



AGENDA

Regular Council Meeting

Tuesday, November 13, 2018

1:30 p.m.

[Public Session Begins at 2:30 p.m.]

Council Chamber of City Hall

500 – 2 Avenue NE

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	CONFIRMATION OF MINUTES
3 - 16	1.	Regular Council Meeting Minutes of October 22, 2018
17 - 20	2.	Special Council Meeting Minutes of November 5, 2018
	6.	COMMITTEE REPORTS
21 - 26	1.	Development and Planning Services Committee Meeting Minutes of November 5, 2018
27 - 32	2.	Community Heritage Commission Meeting Minutes of October 19, 2018
33 - 36	3.	Downtown Parking Commission Meeting Minutes of October 23, 2018
	7.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
37 - 42	1.	Board in Brief – October, 2018
	8.	STAFF REPORTS
43 - 46	1.	Director of Development Services – Community Heritage Commission Appointment
47 - 50	2.	Director of Engineering and Public Works – Lakeshore Road Geotechnical Report
51 - 54	3.	Chief Election Officer – 2018 General Local Election Results – For Information
55 - 58	4.	Chief Financial Officer – Mailing System Lease Agreement

9. **INTRODUCTION OF BYLAWS**
- 59 - 72 1. City of Salmon Arm Zoning Amendment Bylaw No 4291 [ZON-1124; Nakazawa, B. / Lawson Engineering & Development Services; 2371 Auto Road SE; R-1 to R-8 & R-4] - First and Second Readings
- 73 - 88 2. City of Salmon Arm Zoning Amendment Bylaw No 4292 [ZON-1134, Theissen, K. & L., 3710 - 16 Avenue NE, R-1 to R-8] - First and Second Readings
- 89 - 96 3. City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500 - Final Reading and City of Salmon Arm Ross Street Underpass Temporary Borrowing Bylaw No. 4290 - First, Second and Third Readings
- 97 - 108 4. City of Salmon Arm Fee for Service Amendment Bylaw No. 4294 (Water and Sewer Rates 2019 - 2020) - First, Second and Third Readings
10. **RECONSIDERATION OF BYLAWS**
- 109 - 124 1. City of Salmon Arm Zoning Amendment Bylaw No. 4282 [ZON-1131; Salmon Arm Shopping Centres Ltd./Green Emerald Investments Inc.; 1511 10 Avenue SW; R-1 to C-3] - Final Reading
- 125 - 140 2. City of Salmon Arm Zoning Amendment Bylaw No. 4283 [ZON-1132; Fennell, L.; 110 2 Street SE; R1 to R-8] - Final Reading
11. **CORRESPONDENCE**
- 141 - 142 1. Informational Correspondence
12. **PRESENTATIONS / DELEGATIONS**
- 143 - 146 1. Presentation 4:00 - 4:15 p.m. (approximately)
Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - July - September 2018
13. **NEW BUSINESS**
14. **COUNCIL STATEMENTS**
15. **SALMON ARM SECONDARY YOUTH COUNCIL**
16. **NOTICE OF MOTION**
17. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
18. **OTHER BUSINESS**
19. **QUESTION AND ANSWER PERIOD**

5:00 p.m. – 6:30 p.m.
Public Open House – Budget Process
Meeting Room 100, City Hall

7:00 p.m.

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	PUBLIC INPUT - 2019 BUDGET
	22.	HEARINGS
147 - 158	1.	Provincial Cannabis Retail Store Licence Referral No. 000839 [The Greenery Cannabis Boutique Ltd.; 190 Trans Canada Highway NE (Unit #2); CRS-1]
159 - 170	2.	Provincial Cannabis Retail Store Licence Referral No. 000972 [Zen Canna Retail Corporation; 51 – 2801 10 Avenue (TCH) NE; CRS-2]
171 - 182	3.	Provincial Cannabis Retail Store Licence Referral No. 1078 [Salmon Arm Liquor Store Ltd.; 111 Lakeshore Drive NE; CRS-3]
	23.	STATUTORY PUBLIC HEARINGS
183 - 210	1.	Official Community Plan Amendment No. OCP-4000-37 [1160595 BC Ltd.; 2690 Okanagan Avenue SE; Institutional to Neighbourhood Commercial]
	2.	Zoning Amendment No. ZON-1133 [1160595 BC Ltd.; 2690 Okanagan Avenue SE; P-3 to CD-19]
	24.	RECONSIDERATION OF BYLAWS
211 - 214	1.	Official Community Plan Amendment Bylaw No. 4286 [OCP-4000-37; 1160595 BC Ltd.; 2690 Okanagan Avenue SE; Institutional to Neighbourhood Commercial] – Third Reading
215 - 220	2.	Zoning Amendment Bylaw No. 4287 [ZON-1133; 1160595 BC Ltd.; 2690 Okanagan Avenue SE; P-3 to CD-19] – Third Reading
	25.	QUESTION AND ANSWER PERIOD
221 - 222	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

Vote Record

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

Opposed:

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

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Item 5.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of October 22, 2018, be adopted as circulated.

Vote Record

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

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, October 22, 2018.**

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor A. Harrison
Councillor K. Jamieson
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Recorder C. Simmons

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0449-2018 Moved: Councillor Jamieson
 Seconded: Councillor Flynn
 THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 1:33 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Addition under item 22.2 J. Hanlon – letter dated October 20, 2018 – VP-483

Addition under item 22.2 S. Podesta – email dated October 22, 2018 – Variance Permit Application VP-483

Item 18.1 Wildfire Protection (Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program) be moved to follow Item 10. Correspondence

4. **DISCLOSURE OF INTEREST**

Councillor Lavery declared a conflict of interest with item 22.1 as the applicants are personal friends.

Councillor Flynn declared a conflict of interest with item 10.2 as the applicant is a client of his firm.

Councillor Jamieson declared a conflict of interest with item 10.1.12 as he is employed by School District 83.

5. **PRESENTATIONS / DELEGATIONS**

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of October 9, 2018**

0450-2018

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of October 9, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of October 15, 2018**

0451-2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of October 15, 2018, be received as information.

CARRIED UNANIMOUSLY

2. **Environmental Advisory Committee Meeting Minutes of October 4, 2018**

0452-2018

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Environmental Advisory Committee Meeting Minutes of October 4, 2018 be received as information.

CARRIED UNANIMOUSLY

8. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Highway Closure Bylaw No. 4277 – First, Second and Third Readings

0453-2018

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Highway Closure Bylaw No. 4277 be read a first, second and third time.

CARRIED UNANIMOUSLY**9. RECONSIDERATION OF BYLAWS**

1. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4279 – Final Reading

0454-2018

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm 2019 Permissive Tax Exemption Bylaw No. 4279 be read a final time.

CARRIED UNANIMOUSLY

2. Official Community Plan Amendment Bylaw No. 4286 [OPC-4000-37; 1160595 BC Ltd.; 2690 Okanagan Avenue SE; Institutional to Neighbourhood Commercial] – Second Reading

0455-2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4286 be read a second time.

CARRIED UNANIMOUSLY

3. Zoning Amendment Bylaw No. 4287 [ZON-1133; 1160595 BC Ltd.; 2690 Okanagan Avenue SE; P-3 to CD-19] – Second Reading

0456-2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4287 be read a second time.

M. Boudreau, the applicant, spoke to the request for changing the title of the zone.

Amendment:

Moved: Councillor Harrison

Seconded: Councillor Eliason

THAT: the name of the zone be amended from Section 57 – CD19 – Comprehensive Zone to Section 24 – C10 – High Technology Research & Development Zone and the balance of Zoning Bylaw No. 2303 be renumbered accordingly.

CARRIED UNANIMOUSLYMotion as Amended:CARRIED UNANIMOUSLY

9. RECONSIDERATION OF BYLAWS - continued

4. City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4288 - Final Reading

0457-2018

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4288 be read a final time.

Councillor Flynn left the meeting at 3:08 p.m.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

1. Informational Correspondence

For information.

Councillor Flynn returned to the meeting at 3:10 p.m.

Councillor Jamieson left the meeting at 3:15 p.m. and returned to the meeting at 3:16 p.m.

Councillor Flynn left the meeting at 3:21 p.m. and returned to the meeting at 3:22 p.m.

Councillor Flynn declared a conflict of interest and left the meeting at 3:29 p.m.

2. R. Peggi, Land Use Planner, Agricultural Land Commission - letter dated October 12, 2018 -Agricultural Land Commission Application No. ALC-375 [Hack, A./Dorward, C./Cheap Garbage Ltd.; 1121 Highway 97B SE; Exclusion]

For information.

Councillor Flynn returned to the meeting at 3:37 p.m.

18. OTHER BUSINESS

1. Wildfire Protection (Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program)

Councillor Lavery spoke regarding the Wildfire Protection (Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program).

0458-2018

Moved: Councillor Lavery

Seconded: Councillor Jamieson

WHEREAS the City of Salmon Arm and neighbouring lands have been and are vulnerable to the threat of wildfire;

AND WHEREAS Council recognizes the importance of mitigating these effects where possible;

AND WHEREAS Local Governments and First Nations are increasingly working together to address common interests, challenges and mutual opportunities for their communities;

18. OTHER BUSINESS – continued

1. Wildfire Protection (Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program) – continued

AND WHEREAS at the May 14, 2018 Regular Meeting of Council, Council Resolved to proceed with an application for Provincial funding for wildfire risk reduction and prevention, in a joint application with the Neskonlith Indian Band as follows:

THAT: Council direct staff to move forward with option 1, as outlined in the staff report dated May 1, 2018;

AND THAT: associated costs of data collection and/or preparation of an application for Provincial funding be shared with the Neskonlith Indian Band;

AND FURTHER THAT: Council authorize the sole sourcing of these works and services to Silvatech Consulting Ltd.;

AND WHEREAS such a model / partnership may lead to partnerships with other First Nations and neighbouring communities;

THEREFORE BE IT RESOLVED THAT Council accept the proposal from Neskonlith Indian Band (NIB) to prepare, pro-bono, an application under the Community Resiliency Investment Program (CRI) on behalf of the City of Salmon Arm and the NIB that will serve as the first step in a community to community approach to addressing wildfire risks in the area;

AND THAT Council authorize the use of \$15,000.00, which was allocated in the 2018 Budget for the purpose of undertaking a wildfire mitigation initiative, to cover any necessary expenses related to a CRI and/or Forest Enhancement Society of BC (FESBC) application and any next steps that may be required from either the CRI or FESBC programs;

AND FURTHER THAT any resulting work or contract(s) which may arise from a successful CRI or FESBC application (other than which is considered community to community) will be administered /awarded in accordance with the City's procurement process and program guidelines, if applicable.

Councillor Flynn declared a conflict of interest as the consultant is a client of his firm 3:53 p.m.

T. Smith, Silvatech Consulting Ltd., spoke regarding the co-application and grant process of the Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program.

L. Thomas, Neskonlith Indian Band, spoke regarding the co-application and grant process of the Community Resiliency Investment Program and Forest Enhancement Society Wildfire Risk Reduction Program.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 4:08 p.m.

11. STAFF REPORTS

Councillor Jamieson left the meeting at 4:09 p.m.

1. Director of Engineering and Public Works - Budget Amendment - 10 Ave NE Culvert Replacement

0459-2018

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the 2018 Budget contained in the 2018 - 2022 Financial Plan Bylaw be amended to reflect additional funding for the 10 Avenue NW Culvert project in the amount of \$66,000.00, reallocated from the following projects:

- 8 Ave SE Road Widening - Unexpended Reserve	\$28,000.00
- 9 Avenue & 30 Street Intersection Design - General Revenue	\$16,000.00
- Drainage Reserve	<u>\$22,000.00</u>
	\$66,000.00

Councillor Eliason left the meeting at 4:09 p.m.

Councillor Jamieson returned to the meeting at 4:11 p.m.

CARRIED UNANIMOUSLY

2. Director of Engineering and Public Works - Shuswap Regional Airport - Taxiway Charlie Optional Items Design Award

0460-2018

Moved: Councillor Flynn

Seconded: Councillor Jamieson

THAT: the 2018 Budget contained in the 2018 - 2022 Financial Plan Bylaw be amended to reflect additional funding for the Shuswap Regional Airport - Taxiway Charlie Design project in the amount of \$35,000.00 funded from the Community Works Fund;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the additional Engineering Services relative to Project No. ENG2018-62 to authorize the sole sourcing of same to WSP Canada Inc.;

AND THAT: Council award the additional Engineering Services contract for the Shuswap Regional Airport - Taxiway Charlie Design project to WSP Canada Inc. in accordance with the terms of their proposal dated August 23, 2018, for an estimated cost of \$32,209.00 plus applicable taxes.

Councillor Eliason returned to the meeting at 4:12 p.m.

CARRIED UNANIMOUSLY

12. NEW BUSINESS**13. COUNCIL STATEMENTS****1. Committees of Council/Agency Representatives**

Members of Council reported on the Committees and Agencies they represent.

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
15. SALMON ARM SECONDARY YOUTH COUNCIL
16. NOTICE OF MOTION
17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
19. QUESTION AND ANSWER PERIOD

The Meeting recessed at 4:22 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor A. Harrison
Councillor K. Jamieson
Councillor T. Lavery
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Recorder C. Simmons

20. DISCLOSURE OF INTEREST

No interest was declared.

21. SPECIAL PRESENTATIONS

1. Salmon Arm Sockeyes Swim Club

Council presented the Salmon Arm Sockeyes Swim Club with certificates in recognition of their success as the BCSSA Swim Meet.

22. HEARINGS

Councillor Lavery declared a conflict of interest and left the meeting at 7:10 p.m.

1. Development Variance Permit No. VP-481; Fowler, N., Gomme, N.J., Gomme, G./Browne Johnson Land Surveyors; 1560 Lakeshore Road NE; Servicing Variances

0461-2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: Development Variance Permit VP-481 be authorized for issuance for Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP61880 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to upgrade the east half of Lakeshore Road NE for the entire frontage of the subject property;
2. Waive the requirement to upgrade the water main from 100 mm in diameter to 150mm along the southern boundary of the subject property; and
3. Waive the requirement to extend the storm sewer main on 16 Street NE.

Subject to: Registration of a Section 219 Land Title Act Covenant that would prohibit further subdivision of and access to the Remainder shown on the sketch plan of subdivision attached as Appendix 6 to the staff report dated October 2, 2018.

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

Submissions were called for at this time.

N. Bird, the agent, outlined the application and was available to answer questions from Council.

T. Peasgood, 1461 16 Street NE expressed concerns regarding flooding and is not in support of varying the storm sewer requirements as there are current drainage issues.

N. Bird, the agent, addressed concerns of groundwater which could be remedied with splash pads or rock pits and added that no additional ground water will be added by the proposed development.

B. Ruby, 1441 16 Street, expressed concerns with water in the area and that waiving the fees for storm sewer for the developer would be put on the general tax payer.

N. Bird, the agent, spoke regarding the expenses the applicants will be required to pay for, including road upgrades, engineering costs and development cost charges.

N. Bird, the agent, answered questions regarding the requirement to hire a geotechnical engineer.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:34 p.m.

22. HEARINGS - continued**1. Development Variance Permit No. VP-481; Fowler, N., Gomme, N.J., Gomme, G./Browne Johnson Land Surveyors; 1560 Lakeshore Road NE; Servicing Variances - continued****Amendment:**

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the development variance permit be amended as follows:

3. Waive the requirement to extend the storm sewer main on 16 Street NE in lieu of a cash contribution equivalent to 50% of the estimated cost for the required storm sewer extension.

CARRIED UNANIMOUSLY

The motion as amended was:

CARRIED UNANIMOUSLY

Councillor Lavery returned to the meeting at 7:50 p.m.

2. Development Variance Permit No. VP-483; Owners, Strata Plan KAS2956/Exel Construction Ltd.; 611 Shuswap Street SW; Setback Variance

0462-2018

Moved: Councillor Harrison

Seconded: Councillor Jamieson

THAT: Development Variance Permit VP-483 be authorized for issuance for Strata Plan KAS2956, Section 14, Township 20, Range 10, W6M, KDYD to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 10.9.2:
 - i) Reduce the minimum setback requirement of a principal building from the rear parcel line from 5.0 metres to 0.76 metres.

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

Submissions were called for at this time.

W. Laird, the applicant, outlined the application and was available to answer questions from Council.

The following letters were received by Council:

- J. Hanlon – letter dated October 20, 2018 – VP-483; and
- S. Podesta – email dated October 22, 2018 – Variance Permit Application VP-483.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:55 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. HEARINGS - continued3. Development Variance Permit No. VP-484; Bowers, G./Browne Johnson Land Surveyors; 2281 Auto Road SE; Servicing Variance

0463-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Development Variance Permit VP-484 be authorized for issuance for Lot 11, Plan EPP75660, Section 13, Township 20, Range 10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0

- i) Waive the requirement to upgrade the north half of the Auto Road SE frontage to the Interim Urban Arterial standard;
- ii) Reduce the requirement for a cash contribution equivalent to 100% of the estimated cost for the required water main extension to a 50% cash contribution;
- iii) Waive the requirement for a cash contribution equivalent to 100% of the estimated cost for the required sanitary sewer main extension; and
- iv) Waive the requirement for a cash contribution equivalent to 100% of the estimated cost for the required storm sewer extension.

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

Submissions were called for at this time.

J. Johnson, Browne Johnson Land Surveyors was available to answer questions from Council.

Amendment:

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Item 1. i) be replaced with the following:

1. Section 3.0

- i) Waive the requirement to upgrade the north half of the Auto Road SE frontage to the Interim Urban Arterial standard subject to registration of a Land Title Act, Section 219 Covenant prohibiting any further subdivision and/or boundary adjustments until the north half of the Auto Road SE frontage is upgraded to City standards.

CARRIED UNANIMOUSLY

Following three calls for submissions and questions from Council, the Hearing was closed at 8:01 p.m. and the motion as amended was:

CARRIED UNANIMOUSLY

22. HEARINGS – continued**4. Development Variance Permit No. VP-485; Fennell, L.; 110 2 Street SE; Setback Variance****0464-2018**

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: Development Variance Permit VP-485 be authorized for issuance for Lot 8, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 (110 2 Street SE) to vary provisions of Zoning Bylaw No. 2303 as follows:

1. Section 13.14.3 – R-8 Residential Suite Zone – reduce the minimum setback from an interior side parcel line from 2.0 m (6.5 ft) to 1.25 m (4.0 ft) to allow for the siting of a detached suite, as shown in Schedule A of the staff report dated October 10, 2018;
2. Section 13.14.5 – R-8 Residential Suite Zone – reduce the minimum setback from a parcel line adjacent a lane from 1.2 m (3.9 ft) to 0.96 m (3.0 ft) to allow for the siting of a detached suite, as shown in Schedule A of the staff report dated October 10, 2018; and
3. Section 4.3.10 – General Regulations – reduce the minimum setback of a projected roof eave from 0.6 m (1.9 ft) to 0.1 m (0.32 ft) for the detached suite as shown in Schedule A of the staff report dated October 10, 2018.

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

Submissions were called for at this time.

L. Fennell, the applicant was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 8:06 p.m. and the motion was:

CARRIED UNANIMOUSLY

5. Development Permit No. DP-421; 566562 BC Ltd.; 131 Harbourfront Drive; 6 storey building with 15 residential units, includes 2 Work/Live Studios**0465-2018**

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: Development Permit DP-421 be authorized for issuance for Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP69106 (131 Harbourfront Drive NE) in accordance with the drawings dated July 27, 2018;

AND THAT: Issuance of Development Permit DP-421 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of \$7,500.00 for the completion of associated landscaping.

The Director of Development Services explained the proposed Development Permit.

22. HEARINGS – continued

5. Development Permit No. DP-421; 566562 BC Ltd.; 131 Harbourfront Drive; 6 storey building with 15 residential units, includes 2 Work/Live Studios – continued

Submissions were called for at this time.

B. Quiring, the architect, outlined the application and was available to answer questions from Council.

N. Moore, 160 Harbourfront Drive, expressed concerns with the height, riparian area, asset of the waterfront being adversely affected, on street parking, and number of units.

Following three calls for submissions and questions from Council, the Hearing was closed at 8:16 p.m. and the motion was:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARING

24. RECONSIDERATION OF BYLAWS

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

0466-2018

Moved: Councillor Jamieson

Seconded: Mayor Cooper

THAT: the Regular Council Meeting of October 22, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:24 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of 2018.

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Item 5.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Special Council Meeting Minutes of November 5, 2018, be adopted as circulated.

Vote Record

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

Opposed:

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

SPECIAL COUNCIL MEETING (INAUGURAL MEETING)

Minutes of the Special Council Meeting (Inaugural Meeting) of Council of the City of Salmon Arm held in the Council Chamber of City Hall, 500 - 2 Avenue NE, Salmon Arm, BC on Monday, November 5, 2018.

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor A. Harrison
Councillor K. Jamieson
Councillor T. Lavery
Councillor L. Wallace Richmond

Councillor Elect D. Cannon
Councillor Elect S. Lindgren

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Chief Financial Officer C. Van de Cappelle
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Fire Chief B. Shirley
Staff Sergeant S. West
Recording Secretary B. Puddifant

1. CALL TO ORDER

Mayor Cooper called the meeting to order at 7:00 p.m.

2. FIRST NATIONS - OPENING PRAYER

On behalf of the First Nations, Louis Thomas gave an Opening Prayer and spoke regarding retiring members Mayor Nancy Cooper and Councillor Ken Jamieson.

3. REMARKS - RETIRING COUNCIL MEMBERS

Speeches were presented by retiring members Councillor Jamieson and Mayor Cooper. Jack Bowers spoke with respect to Councillor Jamieson and Louis Thomas spoke regarding Mayor Cooper and Councillor Jamieson. Councillor Wallace Richmond provided gifts of appreciation to Councillor Jamieson and Mayor Cooper on behalf of Council and Gerry Thomas provided a gift of appreciation to Mayor Cooper. Following speeches and comments Mayor Cooper and Councillor Jamieson vacated their seats.

4. OATH OF OFFICE

The Chief Administrative Officer invited Judge de Walle who administered the respective Oaths of Office to Mayor Elect Alan Harrison and Councillors Elect Kevin Flynn, Louise Wallace Richmond, Sylvia Lindgren, Tim Lavery, Debbie Cannon and Chad Eliason.

Having been duly sworn, the new Members assumed their positions on Council.

5. **REMARKS, NEWLY ELECTED COUNCIL MEMBERS**

The newly elected members of Council made their remarks.

6. **STAFF REPORTS**

1. **Administration – 2019 Council Meeting Schedule and 2019 Development and Planning Services Committee Meeting Schedule**

0467-2018

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council adopt the 2019 Council Meeting schedule and the 2019 Development and Planning Services Committee Meeting schedule, as circulated.

CARRIED UNANIMOUSLY

7. **NEW BUSINESS**

1. **Committee Appointments/ Deputy Mayor Appointments**

0468-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council approve the Committees of Council and Deputy Mayor appointments for November 5, 2018 – November 7, 2022, as circulated.

CARRIED UNANIMOUSLY

2. **LGLA Elected Officials Seminar – January 23 – 25, 2018 Kelowna, BC**

0469-2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council approve Mayor Harrison, Councillors Cannon, Eliason, Flynn, Lavery, Lindgren, and Wallace Richmond to attend the LGLA Elected Officials Seminar in Kelowna, BC, January 23 – 25, 2019 to be funded from Council Expense in the 2019 Budget.

CARRIED UNANIMOUSLY

8. ADJOURNMENT

0470-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Special Council Meeting of November 5, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:25 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of December 2018.

Item 6.1

CITY OF SALMON ARMDate: November 13, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of November 5, 2018, be received as information.

Vote Record

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

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 5, 2018.**

PRESENT:

Mayor N. Cooper
Councillor K. Jamieson
Councillor C. Eliason
Councillor K. Flynn
Councillor A. Harrison
Councillor L. Wallace Richmond
Councillor T. Lavery

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATIONS

5. REPORTS

1. **Zoning Amendment Application No. ZON-1124 [Nakazawa, B./Lawson Engineering & Development Services Ltd.; 2371 Auto Road SE; R-1 to R-8 and R-4]**

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning:

5. **REPORTS - continued**

1. **Zoning Amendment Application No. ZON-1124 [Nakazawa, B./Lawson Engineering & Development Services Ltd.; 2371 Auto Road SE; R-1 to R-8 and R-4] - continued**

- 1) a portion of Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031 and Lots 12 - 16, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP83031, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone); and
- 2) a portion of Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

B. Lawson, the agent, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. **Zoning Amendment Application No. ZON-1134 [Thiessen, K. & L.; 3710 - 16 Avenue NE; R-1 to R-8]**

Moved: Councillor Jamieson

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 16, Section 19, Township 20, Range 9, W6M, KDYD Plan 22301 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

CARRIED UNANIMOUSLY

3. **Cannabis Retail Store Application No. CRS-1 [The Greenery Cannabis Boutique Ltd./Layston Developments Corp./Nova Capital Ltd.; 190 Trans Canada Highway NE]**

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Council approve application CRS-1;

AND THAT: Council consider its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 00839;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

M. Poulton, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS - continued

4. Cannabis Retail Store Application No. CRS-2 [Zen Canna Retail Corp./SRG West Arm Holdings Ltd.; 51 - 2801 10 Avenue NE]

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee recommends to Council that Council approve application CRS-2;

AND THAT: Council consider its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 000972;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

I. Burak, the applicant, was available to answer questions from the Committee.

DEFEATED UNANIMOUSLY

5. Cannabis Retail Store Application No. CRS-3 [Salmon Arm Liquor Store Ltd./Shuswap Park Holdings; 111 Lakeshore Drive NE]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Council approve application CRS-3;

AND THAT: Council consider its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 1078;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

G. Erickson, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. IN CAMERA

8. LATE ITEMS

9. ADJOURNMENT

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee meeting of November 5, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:51 a.m.

Minutes received as information by Council
at their Regular Meeting of _____, 2018.

Mayor Nancy Cooper, Chair

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Item 6.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of October 19, 2018 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Friday, October 19, 2018** at 2:00 p.m.

PRESENT:

Councillor Louise Wallace Richmond, Chair
 Pat Kassa, R.J. Haney Heritage & Museum
 Cindy Malinowski, R.J. Haney Heritage & Museum
 Deborah Chapman
 Jon Turlock, City of Salmon Arm, Planning & Development Officer, Recorder

ABSENT:

Harry Welton
 Mary Landers

GUEST:

Linda Painchaud

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

1. **Introductions**

Deborah Chapman introduced Linda Painchaud to the Commission. Linda has historic connections to the community and has been nominated by the Salmon Arm Museum's Board of Directors to replace Anne Kirkpatrick who resigned from the Commission earlier this month.

2. **Presentations**

n/a

3. **Approval of Agenda and Additional Items**

Moved: Cindy Malinowski

Seconded: Deborah Chapman

THAT: the Community Heritage Commission Meeting Agenda of October 19, 2018, be amended by adding a review of the proposed 2019 budget and a request from Sharon Adair regarding her 'Angus McGuire Quilt'.

AND THAT: the Community Heritage Commission Meeting Agenda of October 19, 2018 as amended, be approved.

CARRIED UNANIMOUSLY

4. Approval of Minutes of September 21, 2018, Community Heritage Commission Meeting

Moved: Cindy Malinowski

Seconded: Pat Kassa

THAT: the minutes of the Community Heritage Commission Meeting of September 21, 2018 be amended by adding Pat Kassa to the list of members of present;

AND THAT: the minutes of the Community Heritage Commission Meeting of September 21, 2018 as amended, be approved.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

1) CHC Meeting Time

Moved: Pat Kassa

Seconded: Deborah Chapman

THAT: the CHC change its regular scheduled meetings to begin at 2:00 pm.

CARRIED UNANIMOUSLY

To increase the amount of time available for its meetings, the Commission agreed to change the start time from 3:00 pm to 2:00pm.

2) Heritage Plaques - Fairgrounds, Central School and Mt. Ida Cemetery

A number of changes to the proposed plaques were recommended and staff will prepare another set of drafts for review at the CHC meeting in November.

3) Heritage Plaque Locations - Fairgrounds and Mt. Ida Cemetery

Moved: Pat Kassa

Seconded: Cindy Malinowski

THAT: the Heritage Plaque for the Fairgrounds be located at the site identified by Phil Wright, President Salmon Arm and Shuswap Lake Agricultural Association and the plaque for the Mt. Ida Cemetery be located at the site identified by the City's Public Works Department.

CARRIED UNANIMOUSLY

Members also requested that staff review the Fairgrounds site with Public Works to see if it could be moved closer to the sidewalk on 5 Avenue SW.

4) Central School Statement of Significance

A number of amendments to the Statement of Significance were identified and Pat Kassa will prepare another draft for the Commission's review at its next meeting in November.

6. New Business

1) CHC Agenda and Minutes - new format

Staff outlined the new format and procedures for the Agendas and Minutes of all of the City's committees.

2) Anne Kirkpatrick - resignation from CHC

Louise Wallace-Richmond advised that Anne Kirkpatrick has resigned from the Commission and that the nomination of Linda Painchaud as her replacement by the Salmon Arm Museum's Board of Directors will proceed to the first available Council meeting.

3) CHC Budget

The Commission requested that its 2019 budget of 7,000.00 be allocated as follows:

Heritage Register	1,000.00
Heritage Plaque Program	4,500.00
Historic Road Name Program	1,000.00
BC Heritage Week	500.00

The Commission decided to transfer 1,000.00 previously allocated for BC Heritage Week and 1,000.00 previously allocated for the Walking Tour to the Heritage Plaque Program to allow for expansion into residential areas. The reduced allocation for BC Heritage Week should be sufficient for the Commission's participation at the Piccadilly Mall event and members decided they would not be proceeding with the Heritage Walking Tour or the Heritage Tea & Tour in 2019.

4) Agnes McGuire Quilt

The Commission discussed Sharon Adair's offer to donate her 'Agnes McGuire' quilt so it can be displayed in a public place within Salmon Arm. As the quilt is quite large and special framing and glass would be required to protect it, members agreed to further discuss this item at its next meeting in November.

7. **Other Business &/or Roundtable Updates**

n/a

8. **Next meeting - Friday, November 16, 2018**

Moved: Deborah Chapman

Seconded: Pat Kassa

THAT: the Community Heritage Commission Meeting of October 19, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:38 p.m.

Louise Wallace Richmond, Chair

Received for information by Council on the day of , 2018

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Item 6.3

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Downtown Parking Commission Meeting Minutes of October 23, 2018 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Downtown Parking Commission Meeting held in Room 100 at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, October 23, 2018.**

PRESENT:

Chad Eliason	City of Salmon Arm Councillor, Chair
Bill Laird	Member at Large
Regan Ready	Member at Large
Cathy Ingebrigtsen	Member at Large
Gerald Foreman	Downtown Salmon Arm Representative
Jenn Wilson	Resource Personnel, City Engineer
Marcel Bedard	Resource Personnel, Bylaw Officer
Kevin Pearson	Resource Personnel, Director of Development Services
Rob Niewenhuizen	Resource Personnel, Director of Engineering & Public Works

ABSENT:

Vic Hamilton	Member at Large
Jacque Gaudreau	Downtown Salmon Arm Representative
Heather Finn	Downtown Salmon Arm Representative

GUEST:

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

1. **INTRODUCTIONS AND WELCOME**

2. **PRESENTATIONS**

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

4. **APPROVAL OF MINUTES FROM SEPTEMBER 18, 2018**

Moved: Bill Laird

Seconded: Cathy Ingebrigston

THAT: the Downtown Parking Commission Meeting Minutes of September 18, 2018 be adopted as circulated.

CARRIED UNANIMOUSLY

5. **OLD BUSINESS ARISING FROM MINUTES**

6. **NEW BUSINESS - Discussion**

- 1) **Gantt chart** - Gantt chart reviewed and discussed.
- 2) **Evaluating technology changes and upgrades to parking/enforcement infrastructure** - the estimated ticket machine costs are approximately \$300,000.00 plus yearly maintenance and running costs (approximately 20 units at \$15,000.00 each), with 30 - 40 meters retained.
- 3) **Metering Infrastructure and Technologies** - staff to look into the cost of retaining a consultant with the cost to be put forward in the 2019 Budget.
- 4) **Ross Street Underpass** - The Ross Street Underpass will be going ahead further to the referendum. Direct linkage from the current downtown core to the waterfront will be realized. Downtown Parking Commission discussed value of extending their purview to include portions of the waterfront in consideration of this connection.

7. **OTHER BUSINESS**

- 1) **Other Cities Parking** - discussion and review of parking plans from the cities of Kamloops, Kelowna, Prince George and Vernon.

8. **NEXT MEETING - Tuesday, November 27, 2018**

The next meeting of the Downtown Parking Commission will be Tuesday, **November 27, 2018.**

9. ADJOURNMENT

Moved: Regan Ready

Seconded: Gerald Foreman

THAT: the Downtown Parking Commission Meeting of October 23, 2018 be adjourned.

The meeting adjourned at 8:32 a.m.

CARRIED UNANIMOUSLY



Marcel Bedard
Bylaw Officer

Minutes received as information by Council
at their Regular Meeting of _____, 2018.

Item 7.1

CITY OF SALMON ARM

Date: October 9, 2018

Columbia Shuswap Regional District Board in Brief – October, 2018

Vote Record

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

Opposed:

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



COLUMBIA SHUSWAP REGIONAL DISTRICT

www.csr.d.bc.ca



BOARD IN BRIEF

October 2018

HIGHLIGHTS

Building Inspection Services in Area C Approved

After receiving official approval from the Provincial Inspector of Municipalities, CSR D Directors unanimously adopted a bylaw to include Electoral Area C (South Shuswap) in the Building Inspection Service Area. The implementation date for the new service in Electoral Area C (South Shuswap) will be March 4, 2019. [View bylaw.](#) [View media release.](#)



CSRD says Goodbye to Three Retiring Directors

The Chair presented retirement gifts to Directors Larry Morgan (Electoral Area F), Loni Parker (Electoral Area B) and Mark McKee (City of Revelstoke) and thanked them for their service on the CSRD Board.

