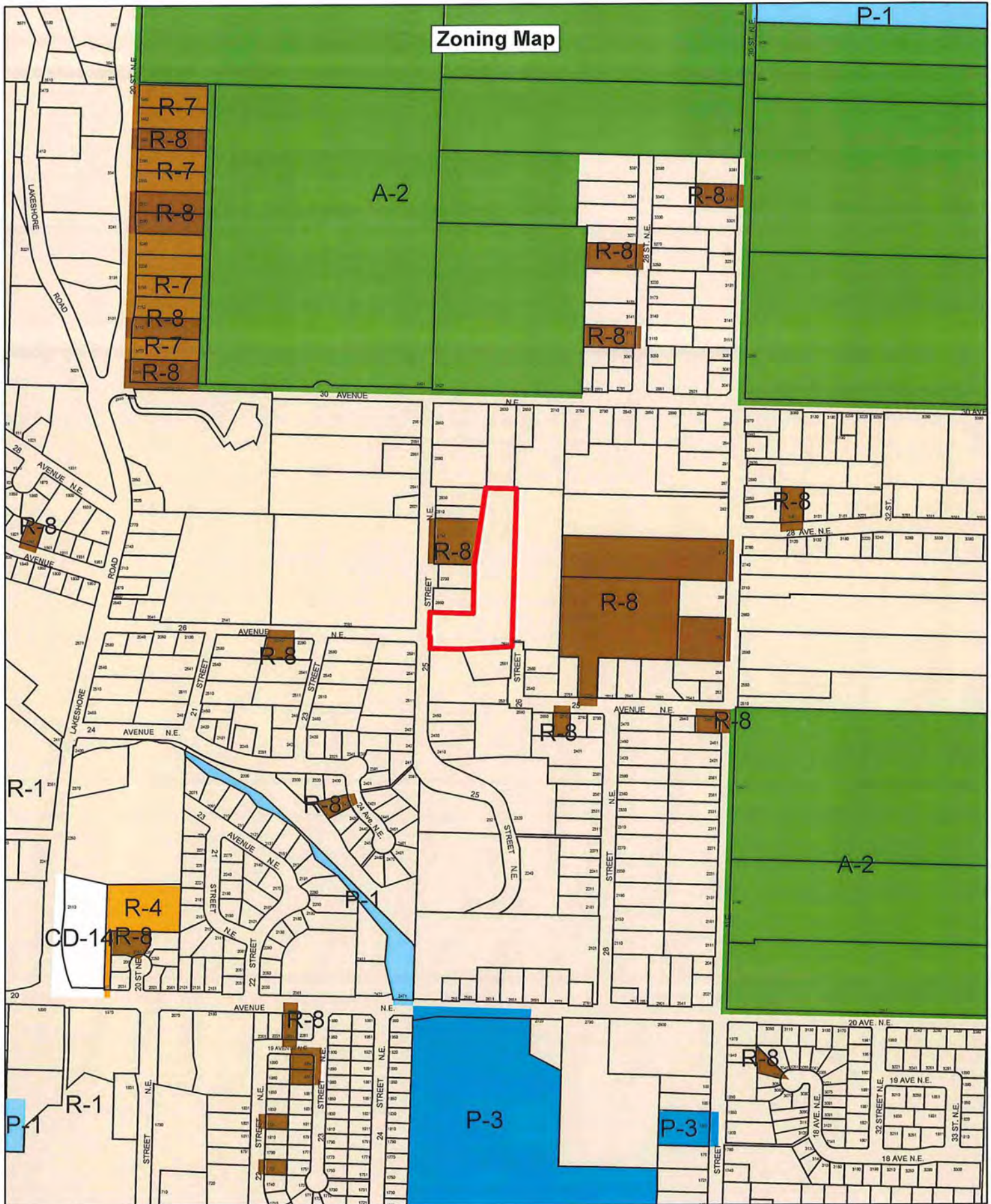
Subject Parcel




Orthophoto



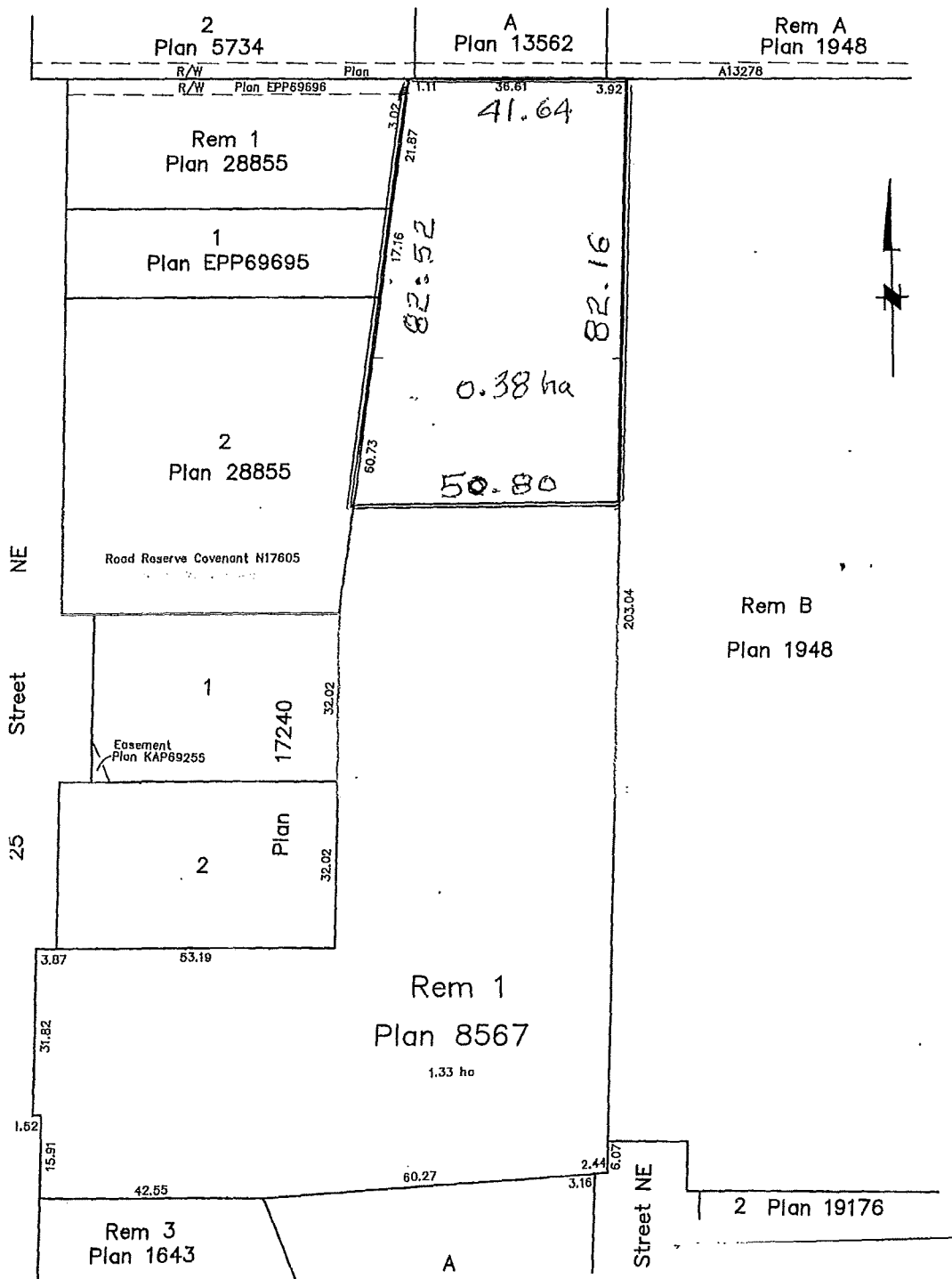
 Subject Parcel





-  Subject Parcel
-  Single Family Residential
-  Medium Density Residential

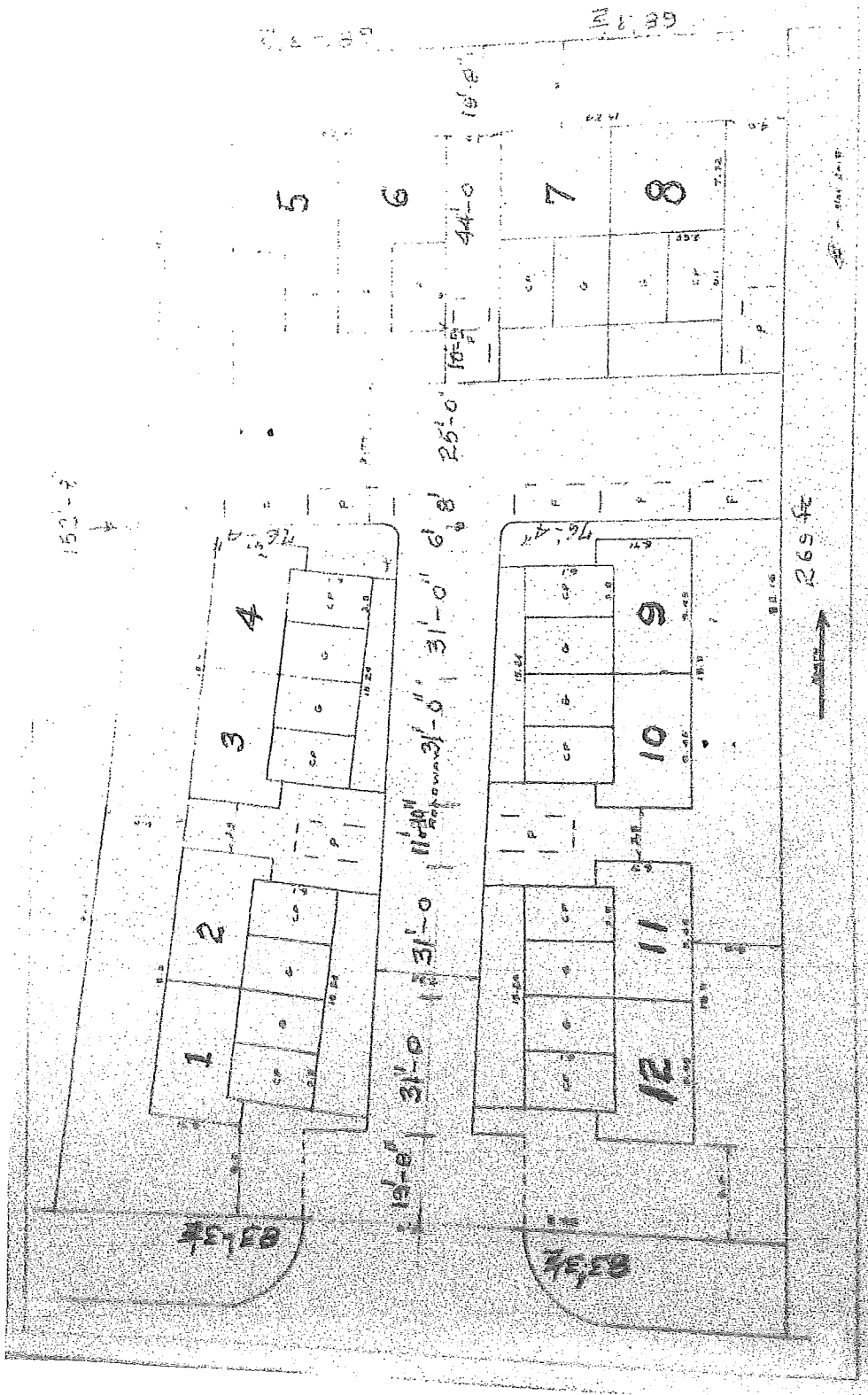
-  Residential Suite
-  Institutional
-  Park and Recreation

