

1. May 25, 2020 Council Agenda And Correspondence

Documents:

[MAY 25, 2020 - AGENDA.PDF](#)

[MAY 25, 2020 INFORMATION CORRESPONDENCE.PDF](#)



## ***AGENDA***

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

**Monday, May 25, 2020  
1:00 p.m.**

***[Public Session Begins at 2:30 p.m.]***  
**By Electronic means as  
Authorized by Ministerial Order M139**

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	<b>1.</b>	<b>CALL TO ORDER</b>
<b>1 - 2</b>	<b>2.</b>	<b>IN-CAMERA SESSION</b>
	<b>3.</b>	<b>ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY</b> <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	<b>4.</b>	<b>ADOPTION OF AGENDA</b>
	<b>5.</b>	<b>DISCLOSURE OF INTEREST</b>
<b>3 - 12</b>	<b>6.</b>	<b>CONFIRMATION OF MINUTES</b>
	1.	Regular Council Meeting Minutes of May 11, 2020
<b>13 - 22</b>	<b>7.</b>	<b>COMMITTEE REPORTS</b>
	1.	Development and Planning Services Committee Meeting Minutes of May 19, 2020
	<b>8.</b>	<b>COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE</b>
<b>23 - 28</b>	<b>9.</b>	<b>STAFF REPORTS</b>
	1.	Director of Corporate Services - Active Transportation Task Force Terms of Reference
<b>29 - 32</b>	2.	Director of Corporate Services - Tourism Services Review - For Discussion
<b>33 - 36</b>	3.	Director of Engineering and Public Works - Project Award - 23 Street NE Sidewalk Replacement
<b>37 - 40</b>	4.	Director of Engineering and Public Works - Lawn Bowling Green Maintenance - Contract Award

- |         |     |  |
|---------|-----|--|
| 41 – 52 | 10. | <b>INTRODUCTION OF BYLAWS</b>  |
|         | 1.  | City of Salmon Arm Zoning Amendment Bylaw No. 4395 [ZON-1176; Micku, B. & V.; 3410 Lakeshore Road NE; R1 to R-8] – First and Second Readings |
|         | 11. | <b>RECONSIDERATION OF BYLAWS</b>   |
| 53 – 54 | 12. | <b>CORRESPONDENCE</b>  |
|         | 1.  | Informational Correspondence   |
|         | 13. | <b>NEW BUSINESS</b>  |
| 55 – 56 | 14. | <b>PRESENTATIONS / DELEGATIONS</b>   |
|         | 1.  | Presentation 4:00 – 4:15 p.m. (approximately)<br>L. Fitt, Manager, Economic Development Society- Shuswap Economic Recovery Plan              |
|         | 15. | <b>COUNCIL STATEMENTS</b>  |
|         | 16. | <b>SALMON ARM SECONDARY YOUTH COUNCIL</b>  |
|         | 17. | <b>NOTICE OF MOTION</b>  |
|         | 18. | <b>UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS</b>   |
|         | 19. | <b>OTHER BUSINESS</b>  |
|         | 20. | <b>QUESTION AND ANSWER PERIOD</b>  |

**7:00 p.m.**

Page #	Item #	Description
	21.	<b>DISCLOSURE OF INTEREST</b>
	22.	<b>HEARINGS</b>
57 – 88	1.	Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE]
89 – 118	2.	Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./ Skjerpen, M.; 241 Beatty Avenue NW]
119 – 150	3.	Development Permit Application No. DP-426 [Roberts, R. and Barnard, D.; 1120 Tenth Holdings Ltd.; 1120 10 Avenue SW]

- 151 – 172      **23.            STATUTORY PUBLIC HEARINGS**  
                         1.            Zoning Amendment Application No. ZON-1174 [508316 BC  
                                    Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4]
- 173 – 176      **24.            RECONSIDERATION OF BYLAWS**  
                         1.            City of Salmon Arm Zoning Amendment Bylaw No. 4390 [ZON-1174;  
                                    508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] – Third  
                                    Reading
- 25.            QUESTION AND ANSWER PERIOD**
- 177 – 178      **26.            ADJOURNMENT**



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Item 2.

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor Cannon

Seconded: Councillor Lavery

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 6.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of May 11, 2020, 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 commenced by electronic means as authorized by Ministerial Order M139, at 1:00 p.m. on Monday, May 11, 2020.