Columbia Basin Trust Board of Directors Nomination

The Board passed a resolution nominating Ron Oszust, Mayor for the Town of Golden, to sit on the Trust's Board of Directors for a two year term starting 2019.

Ministry of Transportation & Infrastructure

The Board received a letter from Claire Trevena, Minister of Transportation & Infrastructure, in response to the Chair's letters regarding road maintenance in the CSRD, particularly along Deep Creek and Salmon Valley roads. [View response on road maintenance.](#) [View media release.](#)

Establishment of a Junior Firefighter Program

The Board adopted a resolution supporting the establishment of a junior firefighter program for CSRD fire departments to engage and provide youth an opportunity to learn firefighting skills in a safe and inclusive environment. [View report.](#) [View media release.](#)

Columbia Basin Broadband Connectivity Strategy

The Board has unanimously endorsed the Columbia Basin & Boundary Regional Broadband Committee's Connectivity Strategy. The strategy document is a plan to guide improved connectivity to Columbia Basin communities and rural areas. [View strategy.](#)

Financial Decisions

Work BC - Emerging Priorities Grant Application

The Board authorized the CSRD Shuswap Economic Development department to submit a grant application of up to \$300,000.00 to Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities program. This program provides employment assistance services, skills training, and financial support for participants if they are required to live away from home to attend courses that will ultimately allow them to find full time employment or be self-employed. [View report.](#)

Electoral Area D Community Works Fund – Ranchero Fire Hall Water System Upgrade.

The Board supported access to the Area D Community Works Fund be approved to a maximum amount of \$60,500 plus applicable taxes for required upgrades to the Ranchero/Deep Creek Fire Hall water system. [View report.](#) [View media release.](#)

Economic Opportunity Fund (EOF) Application – Sicamous/Area E – Eagle Valley Transportation Society

The Board approved funding from the Sicamous and Area E Economic Opportunity Fund to the Eagle Valley Transportation Society in the amount of \$25,000 for the purchase of an electric vehicle. **[View report.](#)** **[View media release.](#)**



LAND USE MATTERS

Agricultural Land Commission (ALC) Applications

Electoral Area F: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use LC2558F (B.V.R. Contractors Ltd.)

The subject property is located at 5159 Line 17 Road in Celista of Electoral Area F. The Celista Volunteer Fire Hall is a neighbouring property located to the south east at 5271 Line 17 Road. This application for non-farm use is so that the Celista Volunteer Fire Department (CVFD) may use a small portion (0.2 ha) of the subject property's land abutting the Fire Hall property for fire training purposes. The Board supported staff recommendation of approval and the application will now be sent to the ALC for consideration. **[View report.](#)**

Development Variance Permits (DVP)

Electoral Area C: Development Variance Permit No. 701-81 #3-6581 Eagle Bay Road, Wild Rose Bay

The owners want to build a loft onto the existing single family dwelling located on the property; the proposed works trigger the requirement for a Development Variance Permit (DVP) for the rear parcel line from 5 m to 4.1 m for the existing single family dwelling and from 5 m to 2.5 m for the existing deck attached to the dwelling. The rear parcel line is the parcel line adjacent to Shuswap Lake. The Board supported staff recommendation to issue the permit. [View report.](#)

Zoning and Lakes Zoning Amendments

Electoral Area B: Electoral Area B Zoning Amendment (Eagle Pass Heliskiing) Bylaw No. 851-12, 3451 Trans-Canada Hwy, Revelstoke

This application proposes to add a special regulation which would apply to a portion of the subject property and is intended to clarify existing uses on the subject property related to two heli-tourism operations including heli-tourism day lodge, guest lounge and staff accommodation. The Board gave third reading to Bylaw No. 851-12 at their meeting held July 19th, 2018 and adoption of the bylaw was withheld pending receipt of documentation on the Eagle Pass day lodge water system. Documentation regarding the water system along with statutory approval from the Ministry of Transportation has now been received. Having received all necessary approvals, the Board adopted the zoning amendment. [View report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Walters) Bylaw No. 2560 2972 & 3020 Yankee Flats Road, Yankee Flats

The applicant is applying to amend the zone and designation of the Salmon Valley Land Use Bylaw No. 2500 from R – Rural to RH – Rural Holdings for the subject property. The applicant has made this bylaw amendment application to be able to apply to subdivide the subject property. The Board gave the bylaw amendment first reading and it will now be referred out to various agencies for comment. [View report.](#)

Electoral Area D: Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559, 5781 Highway 97, Falkland

The property is currently zoned C-Commercial in Salmon Valley Land Use Bylaw No. 2500. A two-storey two-family dwelling was built on the property in 2009; it consists of one self-contained dwelling per floor. The owner has applied to redesignate and rezone the property from C-Commercial to RS-Single and Two Family Residential in order to recognize the current two-family dwelling use on the property. The Board gave the bylaw amendment first reading and it will now be referred out to various agencies for comment. [View report.](#)

Electoral Area E: Lakes Zoning Amendment (Coleman) Bylaw No. 900- 23
709 Swanbeach Road, Swansea Point

At their August 16th meeting the Board reviewed a bylaw amendment proposing to rezone the foreshore adjacent to the subject property to allow for placement of a fixed dock with an upward facing surface area of 37.9 m² (408 ft²) as a site specific permitted use in the FR1 Zone. The Board defeated the resolution to grant second reading as it was felt that there was not enough rationale provided to support a fixed dock and the size of dock proposed. The applicant has submitted a revised proposal and further reduced the size of the proposed fixed dock to 26 m² (280 ft²). The Board gave the proposed amendment second reading and a public hearing will be held. **View report.**

INAUGURAL BOARD MEETING

Thursday, November 15, 2018 at 9:30 AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

Item 8.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor

Seconded: Councillor

THAT: Council appoint Linda Painchaud to the City of Salmon Arm Community Heritage Commission for the remainder of the current term.

Vote Record

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

Opposed:

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



City of Salmon Arm
Development Services Department Memorandum

TO: His Worship Mayor Harrison and Council
 FROM: Development Services Department
 DATE: October 22, 2018
 SUBJECT: Community Heritage Commission Appointment

Motion for Consideration

THAT: Council appoint Linda Painchaud to the City of Salmon Arm Community Heritage Commission for the remainder of the current term.

Background

In accordance with City of Salmon Arm Community Heritage Commission Bylaw No. 3617, the Commission is composed of seven persons appointed by Council for a three year term as follows:

- (a) One member from Council;
- (b) Three members from RJ Haney Heritage Village and Museum; and
- (c) Three members from the public.

Unfortunately, one of the appointed members from the RJ Haney Heritage Village and Museum, Anne Kirkpatrick, has resigned from the Commission (Appendix 1).

In response to Anne Kirkpatrick's resignation, the Board of Directors of the RJ Haney Heritage Village and Museum has nominated Linda Painchaud as her replacement (Appendix 2).

The current three year term for Commission members will expire on August 26, 2019.

Prepared by: Jon Turlock
Planning & Development Officer

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

Appendices

1. Letter from Anne Kirkpatrick dated Oct. 2/18
2. Letter from RJ Haney Heritage Village and Museum dated Oct. 18/18

puise Wallace-Richmond,
Chair, Salmon Arm Heritage Commission

I am hereby resigning as a Heritage Commissioner as I do not believe anything I can contribute will be worthwhile. Since City government continues to encourage the desecration of anything currently attractive, its putting any real value on our past is inconceivable.

Having just seen the appalling advertising for Shoreline Towers, a project approved by Staff and Council, I've lost any respect I still had for city hall stewardship. What was once a protected riparian zone and shoreline has been re-zoned, sold off, varied and re-varied. Your decisions have given us a polluted, walled-off, chopped down, architecturally blighted stretch of ugliness.

We have a lovely finger of a marine park and the Raven Trail thanks only to provincial money, and groups like Rotary, Nature Trust and the Trail Alliance. The marvellous Haney Heritage Park & Museum complex owes its existence to the creativity, energy, and incredible hard work of a host of talented volunteers under inspired leadership. Since NGO's have made most of the significant contributions to the quality of this city, they seem a more productive avenue for involvement.

While I've appreciated the opportunity to meet and learn from some fine local citizens, I can no longer share their optimism. I have the utmost respect for the tireless, professional work of its members, but I believe the Heritage Commission, like the Greenways Commission and OCP, is only window dressing for an administration with other objectives.

Regretfully,
Anne Kirkpatrick



SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT

R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE

P.O. Box 1642

Salmon Arm, BC V1E 4P7

October 18, 2018

Your Worship Mayor Nancy Cooper and Council
City of Salmon Arm
500 -2nd Ave. NE
Salmon Arm, BC V1E 4N2

Dear Mayor Cooper and Councilors,

As you know the Salmon Arm Museum and Heritage Association holds three positions on the Community Heritage Commission. Anne Kirkpatrick, one of the museum appointments, recently resigned from the Commission.

Last night the Museum's Board of Directors were told that Kirkpatrick served for two years and had been a huge asset. Anne always did her homework and, as co-owner of the Schultis House (No. 22 on the Register), was keenly interested in built heritage. The Board of Directors thanked Anne for her contribution.

Another museum member, Linda Painchaud, has stepped forward as a replacement. Linda has historic connections to the community and will be an asset. She is the daughter of Reba Harper and the granddaughter of photographer W.J. Honey. The Salmon Arm Museum's Board of Directors presents Linda for your consideration.

Sincerely,

Deborah Chapman
Curator, Archivist

Item 8.2

CITY OF SALMON ARM

Date: November 13, 2018

Director of Engineering and Public Works Lakeshore Road Geotechnical Report - For Information

Vote Record

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

Opposed:

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



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

File: ENG2018-47

TO: Her Worship Mayor Cooper and Members of Council
 SUBMITTED BY: Rob Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Jenn Wilson, City Engineer
 DATE: October 9, 2018
 SUBJECT: Lakeshore Road Geotechnical Report

FOR INFORMATION

Background:

Lakeshore Road NE, between 10 and 20 Avenue NE has experienced on-going geotechnical failures in several locations. Staff have been monitoring the failures and in 2017 the City budgeted for a Geotechnical Engineering Study to determine the type and risk of each failure as a first step towards a long term rehabilitation plan for this stretch of roadway.

The City issued an invite only RFP and awarded the geotechnical investigation to Fletcher Paine Associates Ltd. in September of 2017. They prepared the Geotechnical Investigations and Report, Lakeshore Drive NE Slope Assessment from 10 Avenue NE to 20 Avenue NE, Salmon Arm, dated August 2018.

Four areas of roadway were analyzed as shown on the attached Figure 1.

The main findings of the report were:


- Area 1: The safety factor calculated in Area 1 is 1.9 (1.5 considered acceptable for public roadways) which indicates a low risk of failure. The consequence of failure is also considered low as the mode of failure is not a risk to public safety. The problem can be categorized as a costly nuisance from a maintenance perspective. Installation of anti-slip piles would likely mitigate any risk of failure, but the cost should be considered against the ongoing maintenance costs.
- Area 2: The safety factor calculated in Area 2 is 1.0 which indicates a medium (short-term) to high (long term) risk of a catastrophic failure and a risk to public safety. The mitigating factor at this location is a lack of groundwater; however, should water be introduced to this area (watermain leaks, stormwater infiltration, septic tile fields) the risk of catastrophic failure could significantly increase. Installation of anchors and mesh over the upper two-thirds of the slope face could mitigate the risk at this location.
- Area 3: The safety factor calculated in Area 3 is between 1.2 and 2.0 depending on the groundwater elevations. The risk to public safety is considered low in the short term and medium in the long term. The problem can be categorized as a costly and nuisance maintenance problem. Installation of horizontal drains or anti-slide piles could mitigate

the risk any risk of failure, but the cost should be considered against the ongoing maintenance costs.

- Area 4: The safety factor calculated in Area 4 is between 1.2 and 1.7. The risk to public safety is considered low in the short term and low to medium in the long term. Installation of an earth retention structure at the toe of slope could mitigate the risk any risk of failure, but the cost should be considered against the ongoing maintenance costs.
- Feasibility Considerations: Beyond the mitigation measures outlined for each area, it may be more cost effective to move Lakeshore Road away from the embankment crest (up to 8m).

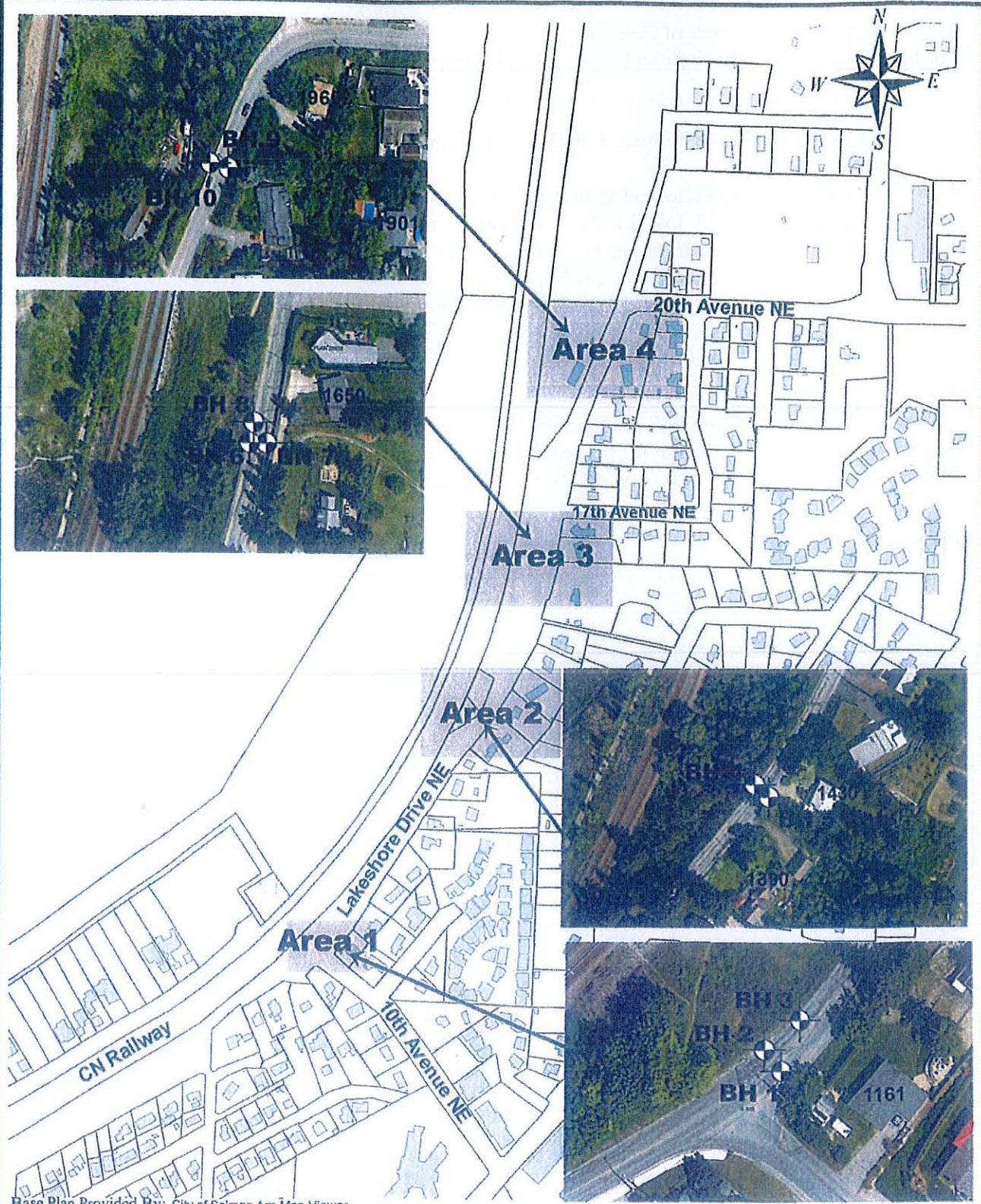
Engineering has reviewed the report thoroughly and had follow-up discussions with the authors. We will be putting forth items in the 2019 budget to mitigate risk to the existing areas of concern such as leak detection for the existing watermain as well as further investigation into a long-term strategy in the form of a cost/benefit analysis of the different mitigation options.

Respectfully Submitted,



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

cc Chelsea Van de Cappelle, Chief Financial Officer



Base Plan Provided By: City of Salmon Arm Map Viewer

Site Plan

Figure: 6389-1

Date: January 31, 2018

Scale: nts

Item 8.3

CITY OF SALMON ARM

Date: November 13, 2018

Chief Election Officer 2018 General Local Election Results - For Information

Vote Record

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

Opposed:

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



Memo from the Chief Election Officer

Date: October 23, 2018
To: Carl Bannister, Chief Administrative Officer
Subject: 2018 General Local Election Results

Pursuant to Section 148 of the Local Government Act, the following is a report of the 2018 General Local Election results as officially declared on Tuesday, October 23, 2018.

A total of 5,710 ballots were cast at all voting opportunities. The number of eligible electors for the City of Salmon Arm is estimated by CivicInfoBC to be 13,525. Based on this number, voter turn-out is calculated at 42%, compared to a 38% turn-out at the 2014 General Local Election. The Provincial average for voter turn-out in 2018 was determined by CivicInfoBC to be 35.6%.

The automatic tabulators were once again utilized, resulting in quick and efficient counting at the close of voting. There were no technical problems associated with the machines themselves.

Mail Ballot Voting was implemented in 2014 and utilized again in 2018. 20 Mail Ballot Applications were received and 20 ballots were provided to eligible electors. 18 Ballots were returned and tabulated at the end of the General Voting Day. This is an increase from 2014, which saw 16 Applications received and 12 Ballots returned and processed.

Two Advance Voting opportunities took place at City Hall with a total of 1,412 voters using those opportunities. Special Voting Opportunities were held for staff and clients or patients at Good Samaritan Canada - Hillside Village, Bastion Place, Pioneer Lodge and Shuswap Lake General Hospital and 45 voters used those opportunities. With a total of 1,457, this was up considerably from a combined total of 1,030 in 2014.

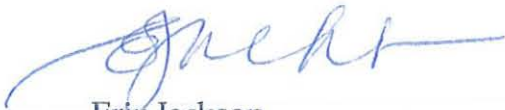
The result of the Ross Street Underpass Referendum question was 3,486 votes for yes and 2,069 votes for no, which translates to 63% of voters in favour of Council for the City of Salmon Arm adopting Loan Authorization Bylaw No. 4500, which would authorize the City of Salmon Arm to borrow \$5,300,000.00 for the purpose of constructing the Ross Street Underpass and related works.

2018 General Local Election Results

Of note was the successful addition of a voting place at the Mall at Piccadilly. 883 ballots were tabulated at this location and a tremendous amount of positive feedback was received. It is recommended that this location be considered again in 2022.

For an Election to run as smoothly as this one did, many dedicated Election workers, including a number of City staff members, showed up for 12 + hour days and provided exceptional service to the voters of Salmon Arm. It was a pleasure to serve as the City's Chief Election Officer alongside Deputy Chief Election Officer Patti Ferguson.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Erin Jackson', with a long horizontal flourish extending to the right.

Erin Jackson,
Chief Election Officer

)

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Item 8.4

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: The Mayor and Corporate Officer be authorized to execute the Lease Agreement with Complete Mailing Solutions (Neopost) for a five (5) year period for the Lease of a IS480 Mailing System.

Vote Record

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

Opposed:

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



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: November 6, 2018
 To: Mayor Harrison and Members Council
 Subject: Mailing System

Recommendation

THAT: The Mayor and Corporate Officer be authorized to execute the Lease Agreement with Complete Mailing Solutions (Neopost) for a five (5) year period for the lease of a IS480 Mailing System.

Background

The City of Salmon Arm's (City) current mailing system will no longer be supported by Canada Post effective January 15, 2019. As a result, the City must replace the current postage machine with a mailing system that is compatible. The current machine was leased from Pitney Bowes from 2005 to 2010 at which point the City purchased the unit. Through the Canada Post website, it was determined that there were three (3) Canadian distributors that provided accepted postage machines (Francotyp, Neopost and Pitney Bowes).

Francotyp

Francotyp would not be able to service the machine in Salmon Arm, requiring the City to physically send it to their Burnaby location. Due to high volumes of mail that the City processes, this made Francotyp an unviable option.

Pitney Bowes – SendPro 100 Mono

As stated above, Pitney Bowes (Pitney) is the City's current mailing system and folding machine provider. Despite past billing issues, the Pitney machine itself has required minimal servicing. A couple differing features of the upgraded system include:

- 160 letters per minute max, but a standard rate of 130 letters per minute; and
- Larger touch-screen interface for easier use.

The lease cost has been quoted at \$249.83 a month (plus tax). Consumable costs include ink cartridges at \$304.50 each. Based on the historic number of pieces of mail sent, the average cartridge is estimated to last the City two (2) years. Depending on when cartridges are purchased the total estimated annual cost will range between \$3,210.00 and \$3,510.00 per year. An analysis of the estimated costs over five (5) years indicates a present value of \$15,242.95. The lease cost includes delivery, installation, meter rental, comprehensive maintenance and Canada Post Rate updates.

Neopost (Complete Mailing Solutions) – IS480

Complete Mailing Solutions (CMS) is a dealer located in Kelowna and they are in Salmon Arm a minimum of two (2) times a year. The Neopost machine is currently used by a number of local organizations including Shuswap Lake General Hospital, Hub International, SASCU and RBC. Therefore it is reasonable to assume that if there were unexpected issues with the machine, they could be dealt with in a timely manner, reducing machine downtime. A couple differing features of the Neopost system include:

- 150 letters per minute; and
- LAN/USB connection – current system utilizes an analog phone line.

The lease cost has been quoted at \$223.72 a month (plus tax). Ink cartridges are \$220.00 each. Based on the historic number of pieces of mail sent, the average cartridge is estimated to last the City four to six months. Depending on when cartridges are purchased the total estimated annual cost will range between \$2,740.00 and \$3,460.00 per year. An analysis of the estimated costs over five (5) years indicates a present value of \$14,846.25. The lease cost includes delivery, installation, meter rental, comprehensive maintenance and Canada Post Rate updates.

As the City has not dealt with CMS or used the Neopost machine in the past, the City contacted the above local organizations to provide their feedback on the machine and their experience with the dealer. Overall, the references spoke to a high quality machine and excellent customer service and responsiveness.

Both machines offer comparable features, however of the two alternatives, staff recommend that the City lease the IS480 from CMS (a Neopost dealer) as it is the lowest cost option. By leasing the machine, the City is able to take advantage of a yearend promotional discount resulting in the first three months free. As such, the impact on the 2018 budget would be minimal (consumable costs only) and could be absorbed within the current budget.



Chelsea Van de Cappelle, CPA, BBA

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Item 9.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No 4291 be read a first and second time.

[ZON-1124; Nakazawa, B. / Lawson Engineering & Development Services; 2371 Auto Road SE; R-1 to R-8 & R-4]

Vote Record

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

Opposed:

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



Development Services Department Memorandum

To: His Worship Mayor Harrison and Members of Council

Date: October 25, 2018

Subject: Zoning Bylaw Amendment Application No. 1124

Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031 & Lots 12 - 16, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP83031

Civic: 2371 Auto Road SE, 2397, 2377, 2357, 2337 & 2317 – 5 Avenue SE

Owner: Nakazawa, B.

Applicant: Lawson Engineering and Development Services Ltd.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning:

- 1.) a portion of Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031 and Lots 12 – 16, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP83031, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) and;
- 2.) a portion of Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 2371 Auto Road SE (Appendix 1 and 2). The parcel has a total area of approximately 2.5 acres, is designated Medium Density Residential in the City's Official Community Plan (OCP) as shown in Appendix 3, and is zoned R-1 (Single Family Residential) as per the Zoning Bylaw (Appendix 4). The subject parcel currently contains a single family dwelling intended to be removed.

This proposal is to rezone the large subject parcel to R-8 (Residential Suite Zone) and R-4 (Medium Density Residential Zone) to facilitate future subdivision and development, largely aligned with recent development directly to the north. A conceptual layout plan has been provided for an associated Subdivision application (Appendix 5). Site photos are attached as Appendix 6.

The conceptual layout plan demonstrates one possible option how the subject parcel could be divided to meet or exceed the minimum parcel specifications of the proposed R-8 and R-4 zones. A total of 17 parcels are envisioned: 10 R-8 parcels, 6 of which have dual frontage and would meet the conditions to permit detached suites (at present the intent is to provide for secondary suites within the basements of new single family dwellings), while 7 single family R-4 parcels are proposed.

This area is generally comprised of R-1 zoned parcels containing single family dwellings, with an R-4 parcel and four R-8 parcels in the general area. The Zoning Map attached shows the mix of zones in the immediate area. Land uses directly adjacent to the subject parcel include the following:

North: Single-Family Residential (R-1) parcels,
South: Auto Road and Single-Family Residential (R-1) parcels,
East: Single-Family Residential (R-1) parcels, and
West: Single-Family Residential (R-1) parcel.

As the majority of the subject property is currently undeveloped, this amendment is to provide flexibility and facilitate future subdivision, development and use. Any development of a single family home, secondary suite or detached suite would require a building permit, and will be subject to meeting Zoning Bylaw and BC Building Code requirements. Any multiple family development under R-4 Zoning would be subject to a Development Permit Application (single family lots are proposed on the R-4 portion and are not subject to a Development Permit).

OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP, and is within Residential Development Area A. The proposed R-8 and R-4 zones are in alignment with the Medium Density land use designation. In terms of Area A, this means that the land and surrounding infrastructure are the priority for City investment in capital works projects (with Area B being second priority and Area C third).

The proposed densities of the R-8 and R-4 zones align with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zones align with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel size requirements, the conceptual subject properties have potential for the development of either a secondary suite or, in the case of the proposed dual fronting parcels, a detached suite.

COMMENTS

Engineering Department

No concerns with rezoning.

Building Department

No concerns with rezoning.

Fire Department

No Fire Department concerns.

Planning Department

Keeping in mind the Medium Density Residential OCP designation, the subject parcels are located in an area well-suited for this form of residential development.

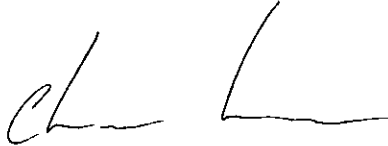
The proposed R-8 zoning is aligned with neighbouring land uses, situated within existing R-1 lots. The R-8 zone regulations of the Zoning Bylaw are attached as Appendix 5. The minimum parcel area permitted under R-8 zoning is 450 square metres, or 700 square metres for a parcel containing a detached suite. At this time, the proposal presents six double fronting lots which exceed the minimum area and width required for a detached suite, thereby allowing options for suites.

Four of the proposed R-8 lots north of the future 5 Avenue SE in the attached concept would be limited by parcel area to traditional secondary suites within a single-family dwelling. The other six parcels all feature dual frontages and appear meet the relevant R-8 zoning regulations to permit a detached suite. At present, the intent is to provide for secondary suites within the basements of new single family dwellings.

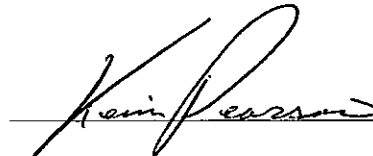
As previously noted, the 7 proposed single family R-4 parcels are supported by the Medium Density OCP land use designation. In staff's opinion, this proposal represents a reasonable increase in density: the proposed lots are approximately each 320 square metres which is significantly less than the 450 square metre minimum permitted under the current R-1 zoning, however from a growth management perspective, the best use and density would be an even higher density multi-family development with 9 (or more) units. As such, staff consider the proposed R-4 density to be generally sensitive to well-established neighbouring land uses, similar to and reasonably consistent with the predominantly single-family development in the area.

CONCLUSION

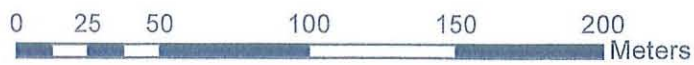
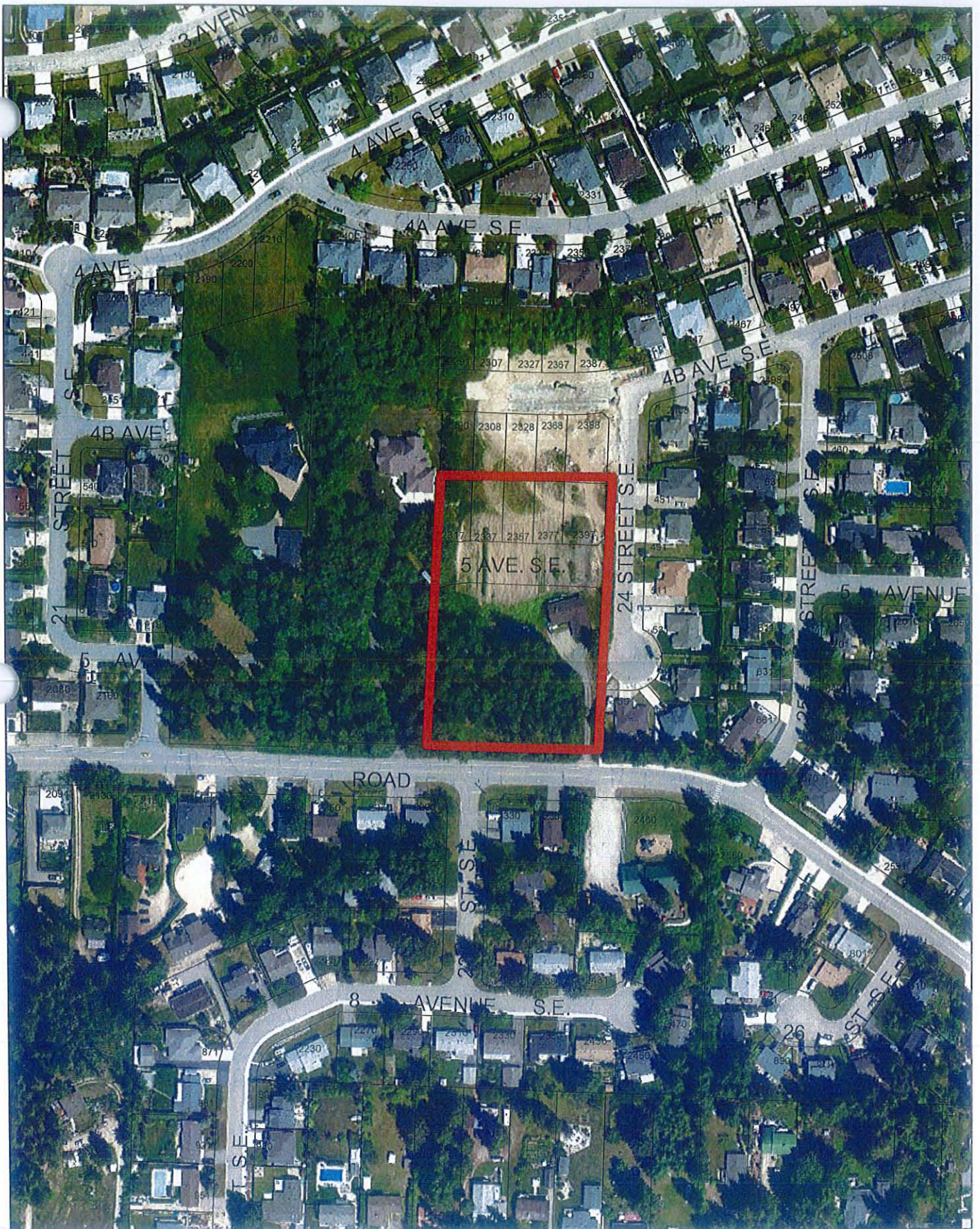
The proposed R-4 and R-8 zoning is consistent with the OCP and is therefore supported by staff.