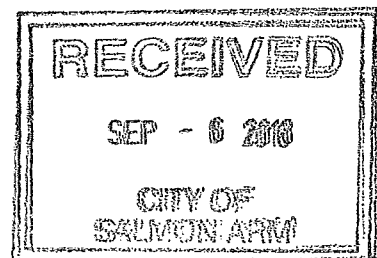
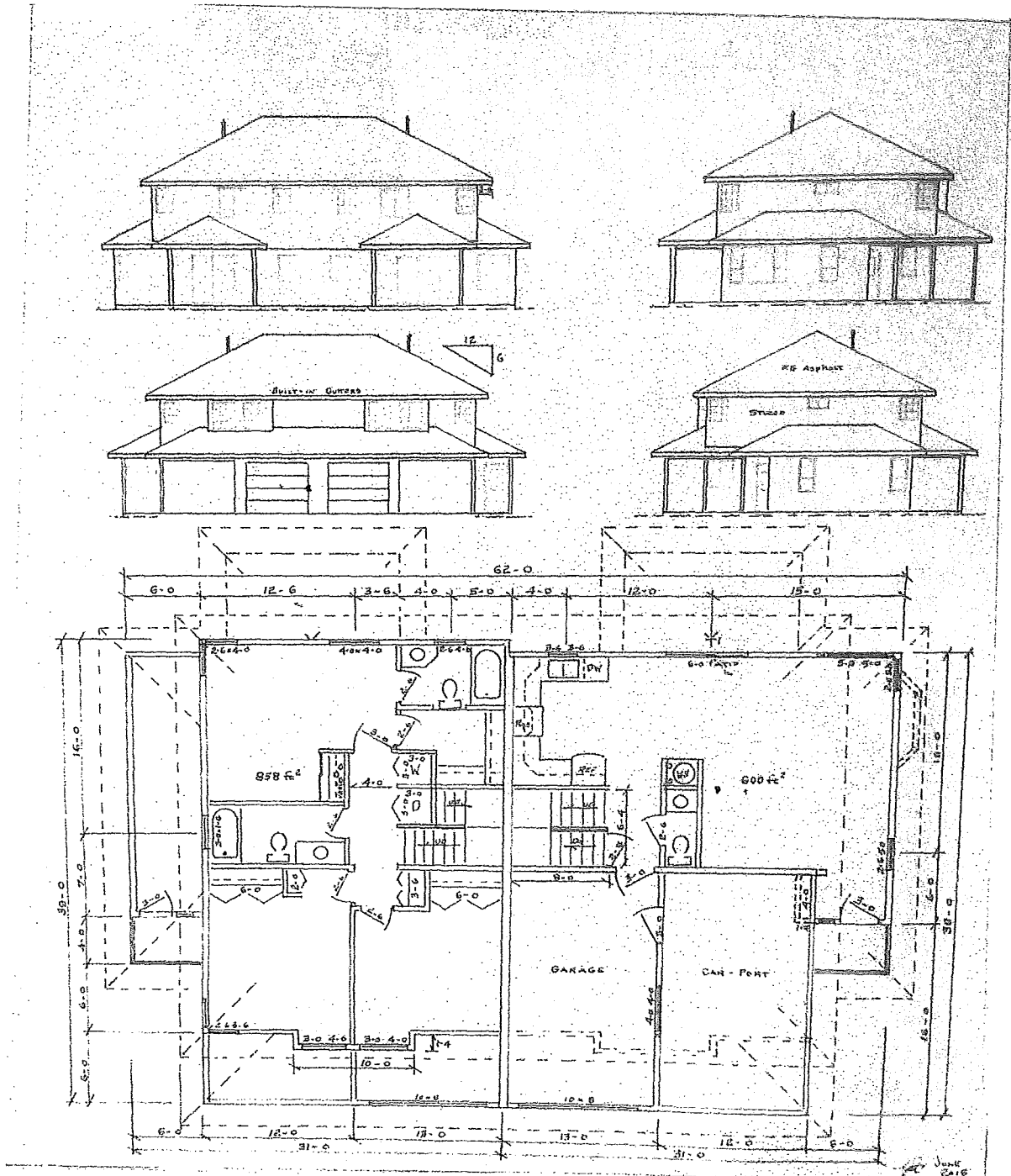


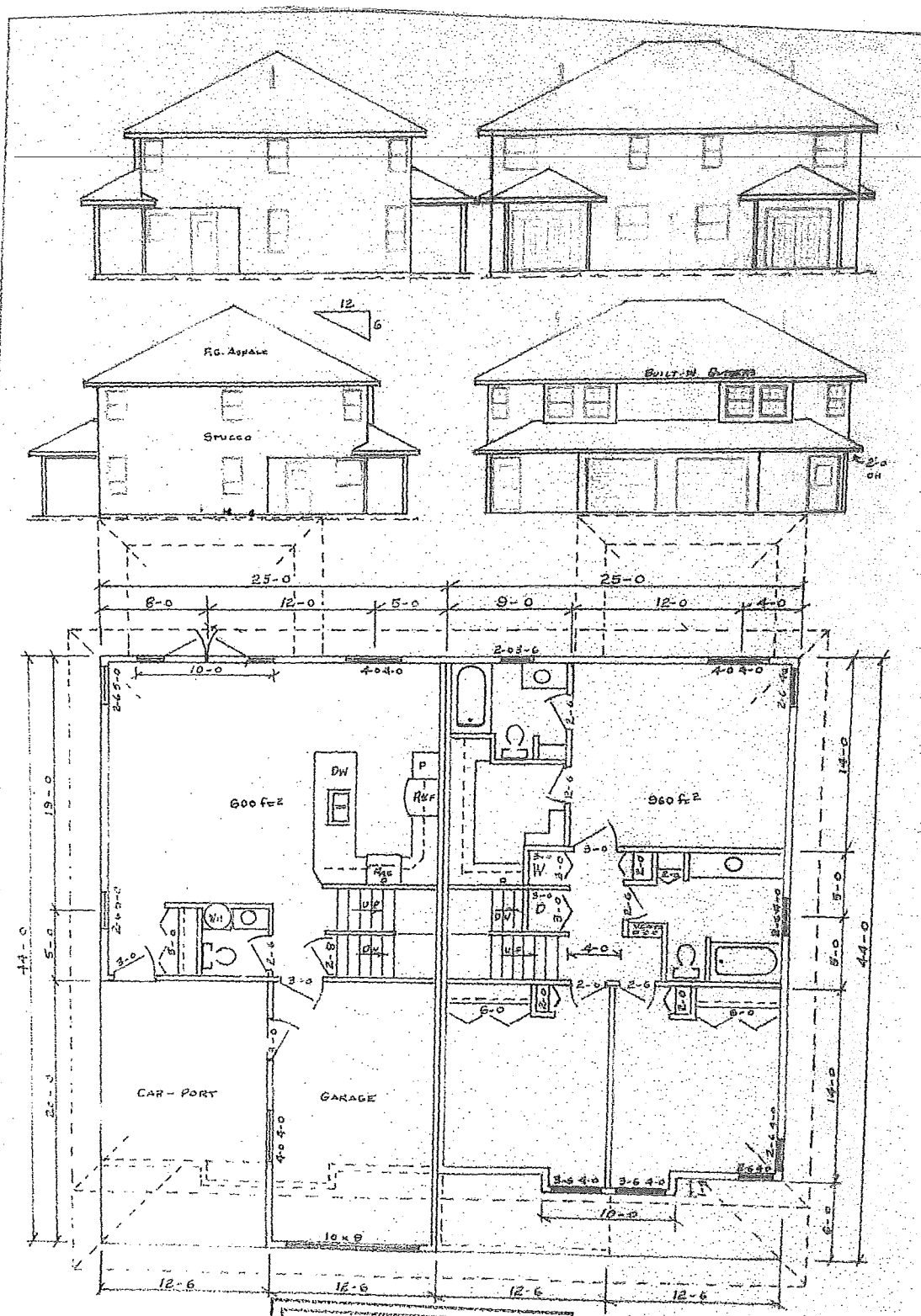
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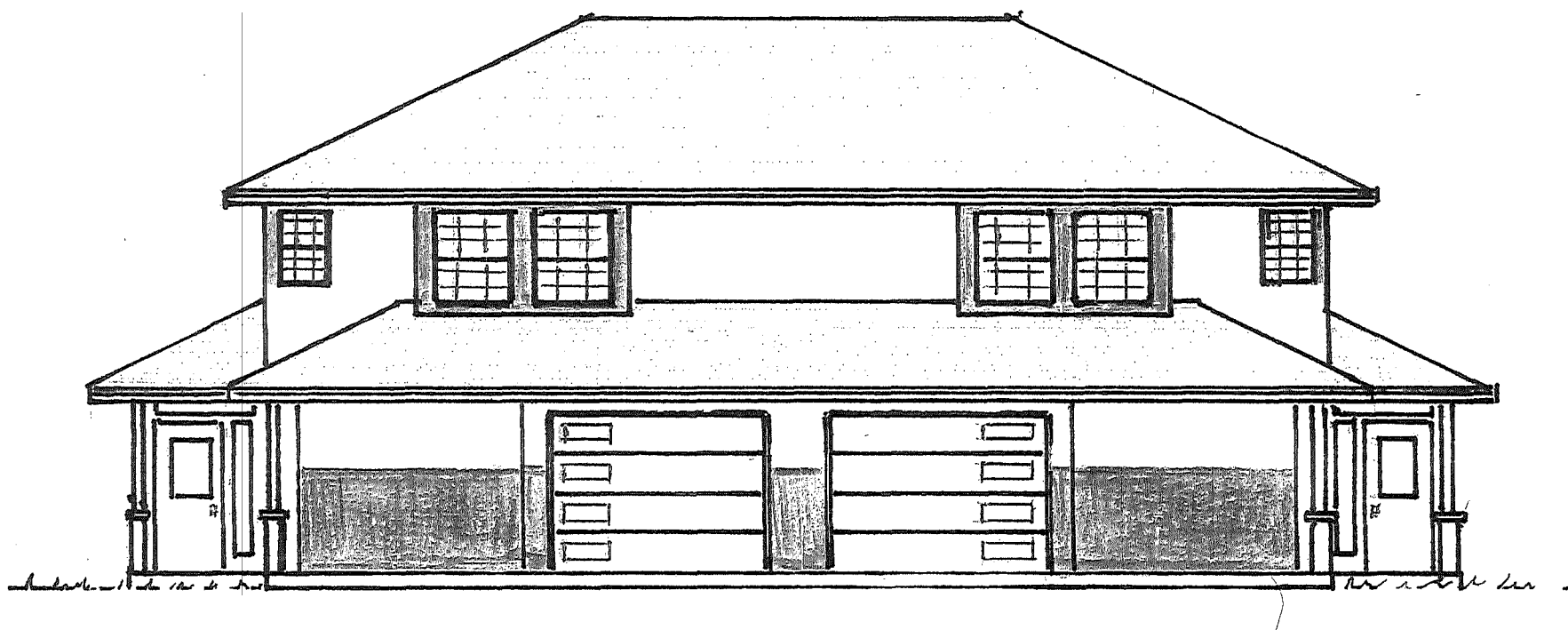
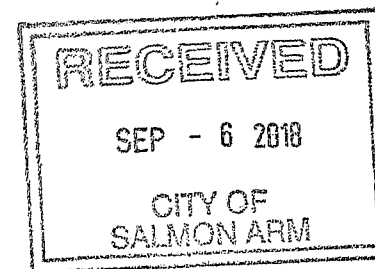