### PRESENT:

Mayor A. Harrison  
 Councillor D. Cannon (entered the meeting at 1:03 p.m.)  
 Councillor C. Eliason  
 Councillor K. Flynn  
 Councillor T. Lavery  
 Councillor S. Lindgren (entered the meeting at 2:36 p.m.)  
 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  
 Acting Chief Financial Officer T. Tulak  
 General Manager, Shuswap Recreation Society, D. Boyd  
 Recorder B. Puddifant

### 1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:02 p.m.

Councillor Cannon entered the meeting at 1:03 p.m.

### 2. IN-CAMERA SESSION

0178-2020                      Moved: Councillor Lindgren  
                                       Seconded: Councillor Eliason  
                                       THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:03 p.m.

Council returned to Regular Session at 2:22 p.m.

Council recessed until 2:32 p.m.

### 3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

### 4. REVIEW OF AGENDA

Addition of item under 10.1.a K. Guenther, Guenther Homes and Dev. Ltd – letter dated May 8, 2020 – ZON-1174 (508316 BC Ltd) Proposed Rezoning of 1141 18 Street NE

5. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 11.4 as the agent is a client of his firm.

Councillor Wallace Richmond declared a conflict of interest with item 12.2 as the letter writer is her client.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of April 27, 2020

0179-2020                      Moved: Councillor Flynn  
                                      Seconded: Councillor Lavery  
                                      THAT: the Regular Council Meeting Minutes of April 27, 2020, be adopted as  
                                      circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of May 4, 2020

0180-2020                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Cannon  
                                      THAT: the Special Council Meeting Minutes of May 4, 2020, be adopted as  
                                      circulated.

CARRIED UNANIMOUSLY

Councillor Lindgren entered the meeting at 2:37 p.m.

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of May 4, 2020

0181-2020                      Moved: Councillor Lavery  
                                      Seconded: Councillor Eliason  
                                      THAT: the Development and Planning Services Committee Meeting Minutes of  
                                      May 4, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Engineering and Public Works - Tender Award – 2020 Paving Program

0182-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council award the 2020 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of One Million Two Hundred Sixty Three Thousand Nine Hundred and Ten Dollars (\$1,263,910.00) plus taxes as applicable.

CARRIED UNANIMOUSLY

2. Director of Engineering and Public Works – Zone 1 Canoe Beach Watermain Upgrade

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Zone 1 – Canoe Beach Watermain Upgrade project in the amount of \$50,000.00. This amount to be transferred from Water Revenue source for the approved Zone 2 – Pump Station Design project;

AND THAT: Council approve the material supply purchase from EMCO Corporation-Kelowna Branch for 610± meters fusible PVC pipe and fittings for the quoted total price of \$260,000.00 plus taxes as applicable;

AND THAT: Council approve the award for Fusing/Pulling Services to Iron Man Directional Drilling for the quoted total price of \$38,720.00 plus taxes as applicable.

The Motion was split:

0183-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Zone 1 – Canoe Beach Watermain Upgrade project in the amount of \$50,000.00. This amount to be transferred from Water Revenue source for the approved Zone 2 – Pump Station Design project;

AND THAT: Council approve the material supply purchase from EMCO Corporation-Kelowna Branch for 610± meters fusible PVC pipe and fittings for the quoted total price of \$260,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest as the proponent is a client of his firm and left the meeting at 2:47 p.m.

0184-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council approve the aware for Fusing/Pulling Services to Iron Man Directional Drilling for the quoted total price of \$38,720.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

Councillor Flynn returned to the meeting at 2:48 p.m.

3. Acting Chief Financial Officer - 2020 Budget Analysis - COVID-19 - For Discussion

0185-2020

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: Council approve the recommendations to park the projects, as outlined in the report from the Acting Chief Financial Officer dated May 7, 2020.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4390 [ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] - First and Second Readings

a. K. Guenther, Guenther Homes and Dev. Ltd - letter dated May 8, 2020 - ZON-1174 (508316 BC Ltd) Proposed Rezoning of 1141 18 Street NE

0186-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4390 be read a first and second time;

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

K. Guenther, the applicant, outlined the application and was available to answer questions from Council.

Councillor Flynn left the meeting at 3:29 p.m. and returned at 3:32 p.m.

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Council direct staff to negotiate a connective public pedestrian right of way on the roadway through the proposed strata development;

AND THAT: final reading of the bylaw be withheld subject to the right of way being registered on title.