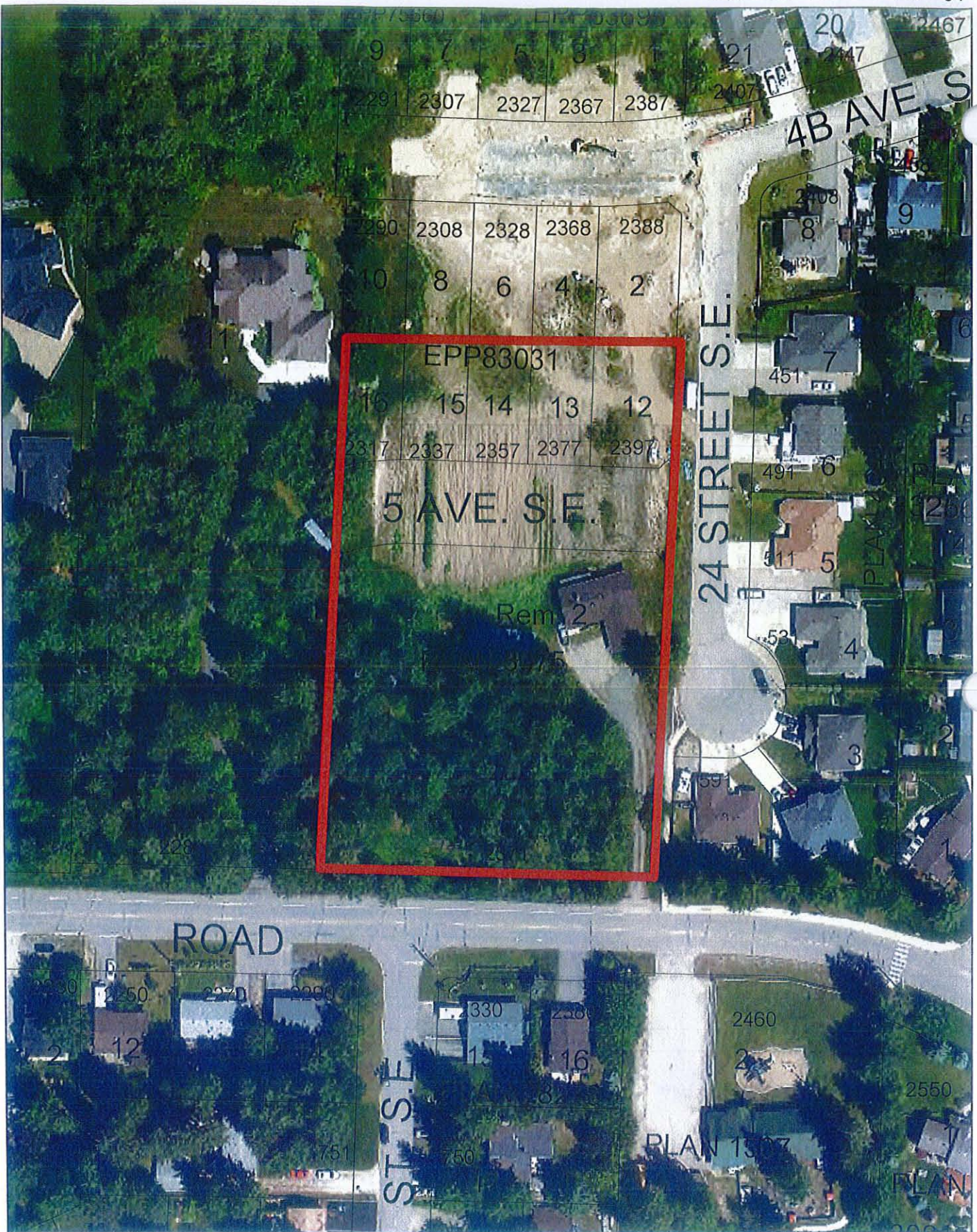
Prepared by: Chris Larson, MCP
Planning and Development Officer



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



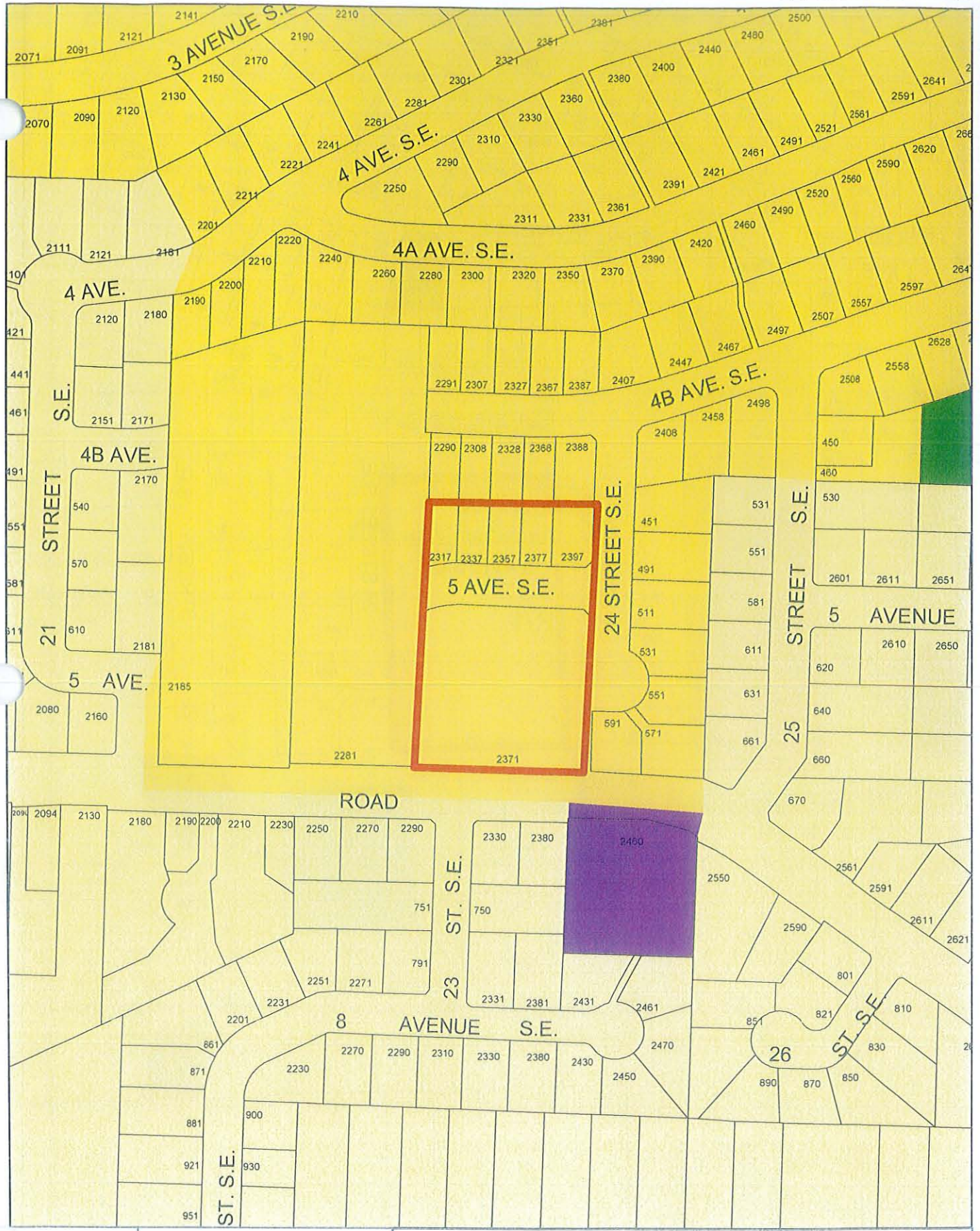
Subject Parcel



0 12.5 25 50 75 100 Meters



Subject Parcel



Subject Parcel



Park



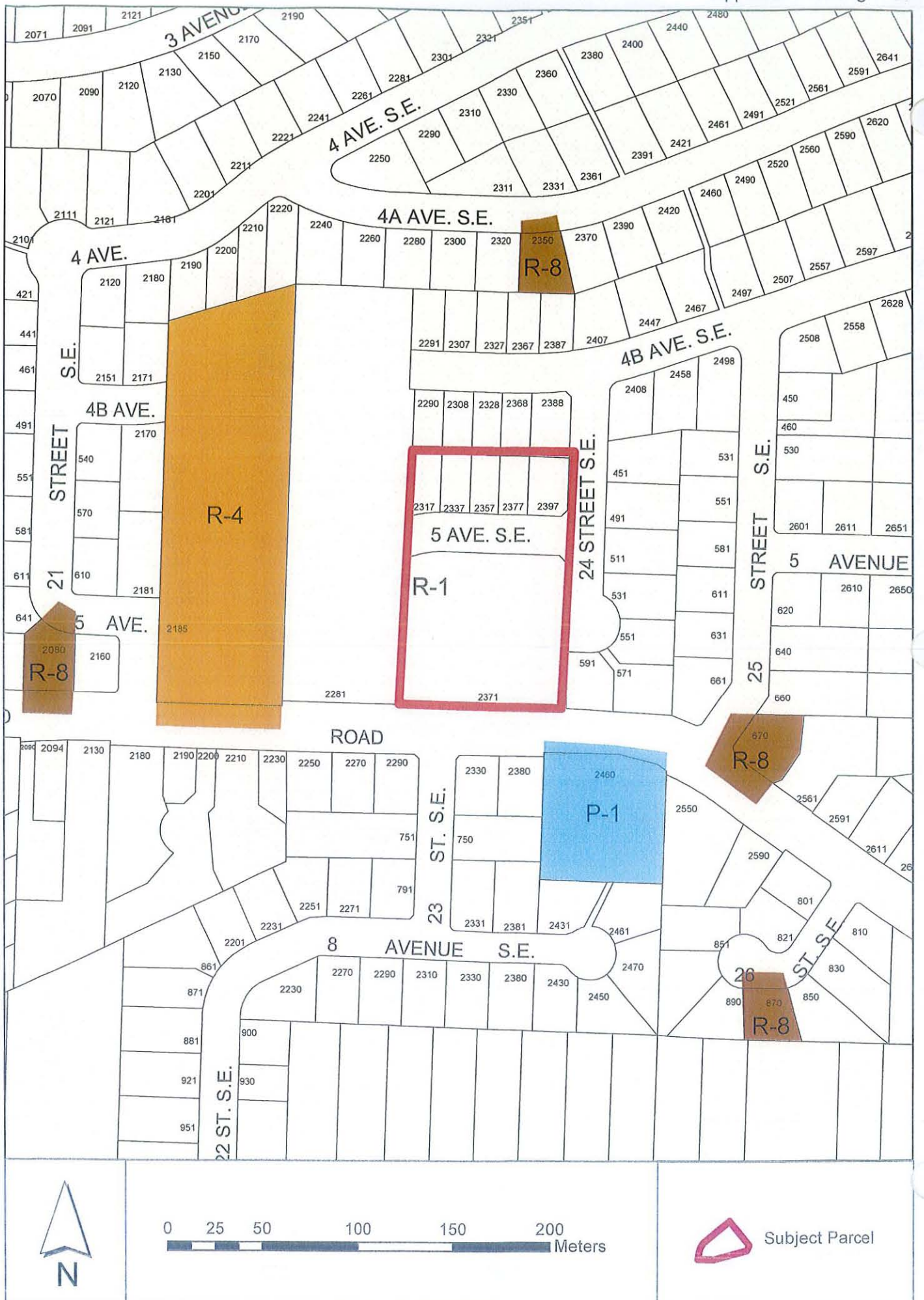
Medium Density Residential

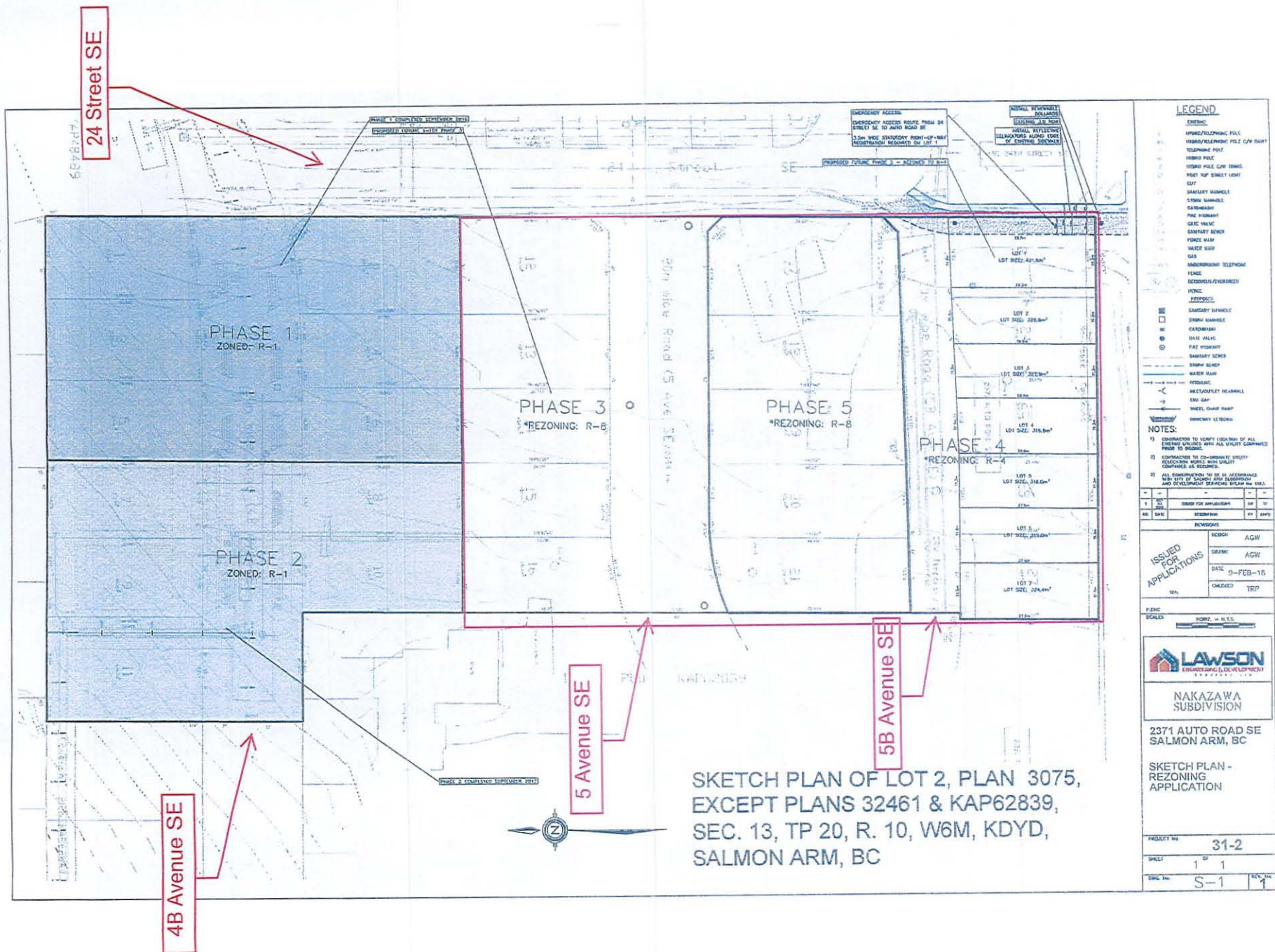


Low Density Residential

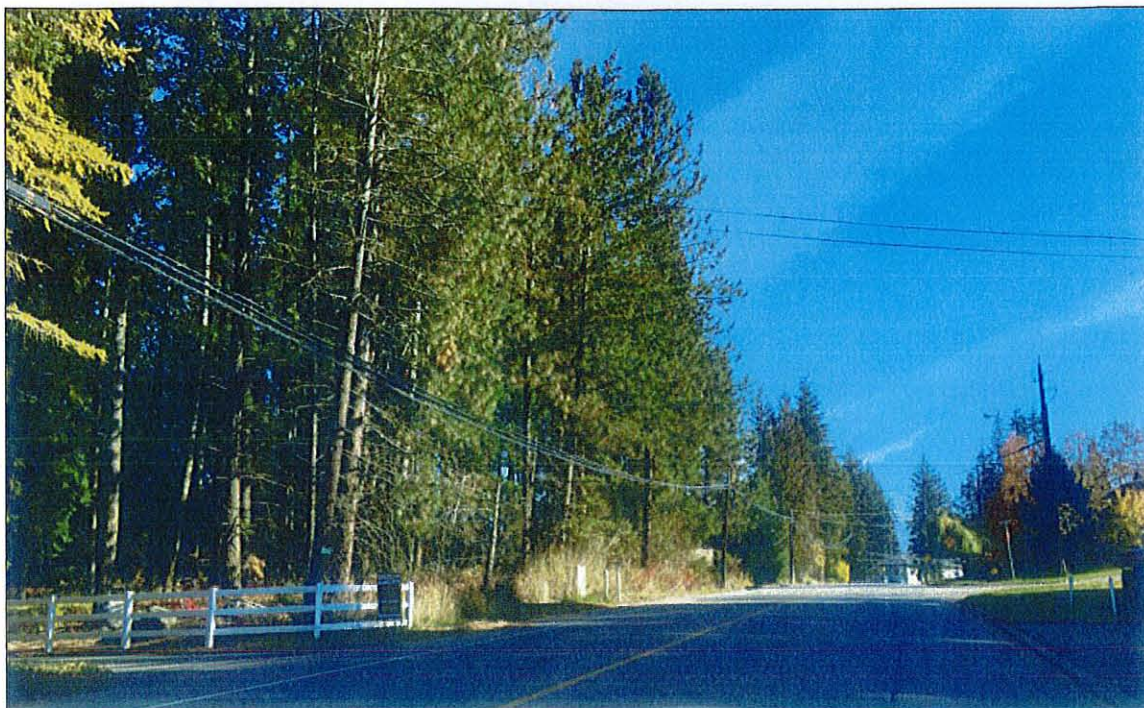


Institutional





Appendix 6: Site Photos



View north-east of subject parcel from Auto Road SE.



View north-west of subject parcel from Auto Road SE.

Appendix 6: Site Photos



View north along east parcel line and walkway from Auto Road SE (subject parcel driveway on left).



View south-west of subject parcel from 24 Street SE.

CITY OF SALMON ARM

BYLAW NO. 4291

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2018 at the hour of 7:00 p.m. was published in the , 2018 and , 2018 issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 12 - 16, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP83031 and Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan 3075, Except Plans 32461, KAP62839, EPP63695, EPP75660 & EPP83031, from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) and R-4 (Medium Density Residential Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4291

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4291"**

READ A FIRST TIME THIS DAY OF 2018

READ A SECOND TIME THIS DAY OF 2018

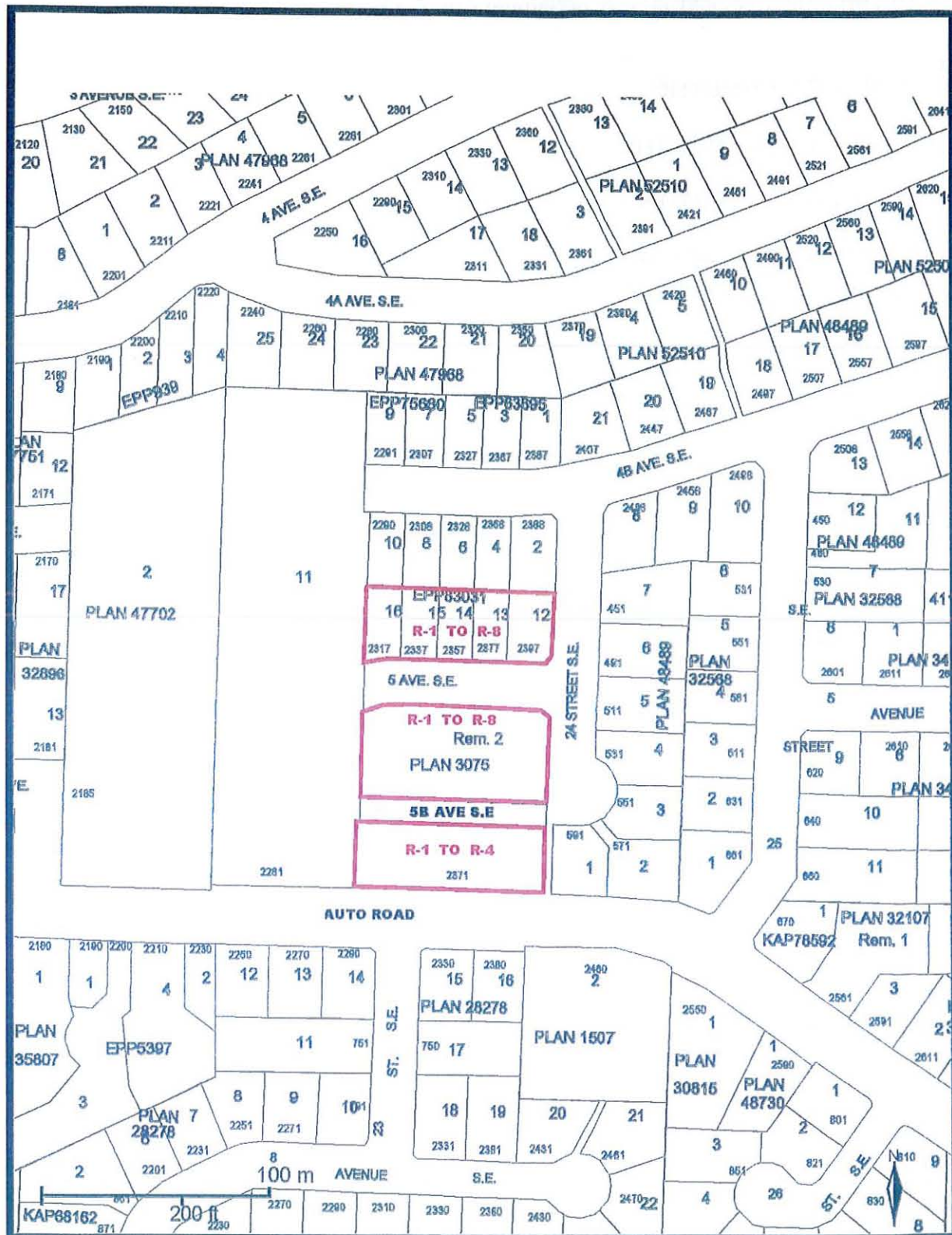
READ A THIRD TIME THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No 4292 be read a first and second time;

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

[ZON-1134, Theissen, K. & L., 3710 ~ 16 Avenue NE, R-1 to R-8]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

To: His Worship Mayor Harrison and Members of Council

Date: October 26, 2018

Subject: Zoning Bylaw Amendment Application No. 1134

Legal: Lot 16, Section 19, Township 20, Range 9, W6M, KDYD, Plan 22301

Civic: 3710 – 16 Avenue NE

Owner / Applicant: Thiessen, K. & L.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 16, Section 19, Township 20, Range 9, W6M, KDYD, Plan 22301 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to approval by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3710 16 Avenue NE (Appendix 1 and 2) and contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* within the existing single family dwelling.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in an area largely comprised of R-1 zoned parcels containing single family dwellings. There is presently one R-8 zoned parcel within the vicinity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *secondary suite* just over 962 square feet in area within the basement of the single family dwelling, as shown in the plans attached as Appendix 6.

Secondary Suites

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

COMMENTSEngineering Department

No objections to the proposed rezoning.

Building Department

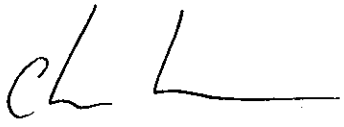
BC Building Code will apply. No concerns with proposed zoning.

Fire Department

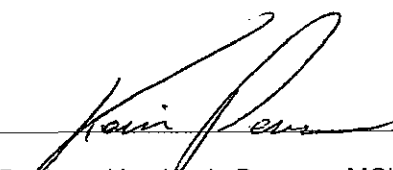
No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided indicates that all R-8 Zone requirements can be met, including the provision of onsite parking, and that the proposed building addition substantially aligns with development patterns in the area. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

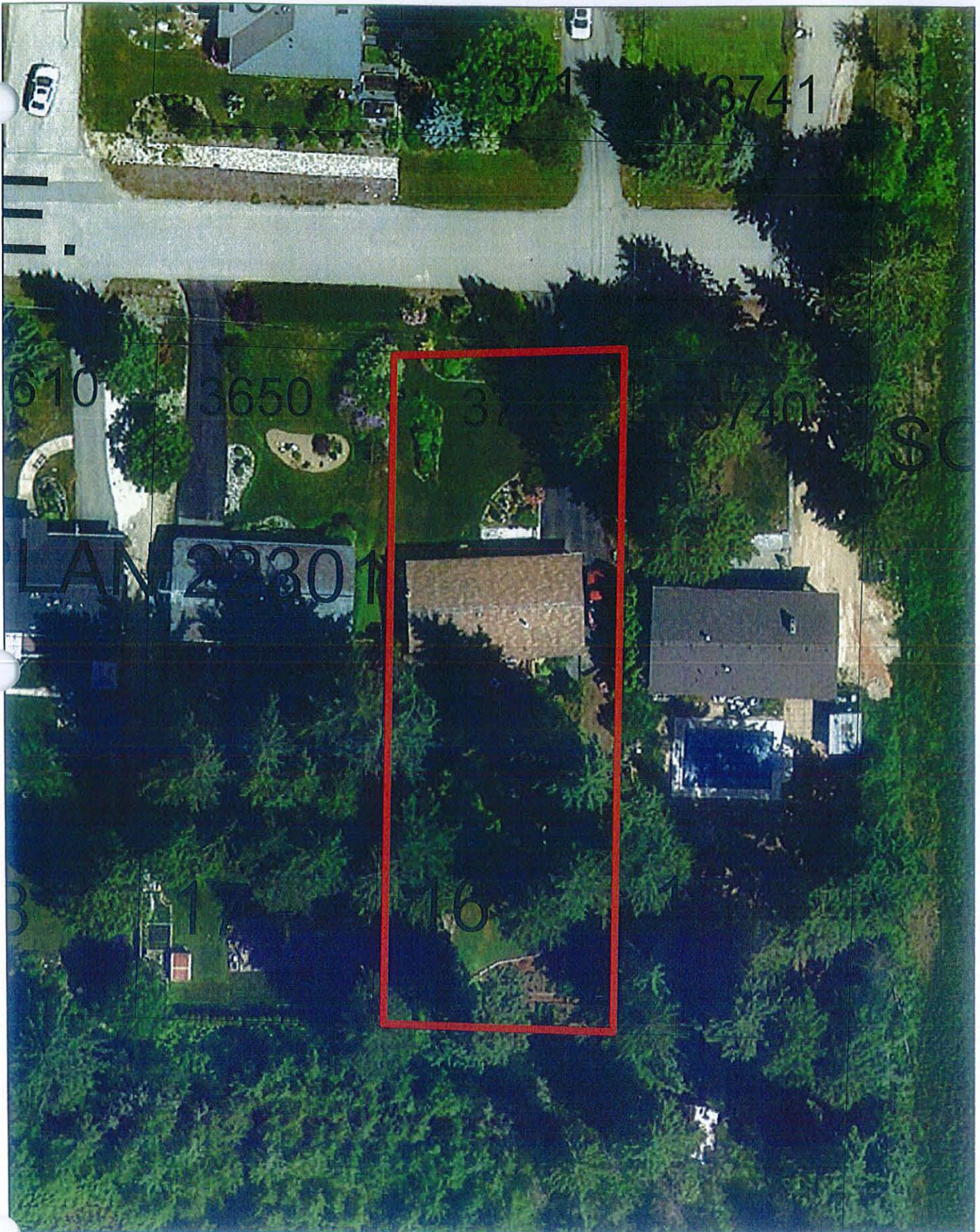


Prepared by: Chris Larson, MCP
Planning and Development Officer



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

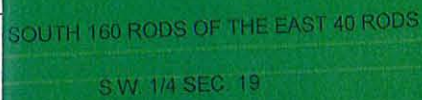




0 5 10 20 30 40 Meters



Subject Parcel



A-2



Subject Parcel

Appendix 5: Site Photos



View south-east of subject parcel from 16 Avenue NE.



View south-west of subject parcel from 16 Avenue NE.

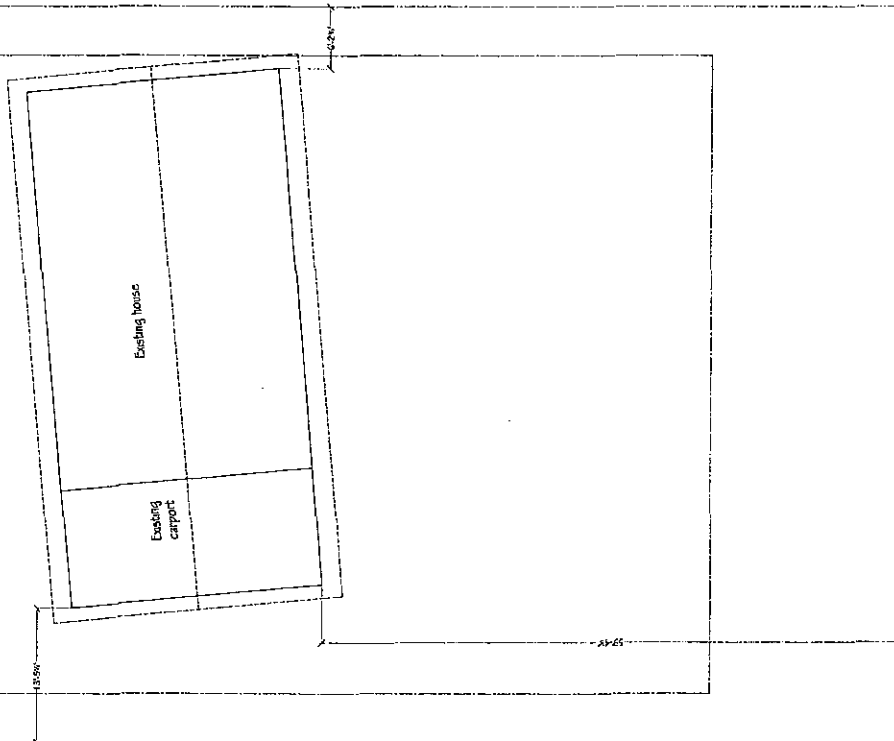
A1

SITE PLAN

Page 20

KEN THIESSEN
MIKE THIESSEN

250.517.9539
250.253.5041



THIESSEN RESIDENCE

A2

DATE: 18-08-30
SCALE: 1/4"

PROJECT CONTACT: KEN THIESSEN 250.517.9539
DESIGN CONTACT: MIKE THIESSEN 250.253.5041

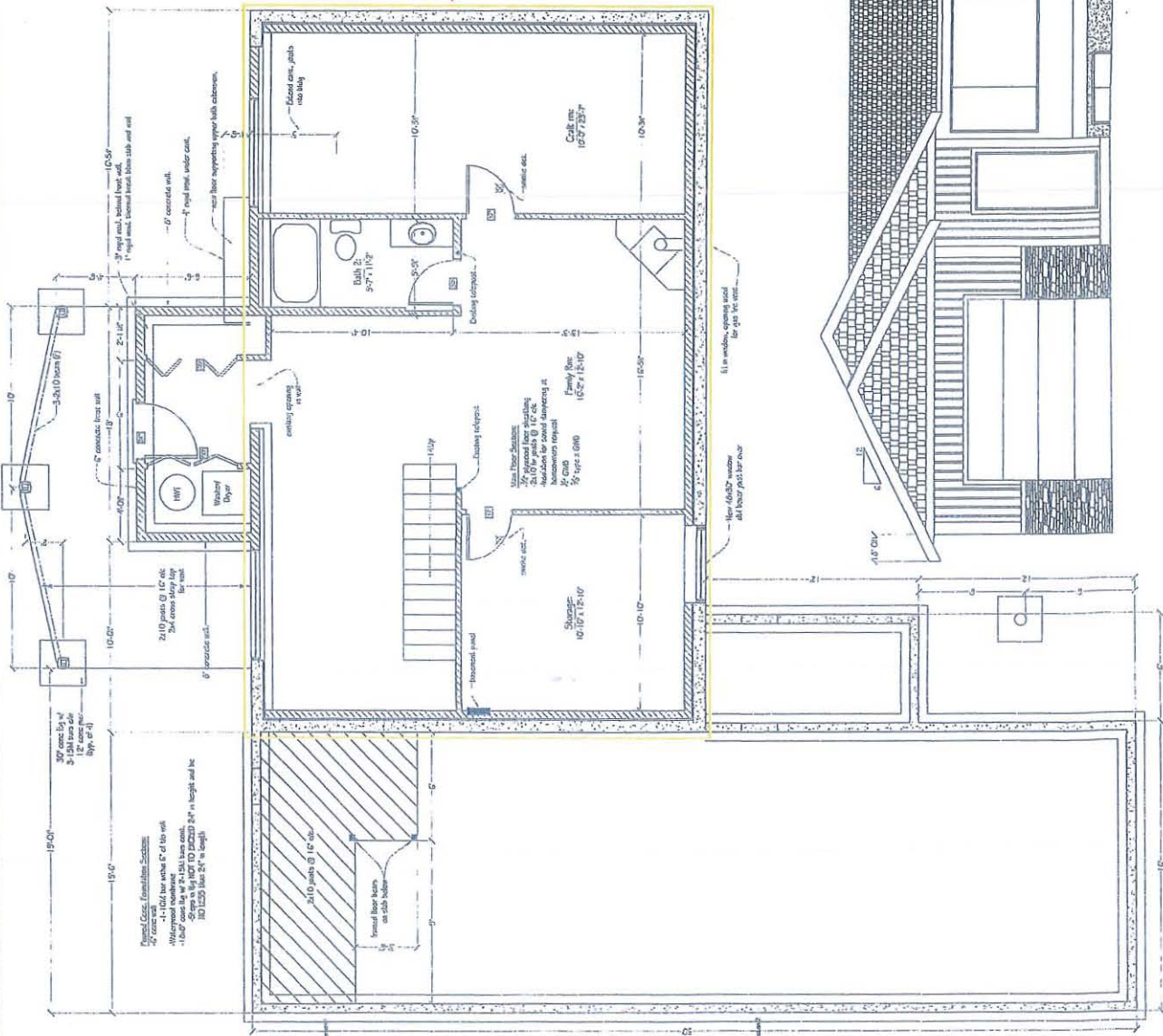
MIKE THIESSEN
MIKE THIESSEN

250.517.9539
250.253.5041

Proposed
Secondary Suite
in basement

Front Elevation:

Basement Plan:
962.5 sq ft floor space



CITY OF SALMON ARM

BYLAW NO. 4292

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on , 2018 at the hour of 7:00 p.m. was published in the , 2018 and , 2018 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 16, Section 19, Township 20, Range 9, W6M, KDYD, Plan 22301 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4292

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4292**"

READ A FIRST TIME THIS DAY OF 2018

READ A SECOND TIME THIS DAY OF 2018

READ A THIRD TIME THIS DAY OF 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2018

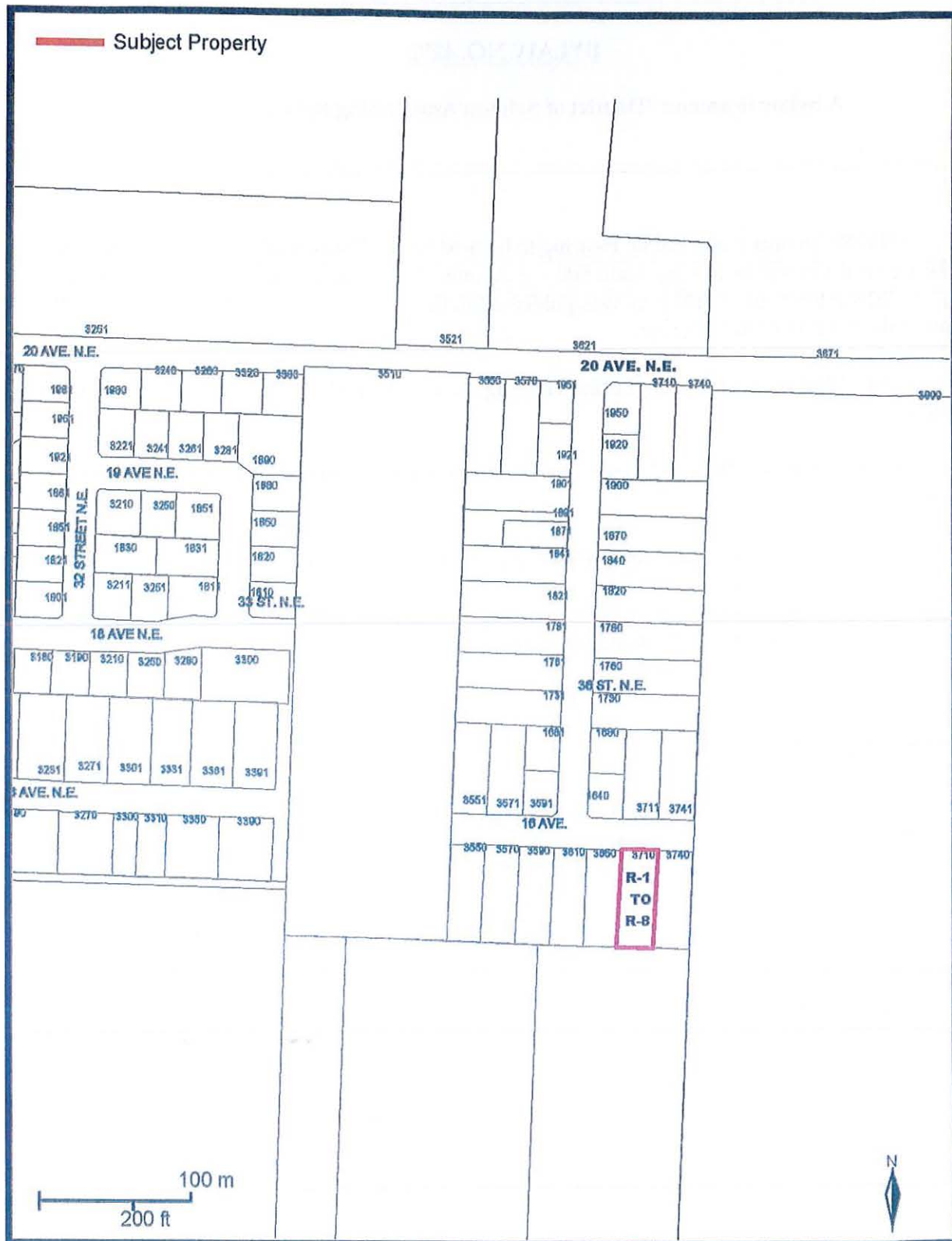
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



CITY OF SALMON ARM

BYLAW NO. 4292

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , 2018 at the hour of 7:00 p.m. was published in the , 2018 and , 2018 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 16, Section 19, Township 20, Range 9, W6M, KDYD, Plan 22301 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4292

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4292"**

READ A FIRST TIME THIS DAY OF 2018

READ A SECOND TIME THIS DAY OF 2018

READ A THIRD TIME THIS DAY OF 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2018

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 9.3

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor

Seconded: Councillor

THAT: the Declaration of Official Assent Voting Results regards the City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500 be received;

AND THAT: the bylaw entitled City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500 be read a final time;

AND THAT: Council approve the borrowing from the Municipal Finance Authority of BC, as part of the 2019 Fall Borrowing Session, \$5,300,000.00 as authorized through the "City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500" and that the Columbia Shuswap Regional District be requested to consent to the City's borrowing over a thirty (30) year term and include the borrowing in a Security Issuing Bylaw;

AND THAT: the bylaw entitled City of Salmon Arm Ross Street Underpass Temporary Borrowing Bylaw No. 4290 be read a first, second and third time.