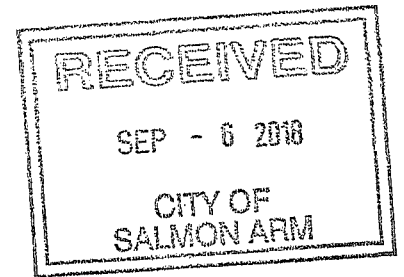


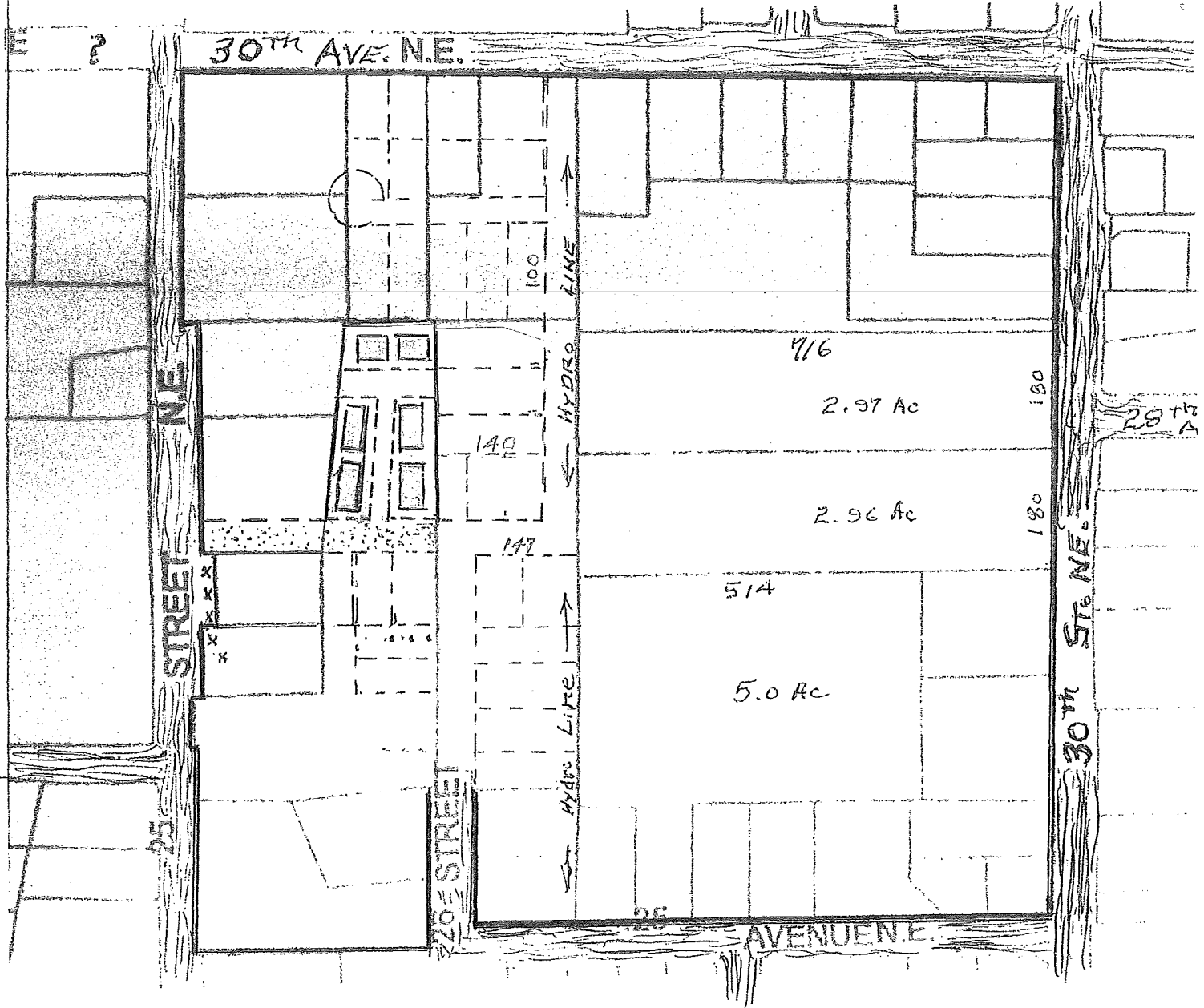
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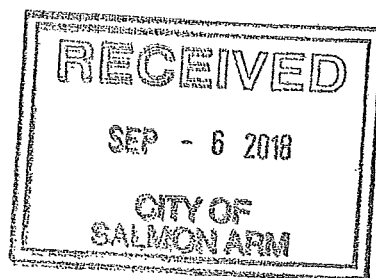
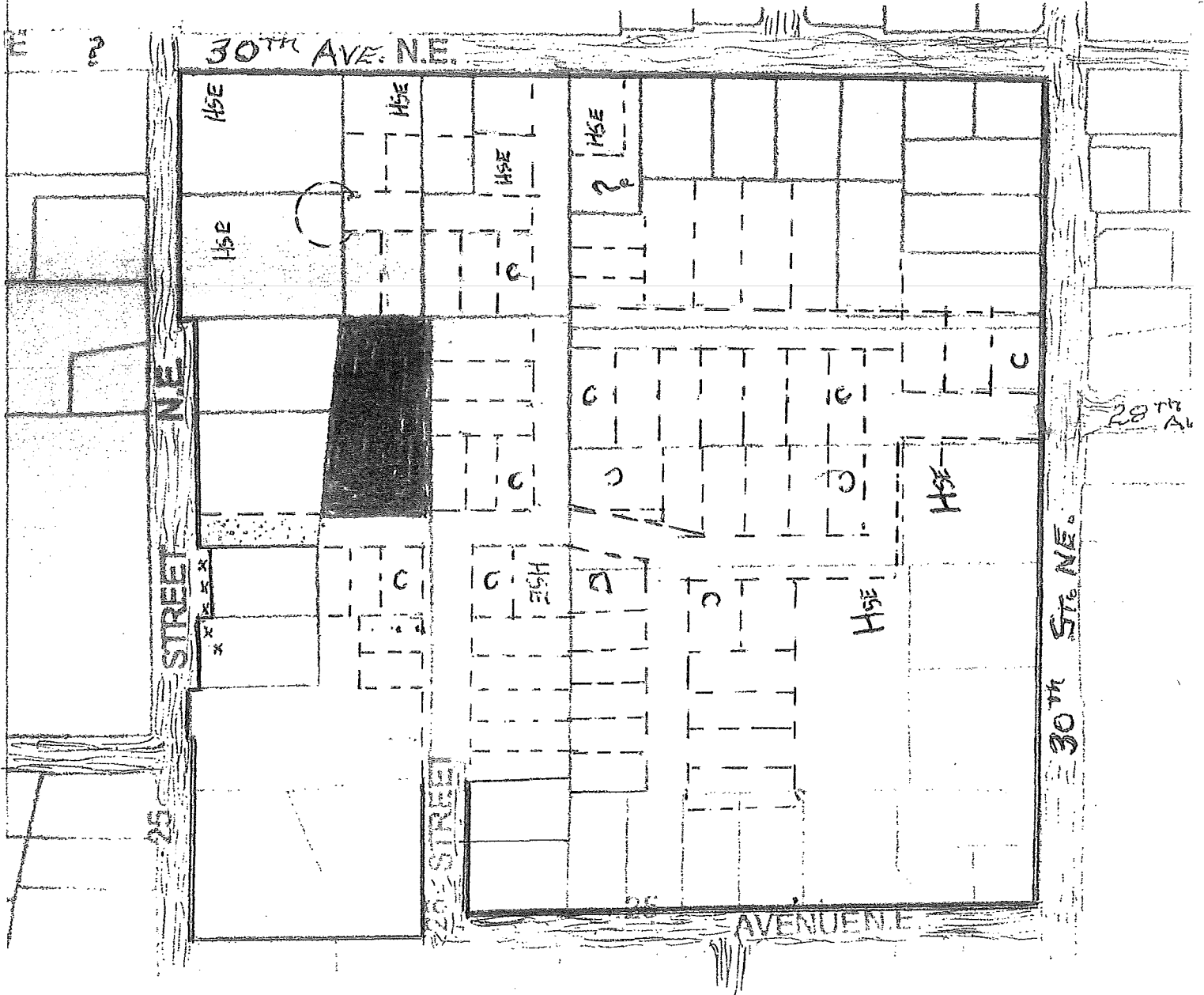
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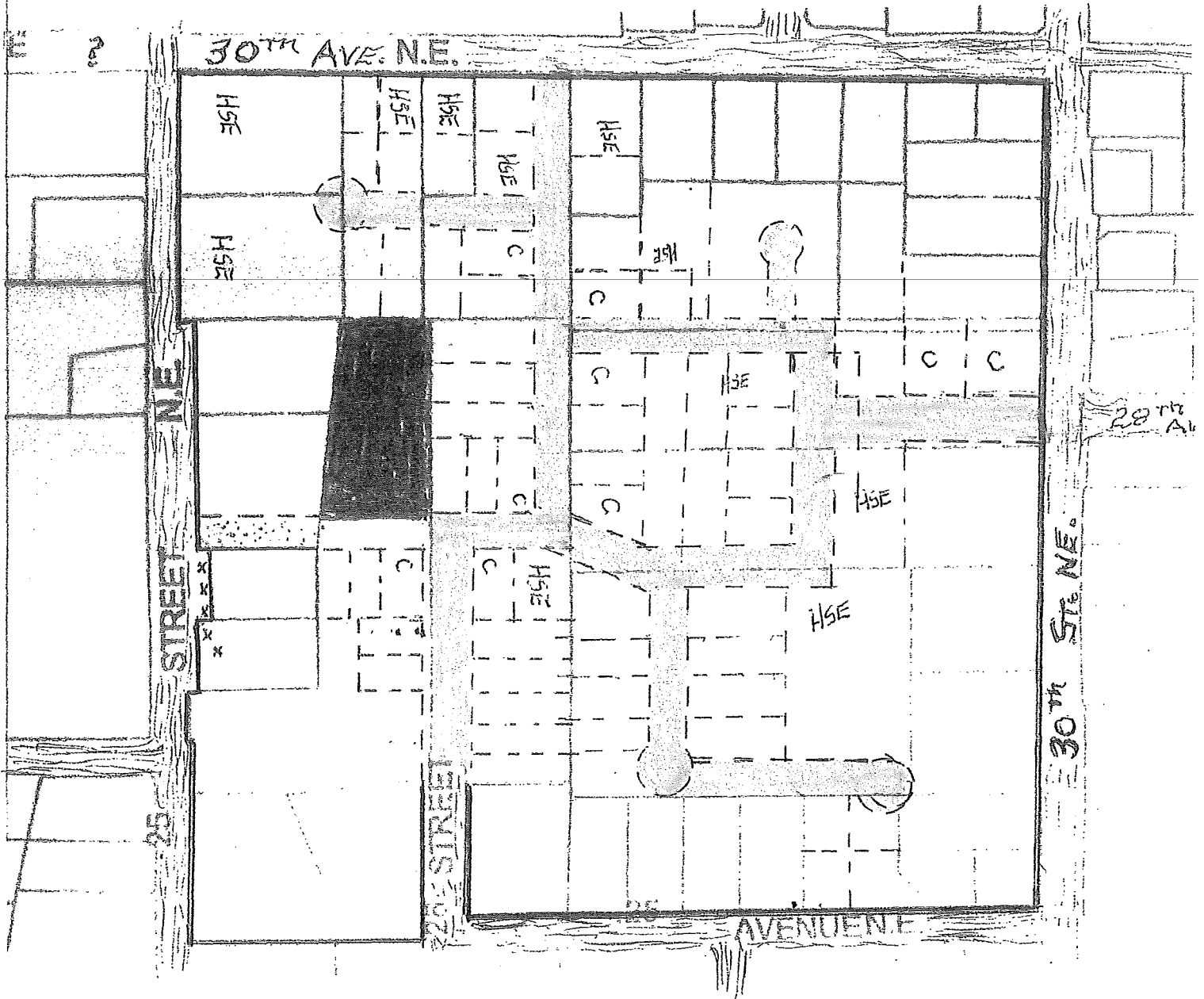