CARRIED

Councillor Flynn Opposed

Motion as Amended:

CARRIED UNANIMOUSLY



**11. RECONSIDERATION OF BYLAWS**

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 [Water Meter Rates] – Final Reading

0187-2020

Moved: Councillor Cannon  
Seconded: Councillor Eliason  
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4381 [ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8] – Final Reading

0188-2020

Moved: Councillor Cannon  
Seconded: Councillor Eliason  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4381 be read a final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4377 [ZON-1170; Gilmore, C.; 390 6 Street SE; R-1 to R-8] – Final Reading

0189-2020

Moved: Councillor Eliason  
Seconded: Councillor Wallace Richmond  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4377 be read a final time.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest and left the meeting at 3:58 p.m.

4. City of Salmon Arm Zoning Amendment Bylaw No. 4375 [ZON-1169; Lewis, S.F.; 710 10 Street SW; R-1 to R-5] – Final Reading

0190-2020

Moved: Councillor Lavery  
Seconded: Councillor Cannon  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4375 be read a final time.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:59 p.m.

12. CORRESPONDENCE

1. Informational Correspondence

Councillor Lindgren declared a conflict of interest and left the meeting at 4:06 p.m. as she is related to the letter writer.

5. S. Genn, Proair – letter received April 2020 – Bench Advertising Contract

Received for information.

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

6. D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated April 28, 2020 – Request for Letter of Support

0191-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council provide a letter of support to the Salmon Arm Folk Music Society (SAFMS) for the grant application to Destination BC – Tourism Event Program for the 2021 Roots and Blues Festival.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 4:20 p.m.

2. L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated May 7, 2020 – Shuswap Food Hub Business Plan – Receipt of Project Funds

0192-2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council approve the City of Salmon Arm to act as the recipient of funds from the BC Ministry of Agriculture for the Shuswap Food Hub Feasibility Study on behalf of the Salmon Arm Economic Development Society.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond returned to the meeting at 4:23 p.m.

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS19. OTHER BUSINESS1. City of Salmon Arm COVID-19 Economic Response/Recovery Plan

Council discussed the following Resolutions which were released from the May 11, 2020 In-Camera:

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council authorize the safe reopening of City owned buildings/properties and hard surface courts, including the skateboard park, tennis, basketball, pickle ball, Tennis Club, RJ Haney Heritage Village, Salmon Arm Art Centre, Horseshoe Club, and Lawn Bowling to the public in accordance with the Provincial Health Officer's guidelines effective May 15, 2020.

CARRIED

Councillor Lavery opposed

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize the reopening of all City owned playgrounds and spray parks effective May 15, 2020.

CARRIED

Councillors Lavery and Lindgren opposed

21. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with any questions submitted by the public.

2. IN-CAMERA SESSION – continued

0193-2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 4:39 p.m.

Council returned to Regular Session at 5:08 p.m.

22. ADJOURNMENT

0194-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of May 11, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 5:09 p.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Adopted by Council the      day of      , 2020.

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Item 7.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of May 19, 2020, 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 by electronic means, as authorized under Ministerial Order M139, on Tuesday, May 19, 2020.

### **PRESENT:**

Mayor A. Harrison  
 Councillor D. Cannon  
 Councillor K. Flynn  
 Councillor C. Eliason  
 Councillor T. Lavery  
 Councillor S. Lindgren  
 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

### **ABSENT:**

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

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

#### **2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

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

Mayor Harrison acknowledged the Canadian Forces Snowbirds' that were in the area and expressed deepest sympathy on behalf of the City of Salmon Arm to the Snowbirds and family of Captain Jenn Casey.

#### **3. REVIEW OF THE AGENDA**

#### **4. DISCLOSURE OF INTEREST**

**5. REPORTS****1. Zoning Amendment No. ZON-1176 [Micku, B. & V.; 3410 Lakeshore Road NE; R-1 to R-8]**

Moved: Councillor Cannon

Seconded: Councillor Flynn

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 A, Section 25, Township 20, Range 10, W6M, KDYD, Plan 24783 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

**2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial]**

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 - Required Offstreet Parking Requirement - reduce the number of required parking spaces from 11 to 9; and
- 2) Appendix A, Section 7 - waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

AND FURTHER THAT: issuance of Development Permit No. DP-424 be subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to



5. REPORTS – continued2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial] - continued

facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

M. Lamerton, the agent, outlined the application and was available to answer questions from the Committee.

The motion was split:

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9; and

CARRIED UNANIMOUSLY

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

DEFEATED

Mayor Harrison, Councillors Cannon, Eliason and Lavery Opposed

5. REPORTS – continued2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial] - continued

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

DEFEATED

Councillors, Cannon, Eliason, Lavery and Lindgren Opposed

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND FURTHER THAT: issuance of Development Permit No. DP-424 be subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