Vote Record

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

Opposed:

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



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: October 25, 2018
 To: Mayor Harrison and Members of Council
 Subject: Ross Street Underpass

Recommendation:

THAT: The Declaration of Official Assent Voting Results regarding the City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500 be received;

AND THAT: Bylaw No. 4500 cited as the "City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500", be reconsidered and adopted;

AND THAT: Council approve borrowing from the Municipal Finance Authority of BC, as part of the 2019 Fall Borrowing Session, \$5,300,000.00 as authorized through the "City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500" and that the Columbia Shuswap Regional District be requested to consent to our borrowing over a thirty (30) year term and include the borrowing in a Security Issuing Bylaw;

AND THAT: Bylaw No. 4290 cited as the "City of Salmon Arm Ross Street Underpass Temporary Borrowing Bylaw No. 4290", be given three (3) readings.

Background:

As outlined in the attached Declaration of Official Assent Voting Results, the majority of Elector Responses are in favour of the City of Salmon Arm borrowing \$5,300,000.00 for the construction of the Ross Street Underpass and related works. As a result, Council may now adopt Loan Authorization Bylaw No. 4500.

And further Council may pass a Security Issuing Resolution pursuant to Section 182 of the Community Charter to allow the City to access the long term bond market in the Fall of 2019.

Access to the long term bond market is undertaken by the Municipal Finance Authority (MFA) twice annually (Spring and Fall) and consequently the City will fund the project utilizing the temporary borrowing provisions (Section 181) of the Community Charter.


 Chelsea Van de Cappelle, CPA, BBA



**City of Salmon Arm
Declaration of Official Assent Voting Results
2018 General Local Election
Ross Street Underpass Loan Authorization Bylaw No. 4500**

I, Erin Jackson, Chief Election Officer, do hereby declare the results of the assent vote to be as follows:

YES 3,486 votes

NO 2,069 votes

Dated at Salmon Arm, British Columbia
this 23th day of October, 2018.


Erin Jackson
Chief Election Officer



City of Salmon Arm Determination of Official Election Results 2018 General Local Election

Voting Place

E = Elected

Mayor Race

Cooper, Nancy
Kimmerly, Jim
Harrison, Alan **E**

Advance Voting Opportunities, Special Voting Opportunity, Mail Ballot	SASCU Recreation Centre Voting Machine No. 1	SASCU Recreation Centre Voting Machine No. 2	Gleneden Hall	North Canoe School	The Mall at Piccadilly	Total
325	416	305	68	114	288	1,516
177	222	168	14	46	131	758
968	966	710	74	222	447	3,387

Councillor Race

Matthews, Wayne
Babcock, Kevin
Cannon, Debbie **E**
McDermot, Jo
Lindoren, Sylvia **E**
Brookes, Aaron
Flynn, Kevin **E**
Krahn, Karmen
McCausland, Mary-Louise
Meikle, Chris
Eliason, Chad **E**
Lavery, Tim **E**
Wallace-Richmond, Louise **E**

374	460	333	36	109	234	1,546
275	336	259	29	102	188	1,189
709	822	590	82	184	440	2,827
374	403	270	35	92	225	1,399
451	496	399	51	137	322	1,856
149	183	123	17	47	128	647
841	904	646	101	187	404	3,083
437	435	316	45	132	214	1,579
231	295	209	30	82	181	1,028
407	548	353	56	108	283	1,755
860	916	648	92	190	452	3,158
911	948	705	107	205	482	3,358
825	750	537	76	219	351	2,758

School Trustee Race

Bedard, Marcel
Krebs, Amanda **E**
Podlubny, Don
Richards, Lawren
Ross, Jordan
Shields, Dan
Sinclair, Terry-Mae
Townsend, Dale
Vachon, Jenny
VanBuskirk, Marianne **E**

278	256	188	21	75	131	949
309	372	292	50	87	203	1,313
47	51	41	4	10	25	178
94	135	125	11	25	85	475
234	264	219	28	90	153	988
121	139	114	18	52	98	542
349	317	195	31	62	139	1,093
230	269	195	27	47	144	912
151	235	159	11	76	115	747
429	417	293	28	73	206	1,446

Referendum

Yes	909	978	760	87	241	511	3,486
No	519	600	409	65	131	345	2,069

This determination of official election results was made by the Chief Election Officer on October 23, 2018 at 9:00 a.m. and is based on ballot accounts as amended or prepared by the Chief Election Officer.

Erin Jackson, Chief Election Officer

CITY OF SALMON ARM**BYLAW NO. 4500****A bylaw to authorize the borrowing for the purpose of a capital nature**

WHEREAS under the provisions of Section 179 of the Community Charter, Council may, by a loan authorization bylaw adopted with the approval of the Inspector, incur a liability by borrowing for any purpose of a capital nature;

WHEREAS it is deemed desirable and expedient to design and construct the Ross Street Underpass;

AND WHEREAS the amount to be borrowed to construct such improvements and to do all things necessary in connection herewith is the sum of \$5,300,000.00 which is the amount of debt intended to be created by this bylaw;

AND WHEREAS the maximum term for the debentures to be issued to secure the monies authorized to be borrowed hereunder is thirty (30) years;

AND WHEREAS the approval of the Inspector has been obtained prior to its adoption, pursuant to Section 179 of the Community Charter;

AND WHEREAS the electors within the boundaries of the City of Salmon Arm were notified, under the elector assent voting process, pursuant to Section 85 of the Community Charter, that Council intends to borrow to undertake the construction of the Ross Street Underpass and do all things necessary in connection herewith;

AND WHEREAS the Council has been advised through a report prepared by the Corporate Officer that elector responses submitted by the electors within the boundaries of the City of Salmon Arm, requesting Council not to proceed with the borrowing to construct the Ross Street Underpass unless it is approved by assent of the electors are insufficient;

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

1. The Council of the City of Salmon Arm is hereby authorized and empowered to undertake and carry out or cause to be carried out the borrowing for the construction of the Ross Street Underpass and do all things necessary in connection herewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding \$5,300,000.00 and the maximum term for the debentures to be borrowed hereunder is thirty (30) years.

- b) To acquire all such property, easements, rights-of-way, licences, rights or authorities as may be requisite or desirable for or in connection with the construction of the Ross Street Underpass.
2. This bylaw may be cited as "City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500"

READ A FIRST TIME THIS 25 DAY OF June 2018

READ A SECOND TIME THIS 25 DAY OF June 2018

READ A THIRD TIME THIS 25 DAY OF June 2018

APPROVED BY THE INSPECTOR PURSUANT TO SECTION 179 OF THE COMMUNITY

CHARTER THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF 2018

 MAYOR

 CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4290

A bylaw to authorize temporary borrowings pending the sale of debentures

WHEREAS under the provisions of Section 181 of the Community Charter, Council may, where it has adopted a loan authorization bylaw, without further assent or approvals, borrow temporarily, by the issue of temporary securities or by pledging with the lender the issued and unsold debentures, money not exceeding the difference between the total amount authorized by the loan authorization bylaw and the amount already borrowed in relation to that bylaw;

AND WHEREAS the Council has adopted Bylaw No. 4500, cited as the "City of Salmon Arm Ross Street Underpass Loan Authorization Bylaw No. 4500", authorizing the construction of the Ross Street Underpass and related works and subsequent borrowing in the amount of \$5,300,000.00.

AND WHEREAS the sale of the said debentures has been temporarily deferred;

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

1. The Council is hereby authorized and empowered to borrow from the Municipal Finance Authority an amount or amounts not exceeding the sum of \$5,300,000.00, as the same may be required.
2. The form of the obligation to be given as an acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Chief Financial Officer.
3. The money so borrowed shall be used solely for the purpose set out in said Bylaw No. 4500.
4. The proceeds from the sale of the debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
5. SEVERABILITY

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

6. ENACTMENT

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

7. EFFECTIVE DATE

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

8. CITATION

This bylaw may be cited as "City of Salmon Arm Temporary Borrowing Bylaw No. 4290."

READ A FIRST TIME THIS	DAY OF	2018
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READ A SECOND TIME THIS	DAY OF	2018
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READ A THIRD TIME THIS	DAY OF	2018
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ADOPTED BY COUNCIL THIS	DAY OF	2018
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MAYOR

CORPORATE OFFICER

Item 9.4

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No 4294 be read a first, second and third time.

{Fee for Service Amendment (Water and Sewer Rates)}

Vote Record

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

Opposed:

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



City of Salmon Arm

Memorandum from the Chief Financial Officer

Date: November 6, 2018
 To: Mayor Harrison and Members of Council
 Subject: Fee for Service Amendment

Recommendation

That: Bylaw No. 4294 cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4294" be given 3 readings.

Background

Annual water and sewer user fees have historically been billed in December for the upcoming year. Typically water and sewer user fees are assessed and brought forward to Council with the annual budget presentation in November. However, the 2019 Budget Presentation is not scheduled until January 2019. In order to proceed with the annual billing in December, it is necessary to review the user fees.

It is recommended that that 2019 Budget include a 1.5% increase and the 2020 Budget include a 2% increase in both Water and Sewer User Fees. It should be noted, however, that the Budgets will not reflect an increase to the Water and Sewer Frontage Taxes.

Water and Sewer Funds

As noted above both the Water and Sewer Funds reflect an increase of 1.5% in 2019 and 2% in 2020 to address increasing costs pertaining to labour, equipment and materials; maintain reserves and adequate annual capital upgrades. The City has been a very good steward regarding user fee increases and as a result they have been infrequent. For the most part increases have been absorbed as a result of development and reducing reserve allocations. The water rates were last increased in 2018 by 3.5% and prior to this in 2015 by 2%. The sewer rates were last increased in 2016 by 2.6%.

The impact of the residential water and sewer user fee increase is as follows:

	2018	2019	Difference	2020	Difference
Sewer	\$304.00	\$308.55	\$4.55	\$314.70	\$6.15
Water	\$271.15	\$275.20	\$4.05	\$280.70	\$5.50
	\$575.15	\$583.75	\$8.60	\$595.40	\$11.65
Discount	(\$ 57.51)	(\$ 58.38)	(\$0.87)	(\$ 59.54)	(\$1.16)
Net	\$517.64	\$525.37	\$7.73	\$535.86	\$10.49

The annual increase to a residential user is \$7.73 in 2019 and \$10.49 in 2020.

The proposed increase in users fees will result in new water and sewer revenue of approximately \$36,488 and \$31,908 in 2019 and \$48,650 and \$42,544 in 2020, respectively.

For the most part, the Utility Funds are funding approximately one half million dollars in infrastructure upgrades from water/sewer revenues. This reflects that user fees and frontage taxes are not 'only' funding maintenance and debenture payments, but are also contributing to capital infrastructure thus reducing the need to borrow funds for smaller scale upgrades.

As cited in previous reports to Council the use of long term debt and the accumulation of reserves to undertake certain projects is prudent and a combination of both funding mechanisms is a good strategy to maintain a healthy financial foundation. In order to accomplish this, the City must continue to transfer to reserves to ensure sufficient funding is in place. This will also serve to minimize borrowing costs.

Future Water Capital Expenditures

Over the past several years, staff have been reviewing the ages and condition of the City's water mains in conjunction with an Asset Management Plan. Portions of the City's water system are nearing or have surpassed their expected lifespan which may require some large expenditures in renewal/replacement projects in the future. The estimates below are based on \$350.00 per metre pro-rated from a detailed cost estimate of the Trans Canada Highway East project.

Date Range	Pre 1950	1951 – 1955	1956 – 1960	1961 – 1965	1966 - 1970
Kilometers	6.4	3.0	6.6	8.0	30.0
Est. \$ Million	\$2.2	\$1.0	\$2.3	\$2.8	\$10.5

The City's Water Master Plan was completed in 2010. Some significant future projects of note are listed below:

- Trans Canada Highway East (from 20 Ave NE to 50 St NE), installed in 1949, 3.8 kilometers in length and replacement cost is estimated at \$1.5 million dollars;
- Highway 97B from Countryside Mobile Park to 20 Ave SE, installed between 1948 and 1962 is 1.9 kilometers in length and replacement cost is estimated at \$1.5 million dollars;
- Foothills Road from 10 Ave SE and 10 St SW, installed in 1955 and 1.3 kilometers in length and replacement cost is estimated at \$445,000.00;
- Zone 5 Booster Station relocation and reconstruction, estimated construction cost at \$5 million dollars;
- Zone 3 Reservoir Reconstruction, estimated construction cost at \$800,000.00; and
- Zone 2 Booster Station upgrade, an aging component of the Water Distribution System, no estimated cost at this time.

Future Sewer Capital Expenditures

The City completed its Sanitary Sewer Master Plan in 2016, as part of this process a risk evaluation was completed on the City's 125 km of sanitary sewer mains. Findings estimate that 1,200 metres of clay tile pipe will have exceeded its useful life in 2034. In addition, promoted by growth, the City may need to address system capacity constraints resulting in capital upgrades to gravity mains, pump stations and forcemains, etc.

Some significant future projects of note are listed below:

- Water Pollution Control Centre - Stage IV Upgrade, estimated construction cost at \$37 million; and
- Foreshore Main - Stage 2 (of 4), estimated construction cost at \$3.7 million.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'C. Van de Cappelle', written over a horizontal line.

Chelsea Van de Cappelle, CPA

CITY OF SALMON ARM

BYLAW NO. 4294

A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"

WHEREAS it is deemed desirable and expedient to alter the fees imposed by "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Schedule "C" - Water Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "C" - Water Rates, attached hereto and forming part of this bylaw.

Schedule "D" Sewer Rates of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Schedule "D" - Sewer Rates, attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm Fee For Service
Amendment Bylaw No. 4294

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Fee for Service Amendment Bylaw No. 4294"**.

READ A FIRST TIME THIS	DAY OF	2018
READ A SECOND TIME THIS	DAY OF	2018
READ A THIRD TIME THIS	DAY OF	2018
ADOPTED BY COUNCIL THIS	DAY OF	2018

MAYOR

CORPORATE OFFICER

**2019 and 2020
WATER RATES**

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2019 MONTHLY CHARGE</u>	<u>2019 ANNUAL CHARGE</u>	<u>2020 MONTHLY CHARGE</u>	<u>2020 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	\$ 22.93	\$ 275.20	\$ 23.39	\$ 280.70
b	Apartments & Suites - each	4,300	\$ 11.47	\$ 137.60	\$ 11.70	\$ 140.35
c	Boarding or Lodging - per sleeping room	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 22.93	\$ 275.20	\$ 23.39	\$ 280.70
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
	Trailer Park, Mobile Home Park					
c	Each occupiable permanent space	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
d	Each occupiable travel trailer space	1,400	\$ 3.85	\$ 46.20	\$ 3.93	\$ 47.10
e	Each occupiable tenting space	700	\$ 1.92	\$ 23.05	\$ 1.96	\$ 23.50
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
c	Dry Cleaner	21,000	\$ 57.43	\$ 689.15	\$ 58.58	\$ 702.90
d	Laundry - other than steam or coin op.	21,000	\$ 57.43	\$ 689.15	\$ 58.58	\$ 702.90
e	Coin operated or laundromat per unit	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
f	Steam	57,000	\$ 153.99	\$ 1,847.85	\$ 157.07	\$ 1,884.80
	Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets					
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.08	\$ 60.95	\$ 5.18	\$ 62.15
5	<u>Eating Establishments and Liquor Outlets</u>					
	Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 23.99	\$ 287.85	\$ 24.47	\$ 293.60
b	Each Additional seat	360	\$ 0.96	\$ 11.55	\$ 0.98	\$ 11.75
c	Banquet Room	9,000	\$ 23.99	\$ 287.85	\$ 24.47	\$ 293.60

**2019 and 2020
WATER RATES**

	CLASSIFICATION OF PREMISES	EQUIVALENT MONTHLY GALLONAGE	2019 MONTHLY CHARGE	2019 ANNUAL CHARGE	2020 MONTHLY CHARGE	2020 ANNUAL CHARGE
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 1.92	\$ 23.05	\$ 1.96	\$ 23.50
b	Bowling Green - per green	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
c	Bus Depot	13,000	\$ 34.14	\$ 409.70	\$ 34.82	\$ 417.85
d	Car Wash - first bay (minimum charge)	36,000	\$ 94.99	\$ 1,139.85	\$ 96.89	\$ 1,162.65
e	Each additional bay	6,000	\$ 15.85	\$ 190.15	\$ 16.16	\$ 193.95
f	Commercial Farm	21,000	\$ 57.43	\$ 689.15	\$ 58.58	\$ 702.90
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
h	Fruit Stand	14,000	\$ 38.00	\$ 455.95	\$ 38.75	\$ 465.05
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
j	Garage or Service Station or Keylock Station - first bay (minimum charge)	8,600	\$ 22.93	\$ 275.20	\$ 23.39	\$ 280.70
k	Each additional bay	1,400	\$ 3.85	\$ 46.20	\$ 3.93	\$ 47.10
l	Theatre	14,000	\$ 38.00	\$ 455.95	\$ 38.75	\$ 465.05
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
7	<u>Industrial Premises</u>					
a	Abattoir	21,000	\$ 57.43	\$ 689.15	\$ 58.58	\$ 702.90
d	Stockyard - per acre	4,300	\$ 11.47	\$ 137.60	\$ 11.70	\$ 140.35
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$ 7.62	\$ 91.40	\$ 7.77	\$ 93.20
8	<u>Public, Institutional and Non-Commercial Premises</u>					
a	Church	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
	Club Room Licenced (see Eating Establishments and Liquor Outlets)					
b	Club Rooms - Unlicenced	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
c	Court House	13,000	\$ 34.14	\$ 409.70	\$ 34.82	\$ 417.85
d	Curling Rink, Skating Rink, Arena	28,500	\$ 75.99	\$ 911.90	\$ 77.51	\$ 930.10
e	Meeting Hall, Public Hall	5,700	\$ 15.32	\$ 183.85	\$ 15.63	\$ 187.50
f	Fall Fair Grounds (Annually)		\$ 144.45	\$ 1,733.40	\$ 147.34	\$ 1,768.05
9	<u>Schools and Hospitals</u>					
a	Hospital, per patient bed	8,600	\$ 22.93	\$ 275.20	\$ 23.39	\$ 280.70
b	School, per classroom	8,600	\$ 22.93	\$ 275.20	\$ 23.39	\$ 280.70

**2019 and 2020
WATER RATES**

METERED WATER RATES

Water rates are applicable to all metered water users within the City of Salmon Arm

The user rate is a combination of A and B

A Base Rate (Based on connection size)

	<u>2019</u>	<u>2020</u>
5/8 or 3/4 inch	\$ 21.00	\$ 21.40
1 inch	\$ 30.45	\$ 31.05
1-1/2 inch	\$ 43.05	\$ 43.90
2 inch	\$ 55.65	\$ 56.75
3 inch	\$ 99.80	\$ 101.80
4 inch	\$ 141.85	\$ 144.65
larger meters		

B Per gallon charge

	<u>2019</u>	<u>2020</u>
First 80,000 gallons	\$2.37 per 1000 gals or part thereof	\$2.42 per 1000 gals or part thereof
Next 80,000 gallons	\$2.67 per 1000 gals or part thereof	\$2.73 per 1000 gals or part thereof
Next 80,000 gallons	\$2.92 per 1000 gals or part thereof	\$2.98 per 1000 gals or part thereof
Next 80,000 gallons	\$3.15 per 1000 gals or part thereof	\$3.22 per 1000 gals or part thereof
Next 80,000 gallons	\$3.54 per 1000 gals or part thereof	\$3.62 per 1000 gals or part thereof
All over 400,000 gallons	\$3.92 per 1000 gals or part thereof	\$4.00 per 1000 gals or part thereof

C Meter testing charge

\$137.25

\$140.00

Notes:

- 1 Where there is more than one meter on a property, the base rate is charged for each meter.
- 2 Where any meter is unable to be read or where any water meter fails to register or to properly indicate the quantity of water used or consumed, consumption of water shall be estimated and an account shall be rendered to the customer. When estimating the account, due consideration shall be given to seasonal variations and any other factors which may affect the consumption of water.
- 3 If a meter cannot be read for two consecutive billing periods, charges as per item 2 above shall apply and/or the flat rate according to this bylaw shall apply retroactive to the beginning of the period covered by the first missed reading and shall continue to be so charged until the City of Salmon Arm is advised by the property owner that the meter is again in service.
- 4 No complaint of an error in any charge for water rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such water rates or charges were made. After the termination of this period, all such water rates or charges shall be deemed to have been properly and correctly made.
- 5 All meters are owned by the City. They will be supplied for installation for the fee as set out in the bylaw. Installation of the meter is the responsibility of the property owner and must be done in such a manner as to meet all City standards and specifications. Meter installations shall be located in a convenient and safe place, readily accessible for meter readings, inspection, repair or removal.
- 6 Meters will be tested upon request, provided that a fee is paid in advance. Such fee is to be refunded if the meter is found to be registering incorrectly, otherwise the fee shall become the property of the City.
- 7 The City shall maintain and repair all meters which are the property of the City, but where replacements or repairs, except through ordinary wear, or rendered necessary by the acts, neglect or carelessness of the owner or occupant of any premise, any expense caused to the City shall be chargeable to and paid by the owner of such premise.
- 8 The use of bypasses is strictly prohibited without prior approval of the City of Salmon Arm. Anyone using a bypass without authorization is subject to fines and penalties as set out in Section 27 of By-Law No. 1274 - Regulation of Waterworks.

ALL WATER USER RATES ARE GST EXEMPT

**2019 and 2020
SEWER RATES**

SCHEDULE "D"

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2019 MONTHLY CHARGE</u>	<u>2019 ANNUAL CHARGE</u>	<u>2020 MONTHLY CHARGE</u>	<u>2020 ANNUAL CHARGE</u>
1	<u>Dwellings</u>					
a	Private Dwellings	8,600	\$ 25.71	\$ 308.55	\$ 26.23	\$ 314.70
b	Apartments & Suites - each	4,300	\$ 12.85	\$ 154.25	\$ 13.11	\$ 157.30
c	Boarding or Lodging - per sleeping room	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
d	Residence combined with Corner Store or combined with Office or Business	8,600	\$ 25.71	\$ 308.55	\$ 26.23	\$ 314.70
2	<u>Offices</u>					
a	For first 1,000 sq. ft. of floor area	5,700	\$ 17.17	\$ 206.05	\$ 17.51	\$ 210.15
b	For each 1,000 sq. ft. or portion thereof	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
3	<u>Rental Accommodation</u>					
a	Hotel - per sleeping room see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
b	Motel, Auto Court, Resort - per unit see also Eating Establishments and Liquor Outlets for ancillary services	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
	Trailer Park, Mobile Home Park					
c	Each occupiable permanent space	5,700	\$ 17.17	\$ 206.05	\$ 17.51	\$ 210.15
d	Each occupiable travel trailer space	1,400	\$ 4.23	\$ 50.75	\$ 4.31	\$ 51.75
e	Each occupiable tenting space	700	\$ 2.11	\$ 25.35	\$ 2.15	\$ 25.85
4	<u>Stores</u>					
a	Barber Shop - per chair	5,700	\$ 17.17	\$ 206.05	\$ 17.51	\$ 210.15
b	Beauty Salon and/or Hairdresser - per chair	5,700	\$ 17.17	\$ 206.05	\$ 17.51	\$ 210.15
c	Dry Cleaner	21,000	\$ 64.11	\$ 769.35	\$ 65.39	\$ 784.70
d	Laundry - other than steam or coin op.	21,000	\$ 64.11	\$ 769.35	\$ 65.39	\$ 784.70
e	Coin operated or laundromat per unit	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
f	Steam	57,000	\$ 171.45	\$ 2,057.40	\$ 174.88	\$ 2,098.55
	Lunch Counter or Lunch Service where in conjunction with another use - See Eating Establishments and Liquor Outlets					
g	Other - first 1,000 sq. ft. of floor area	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
h	Each 1,000 sq. ft. or portion thereof	1,920	\$ 5.67	\$ 68.00	\$ 5.78	\$ 69.35
5	<u>Eating Establishments and Liquor Outlets</u>					
	Includes Restaurants, Coffee Shop, Dining Rooms Cocktail Lounges, Beer Parlor or Public House and licenced Club Room (minimum of 20 seats taken once for total seating capacity of business)					
a	First 20 seats	9,000	\$ 26.64	\$ 319.70	\$ 27.17	\$ 326.05
b	Each Additional seat	360	\$ 1.01	\$ 12.15	\$ 1.03	\$ 12.35
c	Banquet Room	9,000	\$ 26.64	\$ 319.70	\$ 27.17	\$ 326.05

<u>CLASSIFICATION OF PREMISES</u>		<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2019 MONTHLY CHARGE</u>	<u>2019 ANNUAL CHARGE</u>	<u>2020 MONTHLY CHARGE</u>	<u>2020 ANNUAL CHARGE</u>
6	<u>Other Commercial Premises</u>					
a	Bowling Alley - per alley	700	\$ 2.11	\$ 25.35	\$ 2.15	\$ 25.85
b	Bowling Green - per green	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
c	Bus Depot	13,000	\$ 38.57	\$ 462.85	\$ 39.34	\$ 472.10
d	Car Wash - first bay (minimum charge)	36,000	\$ 106.91	\$ 1,282.95	\$ 109.05	\$ 1,308.60
e	Each additional bay	6,000	\$ 17.85	\$ 214.15	\$ 18.20	\$ 218.40
f	Commercial Farm	21,000	\$ 64.11	\$ 769.35	\$ 65.39	\$ 784.70
g	Commercial Workshop - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55
h	Fruit Stand	14,000	\$ 42.88	\$ 514.60	\$ 43.74	\$ 524.85
i	Funeral Parlour - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$ 8.63	\$ 103.50	\$ 8.80	\$ 105.55

**2019 and 2020
SEWER RATES**

SCHEDULE "D"

	Garage or Service Station or Keylock						
j	Station - first bay (minimum charge)	8,600	\$	25.71	\$	308.55	\$ 25.97 \$ 311.65
k	Each additional bay	1,400	\$	4.23	\$	50.75	\$ 4.31 \$ 51.75
l	Theatre	14,000	\$	42.88	\$	514.60	\$ 43.74 \$ 524.85
m	Warehouse - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.63	\$	103.50	\$ 8.80 \$ 105.55
n	Other - for each 1,000 sq. ft. of floor area or any portion thereof	2,900	\$	8.63	\$	103.50	\$ 8.80 \$ 105.55
7	<u>Industrial Premises</u>						
a	Abattoir	21,000	\$	64.11	\$	769.35	\$ 65.39 \$ 784.70
d	Stockyard - per acre	4,300	\$	12.85	\$	154.25	\$ 13.11 \$ 157.30
e	Other - for each 1,000 sq. ft. of floor area	2,900	\$	8.63	\$	103.50	\$ 8.80 \$ 105.55
8	<u>Public, Institutional and Non-Commercial Premises</u>						
a	Church	5,700	\$	17.17	\$	206.05	\$ 17.51 \$ 210.15
	Club Room Licenced (see Eating Establishments and Liquor Outlets)						
b	Club Rooms - Unlicenced	5,700	\$	17.17	\$	206.05	\$ 17.51 \$ 210.15
c	Court House	13,000	\$	38.57	\$	462.85	\$ 39.34 \$ 472.10
d	Curling Rink, Skating Rink, Arena	28,500	\$	85.77	\$	1,029.20	\$ 87.48 \$ 1,049.75
e	Meeting Hall, Public Hall	5,700	\$	17.17	\$	206.05	\$ 17.51 \$ 210.15
f	Fall Fair Grounds (Annually)		\$	85.43	\$	1,025.15	\$ 87.14 \$ 1,045.65
9	<u>Schools and Hospitals</u>						
a	Hospital, per patient bed	8,600	\$	25.71	\$	308.55	\$ 26.23 \$ 314.70
b	School, per classroom	8,600	\$	25.71	\$	308.55	\$ 26.23 \$ 314.70

SEWER ON METERED WATER PROPERTIES

Sewer rates applicable to all metered water users that have a sewer connection within the City of Salmon Arm

The user rate is a combination of A and B**A Base Rate (Based on connection size)**

	<u>2019</u>	<u>2020</u>
4 inch	\$ 26.35	\$ 26.85
6 inch	\$ 96.40	\$ 98.30
8 inch	\$ 135.00	\$ 137.70

Larger connections - Base rate to be determined by Council

B Per gallon charge (Based on metered water)

	<u>2019</u>	<u>2020</u>
First 80,000 gallons	\$2.75 per 1000 gals or part thereof	\$2.81 per 1000 gals or part thereof
Next 80,000 gallons	\$2.99 per 1000 gals or part thereof	\$3.05 per 1000 gals or part thereof
Next 80,000 gallons	\$3.27 per 1000 gals or part thereof	\$3.33 per 1000 gals or part thereof
Next 80,000 gallons	\$3.56 per 1000 gals or part thereof	\$3.63 per 1000 gals or part thereof
Next 80,000 gallons	\$3.98 per 1000 gals or part thereof	\$4.06 per 1000 gals or part thereof
All over 400,000 gallons	\$4.42 per 1000 gals or part thereof	\$4.50 per 1000 gals or part thereof

Notes:

- 1 Rates will be billed bi-monthly and are subject to the same penalty dates and provisions as the metered water billings.
- 2 No complaint of an error in any charge for sewer rates or charges shall be considered and no adjustment of any such error shall be made after a period of one year has elapsed since the end of the period for which such sewer rates or charges were made. After the termination of this period, all such sewer charges shall be deemed to have been properly and correctly made.
- 3 Property owners wishing to qualify for an irrigation credit must install a secondary meter to record water used for irrigation. Water gallonage that is subject to sewer charges will be calculated by deducting consumption at the secondary meter from that at the primary meter.

ALL SEWER USER RATES ARE GST EXEMPT

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Item 10.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4282 be read a final time.