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SEP - 6 2018

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SALMON ARM

APPENDIX 6



Photo 1: Photo looking east at the subject property from 25 Street NE.



Photo 2: Photo looking east at 2790 - 25 Street NE, Road Reserve Covenant area and proposed access to site.

City of Salmon Arm

500 - 2 Avenue NE

Mailing Address: Box 40

Salmon Arm, BC V1E 4N2

Tel: 250.803.4000 Fax: 250.803.4041

www.salmonarm.ca



Eugene Dionne
2591 26 Street NE
Salmon Arm, BC, V1E 3C8

March 2, 2018

Dear Mr. Dionne,

Re: Subdivision Application for Lot 1, Plan 8567 (Subject Property)
Civic Address: 2591 26 Street NE

In reviewing your subdivision application and proposed lot layout received October 20, 2017, it became apparent that the following items need to be addressed before the undersigned will formally respond to your application.

- 1) Your plan assumes primary access from 25 Street NE over what is now Road Reserve Covenant N17605 registered on Lot 2, Plan 28855 (2790 25 Street NE). Discharge of this covenant will require authorization by a resolution of City Council and execution by the owner of 2790 25 Street NE. For Council's consideration, please provide the following:
 - a) A letter from the owner of 2790 25 Street NE verifying their consent to sign the necessary legal documents for discharge of the Road Reserve Covenant and road dedication;
 - b) In writing, your intent to construct the Road Reserve area to the Local Urban Street Standard of the City's Subdivision and Development Servicing Bylaw in effect; and
 - c) Written acknowledgment of your responsibility for all associated legal costs, and design / construction costs associated with discharge of the Road Reserve Covenant, road dedication and construction.
- 2) The undersigned requires an Access / Street Plan to be provided by you to ascertain sufficient road access and potential lot layouts on lands beyond the subject property. The Access / Street Plan will need to be prepared by a British Columbia Land Surveyor and show connectivity from 25 Street NE to 26 and 30 Streets NE, and a potential lot layout on the adjacent Rem. B, Plan 1948. The City may be able to assist you with a portion of the Access / Street Plan cost.
- 3) The parcel widths you are proposing on at least 4 of the lots are less than the minimum permitted in the low density R-1, R-2 and R-8 zones. Please verify what zones are intended for each lot. It is recommended that you apply for any necessary Official Community Plan and Zoning Bylaw amendments and/or variances, and attempt to obtain support by City Council for such applications. It is possible with such applications that the Road Reserve Covenant discharge request could be considered with that process.

Should you have any questions, or if you would like to arrange a meeting, I can be reached at 250-803-4015 or kpearson@salmonarm.ca.

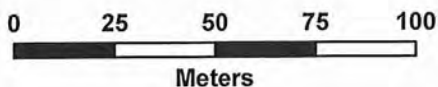
A handwritten signature in black ink, appearing to read "Kevin Pearson". The signature is fluid and cursive, with the first name "Kevin" written in a larger, more prominent script than the last name "Pearson".

Kevin Pearson
Approving Officer
City of Salmon Arm

cc: Mark Mason, B.C.L.S., Browne Johnson Land Surveyors – File No. 498-17



OCP 4000-36 & ZON-1130 (Dionne)
2592 - 26 Street NE



- Subject_Property
- Section_219_Road_Reserve_Covenant
- Proposed_MDR
- Existing_Street_Network_Plan

*This map was created for explanatory purposes only and is not intended for any other use.



June 26, 2018

City of Salmon Arm
PO Box 40
Salmon Arm BC
V1E 4N2

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-36

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to redesignate the property located at 251 – 26 Street NE, Salmon Arm from LR- Low Density Residential to MR – Medium Density Residential to facilitate a medium density residential development.

SAEDS Board members support the application, because they recognize the challenges in our community related to attainable housing. This project will add to our existing housing inventory in a higher density format, which is supported. However, the Board also recognizes there is a specific need for family and first-time home owner housing and rental housing. For these reasons, SAEDS would have preferred the applicant not include an age restriction on the development and also that they would have considered rental units.

We thank you for the opportunity to comment on this OCP Amendment Referral.

Sincerely,

A blue ink signature of William Laird, written in a cursive style.

William Laird, Chairperson
Salmon Arm Economic Development Society



July 23, 2018

Chris Larson, Planner
Development Services
City of Salmon Arm
P.O. Box 40, 500 – 2nd Avenue NE
Salmon Arm, BC V0E 4N2
clarson@salmonarm.ca

Dear Chris Larson:

Re: Official Community Plan Amendment Application No. OCP4000-36 and Zoning Amendment Application No ZON-1130 proposed for 2591 26 Street NE

Thank you for the opportunity to comment on the above named proposal. It is my understanding the proposal is to change the OCP designation and zone on the northern most 0.38 hectare portion of the subject parcel from LR Low Density Residential to MR Medium Density Residential and R-1 Single Family Residential to R-4 Medium Density Residential, respectively to allow a medium density, residential, age restricted, non-rental strata. The information included with the referral does not provide many details about the proposed development. My understanding is six duplex type units are being proposed and the proposed roadway does not connect to any existing City of Salmon Arm roads, and there are also no pedestrian/cycling connections. It is assumed the proposal would include connection to community drinking water and sanitary sewer systems.

Population health research has demonstrated the planning principles outlined in the [Provincial Health Services Authority - Healthy Built Environment Linkages Toolkit](#) are linked to improved health outcomes at a population level.

The proposed medium density residential zone would increase the amount and add to the variety of housing forms. However, the age restriction and no rental proposed policies would limit the equitable access to affordable housing. Having affordable housing of adequate quality for all segments of society is very important. When housing costs are lower individuals and families have more disposable income which lowers stress and provides opportunity for nutritious food, recreational opportunities and other health care needs. In order to increase equity it is best if higher density residential areas are situated closer to amenities (schools, employment, commercial areas, etc) with efficient healthy transportation networks.

Salmon Arm will be a healthier community the more complete, compact and physically and socially connected it becomes. When there are increased opportunities for active transportation (walking, cycling, transit), especially closer to amenities, residents are able to have a more active lifestyle on a routine basis

Bus: 250-833-4114 Fax: 250-833-4117
Anita.ely@interiorhealth.ca
www.interiorhealth.ca

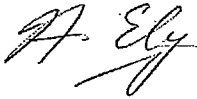
Population Health
851 16 St NE, Box 627
Salmon Arm, BC V1E 4N7

Chris Larson, City of Salmon Arm
July 23, 2018

which has been shown to reduce incidence of chronic disease, such as diabetes, heart disease, stroke and cancer. Active transportation also increases social connectedness in the community, which has been shown to increase mental health and overall feelings of well-being.

Therefore, it is recommended as the City of Salmon Arm considers approving residential development thought be given to the degree to which a proposed development will increase the provision of diverse housing forms and tenure types, and the accessibility of the proposed housing to daily amenities. In addition, considering how active transportation and transit networks in the community can be improved to better connect people to school, work, commercial, and parks and recreation areas. Health research has demonstrated all of these activities will work to increase health equity and create a healthier community. Thank you for the opportunity to provide a health perspective to this proposal.