CARRIED UNANIMOUSLY

5. REPORTS – continued3. Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./Skjerpen, M.; 241 Beatty Avenue NW; Multi-Family Residential]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres; and
- 2) Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

J. Gillman, the agent, outlined the application and was available to answer questions from the Committee.

The Motion was split:

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres;

CARRIED UNANIMOUSLY

5. REPORTS – continued3. Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./Skjerpen, M.; 241 Beatty Avenue NW; Multi-Family Residential] – continued

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 2) Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Section 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services be deleted.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

5. REPORTS – continued4. Development Permit Application No. DP-426 [1120 Tenth Holdings Ltd./Roberts, R./Barnard, D.; 1120 10 Avenue SW; Commercial-Form and Character]

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-426 be authorized for issuance for Lot 8, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 (1120 10 Avenue SW) in accordance with the Development Permit drawings attached as Appendix 1 to the Staff Report dated May 12, 2020;

AND THAT: Development Permit No. DP-426 include the following variance to Zoning Bylaw No. 2303:

- 1) Section 49.7.3 – reduce the minimum building setback adjacent to a residential zone from 3.0 metres to 1.7 metres as shown on Drawing A0-1 of the Staff Report dated May 12, 2020;

AND FURTHER THAT: issuance of Development Permit No. DP-426 be withheld subject to:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of \$22,300.00 (125% of the landscaper architect's estimate) for landscaping; and
- 2) Registration of a Section 219 Land Title Act Floodplain / Save Harmless Covenant with reference to the Geotechnical Report prepared by Interior Testing Services Ltd. dated April 29, 2020.

M. Lamerton, the agent, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. PRESENTATIONS7. FOR INFORMATION8. IN CAMERA9. LATE ITEMS

10. ADJOURNMENT

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee meeting of May 19, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:59 a.m.

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Mayor Alan Harrison  
Chair

Minutes received as information by Council  
at their Regular Meeting of , 2020.

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Item 9.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: the Active Transportation Task Force Terms of Reference, attached as Appendix A, to the staff report dated May 20, 2020, be adopted;

AND THAT: Council authorize staff to advertise for four (4) Citizens-at-Large positions, which will be selected by Council at the July 13, 2020 Regular Council Meeting.

### Vote Record

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

Opposed:

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



**CITY OF  
SALMON ARM**

---

TO: His Worship Mayor Harrison and Members of Council

DATE: May 20, 2020

SUBJECT: Active Transportation Task Force Terms of Reference

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**MOTION FOR CONSIDERATION:**

THAT: the Active Transportation Task Force Terms of Reference, attached as APPENDIX A, be adopted;

AND THAT: Council authorize staff to advertise for four (4) Citizens-at-Large positions, which will be selected by Council at the July 13, 2020 Regular Council Meeting.

**Background:**

At the February 24, 2020 Regular Meeting of Council the following Resolution was adopted:

**WHEREAS** the City of Salmon Arm relies on the important but dated Greenway Strategy as a key document for the long-term planning of trails, sidewalk and cycling networks and has recently established a reserve to develop a modern Active Transportation Plan;

**AND WHEREAS** a comprehensive Active Transportation Plan will guide the city in a vision along with policies and actions for safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years:

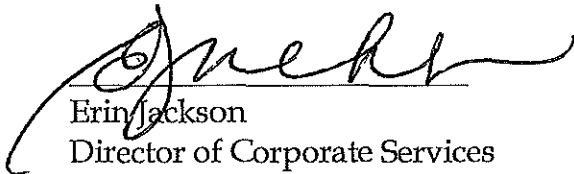
**THEREFORE BE IT RESOLVED THAT** the Council create an Active Transportation Task Force (ATTF) to provide information and recommendations to Council about best practices in Active Transportation and potential funding opportunities from higher levels of government;

**AND FURTHER THAT Council direct staff to prepare a draft Terms of Reference and options of staff support for the Task Force for Council's consideration.**

The ATTF Terms of Reference (ToR), attached as APPENDIX A, is a proposed framework that will guide the activities of the Task Force. The ToR outlines the mandate and scope of the Task Force, how many members there are, the types of activities the Task Force is involved in, and the administrative arrangements that keep it functioning. It is proposed that in addition to a recording secretary, Jenn Wilson, City Engineer, and Chris Larson, Planning and Development Officer, be designated as staff support to the Task Force.