[ZON-1131; Salmon Arm Shopping Centres Ltd./Green Emerald Investments Inc.; 1511 10 Avenue SW; R-1 to C-3]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: September 12, 2018

SUBJECT: Zoning Bylaw Amendment Application No. 1131 (R-1 to C-3)
 Legal: Lot 3, Section 15, Township 20, Range 10, W6M, KDYD, Plan 4309
 Civic Address: 1511 – 10 Avenue SW
 Owner: Salmon Arm Shopping Centres Ltd. (Smart Centres)
 Applicant: Green Emerald Investments Inc.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 15, Township 20, Range 10, W6M, KDYD, Plan 4309 from R-1 (Single Family Residential Zone) to C-3 (Service Commercial Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1511 – 10 Avenue SW and is currently vacant (APPENDICES 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to C-3 (Service Commercial Zone) for future development. The applicant does not intend to develop the property at this time; therefore no development plan is available. Site photos are attached as APPENDIX 5.

SITE CONTEXT

The subject parcel has approximately 22 m of frontage on 10 Avenue SW and is 2,020 m² in size. The property is designated Highway Service/Tourist Commercial in the City's Official Community Plan (OCP) and zoned Single Family Residential (R-1) in the Zoning Bylaw as shown in APPENDIXES 3 and 4. The adjacent land uses are described as follows:

North: Vacant First Nation Reserve Lands (I.R.7)
 South: Single Family Residential (R-1) and Agriculture (A-1)
 East: Service Commercial (C-3)
 West: Service Commercial (C-3)

The site is currently owned by Salmon Arm Shopping Centres Ltd. and was intended to be used as a potential secondary access for development located on I.R. 7 lands to the north. Since the Smart Centres development ultimately located elsewhere, the property owner no longer requires the property for a secondary access. If development is planned on I.R.7 and the Ministry of Transportation & Infrastructure

required a secondary access to 10 Avenue SW, the developer of I.R.7 would need to negotiate that with one of the property owners of land fronting this street (which is the situation now).

COMMENTS

Ministry of Transportation & Infrastructure

MOTI has granted preliminary approval.

Fire Department

No concerns.

Building Department

No concerns with rezoning application.

Engineering Department

Comments are attached as APPENDIX 6.

Planning Department

OCP Policy

As previously noted, the property is designated Highway Service/Tourist Commercial in the City's Official Community Plan (OCP), which supports the proposed C-3 zoning. OCP Policy 9.3.1 supports the development and infilling of Highway Service/Tourist Commercial lands as proposed.

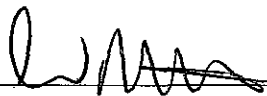
As per OCP policy 9.3.6 and aligned with recent development on nearby parcels, the future development of a commercial building would be guided by the Development Permit process. Furthermore, development would require a building permit, and will be subject to applicable Development Cost Charges, the Subdivision and Development Servicing Bylaw No. 4163 as well as meeting Zoning Bylaw and BC Building Code requirements.

10 Avenue SW / Future Development

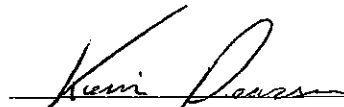
10 Avenue SW is designated as a future Urban Arterial Road in the OCP with a 25 m dedicated width. Special building setbacks of 18.5 m from centreline of 10 Avenue SW are required to meet the future road width. Additional dedication would be needed from the subject property to reach the full 25 m standard (approximately 4.88 m based on development review on the adjacent parcel to the east). Any dedication at this time would be voluntary by the owner/applicant, unless subdivision was proposed. In general, the site is relatively narrow which may limit the development options as a standalone parcel. The parcel to the west is currently vacant, currently zoned C-3 and could be potentially consolidated with the subject property for improved development potential.

CONCLUSION

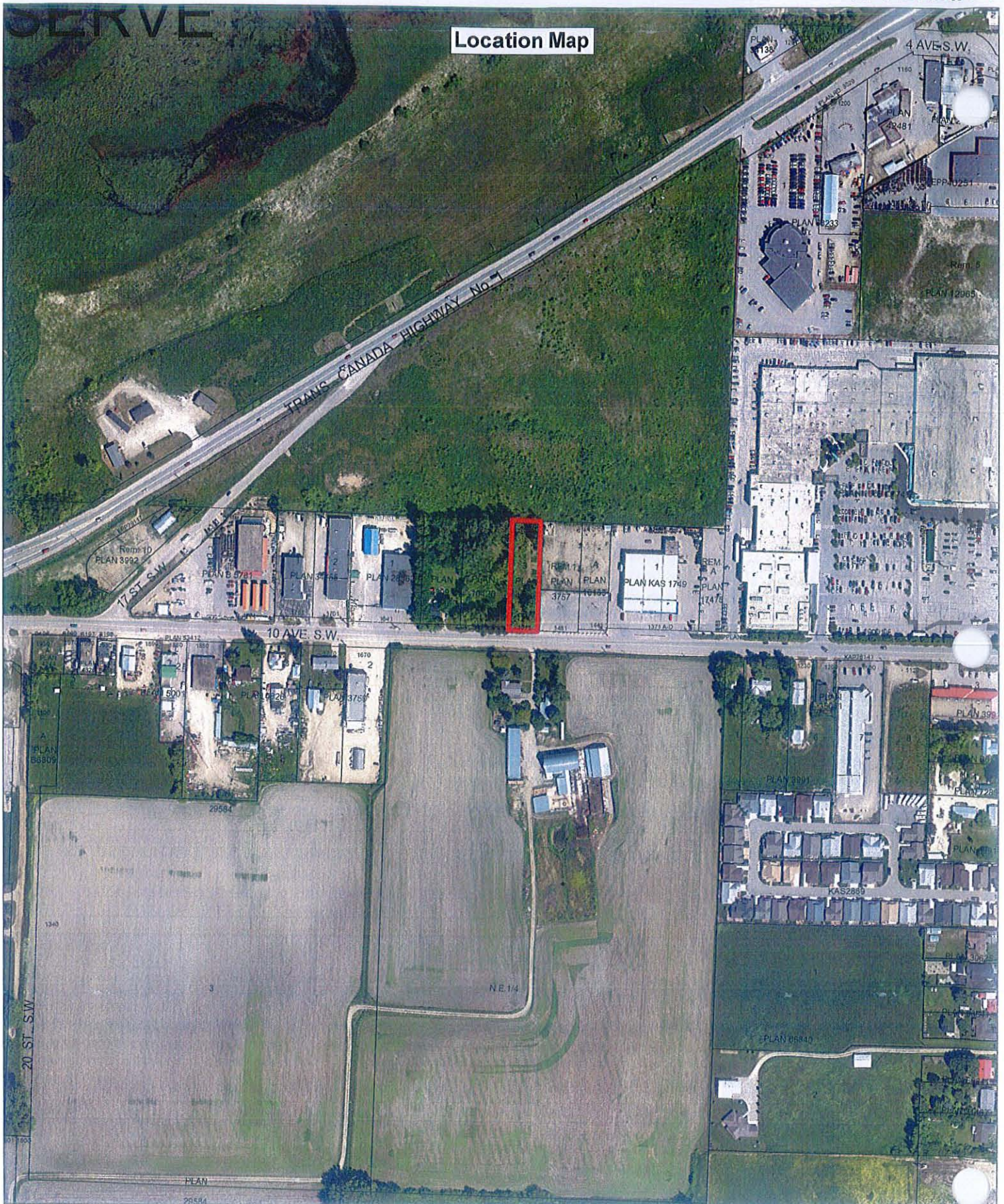
The proposed C-3 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff.



Prepared by: Wesley Miles, MCIP, RPP
Planning and Development Officer



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



A number line is shown with markings at 0, 40, 80, 120, and 160. A horizontal bar is drawn below the line, starting at 0 and ending at 120. The bar is divided into two sections: the first section from 0 to 80 is shaded blue, and the second section from 80 to 120 is white with a black outline. The word "Meters" is written below the number line.



Subject Parcel

Orthophoto

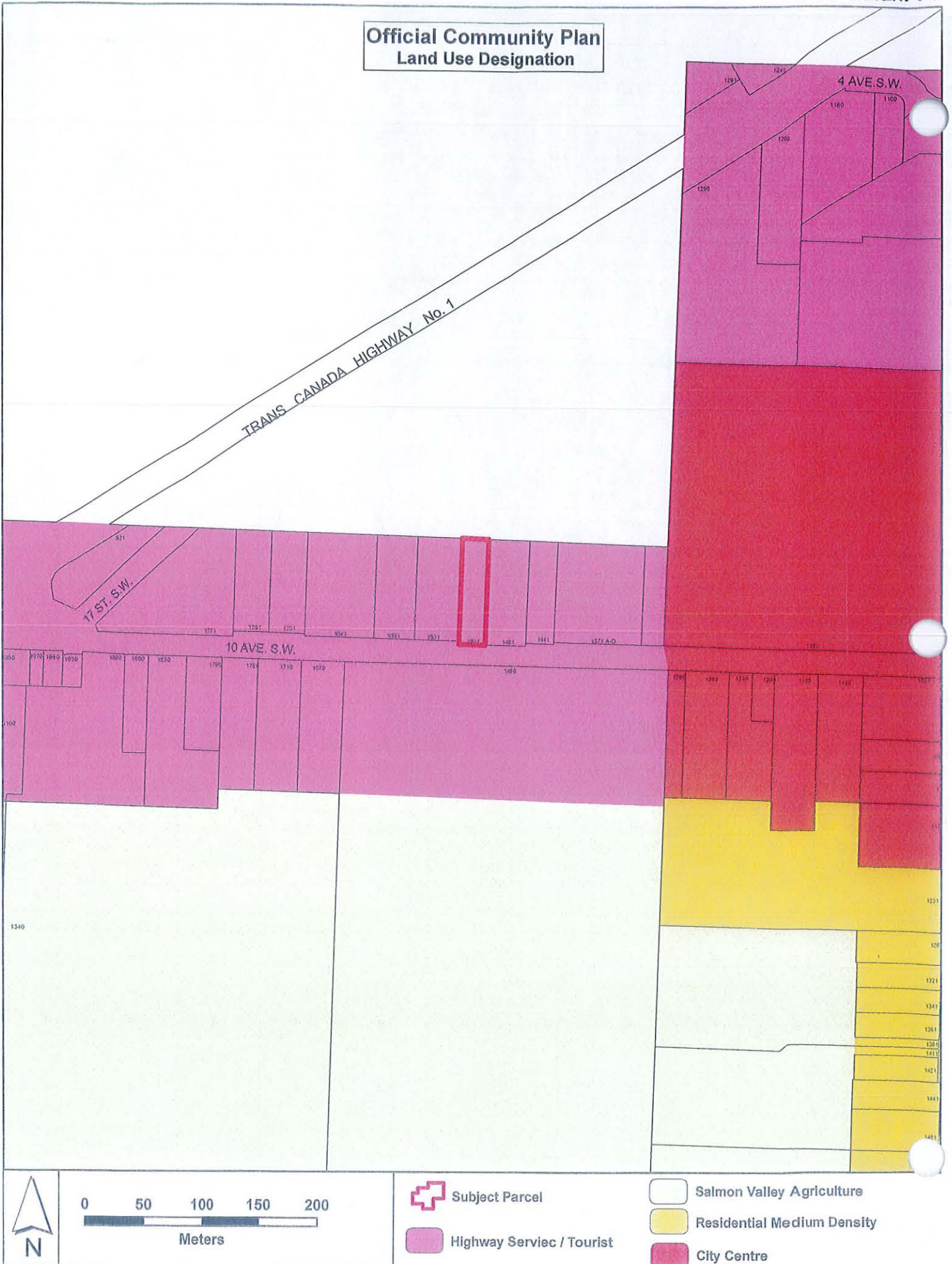


0 8.5 17 25.5 34
Meters



Subject Parcel

**Official Community Plan
Land Use Designation**



0 50 100 150 200
Meters



Subject Parcel



Highway Service / Tourist



Salmon Valley Agriculture

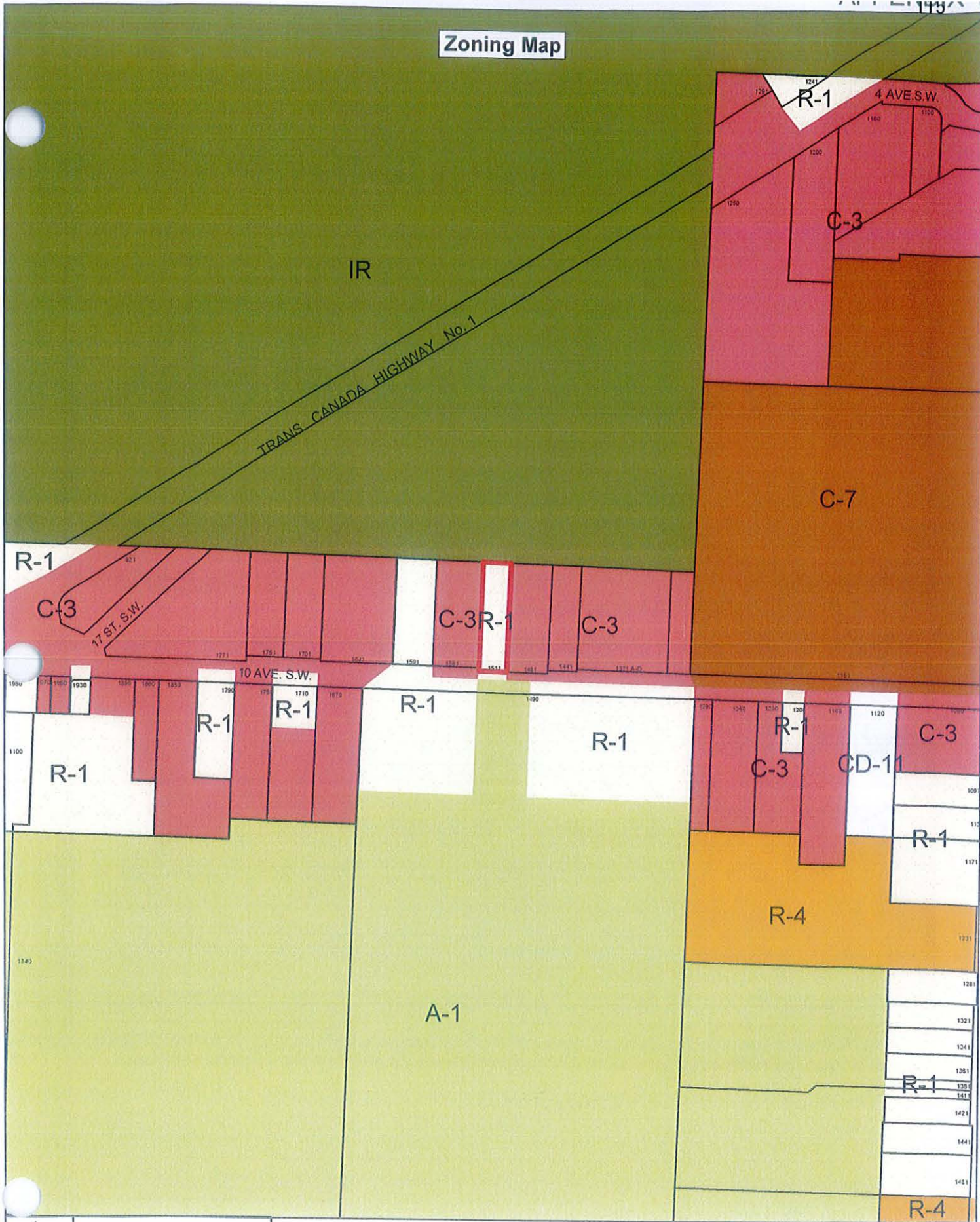


Residential Medium Density



City Centre

Zoning Map



0 20 40 60 80 100
Meters



Subject Parcel

Service Commercial

Single Family Residential

Shopping Centre Commercial

Agriculture

Medium Family Residential

APPENDIX 5



Photo 1: Photo looking north from 10 Avenue SW at the subject property.



Photo 2: Photo looking north west from 10 Avenue SW at the subject property.



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

To: Kevin Pearson, Director of Development Services
 Date: 24 August, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1131**
 Legal: Lot 3, Section 18, Township 20, Range 10, W6M KDYD, Plan 4309
 Civic: **1511 – 10 Avenue SW**
 Owner: **Salmon Arm Shopping Centres Ltd., 700 Applewood Crescent, Ontario L4K 5X3**
 Applicant: Green Emerald Investments Inc., 2100 – 45 Avenue NE, Salmon Arm, BC V1E 2A3

Further to your referral dated July 10, 2018, we provide the following servicing information. **The following comments and servicing requirements are not conditions for the Zoning Amendment. These comments are provided as a courtesy in advance of any development proceeding. For the purpose of this referral it is assumed any development would not require subdivision.**

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the Owner/developer'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. Development property to be serviced by underground electrical and telecommunications wiring. Applicant is not required to underground 3 phase overhead lines; however poles may be required to be relocated to an appropriate offset within boulevard.
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. 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),

ZONING AMENDMENT APPLICATION FILE NO. ZON-1131

21 August 2018

Page 2

control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. The applicant will be required to submit for City review and approval an engineered design (plan/profile) for any off-site improvements or works within City owned lands. Design must be prepared and submitted by a qualified professional engineer. Refer to the sections below for more information. The applicant may contact the Engineering Department should additional information be required. Securities equal to 125% of the estimated off-site servicing costs will be required as a condition of development.

Roads/Access:

1. 10 Avenue SW on the southern property boundary is classified as an Urban Arterial Street requiring an ultimate 25.0m road dedication (12.5 meters from centreline). All building setbacks will be required to conform to the ultimate 25.0 meters cross section. Available records indicate an additional 4.88m will ultimately be required (to be confirmed by BCLS). However, no dedication is required through a Development or Building Permit.
2. 10 Avenue SW is constructed to an Interim Arterial Street standard. Upgrading along the property's frontage to the Urban Arterial standard (RD-4: Interim 20m ROW) will be required. Improvements will include, but are not limited to curb & gutter, sidewalk, boulevard construction, street drainage and street lighting. Since these works are premature at this time, a 100% cash in lieu contribution for future construction of the works will be required.
3. The subject property shall be served by a single driveway access with a maximum width of 8.0m.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades are anticipated.
2. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
3. Fire protection requirements to be confirmed with the Building Department and Fire Department.
4. Property is to be serviced by single metered water service connection (as per Specification Drawing No. W-11), including backflow prevention, adequately sized to satisfy the proposed use (minimum 25mm). Available records indicate that the property is currently serviced by a 12.5mm service from the watermain on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1131

21 August 2018

Page 3

Sanitary:

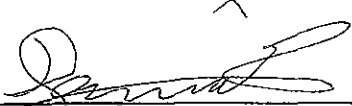
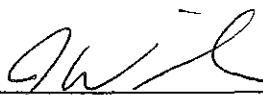
1. The subject property fronts a 300mm diameter sanitary sewer on 10 Avenue SW. No upgrades are anticipated.
2. The property shall be serviced by a single sanitary service connection (as per Specification Drawing SAN-4) adequately sized (minimum 100mm) to satisfy the servicing requirements of the development. Available records indicate that the property is currently serviced by a 100mm diameter service from the existing sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Applicant is responsible for all associated costs.

Drainage:

1. The subject property fronts a 1700mm diameter storm sewer on 10 Avenue SW. No upgrades are anticipated.
2. The property to be serviced by a single storm service connection (as per Specification Drawing ST-4) adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Available records indicate that there is no existing storm connection to the property. Alternative methods of managing the stormwater may be considered, with specific approval from the City Engineer as part of an Integrated Stormwater Management Plan. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. Should discharge into the City storm sewer be part of the ISMP, owner's Engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. Based on available information, it is expected that site retention and release at 5 year pre-development flows will be required.

Geotechnical:

1. A geotechnical report to be submitted in accordance with the Engineering Departments Geotechnical Study Terms of Reference for Category A – Building foundation design and site drainage.


Xavier Semmelink, EIT
Engineering Assistant
Jenn Wilson P.Eng., LEED® AP
City Engineer

22. STATUTORY PUBLIC HEARING

1. Zoning Amendment Application No. ZON-1131; Salmon Arm Shopping Centres Ltd./Green Emerald Investments Inc.; 1511 10 Avenue SW; R-1 to C-3

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

Submissions were called for at this time.

G. Arsenault, the agent, was available to answer questions from the Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4282 was declared closed at 7:34 p.m.

CITY OF SALMON ARM

BYLAW NO. 4282

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on October 9, 2018 at the hour of 7:00 p.m. was published in the September 26, 2018 and the October 3, 2018 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 3, Section 15, Township 20, Range 10, W6M, KDYD, Plan 4309 from R-1 (Single Family Residential Zone) to C-3 (Service Commercial Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

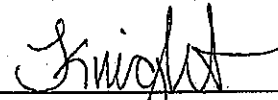
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4282"

READ A FIRST TIME THIS 24th DAY OF September 2018

READ A SECOND TIME THIS 24th DAY OF September 2018

READ A THIRD TIME THIS 9th DAY OF October 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 19th DAY OF October 2018



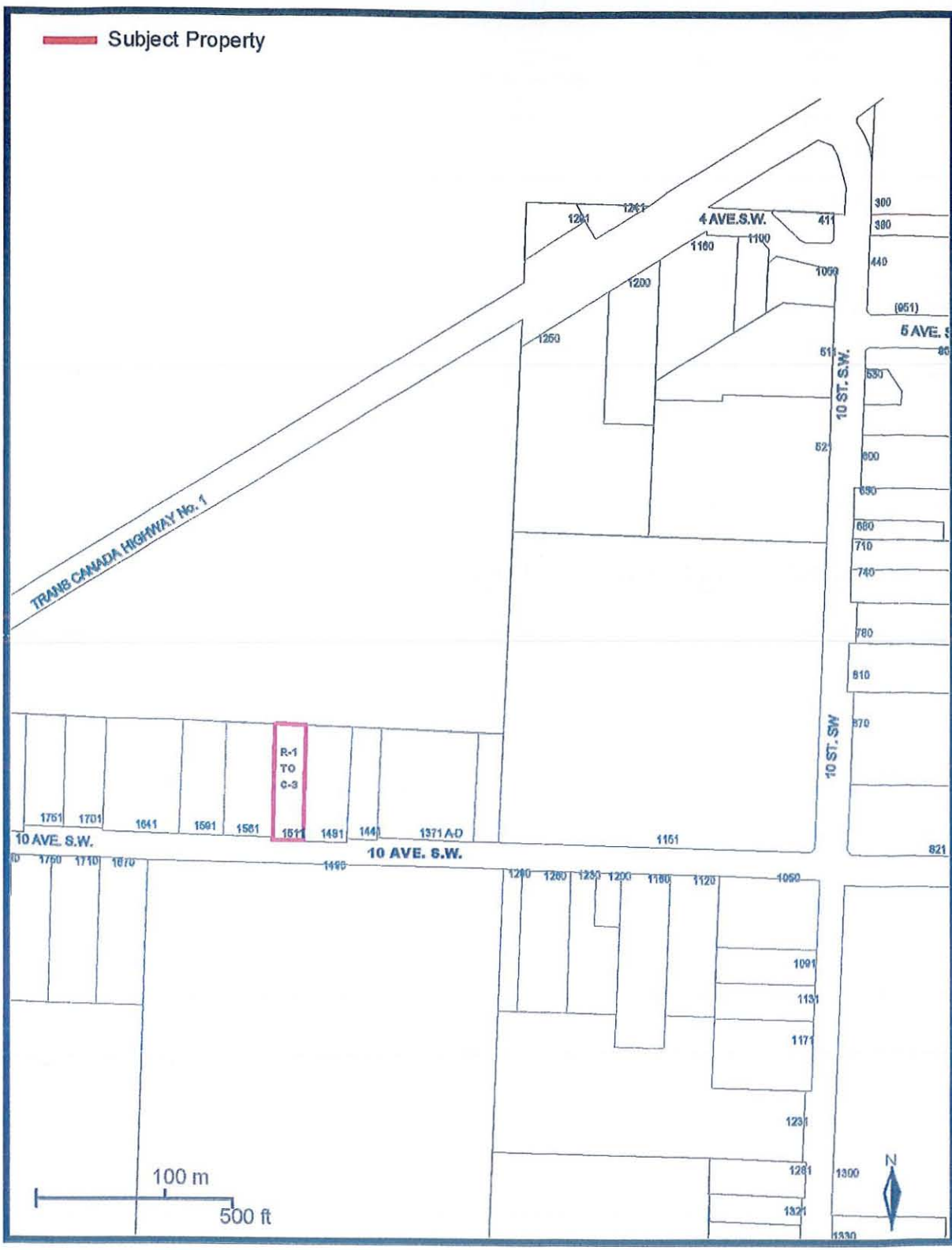
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 10.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4283 be read a final time.

[ZON-1132; Fennell, L.; 110 2 Street SE; R1 to R-8]

Vote Record

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

Opposed:

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



Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council

Date: September 12, 2018

Subject: Zoning Bylaw Amendment Application No. 1132

Legal: Lot 8, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392

Civic: 110 – 2 Street NE

Applicant: Fennell, L

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 8, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

1. confirmation that the proposed detached suite meets Zoning Bylaw and BC Building Code requirements; and
2. approval by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 110 2 Street NE (Appendix 1 and 2) and presently contains an existing single family dwelling and accessory building. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the repurposing of the existing accessory building under Building Permit to a *detached suite*.

BACKGROUND – SECONDARY SUITES

The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in the residential portion of the city centre, largely comprised of R-1 zoned parcels containing single family dwellings and R-5 zoned multi-family buildings. There are currently two R-8 zoned parcels within the proximity of the subject parcel.

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

The subject parcel contains an existing single family dwelling and accessory building. The parcel meets the conditions as specified by the proposed R-8 zone, with the exception of the siting of the accessory building: the existing building does not meet the more restrictive applicable setbacks for a detached suite

(2 metres from the interior side parcel line, and 3 metres from the rear lane, as opposed to 1 metre setbacks for an accessory building) and a variance application has been submitted for Council's consideration at an upcoming meeting. Site photos are attached as Appendix 5.

The existing 60 square metre accessory building is in the south-east corner of the lot, adjacent the lane. The building is below the 7.5 metre maximum permitted height of an accessory building containing a detached suite and the current buildings (40%) would be well below the 45% maximum parcel coverage, while the proposed suite is within the current 15% maximum parcel coverage for a detached suite.

Restrictive Covenant

In 2002, a parcel coverage variance was required and approved (DVP-212), increasing the parcel coverage for accessory buildings from 10% to 15% (aligned with the maximum of 15% currently permitted). At that time, Council required a covenant on title prohibiting residential use of the accessory building as a condition of approval for that DVP. In conjunction with this zoning application to permit a detached suite under current policy and regulations, the applicant has requested the removal of the restrictive covenant. Subject to approval of this zoning application, staff support the covenant removal.

COMMENTS

Ministry of Transportation & Infrastructure

MOTI has granted preliminary approval.

Engineering Department

No concerns with rezoning. Records indicate water service upgrades will be required at time of Building Permit. Comments attached as Appendix 6.

Building Department

Building permit 9940B was issued to renovate the existing accessory building. The scope of BP 9940B was limited to the structural shell only. A separate building permit is required to complete the interior framing, insulation and interior finishing of the building. The owner has been advised that BC Building Code requirements must be met to convert to a detached suite and is prepared to construct as required.

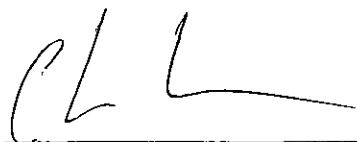
Development Cost Charges (DCCs) are payable at the time of Building Permit for a Detached Suite in the amount of \$6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

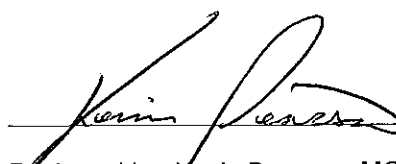
No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Given that the proposal involves an existing building, the character of the parcel would not be unreasonably or significantly altered. Any development of a detached suite would require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements. Should the zoning bylaw be adopted, the covenant limiting residential use of the accessory building may be released from title, with the owner/applicant responsible for associated costs.

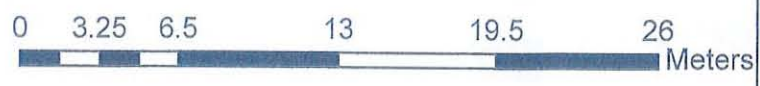


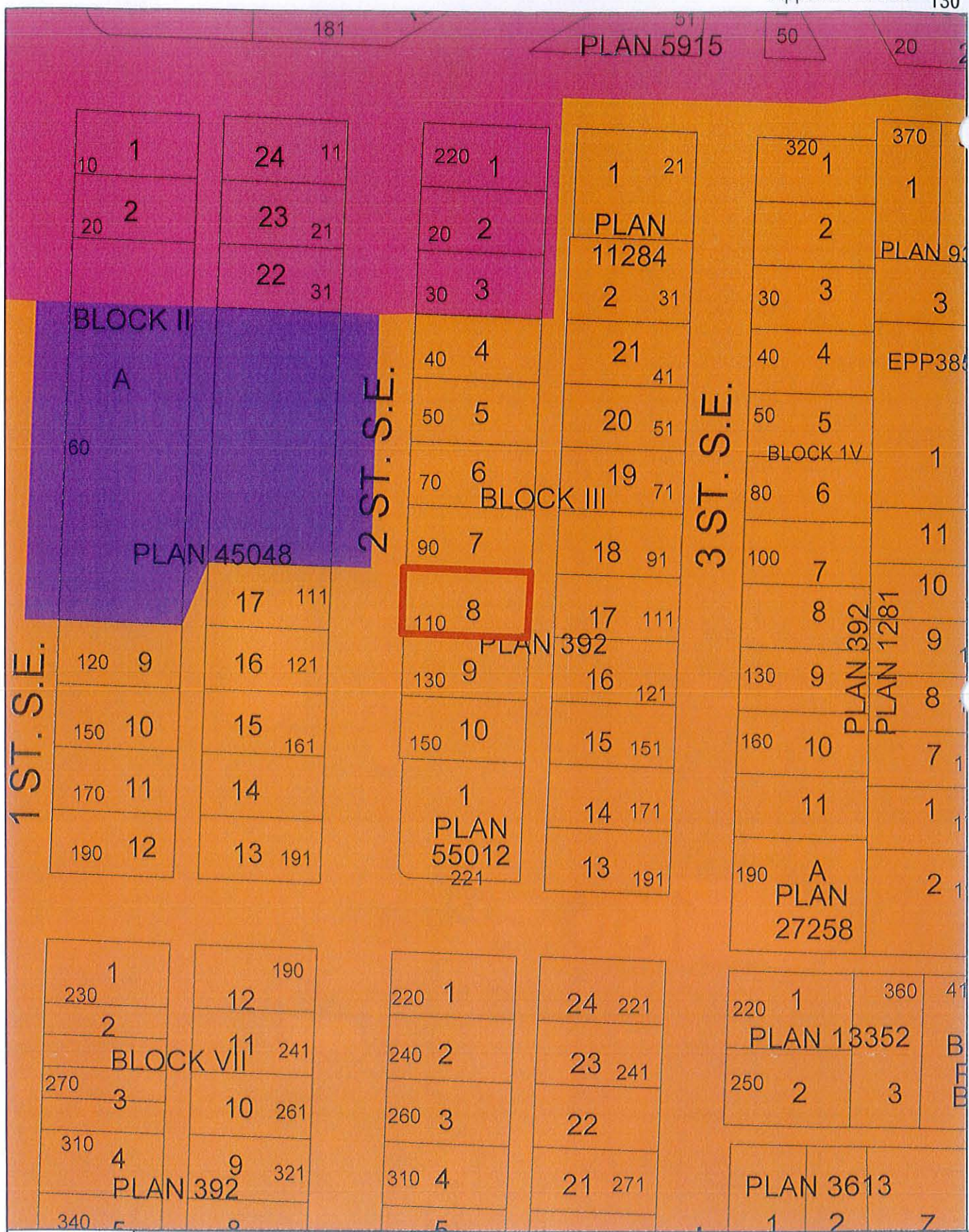
Prepared by: Chris Larson, MCP
Planning and Development Officer




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












0 5 10 20 30 40
Meters




Subject Parcel



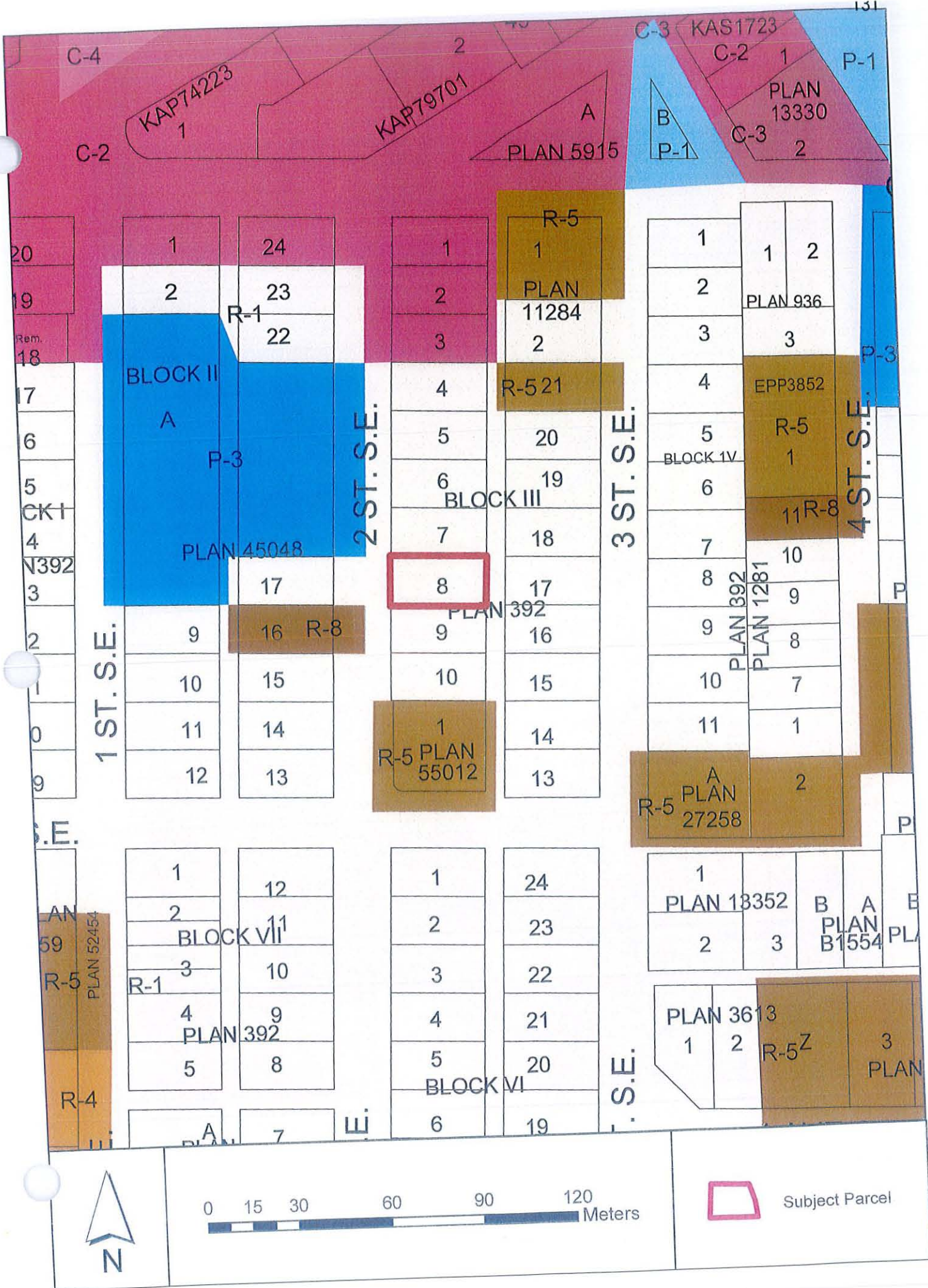
Institutional



Commercial - City Centre



High Density - Residential





View of subject parcel from 2 Street NE, with accessory building visible in rear yard.