Sincerely,



Anita Ely, B.Sc, B.Tech, CPHI(C)
Specialist Environmental Health Officer

Healthy Communities
Population Health

AE/ae



*City of Salmon Arm
Memorandum from the Engineering
and Public Works Department*

TO: Kevin Pearson, Director of Development Services
DATE: 7 September 2018
PREPARED BY: Xavier Semmelink, Engineering Assistant
APPLICANT: **Dionne, Eugene, 2591 – 26 Street NE, Salmon Arm, BC, V1E 3C8**
SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-36
ZONING AMENDMENT APPLICATION FILE NO. ZON-1130**
LEGAL: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD Plan 8567
CIVIC: **2591 – 26 Street NE**

Further to your referral dated 29 May 2018, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning or OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages.**

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Properties under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. 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.
8. 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.

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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 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. 25 Street NE, on the subject properties western 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 an additional 2.38m for the southern portion and 3.904m for the northern portion of road dedication is required (to be confirmed by a BCLS).
2. 25 Street NE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading 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.
3. 26 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 2.328m of additional road dedication is required (to be confirmed by a BCLS).
4. 26 Street NE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading 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. Since this upgrade is premature at this time, a 100% cash in lieu payment towards future upgrading will be accepted. Owner / Developer is responsible for all associated costs.
5. If 27 Avenue NE is utilized as the access point for the proposed development, it is to be dedicated and constructed to an Urban Local Road Standard, 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. A 3m by 3m corner cut will be dedicated at the intersection of the future 27 Avenue NE and 26 Street NE, as shown on the attached advanced road network plan.
6. The items below are required according to the existing advanced road network plan. Please see attached advanced road network plan. If an updated advanced road network plan is completed the requirements may be altered.
 - a. On the subject properties eastern boundary a road reserve of 2.328m (to be confirmed by BCLS) will be required to allow 26 Street NE to be extended in the future.

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- b. The existing road reserve on the southern boundary of 2790 25 Street NE will require connection to the future 26 Street NE, and a road reserve or dedication of 20m through the subject property, from the eastern boundary to the western boundary, will be required.
 - c. On the subject properties northern boundary an additional 10m (to be confirmed by BCLS) of reserve will be required, including the 3m x 3m corner cut on the NE corner as shown on the advanced road network plan.
- 7. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
- 8. Privately owned 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.
- 9. Accesses shall be kept to a minimum. All unused driveways shall be removed. Commercial driveways to have a maximum width of 8.0m. Owner / Developer responsible for all associated costs.
- 10. The maximum allowable cul-de-sac length in the urban areas is 160 meters. This measurement shall be measured along centerline from the centre of the first intersection having access from two alternate routes to the center of the cul-de-sac. Where the maximum cul-de-sac length is exceeded a secondary emergency access shall be provided. Emergency accesses are to be constructed in conformance with Policy 3.11 (Emergency Accesses).

Water:

- 1. A 100mm diameter Zone 3 watermain on 25 Street NE runs parallel to the subject property and terminates at the road reserve on 2790 25 ST NE. This watermain will require upgrading to a minimum of 150mm diameter. A 150mm diameter Zone 3 watermain terminates at the SE corner of the subject property on 26 Street NE. Looping of this 150mm watermain through the subject property to the watermain on 25 Street NE is required. A 6m right-of-way will be required.
- 2. Records indicate that the existing property is serviced by a undetermined sized service from 150mm diameter watermain on 26 Street NE. At the time of subdivision the existing service will be require upgrading to a new metered service (25mm). All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
- 3. Strata developments with ground oriented access have the option of a bulk water meter at property line 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.

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4. The subject property is to be serviced from an undersized watermain and the subject property is located within an area of identified fire flow deficiency, according to the 2011 Water Study (OD&K 2012). The Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm the existing watermain servicing the subdivision is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. 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 and 180 meters in the low density portions of the property.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 25 Street NE. No upgrades will be required at this time.
2. The existing 200mm diameter sanitary sewer on 26 Street NE does not extend to the subject property, but may be required for future development. Extension to the furthest limit of the subject property to service future development may be required.
3. A 200mm diameter sanitary sewer runs through a 3m right of way on the outside of the northern property boundary. A 3m right-of-way on the inside of the northern property boundary will be required. No upgrades will be required at this time.
4. The remainder and proposed lot(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
5. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 25 Street NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. 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.
2. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.

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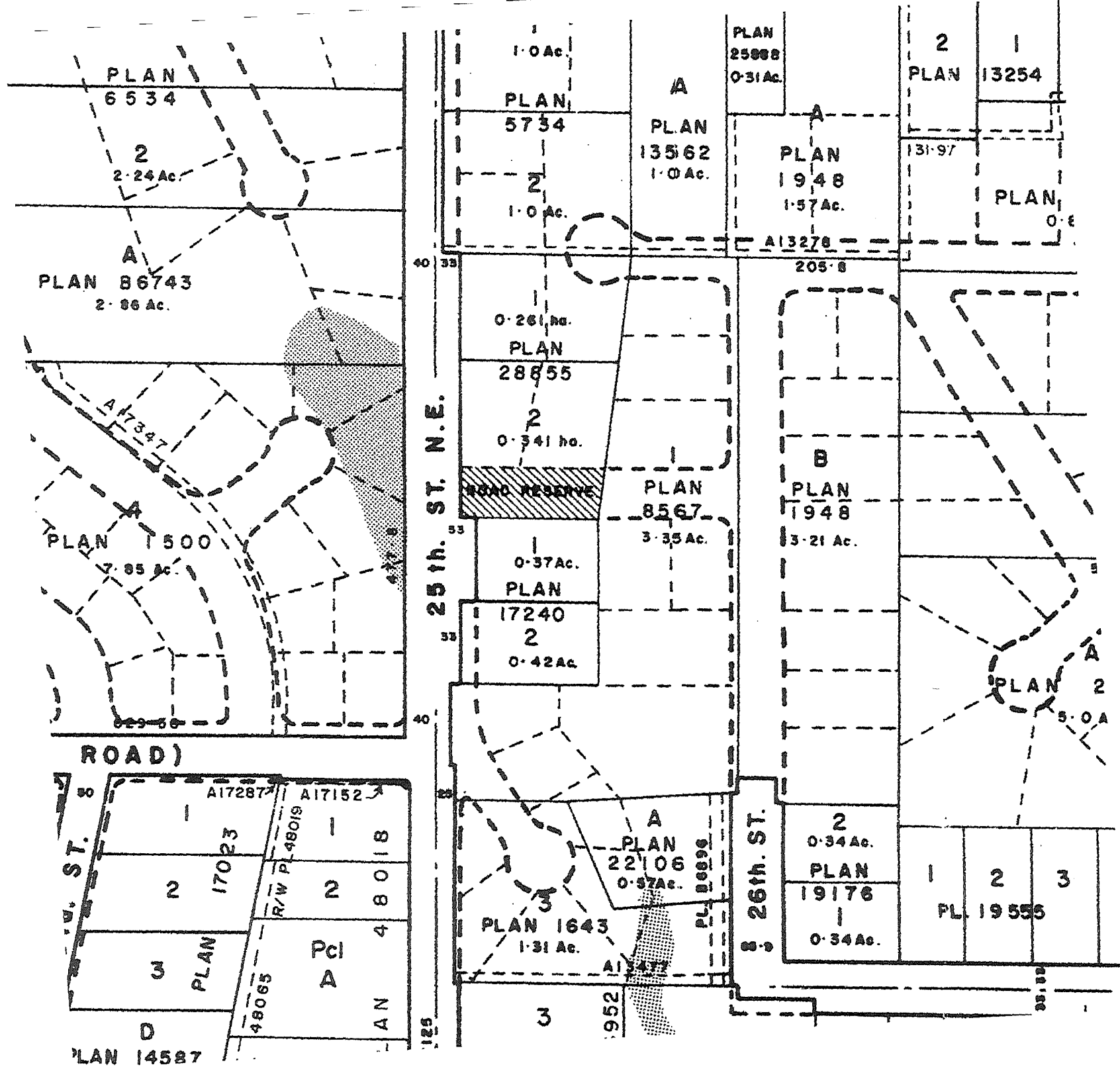
3. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lot(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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


Xavier Semmelink
Engineering Assistant


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





City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: September 26, 2018

SUBJECT: Official Community Plan Amendment Application No. OCP4000-37
Zoning Amendment Application No. 1133

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225
Civic: 2960 – Okanagan Avenue SE
Owners/Applicant: 1160595 BC LTD.

MOTION FOR CONSIDERATION

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 by redesignating Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from INS (Institutional) to NC (Neighbourhood Commercial);
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT:** Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Waste 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 as follows:
- 1) Add "Section 57 - CD-19 – High Technology Research and Development Zone" as outlined in this report and renumber the remaining sections accordingly; and
 - 2) Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from P-3 (Institutional) to CD-19 (High Technology Research and Development Zone);
- AND FURTHER THAT:**
- Final reading of the Official Community Plan and Zoning Amendment bylaws be withheld pending Ministry of Transportation and Infrastructure approval.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

AND FURTHER THAT:

Should Council require the owner/applicant to provide a Traffic Impact Analysis (TIA) as recommended in Appendix 8, that the TIA be prepared in accordance with the City's Terms of Reference prior to Second Reading of the bylaws with the understanding that a Section 219 *Land Title Act* covenant be registered on the Title of the subject property that would restrict future development until such time that the recommendations of the TIA are completed at the expense of the owner/applicant.

PROPOSAL

The subject parcel is located at 2960 – Okanagan Avenue SE, just west of 30 Street SE and the Public Works Yard, northwest of the Middle School (Appendices 1 and 2). The parcel contains approximately 5 former School District 83 buildings, which have hosted a number of uses over time, including a preschool, daycare, and offices. The current owner is now applying for OCP and zoning amendments.

The purpose of this application is to amend the OCP and rezone the 4.7 acre site to accommodate a technology based commercial office use and anticipated future accessory uses including residential use. As discussed in more detail, a commercial land use designation is deemed to be the most appropriate designation of the OCP (other than Light Industrial) and the "Neighbourhood Commercial" designation is the only one that most closely resembles this proposal.

This application involves the introduction of a new use to the Zoning Bylaw, "High Technology Research and Development." The intent of this use to merge elements of office and light industrial land uses, while limiting the intensity of any light industrial uses to minimize related impacts on neighbouring properties. This is expected to permit establishments specializing in the research, development, and or creation of products (software and hardware), services, systems, processes, and or prototyping. In order to present an opportunity towards the development of a High Tech Campus, this use includes educational, accessory manufacturing, and accessory residential use components. Should the proposed amendments be approved, future development would require a Development Permit Application to guide form and character.

"High Technology Research and Development" is proposed to be defined in the Zoning Bylaw as:

Commercial *office* use involving the research and/or design, including the light assembly and value added production of items and components used in the fields of computer software and programming, electronics, telecommunications, aeronautics, precision engineering, robotics, biochemistry, health care, and related industries. *High Technology Research and Development* does not include activities that may cause a *nuisance* or negative impacts, such as noises, odours, emissions, vibrations or other externalities off the *parcel* line.

The proposed CD-19 zone is outlined below:

SECTION 57 - CD-19 - HIGH TECHNOLOGY RESEARCH AND DEVELOPMENT ZONEPurpose

- 57.1 The CD-19 *Zone* is primarily intended to accommodate *office* and ancillary scientific or *high technology research and development* land uses. Accessory residential use is also supported.

Development within the CD-19 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

Regulations

- 57.2 On a *parcel* zoned CD-19, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-19 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 57.3 The following uses and no others are permitted in the CD-19 Zone:

- .1 *high technology research and development;*
- .2 *office;*
- .3 *education/training facility;*
- .4 *parts assembly;*
- .5 *commercial daycare facility;*
- .6 *health services centre;*
- .7 *public use;*
- .8 *private utility;*
- .9 *public utility;*
- .10 *work/live studios; and*
- .11 *accessory use; including multiple family dwelling.*

Maximum Height of Principal Buildings

- 57.4 The maximum *height* of *principal buildings* shall be 10.0 metres (32.8 feet). This may be increased to 13.0 metres (42.7 ft.), via the Development Permit process.

Maximum Height of Accessory Buildings

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

Minimum Parcel or Site Coverage

- 57.6 The minimum *parcel* or *site* coverage for all buildings shall be 65% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

- 57.7 The minimum *parcel* size or *site* area shall be 6,500.0 square metres (69,965.0 square feet).

Minimum Parcel or Site Width

- 57.8 The minimum *parcel* or *site* width shall be 80.0 metres (262.5 feet).

Minimum Setback of Principal and Accessory Buildings

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

- | | | |
|----|----------------------------------|------------------------|
| .1 | <i>Front parcel line</i> | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | 6.0 metres (19.7 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a residential zone | |
| | shall be | 6.0 metres (19.7 feet) |
| | - all other cases | 3.0 metres (9.8 feet) |
| .4 | <i>Exterior parcel line</i> | 6.0 metres (19.7 feet) |

Outside Storage

57.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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

BACKGROUND

The subject parcel is designated INS (Institutional) in the City's Official Community Plan (OCP), and zoned P-3 (Institutional) in the Zoning Bylaw (Appendix 3 and 4). The 4.7 acre subject parcel contains (approximately 5) existing buildings. Much of the southern portion of the property is covered by mature vegetation. The parcel is sloping down from the south-east to north-west. Site photos are attached as Appendix 5.

Land uses adjacent to the subject parcel include the following:

- North: Road (Okanagan Ave) with residential land beyond (zoned R-1 Single Family Residential)
- South: Middle School (P-3 - Institutional)
- East: Salmon Arm Middle School (P-3 - Institutional) with Road (16 Street NE) and Public Works yard beyond (P-3 – Institutional and P-1 – Park and Recreation Zone)
- West: Daycare (zoned P-3 – Institutional) and Residential land (R-1 Single Family Residential)

The applicant has provided a letter (attached as Appendix 6) describing their business, the intended use of the property, and their research related to zoning. The applicant does not foresee any redevelopment at this time.

The subject parcel was created by subdivision in 2015 by the previous owner, School District 83. The relatively large lot (4.7 acres / 19,200 square metres / 206,667 square feet) fronts Okanagan Avenue with a frontage of approximately 177 metres in length. The lot could easily accommodate a building the size of City Hall / Law Courts, or a similar office building with more than 50,000 square feet of floor area under the present P-3 zoning which permits *office* use. Under such a scenario, no Development Permit for form and character or a traffic impact analysis would be required.

Further, considering the current P-3 zoning given that *office* use is permitted, the owner/applicant is able to conduct the primary business function on this site. The purpose of rezoning is to allow for related accessory uses, such as *parts assembly* if necessary. The proposed CD-19 zone would allow for a mix of other uses not permitted in the P-3 zone, such as accessory multiple family residential use and *work/live studios*.

In drafting the proposed CD-19 zone, the *light industry* use was purposely omitted to stay within the realm of a predominantly neighbourhood commercial office land use with emerging high technology activities.

OCP Policies

OCP Community Services Policy

As noted above, the subject parcel is designated INS (Institutional) in the City's OCP, a designation that identifies Community Facilities such as School District properties. Policy 15.3.13 indicates intent to plan for future land use options for surplus School District lands.

OCP Commercial Policy

Given the position of the subject parcel generally within residential designated lands, should the proposed OCP amendment be approved, the subject property would be considered a Neighbourhood Commercial (NC) Area as per OCP Section 9.3.19. Section 9.2.2 of the OCP directs staff to encourage and support commercial businesses that are complimentary to and utilize the strengths of the community.

The proposed use is in support of the expansion of a commercial business and the subject parcel has been used for various endeavors over time including offices, suggesting that the proposed use could be considered compatible with the NC Area and neighbouring properties, aligned with relevant policy. However, staff note that full build out of the large subject parcel with expanded principal and accessory uses would likely change the characteristics of the lot with the increased related activity and associated traffic. Arguably, such an increase in the scale of activity could exceed the local expectations of a NC development.

Staff note that the proposed use could also fit well within the City's Industrial Park and other established Commercial areas. This consideration demonstrates the challenge of long standing OCP policies and associated designated areas which offer limited flexibility for new "outside the box" ideas.

Section 879 - Local Government Act

Pursuant to Section 879 of the Local Government Act (consultation during OCP development / amendments), the proposed OCP amendments were referred to the following external organizations:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	Letter of support attached (Appendix 9).

Section 475 - Local Government Act

Pursuant to Section 475 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. Staff note that the City's long term financial plan does not, at this time, anticipate expenditures to upgrade the Okanagan Avenue frontage of the subject parcel or the intersection of Okanagan and 30 Street. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTS

Ministry of Transportation & Infrastructure

MOTI has granted preliminary approval (Appendix 7).

Engineering Department

Servicing information provided to applicant in advance of any future development (Appendix 8).

Due to the potential traffic increase related to the proposed development impacting the intersection of Okanagan and 30 Avenue, which has related congestion concerns, staff recommend that a Traffic Impact Analysis be conducted. Such an analysis would address the current state of the intersection, potential upgrades required, traffic safety concerns, location of access for the proposed development, and other related factors to consider.

A 30 Street NE Traffic Safety Review was commissioned by the City and completed in 2005 by GD Hamilton Associates Consulting Ltd. Many of the recommended improvements have been completed over time. Even with these improvements, the City's Traffic and Safety Committee still receives ongoing concerns regarding the intersection and roadways at this location.

Planning Department

With the School District having sold the subject parcel, the predominant use of the subject property is proposed to be primarily a commercial office use, which triggers the need for the requested OCP and Zoning Bylaw amendments (from an institutional to a commercial land use designation and zone). The

OCP amendment would be to the NC designation, with the parcel generally situated within residential designated lands.

Under policy 9.3.19, the OCP supports the consideration of office use within High, Medium and Low Density Residential areas. A new zone has been drafted in support of this proposal for inclusion in the Zoning Bylaw.

While this application has strong merit for consideration, Staff have concerns regarding the proposal considering the following location factors:

1. The location is presently isolated from other supportive commercial services, such as restaurants and retail services;
2. While the proposal can be interpreted to fit within the NC land use designation, the nature of the operation may not provide a directly beneficial service to surrounding lands compared to a more typical neighbourhood commercial use (such as a convenience store); and
3. Due to the large size of the subject parcel, there is enough area to accommodate a multitude of commercial activities and residential development with the proposed zone, with potential for significant related traffic impact.

However, there are additional details to consider. In support of the proposal, staff note the following:

1. The existing buildings have been in place supporting similar uses for some time;
2. The proposed use is not expected to be in excess of what one may expect related to standard school operations, and will certainly be less impactful than the nearby Public Works Yard;
3. The applicant's current building has created no known impacts on the adjacent lands, which similarly include a school building;
4. In terms of a future development proposal, the Development Permit process will assist to ensure that the any proposed building under the NC land use designation and commercial zoning are consistent with adjacent land uses and of high quality as envisioned by the OCP.

The applicant has been forthcoming and co-operative, working with staff to ensure alignment with relevant bylaws. Working with the applicant, staff have created a new zone and permitted uses to accommodate the proposal.

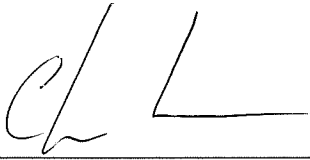
The proposed mix of land uses would permit the applicant's proposed use, while limiting the potentially impactful land uses which may conflict with surrounding lands. Given the historic use of the parcel, staff do not expect the proposed use at its present state to create any new impacts on neighbouring properties. Staff view the applicant's *office* use and the possibility of residential use as some assurance that the associated commercial uses will have limited impacts on surrounding neighbourhoods.

Given the size of the parcel relative to the current floor area of the buildings, there is more than sufficient space to provide the required offstreet parking spaces to support office use (1 space per 35 m² of gross floor area). Including staff, the proposed office use is not expected to generate a significant amount of traffic, until a future redevelopment which would be guided by a Development Permit application.

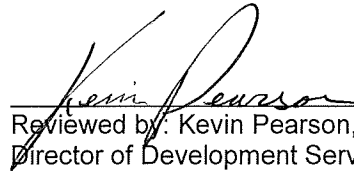
Staff note that parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

CONCLUSION

The proposed OCP and zoning bylaw amendments as presented are generally consistent with OCP policy. The additions proposed to the Zoning Bylaw serve to clarify municipal policy and may provide opportunity and support for similar commercial operators. The proposal is supported by staff.