View of accessory building looking north from rear lane.



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

TO: Kevin Pearson, Director of Development Services
 DATE: 10 September 2018
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **Fennell, L. & S.**, 3980 Heighton Road, Armstrong, BC V0E 1B8
 APPLICANT: Walsh, N., 110 – 2 Street SE, Salmon Arm, BC V1E 1G8
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1132**
 LEGAL: Lot 8, Block 3, Section 14, Township 20, Range 10 W6M KDYD, Plan 392
 CIVIC: **110 – 2 Street SE**

Further to your referral dated 17 July 2018, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

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

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. This proposed development is exempt from frontage improvements under Subdivision and Development Servicing Bylaw No. 4163, Section 5.3.
4. Property shall have all necessary public infrastructure installed to ensure properties can be serviced with electrical and telecommunication wiring upon development.
5. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
6. 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.
7. Erosion and Sediment Control measures may be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
8. At the time of Building Permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

ZONING AMENDMENT APPLICATION FILE: ZON-1132

10 September 2018

Page 2

Roads / Access:

1. 2 Street SE, 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 0.856m of additional road dedication is required (to be confirmed by a BCLS). Note that although the City does not require dedication at this time, all building setbacks will be required to conform to the ultimate property line.
2. 2 Street SE is currently constructed to an Interim Local Road standard. No improvements will be required, as per previously noted exemptions.
3. The Lane on the subject properties eastern boundary requires a total road allowance of 7.3m (3.65m from centre line). Available records indicate that an additional 0.602m will be required (to be confirmed by a BCLS). Note that although the City does not require dedication at this time, all building setbacks will be required to conform to the ultimate property line.
4. The Lane is currently constructed to an Interim Lane standard. Upgrading to the Paved Lane standard is required, however no upgrades are required at this time as per previously noted exemptions.

Water:

1. The subject property fronts a 200mm diameter Zone 1 watermain on 2 Street SE. No upgrades will be required at this time.
2. The lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost.
3. Records indicate that the existing property is serviced by a 12.5mm service from the 200mm diameter watermain on 2 Street SE. Upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Sanitary:

1. The subject property fronts a 150 diameter sanitary sewer on 2 Street SE. No upgrades will be required at this time as per previously noted exemptions.
2. The lot is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 2 Street SE. No upgrades will be required.

ZONING AMENDMENT APPLICATION FILE: ZON-1132

10 September 2018

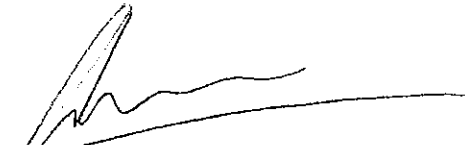
Page 3

Storm

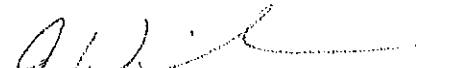
1. Records indicate that the existing property is not serviced by a storm service.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The lot 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.

Geotechnical:

1. Subject to the proposed development, a geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), may be required.



Chris Moore
Engineering Assistant



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

22. STATUTORY PUBLIC HEARING**2. Zoning Amendment Application No. ZON-1132; Fennell, L.; 110 2 Street SE; R-1 to R-8**

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

Submissions were called for at this time.

L. Fennell, the applicant, outlined the application and was available to answer questions from the Council.

T. Stushnov, 130 2 Street SE, expressed concerns regarding lot size, BC Building Code requirements and noise.

R. Morris, 111 3 Street SE, spoke regarding snow removal and parking issues.

L. Shipmaker, 151 3 Street SE, expressed concerns regarding the condition and width of the laneway at the rear of the property.

L. Shipmaker - letter dated October 9, 2018 - Proposed Amendment to Zoning Bylaw, Civic Address 110-2 Street SE

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4283 was declared closed at 8:00 p.m.

CITY OF SALMON ARM

BYLAW NO. 4283

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on October 9, 2018 at the hour of 7:00 p.m. was published in the September 26, 2018 and the October 3, 2018 issues of the Salmon Arm Observer;

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

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

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

- 1) Add the following:

Rezone Lot 8, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4283

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4283"

READ A FIRST TIME THIS 24th DAY OF September 2018

READ A SECOND TIME THIS 24th DAY OF September 2018

READ A THIRD TIME THIS 9th DAY OF October 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 19th DAY OF October 2018



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE - NOVEMBER 13, 2018

1.	Building Department - Building Statistics - October 2018	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	M. Fischer - email dated October 31, 2018 - Dog poop bags	S
4.	R. Moerike - letter dated October 31, 2018 - Pooling water, property lines and utilities for suites	A
5.	Owner/President, Salmon Arm Taxi Ltd. - letter dated October 23, 2018 - Notice of Pending Taxi Rate Increase	N
6.	Interior Health - newsletter dated October 2018 - Healthy Communities	N
7.	BC Healthy Communities - email dated November 2, 2018 - Upcoming Event & Livestream - Physical Activities for All: tools and Approaches for Equity in Active Communities	N
8.	S. Robinson, Minister of Municipal Affairs and Housing - email dated October 26, 2018 - Fraser Basin Council - Signing Ceremony Invite	N
9.	S. Robinson, Minister of Municipal Affairs and Housing - letter dated October 31, 2018 - 2018 Union of British Columbia Municipalities Convention	N
10.	K. Conroy, Minister of Children and Family Development - email dated November 2, 2018 - Letter from the Honourable Katrine Conroy	N
11.	M. Arnold, MP North Okanagan-Shuswap - letter dated November 2, 2018 - Congratulations	N
12.	K. LeNoury, Assessor, Thompson Okanagan - letter dated November 6, 2018 - Congratulations	N
13.	M. LoVecchio, Director of Government Affairs, Canadian Pacific - email dated October 26, 2018 - Update on Wetdown Facility	N
14.	M. Luczi, Executive Officer, Canadian Home Builders' Association Central Okanagan - Congratulations from CHBA CO	N
15.	S. Yurkovich, President and CEO, BC Council of Forest Industries - letter dated October 25, 2018 - Congratulations on your Election	N
16.	Safe Drinking Water Team - email dated October 30, 2018 - It is with heavy hearts that we inform you of the passing of Dr. Hans Peterson	N
17.	J. Townsend, Mayor of Valemount to UBCM - letter dated October 3, 2018 - UBCM donation to charities in lieu of gifts for guest speakers	N
18.	S. Adams, Chair, Open for Business Awards Committee - email dated October 2, 2018 - Open for Business Awards: Nomination period now open	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

)

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Item 12.1

CITY OF SALMON ARM

Date: October 9, 2018

Presentation 4:00 p.m.

NAME: Staff Sergeant West, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report - July - September 2018

Vote Record

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

Opposed:

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



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Date

October 19, 2018

Mayor and Council City of Salmon Arm

RE: Salmon Arm RCMP Detachment

Quarterly Policing Report - July through September

Dear Mayor and Council and CSRD Directors,

I provide you this report on our detachment's efforts in policing the Salmon Arm and greater area. The report covers the period of July through September 30th, 2018.

Detachment News

Detachment staffing of regular members has seen one position run vacant in this quarter. The position will be filled in October with the arrival of an officer from Williams Lake. Our municipal employees and Police Based Victim Services continue to be engaged in training.

At our latest Detachment Commanders Conference I learned that our District Office will be asking the province for additional officers for our provincial area. Our detachment is high up on the priority list for additional positions. My members do appreciate the City's and CSRD's continued support at the provincial level as we work to obtain additional policing positions to support our rural residents.

The Criminal Code files we attended this quarter were up compared to 2017 over our detachment area. Again, we have seen property crime driving this trend. The spike is likely due to relatively few offenders. We have worked diligently to locate and arrest two individuals who were behind this trend. We are also actively targeting two more individuals which we know are victimizing area residents. I am sure that once we deal with these two individuals that property crime stats will drop. We have already seen the property crime statistics drop in the last 30 days. I have noted that Break and Enter complaints to residences are down slightly as is auto theft. I have mentioned in the past our numbers are low so that this is a difference of a few files but it is a positive trend.

Canada

RCMP GRC 2823 (2002-11) WPT

Page 1 of 2

In the quarter we responded to 2250 calls for service. 1379 or 61% of these calls for service were within our city and 39% were in the rural area. Our calls for service were down just over 10% from last year in the same quarter. Our Criminal Code investigations are up from 300 last year to just over 400 cases this year in the same quarter. Translation, the overall calls for service are down but the seriousness of these matters is up slightly. These serious investigations do require more investigative time and effort to bring them to the standard that Provincial Crown expects so they may be considered for charge approval.

On the legal front, we have received information from the province and are well situated to apply the provincial Cannabis Act. The policing community expects to see a spike in complaints moving forward associated to the legalization of cannabis and we also expect challenges in the courts which will result in additional court time for officers.

In the detachment area we had 43 collisions with injuries or damage to vehicles in excess of \$1000 in the quarter. We saw 59 in the same quarter in 2017. We are speaking with ICBC representatives to compile data on our crash statistics. The effort is to strategically target our enforcement further there by reducing collision severity and frequency. The downward trend may be due to:

- 450 traffic tickets and warning we wrote,
- 32 high risk driving charges,
- 22 impaired drivers officers took off the road,
- 20 traffic enforcement blitz's we conducted locally.

Our officers have all have made a concerted effort to make local roads as safe as they can be.

Investigative highlights from the past quarter:

- Our officers combined with other detachments, air services and our police dog services to put 2 property criminals in custody,
- We have secured an arrest warrant for one of our two known property offenders that are still in the community,
- 46 Downtown Foot Patrols,
- We have recovered 3 stolen quads, 1 motorcycle and stolen vehicles in the past quarter and gotten them back to their owners.
- Our regional Highway Patrol Unit is investigating one fatal motor vehicle crash in the rural jurisdiction.

Unfortunately, I did not have the customary statistics page available at the time of writing but will attempt to have them compiled and sent for dissemination.

Yours in Service,



Scott West, S/Sgt.

NCO i/c Salmon Arm RCMP Detachment

Canada

RCMP GRC 2823 (2002-11) WPT

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Item 22.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council approve application CRS-1;

AND THAT: Council has considered its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 00839;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

[The Greenery Cannabis Boutique Ltd.; 190 Trans Canada Highway NE (Unit #2); CRS-1]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: His Worship Mayor Harrison and Members of Council

DATE: October 23, 2018

SUBJECT: Cannabis Retail Store Application No. 1 (CRS-1)
Provincial Cannabis Referral No. 000839 - Received September 14, 2018

Applicant: The Greenery Cannabis Boutique Ltd.
Property Owner: Layston Developments Corp. / Nova Capital Ltd.
Civic Address: 190 Trans Canada Highway NE

STAFF RECOMMENDATION

THAT: By a Resolution, Council approve application CRS-1;

AND THAT: Council has considered its resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. #000839
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing on November 13, 2018.

PROPOSAL

The applicant is proposing to start a cannabis retail business within "Unit 2" of a one-story building comprised of two lease spaces addressed at 190 Trans Canada Highway NE (application background received from the Province and images of the property are attached).

BACKGROUND

CRS-1 is the first cannabis retail store application reviewed by City Council. The City was referred the related Provincial licence application on September 14, 2018.

The retail sale of cannabis became legalized under Federal law on October 17, 2018. The licencing control has been delegated to each Province. In BC, the new Liquor Cannabis Licencing Branch (LCLB) is the Primary licencing authority over cannabis retail stores. In turn, the Province's licencing and approvals system relies significantly on local government responses to LCLB applications.

In anticipation of the Federal Cannabis Act along with the new Provincial licencing regulations both now in effect, the City adopted Cannabis Retail Store Policy No. 3.20 on August 27, 2018 (Policy attached).

Cannabis Retail Store Policy No. 3.20

The subject property is located within the "Core Commercial Area" of the Policy; an area that supports a maximum of four (4) LCLB licenced and City approved cannabis retail stores. Public notification of the application proposal and Hearing date will be completed in accordance with Section E) 5. of the Policy. All properties within 30 m of the subject property will be mailed notification and one advertisement of the public notice in the Salmon Arm Observer will be advertised before the scheduled Hearing date.

Application CRS-1

Zoning Bylaw No. 2303

The C-2 zoning of the subject property permits the use of a retail store.

Business Licence Regulation Bylaw No. 3102

CRS-1 is not a City Business Licence application. If Council approves application CRS-1, followed by the LCLB issuing a Provincial Cannabis Retail Licence, a Business Licence can then be considered by the City's licencing staff. Considerations by staff for City Business Licences generally include a premise meeting BC Building and Fire Code requirements and Zoning Bylaw regulations.

Provincial (LCLB) Licencing

The LCLB is awaiting a resolution from City Council on this Provincial application before it considers the issuance of a Provincial Cannabis Retail Licence. The attached letters from the LCLB refers to its staff having conducted a "fit and proper" assessment which includes financial and security background checks of the proprietor.

STAFF COMMENTS

Building Department

No concerns, subject to any relevant Building Code requirements that will be confirmed with a City Business Licence application.

Fire Department

No concerns, subject to any relevant Fire Code requirements that will be confirmed with a City Business Licence application.

RCMP

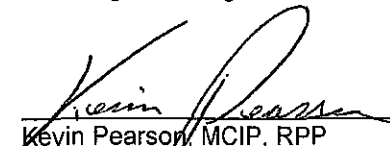
The proposal meets the spirit of City Policy No. 320; however there is some concern with the close proximity of the storefront to Fletcher Park.

Planning Department

The lease area - approximately 1,450 ft² - has been vacant for a number of years. Unit 1 of the same building is occupied by Ecotreats Bistro. The applicant has confirmed positive consultation with the owner of Ecotreats and intent to consult with other businesses near the subject property.

Further to the RCMP's concern, the storefront is slightly over 100 m in walking distance to the northwest entrance to Fletcher Park. According to the new Provincial cannabis regulations, the consumption of cannabis is prohibited within public parks with playgrounds and other recreation facilities used by minors.

The proposal meets the City's OCP policies, Zoning Bylaw and Cannabis Retail Store Policy No. 3.20. The location, site and building are regarded by the undersigned as being suitable for a retail store intending to sell legal cannabis.


 Kevin Pearson, MCIP, RPP
 Director of Development Services



Job # 000839

September 14, 2018

Kevin Pearson
 Director of Development Services
 City of Salmon Arm
 Box 40, 500 2 Ave NE
 Salmon Arm BC V1E 4N2

Dear: Kevin Pearson

Re: Application for a Non-Medical Cannabis Retail Store Licence
Applicant: Michael Poulton
Proposed Establishment Name: The Greenery Cannabis Boutique
Proposed Establishment Location: Unit 2 – 190 Trans Canada Highway NE

The Applicant, Michael Poulton, has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence proposed to be located at the above-noted address. The applicant is requesting operating hours from 9:00 am to 11:00 pm. The applicant contact is Michael Poulton/306-216-0479/mike.poulton@live.ca.

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the [Cannabis Control and Licensing Act](#) prevents the LCRB from issuing a CRS licence without a positive recommendation regarding the CRS licence application from the local government or Indigenous nation.

The LCRB is requesting the City of Salmon Arm to consider the application and provide the LCRB with a written recommendation with respect to the application. To assist with your assessment of the application, a site map of the proposed cannabis retail store is attached. The following link opens a document which provides specific and important information and instructions on your role in the CRS licensing process, including requirements for gathering the views of residents.

[Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores](#)

OR

[Indigenous Nations' Role in Licensing Non-Medical Cannabis Retail Stores](#)

The LCRB will initiate an applicant suitability assessment regarding this CRS application, also known as a “fit and proper” assessment, which is comprised of financial integrity checks and security screenings of the applicant and persons associated with the applicant. Once the

Liquor and Cannabis
 Regulation Branch

Mailing Address:
 PO Box 9292 Stn Prov Govt
 Victoria BC V8W 9J8

Location:
 645 Tyee Road
 Victoria BC V9A 6X5
 Phone: 250 952-5787
 Facsimile: 250 952-7066

Website:
www.gov.bc.ca/cannabisregulationandlicensing

assessment is complete, you will be notified of the LCRB's determination. You may choose to withhold your recommendation until the LCRB has made a final decision regarding the applicant's suitability.

If you choose not to make any recommendation regarding this application, please contact the LCRB at the earliest convenience. Please note that a Cannabis Retail Store Licence cannot be issued unless the LCRB receives a positive recommendation from the local government or Indigenous nation. Similarly, if a local government or Indigenous nation decides not to make any recommendation, the LCRB will not consider the application any further.

If you have any questions regarding this application please contact me at 778-698-3135/
TanyaLynn.Frey@gov.bc.ca.

Sincerely,



Senior Licensing Analyst

Attachment

copy: LCRB Inspector
Michael Poulton



Job # 000839

October 22, 2018

Kevin Pearson/Denise Ackerman
Development Services
City of Salmon Arm
500 2nd Ave. NE

Re: Application for a Non-Medical Cannabis Retail Store Licence
Applicant: The Greenery Cannabis Boutique Ltd.
Proposed Establishment Name: The Greenery Cannabis Boutique
Proposed Establishment Location: 2 – 190 Trans Canada Hwy NE, Salmon Arm

The Liquor and Cannabis Regulation Branch (LCRB) has completed the required financial integrity checks and security screenings for The Greenery Cannabis Boutique Ltd, and persons associated with The Greenery Cannabis Boutique Ltd.

One of the requirements that must be met before the issuance of a Non-Medical Cannabis Retail Store Licence (CRS) under the *Cannabis Control and Licensing Act* is a positive recommendation from the local government and/or Indigenous nation of the area in which the proposed retail store is located. The General Manager must take the recommendation into account in deciding whether to issue the CRS to the applicant.

If the local government or Indigenous nation chooses not to make a recommendation regarding this application, please contact the LCRB at the earliest convenience.

For more information on the local government and Indigenous nation role please see the following links:

https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/documents/local_government_role_in_licensing_cannabis_retail_stores.pdf

OR

https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/documents/indigenous_nation_role_in_licensing_cannabis_retail_stores.pdf

If you have any questions please feel free to contact me at 778 698 9082.

Sincerely,

Erica Owsianski
Senior Licensing Analyst

copy: Applicant
Provincial Director, Compliance

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8

Location:
645 Tyee Road
Victoria BC V9A 6X5
Phone: 250 952-5787
Facsimile: 250 952-7066

Website:
www.gov.bc.ca/cannabisregulationandlicensing



Proposed Cannabis Retail Store
"Unit 2"





CITY OF SALMON ARM

POLICY NO. 3.20

A) TOPIC: Cannabis Retail Stores – Policy and Application Procedures

B) GENERAL:

1. The City of Salmon Arm recognizes the retail sale of cannabis as being a permissive activity and land use subject to:
 - a) Adherence to Federal and Provincial laws and regulations;
 - b) Provincial licencing approval;
 - c) Adherence to City bylaws and regulations; and
 - d) City business licencing approval.
2. The City's Zoning Bylaw permits the retail sale of goods including cannabis in various commercial zones; however, despite the zoning of a property, the location of a retail store intending to sell cannabis must be approved by a City Council resolution and Provincial approval.
3. City Council will, at its discretion, consider a recommendation of approval or not of a retail store intending to sell cannabis during its formal review of a cannabis retail licence application referred to the City by the Province of British Columbia.
4. During its review of a Provincial application, City Council may or may not consider the location preference criteria of this policy.
5. This policy is intended to serve merely as guidelines and does not bind City Council in its decision making process.
6. Application review procedures for cannabis retail stores are outlined in Section E) of this policy.
7. The City deems the Federal and Provincial governments as being responsible for the monitoring and enforcement of its laws and regulations pertaining to cannabis retail sales.

C) ZONING BYLAW:

The City of Salmon Arm's Zoning Bylaw No. 2303 allows cannabis retail sales under the defined uses *retail store* and *convenience store* as permitted in the following zones:

- C-1 Neighbourhood Commercial
- C-2 Town Centre Commercial Zone
- C-3 Service Commercial Zone
- C-6 Tourist/Recreation Commercial Zone
- C-7 Shopping Centre Commercial Zone
- CD-8 Comprehensive Development Zone (*Wal-Mart Smart REIT Site*)
- CD-9 Comprehensive Development Zone (*Askew's Uptown and S.A.S.C.U. Site*)
- CD-16 Comprehensive Development Zone (*The Hive*)

D) LOCATION PREFERENCE CRITERIA:

- The site and location of a cannabis retail store shall be zoned correctly and in accordance with the City's Zoning Bylaw.

- Cannabis retail stores should be located within the boundary of the "Commercial Area" shown on Map 1 attached to this policy.
- No more than four (4) cannabis retail stores should be located within the "Core Commercial Area" shown on Map 1-A.
- The existing commercial area of Canoe in the vicinity of the 50 Street and Canoe Beach Drive NE intersection may be deemed as being appropriate for a cannabis retail store, subject to correct commercial zoning.
- Cannabis retail stores should be located beyond 500 m of a school (measurement determined by City staff).
- Cannabis retail stores should not be located within a building containing residential units.

E) CITY APPLICATION REVIEW PROCEDURES:

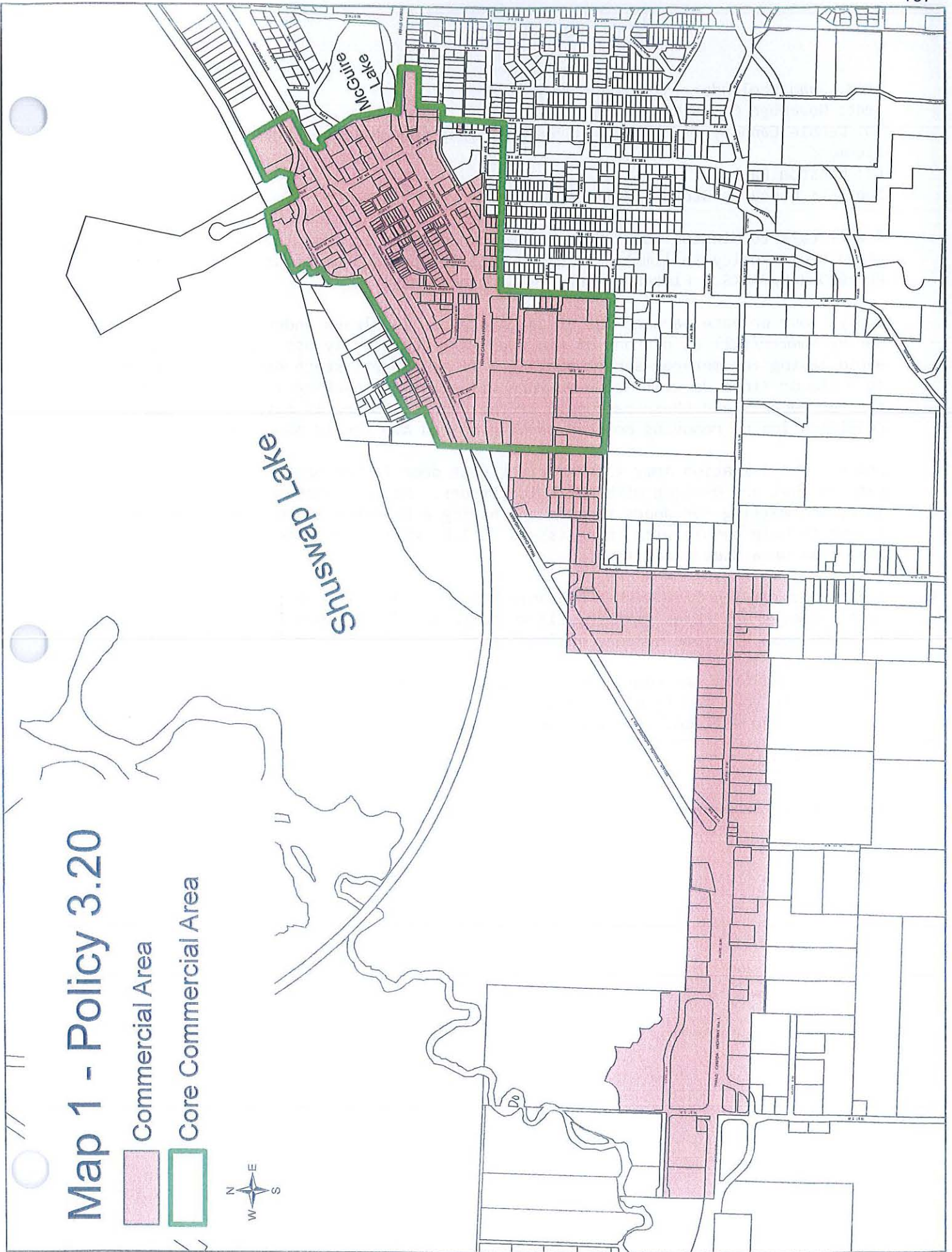
1. The City will prioritize the review of Provincial cannabis retail store applications in order of the date and time each referral is date stamped received and only after the Business Licence application fees are paid in full to the City.
2. The Business Licence application fees for a cannabis retail store are set out in the City's Fee for Service Bylaw. The fees include a non-refundable surcharge to cover public notification and application processing time.
3. City staff will review the application and provide a brief written report to Council on whether or not the proposed site and location meets the criteria of this policy.
4. City staff will schedule a Hearing on the application that is open for public input on the date of a Regular Council meeting. The applicant is expected to attend the Hearing in order to present the proposal and answer questions from Council and the public.
5. The particulars of the application proposal, the Hearing date, along with time and location of the Regular Council meeting will be advertised one-time in the weekly local newspaper. Notices of the Hearing and application proposal will be delivered to the applicant and to all persons who own, reside or operate a business on property within 30 m of the proposed cannabis retail site. Notices will be delivered at least 10 days prior to a scheduled Hearing.
6. The associated City staff report and public input received will be on the agenda of the Regular Council meeting when the Hearing date is scheduled.
7. City Council will render its recommendation on the Provincial application with a formal resolution after and likely on the same date as the Hearing.
8. Subsequent to the Council meeting, City staff will provide the Province with its recommendation (i.e. the Council resolution), the City staff report, written public input and a record of the input received at the Hearing on the application.
9. Prior to issuance of a Business Licence issuance, City staff from the Building and Fire Departments will inspect the premise to ascertain compliance with BC Building and Fire Codes. Furthermore, approval of the cannabis retail business by way of proof of Province licensing is a key condition for issuance of a City Business Licence.

Policy 3.20

Adopted by Council this 27 day of August, 2018.

Map 1 - Policy 3.20

-  Commercial Area
-  Core Commercial Area



From: Joan Sholinder [jsholind@telus.net]
 Sent: November 6, 2018 11:03 AM
 To: Debbie Cannon; Alan Harrison; Kevin Flynn; Chad Eliason; Louise Wallace-Richmond
 Cc: Winston Pain
 Subject: Cannabis Store -190 Trans Canada

I will talk to Winston about this but my own opinion is that the City needs to amend their Policy to limit Cannabis retail to beyond 500m of schools AND PUBLIC PLAYGROUNDS/PARKS. Fletcher Park is 1/2 block away.

2ndly - our private parking lot at 140 Alexander is always under pressure in spring/summer/fall as patrons of Fletcher Park continually use our parking lot to avoid paying for metered street parking. If a Cannabis store has similar traffic to a liquor store we will see even more misuse of our parking lot, which is meant for our Tenants and their patrons. If the Cannabis store is given the go ahead, consideration of removing metered parking on 2nd Ave should be on the table.

3rdly - the Salvation Army located right next door to the proposed store has some patrons that are dealing with addiction issues. Many of them sit outside the Sally Ann waiting for doors to open and having a Cannabis Store beside a place trying to help people with these issues is like gifting me chocolates at Xmas when I am on a diet - not fair!

I would be totally fine with a Cannabis Store in the downtown core - I may even spend money there (Xmas gift for all my addiction free friends?), but I feel this location deserves some serious ruminating.

I had no idea this was coming up so soon and did not expect to send you an email one day into your new term! It was a very nice ceremony last night. Thanks for all you do and will do. Excited for Salmon Arm.

Joan Sholinder

Sent from my iPhone

Item 22.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council approve application CRS-2;

AND THAT: Council has considered its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 000972;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

[Zen Canna Retail Corporation; 51 – 2801 10 Avenue (TCH) NE; CRS-2]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: His Worship Mayor Harrison and Members of Council

DATE: October 23, 2018

SUBJECT: Cannabis Retail Store Application No. 2 (CRS-2)
Provincial Cannabis Referral No. 000972 - Received September 17, 2018

Applicant: Zen Canna Retail Corp.
Owner: SRG West Arm Holdings Ltd.
Civic Address: 51-2801 10 Avenue NE

STAFF RECOMMENDATION

THAT: By a Resolution, Council deny application CRS-2;

AND THAT: Council has considered its resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. #000972
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing on November 13, 2018.

PROPOSAL

The applicant is proposing to start a cannabis retail business at 51 2801 10 Avenue NE within the commercial retail building, adjacent to the Mac's Store / Shell Gas Station, just off of the Trans Canada Highway NE (application background, an aerial image, and site photos of the property are attached).

BACKGROUND

CRS-2 is one of the first cannabis retail store applications reviewed by City Council. The City was referred the related Provincial licence application on September 17, 2018.

The retail sale of cannabis became legalized under Federal law on October 17, 2018. The licencing control has been delegated to each Province. In BC, the new Liquor Cannabis Licencing Branch (LCLB) is the Primary licencing authority over cannabis retail stores. In turn, the Province's licencing and approvals system relies significantly on local government responses to LCLB applications.

In anticipation of the Federal Cannabis Act along with the new Provincial licencing regulations both now in effect, the City adopted Cannabis Retail Store Policy No. 3.20 on August 27, 2018 (Policy attached).

Cannabis Retail Store Policy No. 3.20

The subject property fails to meet the Location Preference Criteria of the City Policy as it is not located within either the "Commercial Area" or the "Core Commercial Area" of the Policy, and it is within 500 metres of schools.

Application CRS-2

Public notification of the application proposal and Hearing date will be completed in accordance with Section E) 5. of the Policy. All properties within 30 m of the subject property will be mailed notification and one advertisement of the public notice in the Salmon Arm Observer will be advertized before the scheduled Hearing date.

Zoning Bylaw No. 2303

The C-3 zoning of the subject property permits the use of a retail store.

Business Licence Regulation Bylaw No. 3102

CRS-2 is not a City Business Licence application. If Council approves application CRS-2, followed by the LCLB issuing a Provincial Cannabis Retail Licence, a Business Licence can then be considered by the City's licencing staff. Considerations by staff for City Business Licences generally include a premise meeting BC Building and Fire Code requirements and Zoning Bylaw regulations.

Provincial (LCLB) Licencing

The LCLB is awaiting a resolution from City Council on this Provincial application before it considers the issuance of a Provincial Cannabis Retail Licence. The attached letter from the LCLB refers to its staff conducting a "fit and proper" assessment which includes various background checks of the proprietor.

STAFF COMMENTS*Building Department*

No concerns, subject to any relevant Building Code requirements that will be confirmed with a City Business Licence application. The existing fire separation between Mercantile use suites is satisfactory for the intended occupancies.

RCMP

The proximity to two schools with students who frequent the area is of concern to the RCMP. Our office would urge the city to invoke their regulations and policies and deny the request.

Planning Department

Over the past several months, the applicant has been actively in communication with City staff focusing on this site as it relates to City policy. During these communications, staff have noted the risk involved in this particular location. Prior to the adoption of City Policy No. 320, staff advised the applicant that this particular site may be directly impacted by potential proximity guidelines relative to multiple schools.

While the proposal meets the City's Zoning Bylaw, it does not meet the Cannabis Retail Store Policy No. 3.20. As such, the location, site and building are regarded by staff to be unsuitable for a retail store intending to sell legal cannabis.