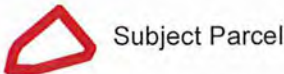
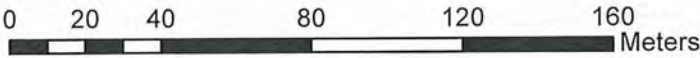
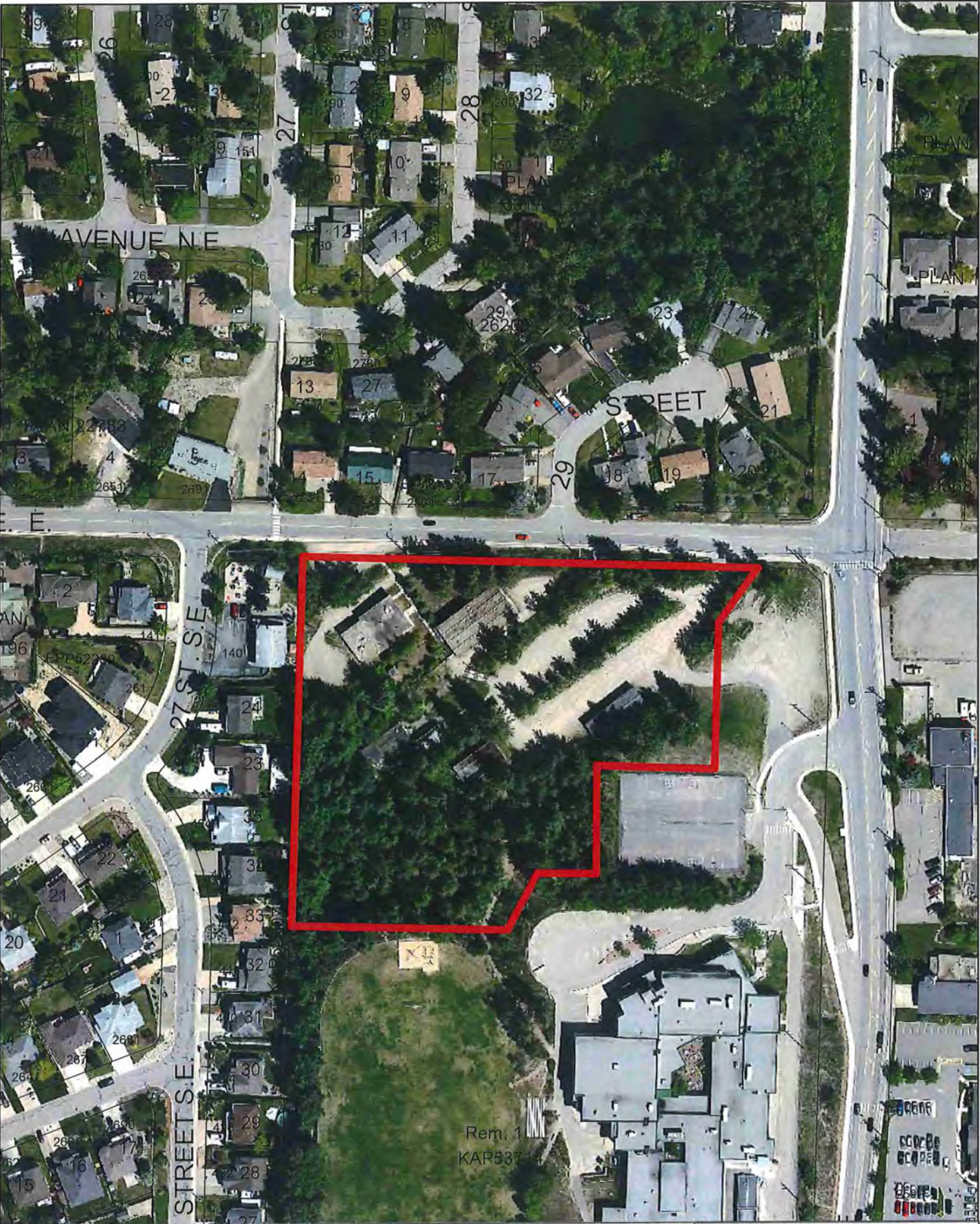
Prepared by: Chris Larson, MCP
Planning and Development Officer

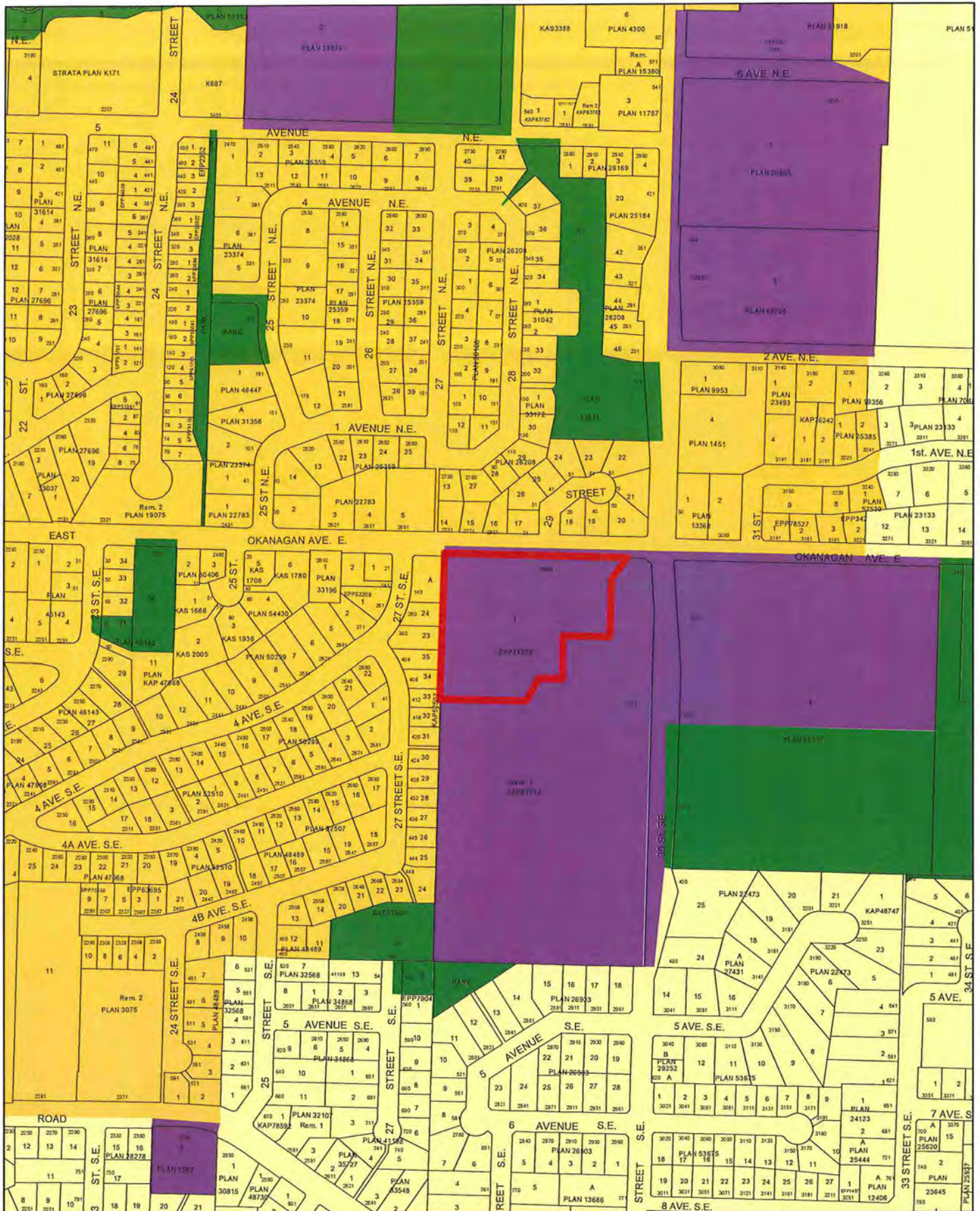


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel





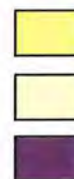
0 2040 80 120 160
Meters



Subject Parcel



Park



Medium Density Residential



Low Density Residential



Institutional



Subject Parcel

Appendix 5: Site Photos



View of subject property south-west from Okanagan Avenue.



View of subject property south-east from Okanagan Avenue.



1160595 BC Ltd.

451 20th St. SE
 Salmon Arm, BC V1E 1J4
 Email: nike.boudreau@techbrew.com

Fax: 250-833-5649
 Phone: 250-833-6158

2018 July 11th

Chris Larson
 City of Salmon Arm - Planning & Development
 500 2nd Avenue NE
 Box 40 Salmon Arm, BC V1E 4N2

Re: Zoning of property at 2960 Okanagan Avenue

Dear Mr. Larson:

Technology Brewing is a robotic systems integrator serving a variety of industries in North America and Europe with factory automation primarily using machine vision and robotic technologies. We provide solutions for the most technically difficult industrial automation problems from our location in Salmon Arm. Our team works with pretty amazing technologies to provide innovative solutions to industrial problems in assembly, food, composite, wood, and logistics processing.

Technology Brewing is a thriving high technology company with strong community relationships with Economic Development, Okanagan College, School District No. 83, Interior Health, and many businesses and community organizations. We host many student tours, Pro-D days for teachers, robotics seminars for students, participate in the now annual Technology Meetups, host of vocational shadowing for students, and hire COOP Students from nearby Post-Secondary Schools. We anticipate supporting the new robotics course starting this fall at the Jackson campus with some funding for equipment, and the new Mechatronics Technical Diploma Program at Okanagan College.

We support education initiatives both in our immediate and international communities through our involvement with Economic Development Society business Incubator and Maker Space and the Rotary Club of Salmon Arm Shuswap that supports food programs within School District 83, the Smart Bike program, and the educational "BC Tomorrow" watershed simulator project. Internationally we support programs at Barani Primary School of 1200 pupils (standard 1-8) in Kenya including a water system, a lunch program feeding 450 students daily, a computer classroom with computers and internet, and sponsorship of up to 24 worthy students to complete grades 9-12 (form 1 –4) and postsecondary education.

Active with Okanagan College in a technology business advisory role we are a strong advocate of the Mechatronics Engineering Diploma program currently in the early stages of development. Technology Brewing has typically hosted 1 – 3 coop students per year and we look forward to supporting the OK college program by providing coop

opportunity to Mechatronics students, as well as providing instructional resources in form of personnel and facilities.

Our growing company needs more engineering, light assembly, lab, testing and training space to meet our growth and community support goals. Expanded facilities will enable us to offer ongoing support and training opportunities for our staff, customers, and community partners while providing the room needed to complete our exciting work for our industrial customers.

Technology Brewing currently leases space from School District No. 83 at 2960 Okanagan Avenue, which we now have an accepted offer through our real-estate holding company 1160595 BC Ltd.

Ideally we will be able one day to consolidate our three locations into one at this site, combining our engineering offices (1271 6th Ave NE) focused on machine vision guided robotic automation for various industries with the light assembly and testing of the same which is currently done in our shop on Auto Road (5041 units 4&5). Product development at these facilities include small and medium size robotic system and industrial automation prototyping. This work is performed indoors and does not involve noisy machining, painting, noxious substances, or other annoying stuff. Most activity is conducive to a quiet office work environment.

After consulting with Kevin Pearson about appropriate zoning for the property at 2960 Okanagan about our intended use it was determined that a new "High Technology Zone" might be appropriate. Working in collaboration with Economic Development Officer Lana Fitt we have drafted the basis of a "High Technology Zone" bylaw based on similar bylaws from other communities across Canada including: Kamloops, Kelowna, Penticton, Burnaby, Vancouver, Victoria, Nanaimo, Edmonton, Calgary, and Waterloo. Please find attached draft for consideration as a basis of the proposed new zoning bylaw for the Official Community Plan Amendment Application, and our subsequent Zoning Amendment Application.

Thank you for your consideration.

Yours very truly,
TECHNOLOGY BREWING CORPORATION
& 1160595 BC Ltd.

Per, Mike Boudreau, P.Eng.
President

Enclosures (Amendment Application Forms – Zoning & OCP, proposed High Tech Zoning)

Appendix 6: Letter of Intent

HIGH TECHNOLOGY ZONE

This High Technology Zone provides for the accommodation of uses that incorporate advanced scientific or technological research and may have a small accessory manufacturing component that does not conflict with any neighbouring residential area. Technology businesses are often employee-intensive and staffed by young professionals who desire central, walkable employment locations near amenities such as housing, parks, restaurants, and shopping.

Permitted Use:

The following uses are permitted, provided they are not noxious or offensive to any adjacent property or the general public by reason of emitting odours, dust, smoke, gas, noise, effluent, radiation, broadcast interference, glare, humidity, heat, vibration or hazard:

1. Establishments specializing in the research, development, and or creation of products (software and hardware), services, systems, processes, and or prototyping related to the following technology sectors:

- | | |
|--|----------------------------------|
| • Aerospace & Aeronautics | • Government Use |
| • Artificial Intelligence | • Health Care Research |
| • Automation | • Information Technology |
| • Biotechnology | • Medical Technology |
| • Business Incubator | • Maker Space |
| • Communication Production | • Nanotechnology |
| • Computer Assembly | • Photonics |
| • Computer Design | • Pharmaceutical |
| • Computer Engineering | • Precision Engineering |
| • Computer Science, including software | • Quantum Computing / Technology |
| • Data Centre | • Robotics |
| • Electronic Device Technology | • Semiconductors |
| • Energy Technology | • Software Development |
| • Engineering | • Technology Training |
| • Financial Technology | • Telecommunications |
| | • Web Development |

Includes software companies, open data companies, digital content companies, wireless technology companies, advanced technology hardware companies, cyber security companies, cloud computing companies, and 3D printing companies.

2. Business or professional offices.
3. Accessory use for
 - (a) related business and professional offices, including office-administration, marketing and sales, and business-related services and support.
 - (b) the 'light' manufacture, assembly and finishing of items related to the principal use (The term 'light' used in reference to assembly, manufacturing, and processing in this zone is intended to restrict the use to only those which are contained within a building, and which

Appendix 6: Letter of Intent

- produce lower levels of noise, odour, heat etc. impacts and only those related to 'advanced tech'.),
- (c) services involving printing, publishing, photocopying or other reproduction processes related to the principal use,
 - (d) display, storage and retail sales of goods related to the principal use that are produced or stored in the principal or accessory building,
4. to permit as uses "high tech", "work-live", service-commercial, and limited retail uses that are compatible and complementary to limited light manufacture and assembly uses. In this Part, "work-live" means a use that: (a) combines residential use, as an accessory use, with any of the indoor uses otherwise permitted under this Part, as a principal use; and (b) is located in a unit that is a room or suite of rooms of which not more than 50% of the floor space is used for residential use.
 5. All permitted uses shall be housed completely within an enclosed building, except for parking and loading facilities.
 6. Nothing shall be done that is or will become an annoyance or nuisance to the surrounding areas by reason of unsightliness, the emission of odours, liquid effluents, dust, fumes, smoke, vibration, noise or glare, nor shall anything be done that creates or causes a health, fire or explosion hazard, electrical interference or undue traffic congestion.

Height of Buildings:

A rooftop solar panels or greenhouse is not to be included in the calculation of total floor area, height or number of storeys.

Off-Street Parking:

Off-street parking shall be provided and maintained in accordance with...

Typical office uses require three parking spaces per 100 m² ; however, given that the technology industry is employee-driven and does not draw customers to the site, a parking ratio of two spaces per 100 m² is considered acceptable. If the use of the building changes, more restrictive parking standards may apply and will have to be accommodated.

Off-Street Loading:

Off-street loading shall be provided and maintained in accordance with...



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

Appendix 7: MOTI
**DEVELOPMENT APPROVALS
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1133
eDAS File #: 2018-04788
Date: Sep/05/2018

1160595 BC Ltd.;
c/o City of Salmon Arm Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm Development Services

Re: Proposed Bylaw for: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD,
Plan EPP51225 - 2960 Okanagan Street SE

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*, as the Ministry interests are unaffected given the affected property is on the fringe of the 800m radius and there is an existing secondary street network.

If you have any questions please feel free to call Elizabeth KEAM at (250) 833-7404.

Yours truly,

Elizabeth KEAM
District Development Technician

Local District Address
Salmon Arm Area Office Bag 100 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 503-3664 Fax: (250) 833-3380



City of Salmon Arm
Memorandum from the Engineering
and Public Works Department

TO: Kevin Pearson, Director of Development Services
 DATE: 14 September 2018
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: 1160595 BC Ltd., 451 – 20 Street SE, Salmon Arm, BC V1E 1J4
 APPLICANT: **1160595 BC Ltd., 451 – 20 Street SE, Salmon Arm, BC V1E 1J4**
 SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-37**
ZONING AMENDMENT APPLICATION FILE NO. ZON-1133
 LEGAL: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225
 CIVIC: **2960 Okanagan Avenue SE**

Further to your referral dated 20 August 2018, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department does not have any concerns related to the Re-zoning and OCP Amendment and recommends that they be granted.

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. The subject property shall be serviced with underground electrical and telecommunication wiring upon development.
4. Properties 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 may be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of development the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For any 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

OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-37
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1133
 14 September 2018
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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. Okanagan Avenue on the north side of the subject property is classified as an Urban Collector Street (RD-3), requiring an ultimate road right of way dedication of 20 meters (10.0 meters from centre line). Available records indicate that no additional road dedication is required (to be confirmed by BCLS).

Okanagan Avenue is currently constructed to an Interim Urban Collector Road standard. Upgrading to the Urban Collector Road standard is required as a condition of development, in accordance with Specification Drawing No. RD-3. 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.

2. A Traffic Impact Study will be required for the intersection of 30 Street & Okanagan Avenue & the access and egress points to the subject property and the school prior to the time of development. The Traffic Study shall be in accordance with the City's Standard Terms of Reference for a Traffic Access and Impact Study.

Any Improvements or recommendations as a result of the Traffic Impact Study shall be implemented prior to further development.

3. Only one access is permitted, a second access may be considered (where approved by City Engineer), provided the distance between accesses is greater than 10.0 meters and in no case will an access be less than 20.0 meters from an intersection.
4. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

Water:

1. The subject property fronts a 200mm diameter (Zone 4) watermain on Okanagan Avenue. No upgrades will be required at this time.
2. The subject property is to be serviced by a single metered water service connection, (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use (minimum 25mm diameter). Owner / Developer is responsible for all associated costs.
3. Records indicate that the property is serviced by a metered 50mm service from the 200mm diameter watermain on Okanagan Avenue. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

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5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation may be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the commercial spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer for the western 30m of frontage on Okanagan Avenue. Extension of this sanitary sewer along Okanagan Avenue is not required for future development of other properties; however this may be required for future development of the subject property.
2. The subject property is to be serviced with a sanitary sewer connection adequately sized to accommodate the requirements of the development (minimum 100mm). Records indicate that the buildings on the proposed lot may be connected to a private sanitary septic system. Owner/developer to confirm location of the potential septic system and decommission as per requirements from Building Department. All existing inadequate services must be abandoned at the main. The owner/developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 375mm diameter storm sewer on Okanagan Avenue. No upgrades will be required at this time..
2. Records indicate that the existing property is currently not connected to the City's storm sewer. All existing inadequate/unused services must be abandoned at the main. 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 subject property 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.

Appendix 8: Engineering Comments


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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) and Category B (Pavement Structural Design), may be required.



Chris Moore
Engineering Assistant


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

September 25, 2018

Technology Brewing Corporation
 Mike Boudreau
 451 20th St SE
 Salmon Arm BC V1E 1J4

Re: Letter of Support – 2960 Okanagan Ave OCP & Zoning Amendment Application

Dear Mr. Boudreau

The Salmon Arm Economic Development Society (SAEDS) Board of Directors is pleased to provide this letter of support for your OCP amendment application and rezoning application 2960 Okanagan Avenue.

The SAEDS Board reviewed your proposal at our September Board meeting and offers the following comments in support of your application:

- Technology Brewing is recognized by the SAEDS board as a rapidly growing robotics company, one of many high technology firms in our community that contribute to our economic well-being.
- Supporting the growth of Salmon Arm's technology sector is a priority for Salmon Arm Economic Development Society and this project in particular directly aligns with our goals of technology sector workforce development.
- The inclusion of scientific/high tech research and development, as well as live/work studios, in the proposed new CD Zone will support the growth of our high technology cluster.
- 2960 Okanagan Avenue provides a central/walkable location which is ideal for supporting the live/work studio concept which is included in future development plans for this property. The proximity to nearby amenities such as recreation opportunities (parks, trails, sports venues) and shopping aligns well with the priorities of the creative class, an identified target market for resident attraction.

The 2017 Business Walk results identified the number one challenge our businesses face as "access to labour." This challenge has been attributed to limited workforce housing. The addition of live/work studios will support our community's goal of high tech workforce attraction, while at the same time supporting identified community-wide challenges related to attainable housing.

PO Box 130
 20 Hudson Avenue NE
 Salmon Arm, BC V1E 4N2
 Tel: 250 833.0608
 Fax: 250 833.0609
 www.saeds.ca

**it's happening
 here**

Appendix 9: EDS

- Based on a walking tour of the property, the described future layout and business activities appear to be visually pleasing and non-obtrusive – a welcome addition to the community.

SAEDS recognizes Technology Brewing as an important community partner who has proven very supportive of education and training opportunities, workforce development and business mentorship in Salmon Arm. The activities described within the development proposal for this site align with and support our organizational and community goals, and therefore this application is supported by Salmon Arm Economic Development Society.

Sincerely,



William Laird, Chairperson
Salmon Arm Economic Development Society

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