 Kevin Pearson MCIP, RPP
 Director of Development Services



Job #000972

September 17, 2018

Mr. Kevin Pearson
 Director of Development Services
 Salmon Arm, BC
 Email: kpearson@salmonarm.ca

Dear Mr. Pearson:

Re: Application for a Non-Medical Cannabis Retail Store Licence
Applicant: Zen Canna Retail Corp.
Proposed Establishment Name: Zen Canna
Proposed Establishment Location: 51 – 2801 10th Avenue, Salmon Arm

The Applicant, Zen Canna Retail Corp, has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence proposed to be located at the above-noted address. The applicant is requesting operating hours from 9:00 AM to 11:00 PM. The applicant contact is Ian Burak at info@zencanna.ca.

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the [Cannabis Control and Licensing Act](#) prevents the LCRB from issuing a CRS licence without a positive recommendation regarding the CRS licence application from the local government or Indigenous nation.

The LCRB is requesting *SPECIFIC LG/IN (COUNCIL/BOARD)* to consider the application and provide the LCRB with a written recommendation with respect to the application. To assist with your assessment of the application, a site map of the proposed cannabis retail store is attached. The following link opens a document which provides specific and important information and instructions on your role in the CRS licensing process, including requirements for gathering the views of residents.

Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores

The LCRB will initiate an applicant suitability assessment regarding this CRS application, also known as a “fit and proper” assessment, which is comprised of financial integrity checks and security screenings of the applicant and persons associated with the applicant. Once the assessment is complete, you will be notified of the LCRB’s determination. You may choose to withhold your recommendation until the LCRB has made a final decision regarding the applicant’s suitability.

Liquor and Cannabis
 Regulation Branch

Mailing Address:
 PO Box 9292 Stn Prov Govt
 Victoria BC V8W 9J8

Location:
 645 Tyee Road
 Victoria BC V9A 6X5
 Phone: 250 952-5787
 Facsimile: 250 952-7066

Website:
[www.gov.bc.ca/cannabisregulation
 andlicensing](http://www.gov.bc.ca/cannabisregulationandlicensing)

If you choose not to make any recommendation regarding this application, please contact the LCRB at the earliest convenience. Please note that a Cannabis Retail Store Licence cannot be issued unless the LCRB receives a positive recommendation from the local government or Indigenous nation. Similarly, if a local government or Indigenous nation decides not to make any recommendation, the LCRB will not consider the application any further.

If you have any questions regarding this application please contact me at 778-698-9036 or Vicky.Tooby@gov.bc.ca.

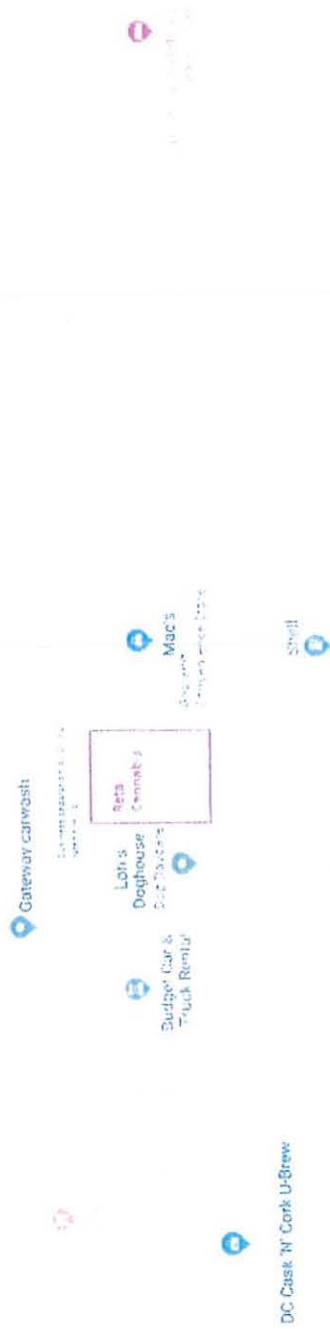
Sincerely,



Vicky Tooby
Senior Licensing Analyst

Attachment: Site Map

copy: LCRB Inspector
Ian Burak, Zen Canna Retail Corp.



Trans-Canada Hwy



Trans-Canada Hwy



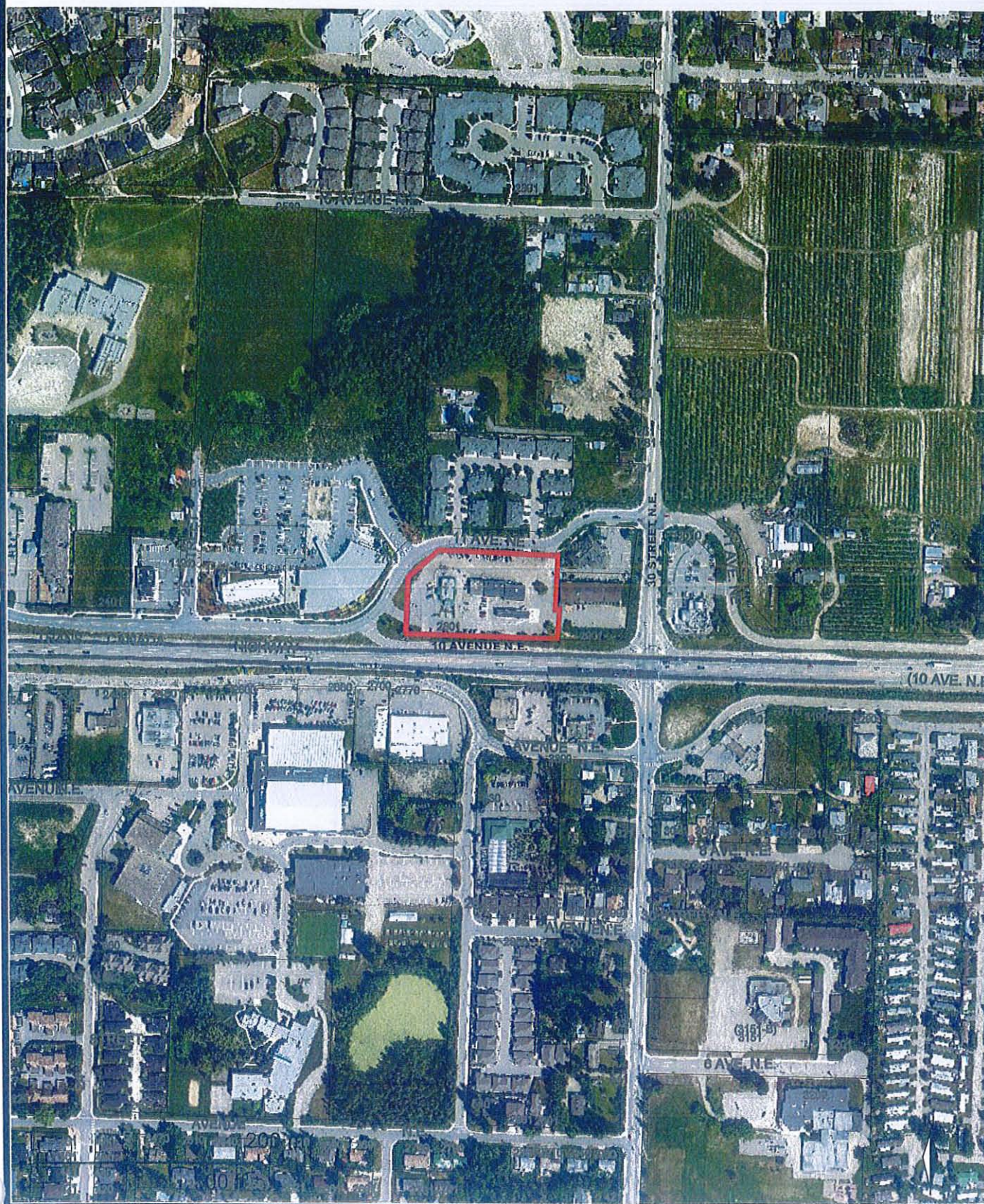
ada Hwy

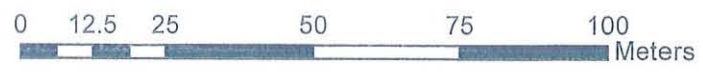
Trans-Canada Hwy

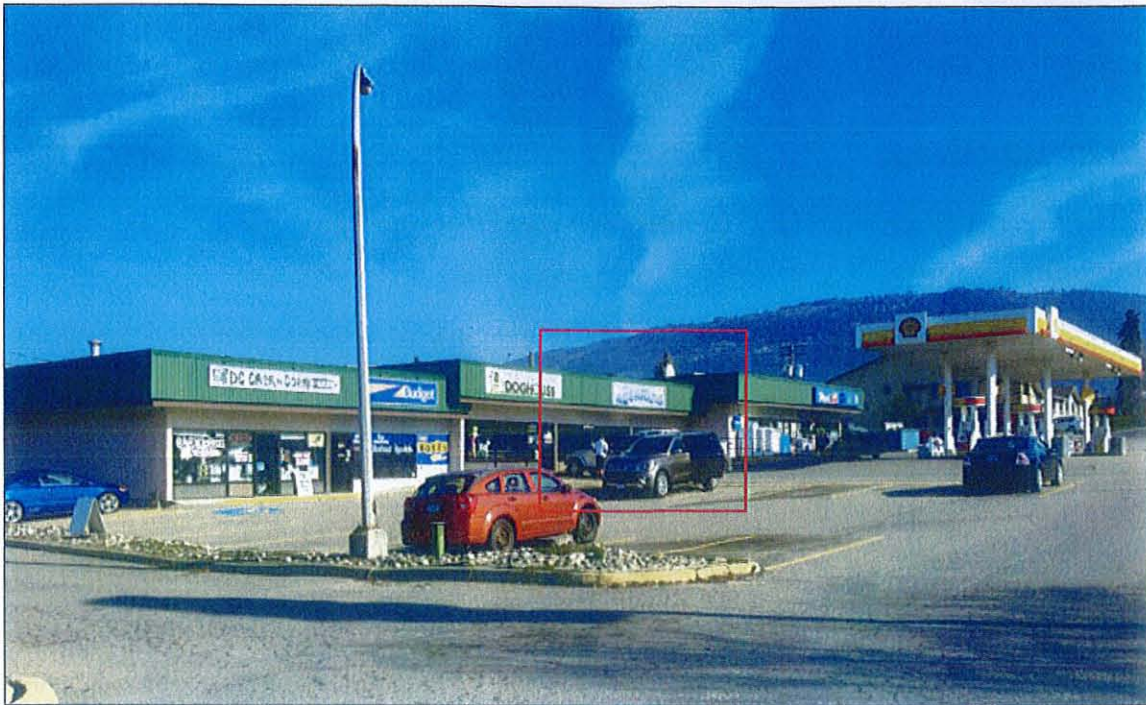
Trans-Canada Hwy

ada Hwy

— Subject Property







View north-east of proposed site.



View north-west of proposed site.



CITY OF SALMON ARM

POLICY NO. 3.20

A) TOPIC: Cannabis Retail Stores – Policy and Application Procedures

B) GENERAL:

1. The City of Salmon Arm recognizes the retail sale of cannabis as being a permissive activity and land use subject to:
 - a) Adherence to Federal and Provincial laws and regulations;
 - b) Provincial licencing approval;
 - c) Adherence to City bylaws and regulations; and
 - d) City business licencing approval.
2. The City's Zoning Bylaw permits the retail sale of goods including cannabis in various commercial zones; however, despite the zoning of a property, the location of a retail store intending to sell cannabis must be approved by a City Council resolution and Provincial approval.
3. City Council will, at its discretion, consider a recommendation of approval or not of a retail store intending to sell cannabis during its formal review of a cannabis retail licence application referred to the City by the Province of British Columbia.
4. During its review of a Provincial application, City Council may or may not consider the location preference criteria of this policy.
5. This policy is intended to serve merely as guidelines and does not bind City Council in its decision making process.
6. Application review procedures for cannabis retail stores are outlined in Section E) of this policy.
7. The City deems the Federal and Provincial governments as being responsible for the monitoring and enforcement of its laws and regulations pertaining to cannabis retail sales.

C) ZONING BYLAW:

The City of Salmon Arm's Zoning Bylaw No. 2303 allows cannabis retail sales under the defined uses *retail store* and *convenience store* as permitted in the following zones:

- C-1 Neighbourhood Commercial
- C-2 Town Centre Commercial Zone
- C-3 Service Commercial Zone
- C-6 Tourist/Recreation Commercial Zone
- C-7 Shopping Centre Commercial Zone
- CD-8 Comprehensive Development Zone (*Wal-Mart Smart REIT Site*)
- CD-9 Comprehensive Development Zone (*Askew's Uptown and S.A.S.C.U. Site*)
- CD-16 Comprehensive Development Zone (*The Hive*)

D) LOCATION PREFERENCE CRITERIA:

- The site and location of a cannabis retail store shall be zoned correctly and in accordance with the City's Zoning Bylaw.

- Cannabis retail stores should be located within the boundary of the "Commercial Area" shown on Map 1 attached to this policy.
- No more than four (4) cannabis retail stores should be located within the "Core Commercial Area" shown on Map 1-A.
- The existing commercial area of Canoe in the vicinity of the 50 Street and Canoe Beach Drive NE intersection may be deemed as being appropriate for a cannabis retail store, subject to correct commercial zoning.
- Cannabis retail stores should be located beyond 500 m of a school (measurement determined by City staff).
- Cannabis retail stores should not be located within a building containing residential units.

E) CITY APPLICATION REVIEW PROCEDURES:

1. The City will prioritize the review of Provincial cannabis retail store applications in order of the date and time each referral is date stamped received and only after the Business Licence application fees are paid in full to the City.
2. The Business Licence application fees for a cannabis retail store are set out in the City's Fee for Service Bylaw. The fees include a non-refundable surcharge to cover public notification and application processing time.
3. City staff will review the application and provide a brief written report to Council on whether or not the proposed site and location meets the criteria of this policy.
4. City staff will schedule a Hearing on the application that is open for public input on the date of a Regular Council meeting. The applicant is expected to attend the Hearing in order to present the proposal and answer questions from Council and the public.
5. The particulars of the application proposal, the Hearing date, along with time and location of the Regular Council meeting will be advertised one-time in the weekly local newspaper. Notices of the Hearing and application proposal will be delivered to the applicant and to all persons who own, reside or operate a business on property within 30 m of the proposed cannabis retail site. Notices will be delivered at least 10 days prior to a scheduled Hearing.
6. The associated City staff report and public input received will be on the agenda of the Regular Council meeting when the Hearing date is scheduled.
7. City Council will render its recommendation on the Provincial application with a formal resolution after and likely on the same date as the Hearing.
8. Subsequent to the Council meeting, City staff will provide the Province with its recommendation (i.e. the Council resolution), the City staff report, written public input and a record of the input received at the Hearing on the application.
9. Prior to issuance of a Business Licence issuance, City staff from the Building and Fire Departments will inspect the premise to ascertain compliance with BC Building and Fire Codes. Furthermore, approval of the cannabis retail business by way of proof of Province licensing is a key condition for issuance of a City Business Licence.

Policy 3.20

Adopted by Council this 27 day of August, 2018.

Map 1 - Policy 3.20

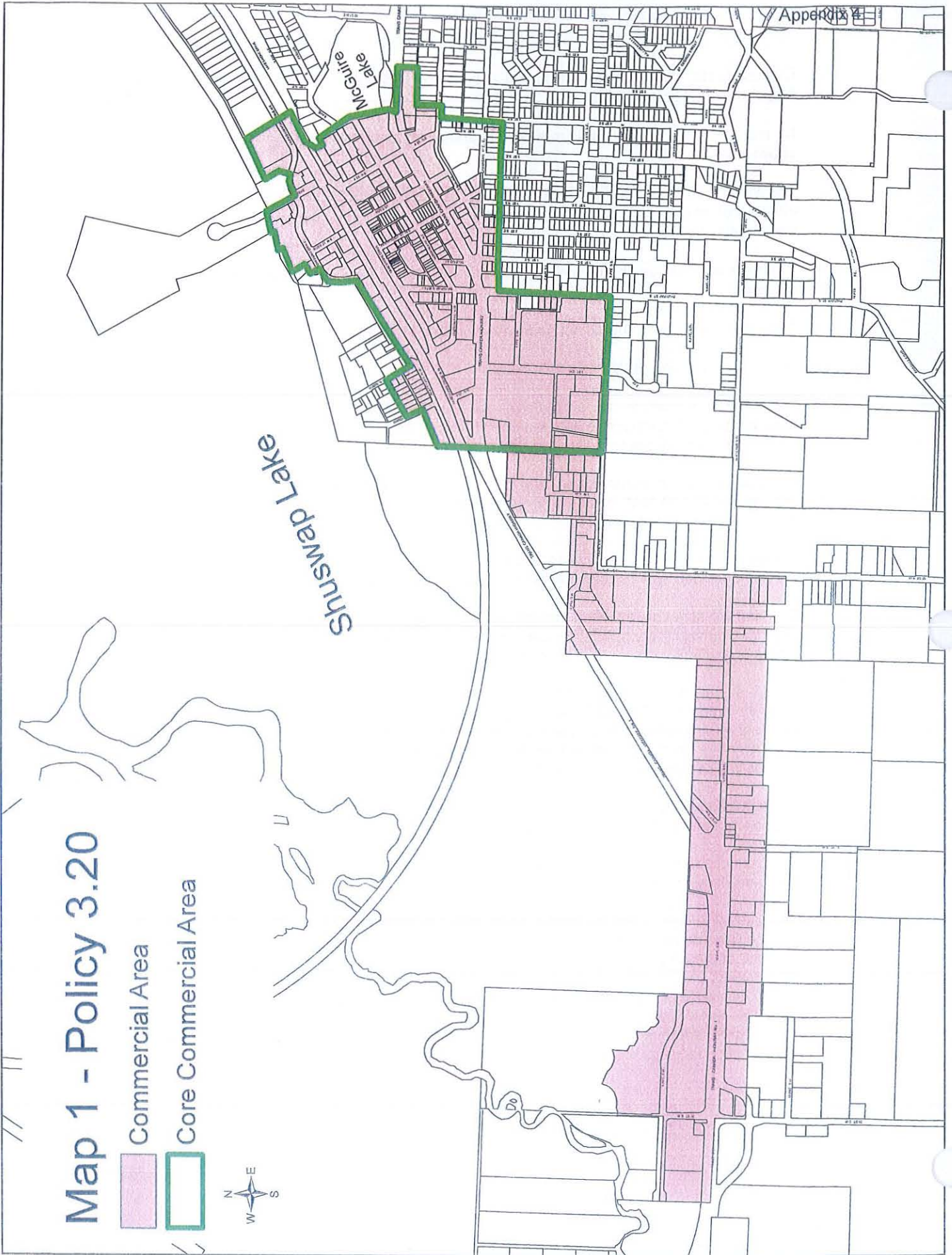
-  Commercial Area
-  Core Commercial Area



Shuswap Lake

McGuire Lake

Appendix 4



Item 22.3

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council approve application CRS-3;

AND THAT: Council has considered its Resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. 1078;
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing at the Regular Council Meeting of November 13, 2018.

[Salmon Arm Liquor Store Ltd.; 111 Lakeshore Drive NE; CRS-3]

Vote Record

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

Opposed:

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



City of Salmon Arm

Development Services Department Memorandum

TO: His Worship Mayor Harrison and Members of Council

DATE: October 22, 2018

SUBJECT: Cannabis Retail Store Application No. 3 (CRS-3)
Provincial Cannabis Referral No. 1078 - Received October 5, 2018

Applicant: Salmon Arm Liquor Store Ltd. (G. Erickson & R. Stubbins)
Property Owner: Shuswap Park Holdings (B. Laird)
Civic Address: 111 Lakeshore Drive NE

STAFF RECOMMENDATION

THAT: By a Resolution, Council approve application CRS-3;

AND THAT: Council has considered its resolution with respect to the following:

1. Provincial Cannabis Retail Store Licence Referral No. #1078
2. City Zoning Bylaw No. 2303 and City Policy No. 3.20; and
3. Public notification followed by the holding of a Hearing on November 13, 2018.

PROPOSAL

The applicant is proposing to start a cannabis retail business within a portion of the downtown Liquor Store on Lakeshore Drive (application background, an aerial image of the property, and site photos are attached).

BACKGROUND

CRS-3 is one of the first cannabis retail store application reviewed by City Council. The City was referred the related Provincial licence application on September 28, 2018.

The retail sale of cannabis became legalized under Federal law on October 17, 2018. The licencing control has been delegated to each Province. In BC, the new Liquor Cannabis Licencing Branch (LCLB) is the Primary licencing authority over cannabis retail stores. In turn, the Province's licencing and approvals system relies significantly on local government responses to LCLB applications.

In anticipation of the Federal Cannabis Act along with the new Provincial licencing regulations both now in effect, the City adopted Cannabis Retail Store Policy No. 3.20 on August 27, 2018 (Policy attached).

Cannabis Retail Store Policy No. 3.20

The subject property is located within the "Core Commercial Area" of the Policy; an area that supports a maximum of four (4) LCLB licenced and City approved cannabis retail stores. Public notification of the application proposal and Hearing date will be completed in accordance with Section E) 5. of the Policy. All properties within 30 m of the subject property will be mailed notification and one advertisement of the public notice in the Salmon Arm Observer will be advertised before the scheduled Hearing date.

Application CRS-3

Zoning Bylaw No. 2303

The C-2 zoning of the subject property permits the use of a retail store.

Business Licence Regulation Bylaw No. 3102

CRS-3 is not a City Business Licence application. If Council approves application CRS-3, followed by the LCLB issuing a Provincial Cannabis Retail Licence, a Business Licence can then be considered by the City's licencing staff. Considerations by staff for City Business Licences generally include a premise meeting BC Building and Fire Code requirements and Zoning Bylaw regulations.

Provincial (LCLB) Licencing

The LCLB is awaiting a resolution from City Council on this Provincial application before it considers the issuance of a Provincial Cannabis Retail Licence. The attached letter from the LCLB refers to its staff conducting a "fit and proper" assessment which includes various background checks of the proprietor.

STAFF COMMENTS

Building Department

BCBC requires a 45 min. rated fire separation between the mercantile occupancies.

Fire Department

No concerns, subject to any relevant Fire Code requirements that will be confirmed with a City Business Licence application.

RCMP

From an RCMP perspective it appears that this location is in proximity to a liquor outlet and is in fact a re assignment of floor space in an existing Liquor outlet. In reviewing the schematic the store does not include facilities for employees such as a break room or evacuation route in case of emergency at the front of the store. The location is also within a short proximity to the downtown public transit hub which may be a concern moving forward and council should consider this in their approval process.

Planning Department

The proposed retail area - approximately 495 ft² - is currently a space that is within the existing liquor store: the intent is to develop a completely separate store with its own storefront and independent entrance. There are a range of businesses and retail services in the adjacent lease spaces.

The proposal meets the City's Zoning Bylaw and Cannabis Retail Store Policy No. 3.20. The location, site and building are regarded by staff to be suitable for a retail store intending to sell legal cannabis.


 Kevin Pearson, MCIP, RPP
 Director of Development Services



Job # 1078

September 28, 2018

Kevin Pearson
 Director of Development Services
 City of Salmon Arm
 Box 40
 500 2 Ave. NE
 Salmon Arm, BC V1E 4N2

Via Email: kpearson@salmonarm.ca

Dear Kevin Pearson,

Re: Application for a Non-Medical Cannabis Retail Store Licence
Applicant: Salmon Arm Liquor Store Ltd. (Pat Brede)
Proposed Establishment Name: Downtown Cannabis
Proposed Establishment Location: 111 Lakeshore Drive NE, in Salmon Arm

The Applicant, Salmon Arm Liquor Store Ltd., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence proposed to be located at the above-noted address. The applicant is requesting operating hours from 9:00 AM to 1:00 PM, seven days a week. The applicant contact is Pat Brede and can be reached at 250-463-9951, or via email at pat@hideawayliquor.com.

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the *Cannabis Control and Licensing Act* prevents the LCRB from issuing a CRS licence without a positive recommendation regarding the CRS licence application from the local government or Indigenous nation.

The LCRB is requesting the City of Salmon Arm to consider the application and provide the LCRB with a written recommendation with respect to the application. To assist with your assessment of the application, a site map of the proposed cannabis retail store is attached. The following link opens a document which provides specific and important information and instructions on your role in the CRS licensing process, including requirements for gathering the views of residents.

Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores
 OR
Indigenous Nations' Role in Licensing Non-Medical Cannabis Retail Stores

Liquor and Cannabis
 Regulation Branch

Mailing Address:
 PO Box 9292 Stn Prov Govt
 Victoria BC V8W 9J8

Location:
 645 Tyee Road
 Victoria BC V9A 6X5
 Phone: 250 952-5787
 Facsimile: 250 952-7066

Website:
www.gov.bc.ca/cannabisregulationandlicensing

The LCRB will initiate an applicant suitability assessment regarding this CRS application, also known as a "fit and proper" assessment, which is comprised of financial integrity checks and security screenings of the applicant and persons associated with the applicant. Once the assessment is complete, you will be notified of the LCRB's determination. You may choose to withhold your recommendation until the LCRB has made a final decision regarding the applicant's suitability.

If you choose not to make any recommendation regarding this application, please contact the LCRB at the earliest convenience. Please note that a Cannabis Retail Store Licence cannot be issued unless the LCRB receives a positive recommendation from the local government or Indigenous nation. Similarly, if a local government or Indigenous nation decides not to make any recommendation, the LCRB will not consider the application any further.

If you have any questions regarding this application please contact me at 778-698-9084 or by email at teresa.cinco@gov.bc.ca.

Sincerely,



Teresa Cinco
Senior Licensing Analyst
Liquor and Cannabis Regulation Branch

Attachment – Site Map(s)

copy: LCRB Inspector
Salmon Arm Liquor Store Ltd. (Pat Brede)

BROWNE JOHNSON LAND SURVEYORS
 BRITISH COLUMBIA AND CANADA LANDS
 Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701

B.C. LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Shuswap Park Holdings Ltd.,
 PO Box 249,
 Salmon Arm, BC
 V0E 2T0
 Your File:

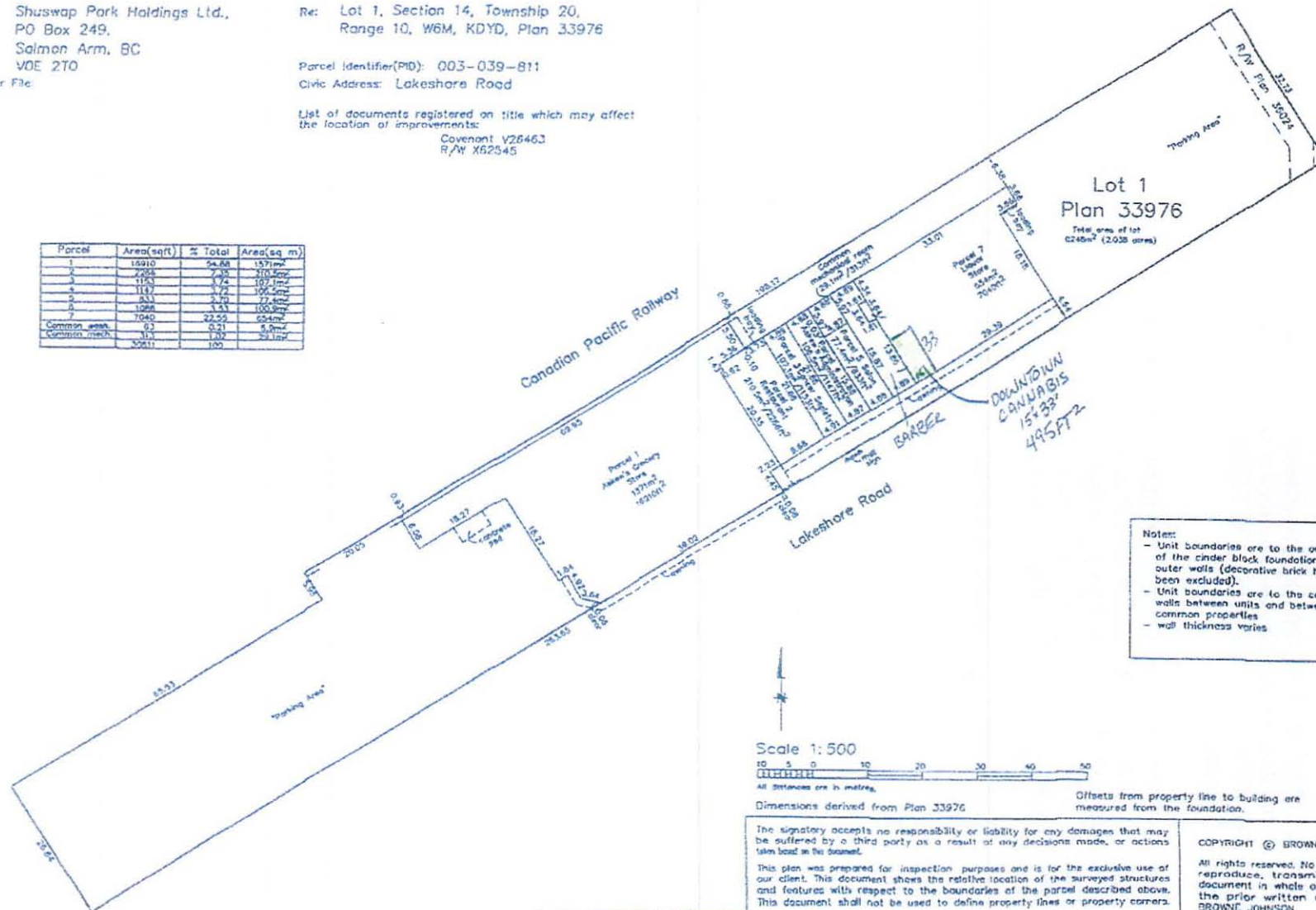
Re: Lot 1, Section 14, Township 20,
 Range 10, W6M, KDYD, Plan 33976

Parcel Identifier(PID): 003-039-811
 Civic Address: Lakeshore Road

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

Covenant V28463
 R/W X62545

Parcel	Area(sq.ft)	% Total	Area(sq. m)
1	15910	24.68	1571m ²
2	2235	3.50	2104m ²
3	1153	1.74	1071m ²
4	1113	1.72	1064m ²
5	2311	3.59	2169m ²
6	1258	1.93	1169m ²
7	7040	11.02	6540m ²
Common area	63	0.00	5.87m ²
Common road	313	0.49	2911m ²
SUBT	100	1.54	9503m ²



Notes:
 - Unit boundaries are to the outside of the cinder block foundation on outer walls (decorative brick has been excluded).
 - Unit boundaries are to the centre of walls between units and between common properties.
 - wall thickness varies.

Scale 1:500
 10 5 0 10 20 30 40 50
 All dimensions are in metres.

Dimensions derived from Plan 33976
 Offsets from property line to building are measured from the foundation.

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

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

This building location certificate has been prepared in accordance with the Manual of Standard Practice and is certified correct this 22nd day of January, 2013.

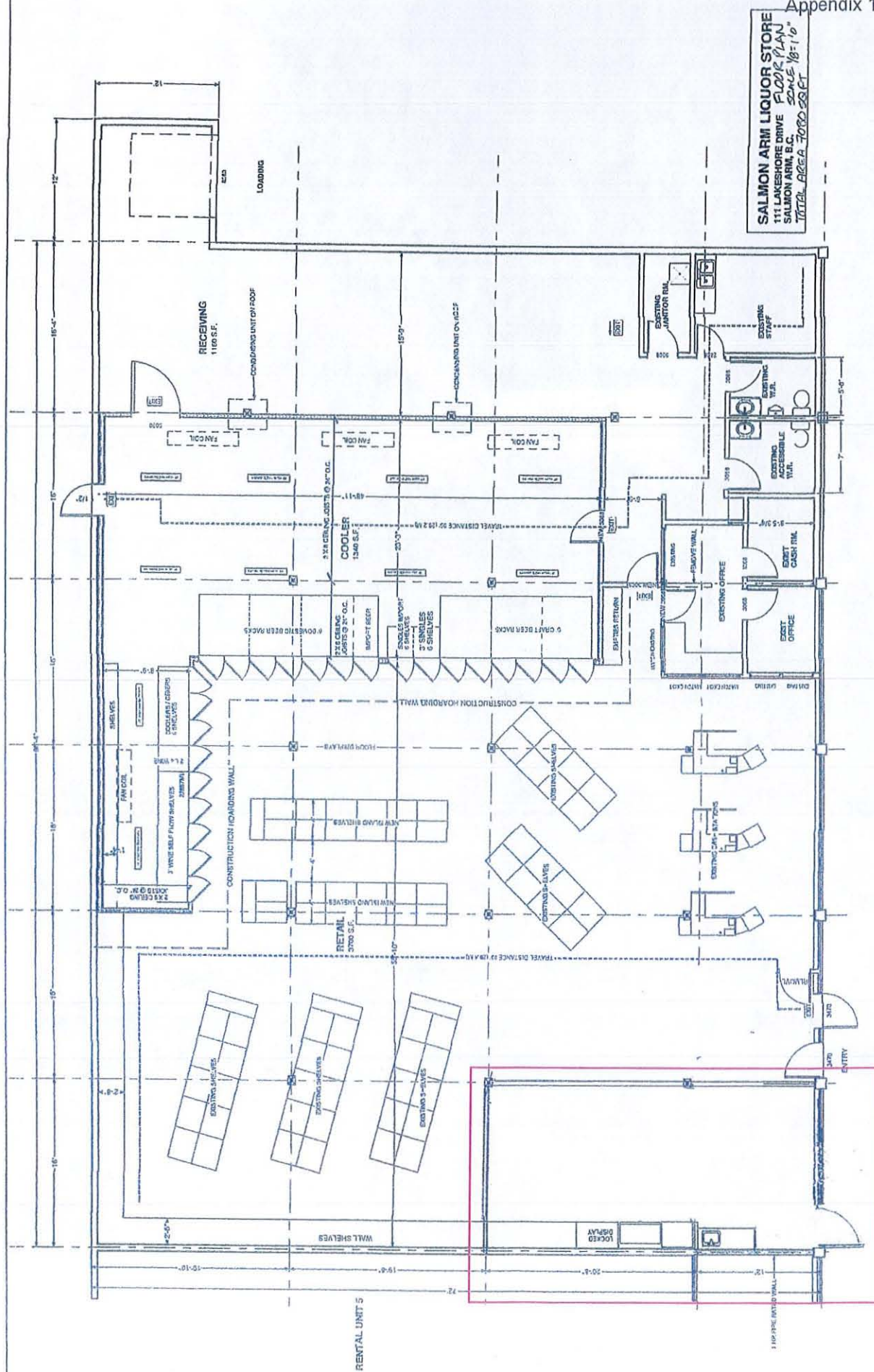
BROWNE JOHNSON LAND SURVEYORS
 B.C. AND CANADA LANDS
 SALMON ARM, B.C. Ph. (250)832-9701
 Our File: B-13 B-13.rdw

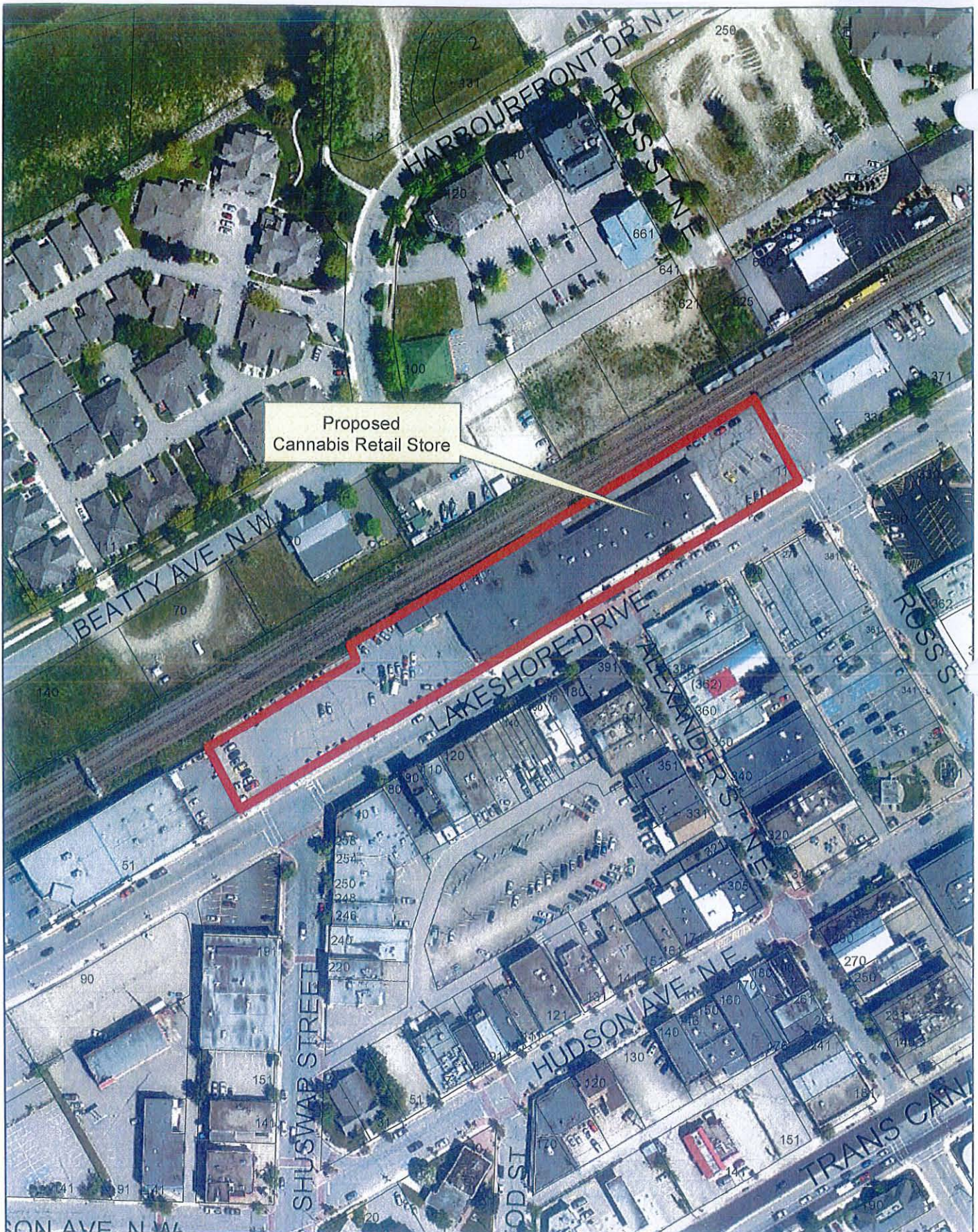
COPYRIGHT © BROWNE JOHNSON 2013
 All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON.

**THIS DOCUMENT IS NOT VALID UNLESS
 ORIGINALLY SIGNED AND SEALED.**

*A PARTNERSHIP PROVIDING LAND SURVEYING SERVICES THROUGH LAND SURVEYING COMPANIES

Appendix 1





0 20 40 80 120 160 Meters



Subject Parcel



View north-east of proposed site.



View north-west of proposed site.



CITY OF SALMON ARM

POLICY NO. 3.20

A) TOPIC: Cannabis Retail Stores – Policy and Application Procedures

B) GENERAL:

1. The City of Salmon Arm recognizes the retail sale of cannabis as being a permissive activity and land use subject to:
 - a) Adherence to Federal and Provincial laws and regulations;
 - b) Provincial licencing approval;
 - c) Adherence to City bylaws and regulations; and
 - d) City business licencing approval.
2. The City's Zoning Bylaw permits the retail sale of goods including cannabis in various commercial zones; however, despite the zoning of a property, the location of a retail store intending to sell cannabis must be approved by a City Council resolution and Provincial approval.
3. City Council will, at its discretion, consider a recommendation of approval or not of a retail store intending to sell cannabis during its formal review of a cannabis retail licence application referred to the City by the Province of British Columbia.
4. During its review of a Provincial application, City Council may or may not consider the location preference criteria of this policy.
5. This policy is intended to serve merely as guidelines and does not bind City Council in its decision making process.
6. Application review procedures for cannabis retail stores are outlined in Section E) of this policy.
7. The City deems the Federal and Provincial governments as being responsible for the monitoring and enforcement of its laws and regulations pertaining to cannabis retail sales.

C) ZONING BYLAW:

The City of Salmon Arm's Zoning Bylaw No. 2303 allows cannabis retail sales under the defined uses *retail store* and *convenience store* as permitted in the following zones:

- C-1 Neighbourhood Commercial
- C-2 Town Centre Commercial Zone
- C-3 Service Commercial Zone
- C-6 Tourist/Recreation Commercial Zone
- C-7 Shopping Centre Commercial Zone
- CD-8 Comprehensive Development Zone (*Wal-Mart Smart REIT Site*)
- CD-9 Comprehensive Development Zone (*Askew's Uptown and S.A.S.C.U. Site*)
- CD-16 Comprehensive Development Zone (*The Hive*)

D) LOCATION PREFERENCE CRITERIA:

- The site and location of a cannabis retail store shall be zoned correctly and in accordance with the City's Zoning Bylaw.

- Cannabis retail stores should be located within the boundary of the "Commercial Area" shown on Map 1 attached to this policy.
- No more than four (4) cannabis retail stores should be located within the "Core Commercial Area" shown on Map 1-A.
- The existing commercial area of Canoe in the vicinity of the 50 Street and Canoe Beach Drive NE intersection may be deemed as being appropriate for a cannabis retail store, subject to correct commercial zoning.
- Cannabis retail stores should be located beyond 500 m of a school (measurement determined by City staff).
- Cannabis retail stores should not be located within a building containing residential units.

E) CITY APPLICATION REVIEW PROCEDURES:

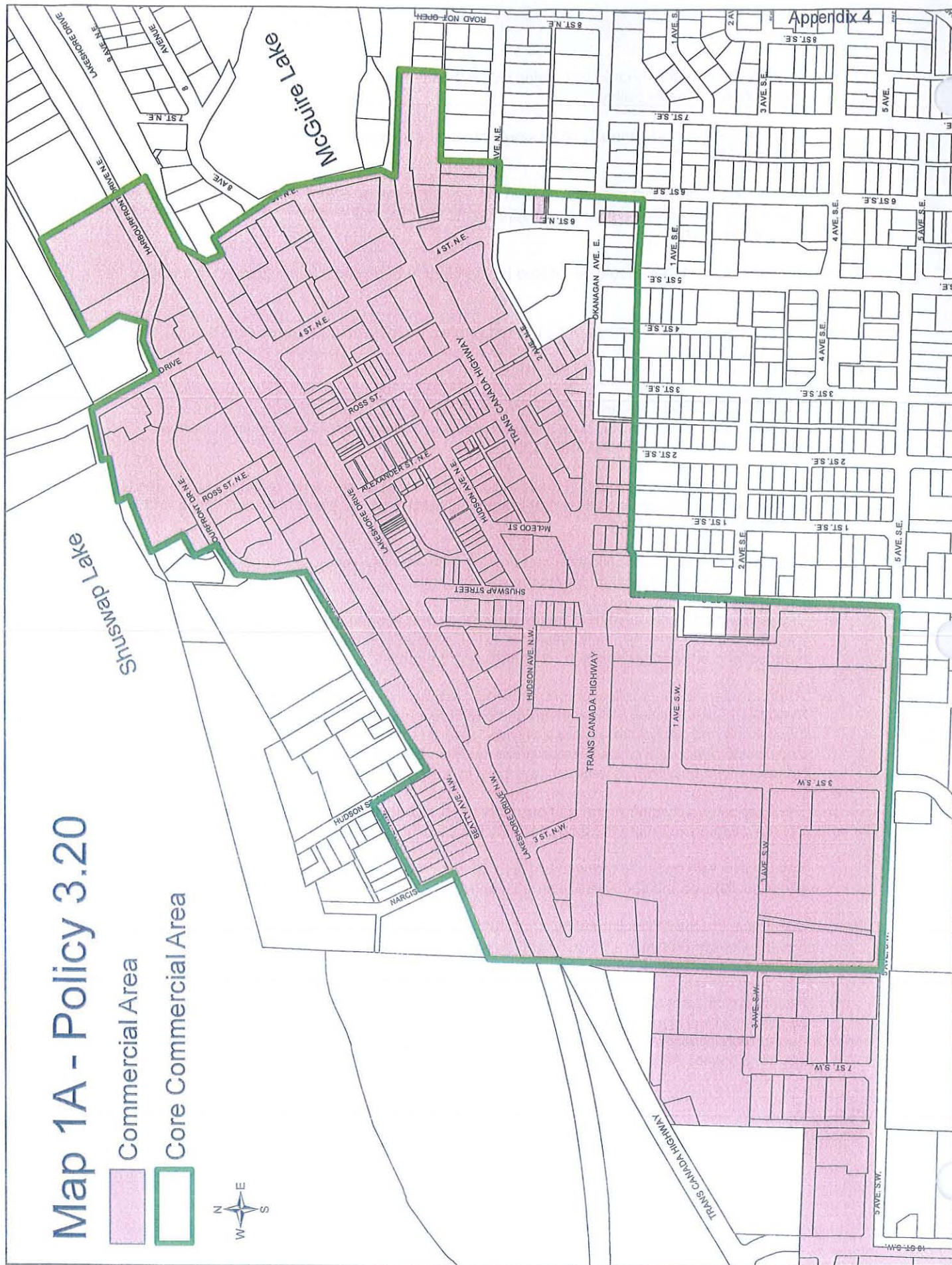
1. The City will prioritize the review of Provincial cannabis retail store applications in order of the date and time each referral is date stamped received and only after the Business Licence application fees are paid in full to the City.
2. The Business Licence application fees for a cannabis retail store are set out in the City's Fee for Service Bylaw. The fees include a non-refundable surcharge to cover public notification and application processing time.
3. City staff will review the application and provide a brief written report to Council on whether or not the proposed site and location meets the criteria of this policy.
4. City staff will schedule a Hearing on the application that is open for public input on the date of a Regular Council meeting. The applicant is expected to attend the Hearing in order to present the proposal and answer questions from Council and the public.
5. The particulars of the application proposal, the Hearing date, along with time and location of the Regular Council meeting will be advertised one-time in the weekly local newspaper. Notices of the Hearing and application proposal will be delivered to the applicant and to all persons who own, reside or operate a business on property within 30 m of the proposed cannabis retail site. Notices will be delivered at least 10 days prior to a scheduled Hearing.
6. The associated City staff report and public input received will be on the agenda of the Regular Council meeting when the Hearing date is scheduled.
7. City Council will render its recommendation on the Provincial application with a formal resolution after and likely on the same date as the Hearing.
8. Subsequent to the Council meeting, City staff will provide the Province with its recommendation (i.e. the Council resolution), the City staff report, written public input and a record of the input received at the Hearing on the application.
9. Prior to issuance of a Business Licence issuance, City staff from the Building and Fire Departments will inspect the premise to ascertain compliance with BC Building and Fire Codes. Furthermore, approval of the cannabis retail business by way of proof of Province licensing is a key condition for issuance of a City Business Licence.

Policy 3.20

Adopted by Council this 27 day of August, 2018.

Map 1A - Policy 3.20

- Commercial Area
- Core Commercial Area



CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Tuesday, November 13, 2018 at 7:00 p.m

1. a) Proposed Amendment to Official Community Plan Bylaw No. 4000:

Redesignate Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from Institutional to Neighbourhood Commercial.

b) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from P3 (Institutional Zone) to C10 (High Technology Research & Development Zone).

Civic Address: 2960 Okanagan Avenue SE

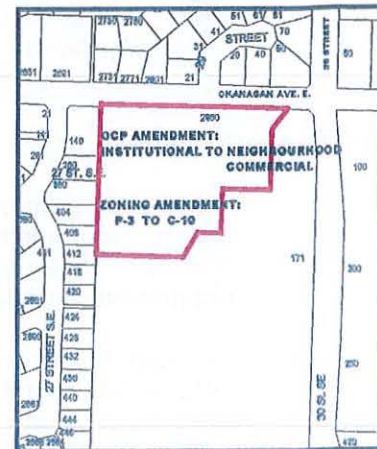
Location: West of the intersection of Okanagan Avenue and 30 Street

Present Use: Institutional

Proposed Use: Primarily office buildings for high technology research and development

Owner/Applicant: 1160595 BC Ltd.

Reference: OCP4000-37/ Bylaw No. 4286 and ZON-1133/ Bylaw No. 4287



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from October 30 to November 13, 2018, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

October 31 and November 7, 2018

23.1

23.2



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 – Comprehensive Development Zone" as outlined in this report and renumber the remaining sections accordingly;
- 2) Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from P-3 (Institutional) to CD-19 (Comprehensive Development Zone); and
- 3) Section 2 – Definitions – Add the following:

HIGH TECHNOLOGY RESEARCH AND DEVELOPMENT 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.

AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to:

- 1) Ministry of Transportation and Infrastructure approval; and**
- 2) Adoption of the associated Official Community Plan Amendment Bylaw.**

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 – COMPREHENSIVE DEVELOPMENT ZONE

Purpose

- 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; and*
 - .10 *accessory use; including dwelling units intended for employees of a principal use of which the floor area of a dwelling unit shall not exceed 200 m² (2,152.7 ft²) or be less than 29 m² (312 ft²).*

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 PoliciesOCP 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.

COMMENTSMinistry 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.

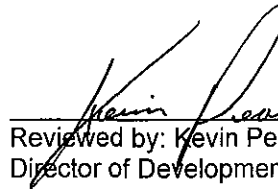
Staff note that parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

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



0 55 110 220 330 440 Meters



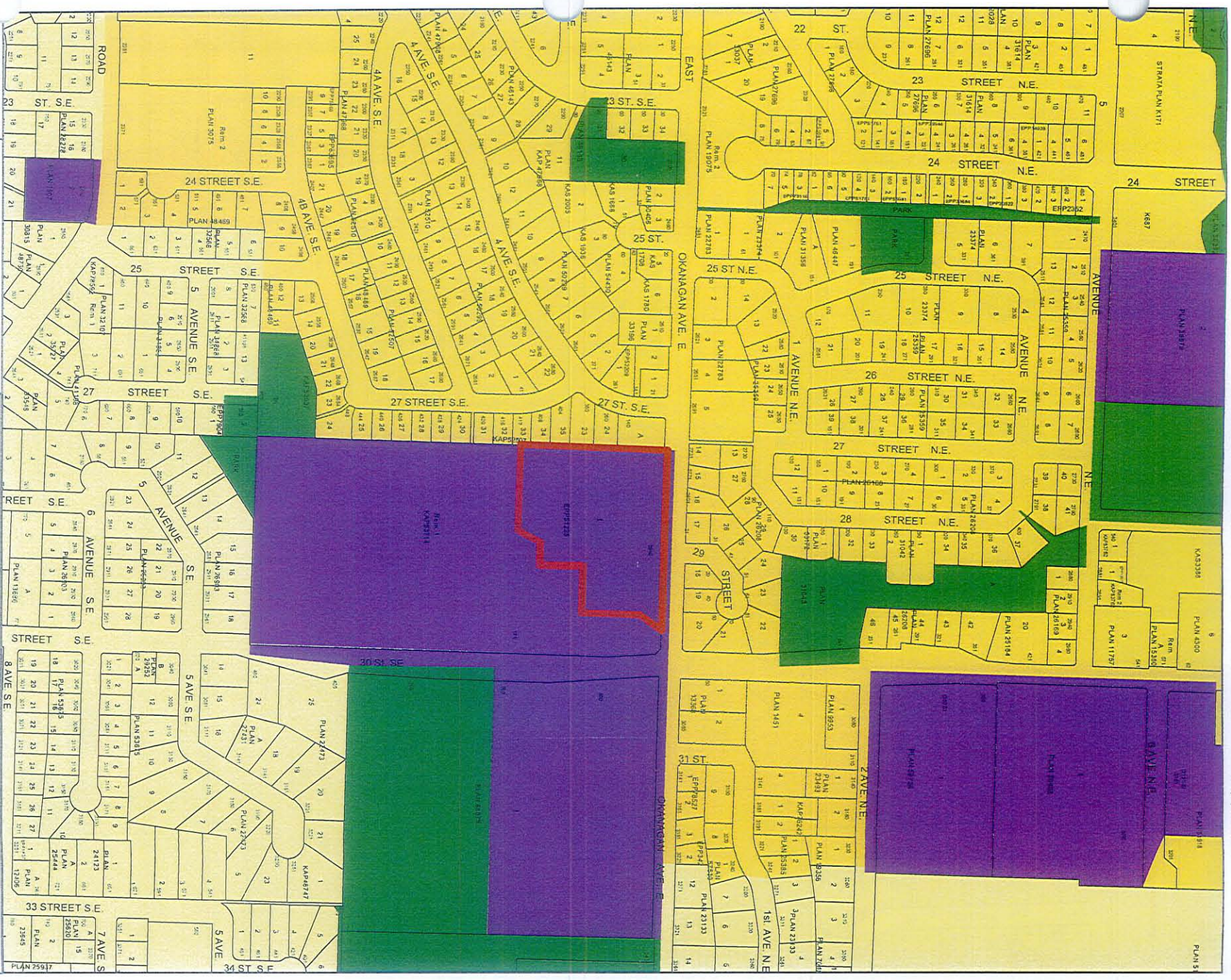
Subject Parcel








0 20 40 80 120 160 Meters



Subject Parcel



0 2040 80 120 160
Meters

-  Medium Density Residential
-  Low Density Residential
-  Park
-  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: mike.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)

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

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



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
 Page 2

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).

OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-37
ZONING AMENDMENT APPLICATION FILE NO. ZON-1133
14 September 2018
Page 3

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.

OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP4000-37
ZONING AMENDMENT APPLICATION FILE NO. ZON-1133
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Page 4

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

- 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

CITY OF SALMON ARM

BYLAW NO. 4286

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on November 13, 2018, at the hour of 7:00 p.m. was published in the October 31, 2018 and November 7, 2018, issue of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225, from Institutional to Neighbourhood Commercial, as shown on Schedule "A" attached hereto and forming part of this bylaw; and

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4286"**.

READ A FIRST TIME THIS 9th DAY OF October 2018

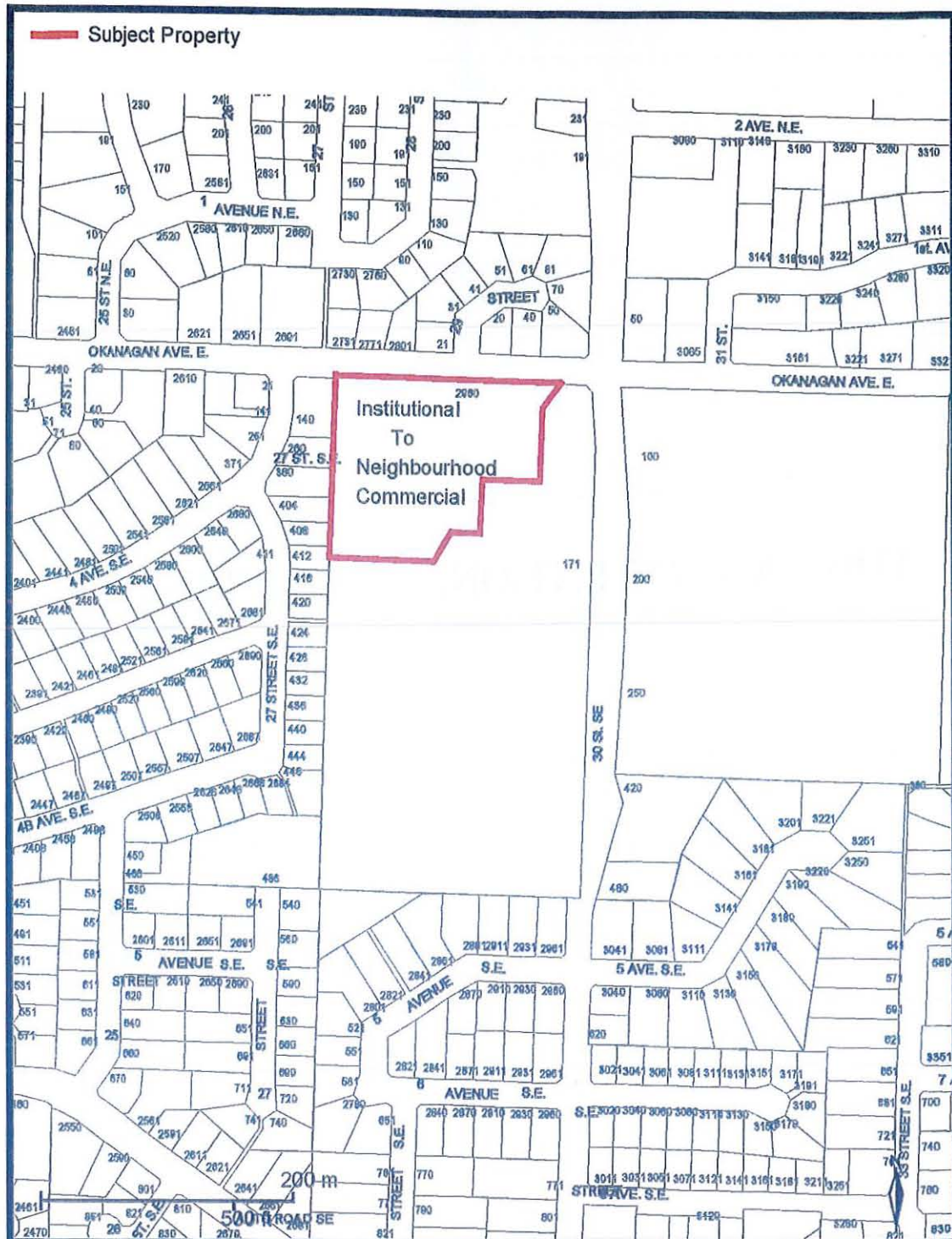
READ A SECOND TIME THIS 22nd DAY OF October 2018

READ A THIRD TIME THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER



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Item 24.1

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4286 be read a third time.

[1160595 BC Ltd.; 2690 Okanagan Avenue SE; Institutional to Neighbourhood Commercial]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4286

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on _____, 2018, at the hour of 7:00 p.m. was published in the _____, 2018 and _____, 2018, issue of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225, from Institutional to Neighbourhood Commercial, as shown on Schedule "A" attached hereto and forming part of this bylaw; and

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Official Community Plan Amendment Bylaw No. 4286**".

READ A FIRST TIME THIS 9th DAY OF October 2018

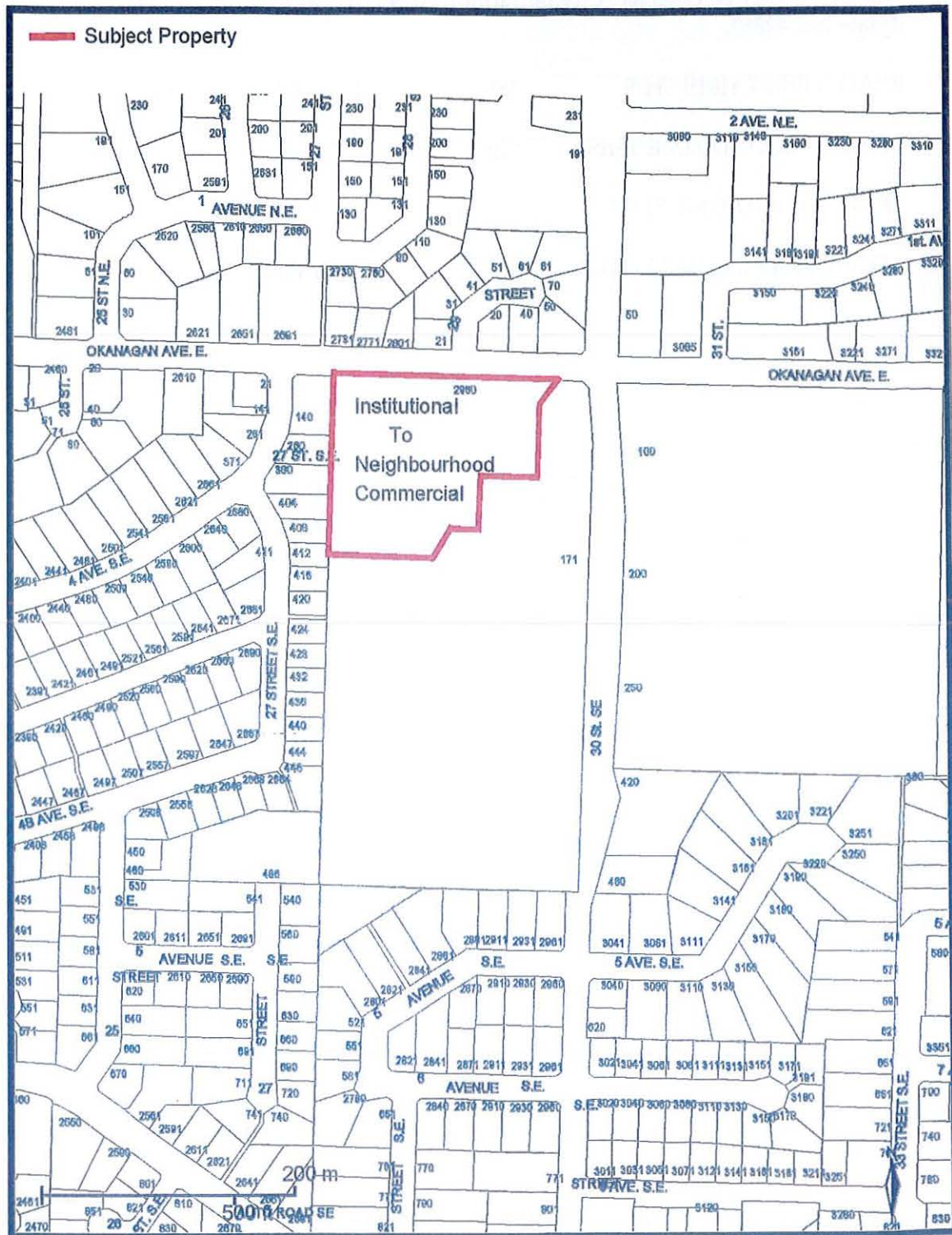
READ A SECOND TIME THIS 22nd DAY OF October 2018

READ A THIRD TIME THIS DAY OF 2018

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER



Item 24.2

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the bylaw entitled Zoning Amendment Bylaw No. 4287 be read a third time.

[ZON-1133; 1160595 BC Ltd.; 2690 Okanagan Avenue SE; P-3 to CD-19]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4287

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on November 13, 2018 at the hour of 7:00 p.m. was published in the October 31, 2018 and November 7, 2018 issues of the Salmon Arm Observer;

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

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

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:
 - 1) Add "Section 24 - C10 - High Technology Research & Development Zone" in accordance with the attached Schedule "A";
 - 2) Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP51225 from P-3 (Institutional) to C10 (High Technology Research & Development) attached as Schedule "B"; and
 - 3) Add to "Section 2 - Definitions"

HIGH TECHNOLOGY RESEARCH AND DEVELOPMENT 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.

2. SEVERABILITY

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

City of Salmon Arm
Zoning Amendment Bylaw No. 4287

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4287"**

READ A FIRST TIME THIS 9th DAY OF October 2018

READ A SECOND TIME THIS 22nd DAY OF October 2018

READ A THIRD TIME THIS DAY OF 2018

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2018

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

Section 24 – C10 - High Technology Research & Development Zone

Purpose

24.1 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

24.2 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

24.3 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; and*
- .10 *accessory use; including dwelling units intended for employees of a principal use of which the floor area of a dwelling unit shall not exceed 200 m² (2,152.7 ft²) or be less than 29 m² (312 ft²).*

Maximum Height of Principal Buildings

24.4 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

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

Minimum Parcel or Site Coverage

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

Minimum Parcel Size or Site Area

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

Minimum Parcel or Site Width

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

Minimum Setback of Principal and Accessory Buildings

24.9 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)

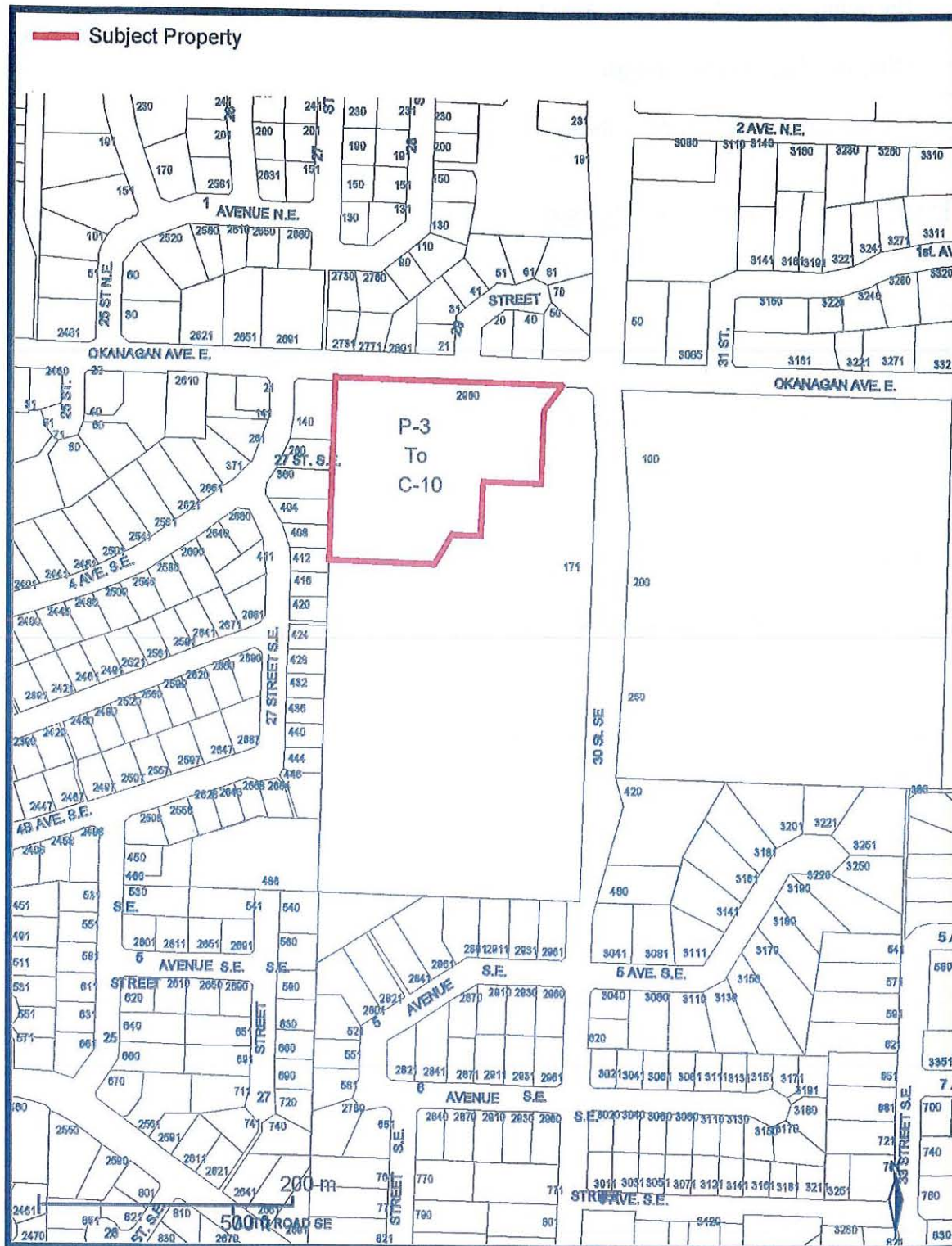
Outside Storage

24.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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

SCHEDULE "B"



Item 26.

CITY OF SALMON ARM

Date: November 13, 2018

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of November 13, 2018, be adjourned.

Vote Record

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

Opposed:

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

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