It is recommended that staff initiate advertising for the four (4) Citizens-at-Large positions as soon as possible to allow time for interested applicants to submit their application forms for Council's consideration at the July 13, 2020 Regular Council Meeting. Meetings are anticipated to being in September 2020.

Respectfully Submitted,



Erin Jackson  
Director of Corporate Services

Appendices:

APPENDIX A – Draft Active Transportation Task Force Terms of Reference

APPENDIX B – Advertisement for Citizens-at-Large



## Active Transportation Task Force Terms of Reference

### **Mandate:**

The primary goal of the Active Transportation Task Force is to provide information and recommendations to Council that will guide the city in developing a modern Active Transportation Plan which will allow the city to position itself for potential funding opportunities from higher levels of government geared towards Active Transportation.

### **Scope:**

- Review the existing Greenway plans and strategies;
- Identify potential funding opportunities;
- Identify and engage potential private, non-profit and governmental partners to collaborate in the development of Active Transportation;
- Research best practices in Active Transportation from other jurisdictions; and
- Make recommendations to Council regarding next steps regarding policies and actions for safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years.

### **Membership: (16)**

- Two (2) members of council as co-chairs
- One (1) member from Adams Lake Indian Band
- One (1) member from Neskonlith Indian Band
- One (1) member from Shuswap Trails Alliance
- One (1) member from Salmon Arm Economic Development Society
- One (1) member from Downtown Salmon Arm
- One (1) member from School District #83
- One (1) member from Interior Health
- One (1) member from Shuswap Cycle Club
- One (1) member from Greenways Liaison Committee
- One (1) member from Social Impact Advisory Committee
- Four (4) Citizens-At-Large including (1) member from the mobility aid community and (1) senior citizen

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

**Quorum:**

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

**Staff Support:**

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

**Timelines:**

The Task Force will provide an interim report and recommendations to Council by December 2020. It is anticipated that the Task Force will meet every two weeks until the delivery of this interim report.

A final report including recommendations to council for Active Transportation planning and strategies will be completed by Spring 2021. The Task Force will meet on a regular basis as determined by need.

**Reporting:**

- Meeting minutes will be presented to Council for information purposes.
- All recommendations of the Task Force must be ratified by Council prior to being actioned.
- All media releases must be ratified by Council.

Advertisement:

Let's Move Salmon Arm!

The City of Salmon Arm is seeking four (4) Citizens-At-Large, including (1) member from the mobility aid community and (1) senior citizen, with professional or personal interest in Active Transportation to join the Active Transportation Task Force for a term of one (1) year, with an anticipated commencement of September 1, 2020.

The primary goal of the Active Transportation Task Force is to provide information and recommendations to Council that will guide the city in developing a modern Active Transportation Plan which will allow the city to position itself for potential funding opportunities from higher levels of government geared towards Active Transportation.

Interested individuals must be:

- Available and willing to volunteer time to Active Transportation Task Force meetings (2 x 1 hour meetings per month), in addition to research and projects;
- Equipped with and comfortable using technology to meet and share information electronically; and
- Interested in or possessing a background in Active Transportation.

Council will select and appoint Task Force members. The Terms of Reference and Application form for this Task Force are available on the City website ([www.salmonarm.ca](http://www.salmonarm.ca)).

Additional information may be obtained by contacting the undersigned. Interested individuals should submit a written application, complete with resume and written statement outlining what you can contribute to the Task Force. Applications must be received by 4:00 pm on June 30, 2020.

Erin Jackson, Director of Corporate Services  
City of Salmon Arm  
500 – 2 Avenue NE, Box 40, Salmon Arm, BC V1E 4N2  
Phone: 250-803-4029 Email: [ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)

Item 9.2

## CITY OF SALMON ARM

Date: May 25, 2020

Director of Corporate Services – Tourism Services Review – For Discussion

### Vote Record

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

Opposed:

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



# CITY OF SALMON ARM

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TO: His Worship Mayor Harrison & Members of Council  
DATE: May 20, 2020  
SUBJECT: Tourism Services Review

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## For Discussion / Direction

### **BACKGROUND:**

At the January 27, 2020 Regular Meeting, Council authorized Councillor Eliason and the Director of Corporate Services to conduct one-to-one consultation with key tourism stakeholders and report back to Council with a view towards short and long term tourism planning.

The majority of stakeholder meetings were conducted in February and early March, 2020, however, the process was essentially halted by mid-March due to the COVID-19 pandemic. The information gathered through targeted questions and face to face meetings helped to shed light on both the current status of tourism service delivery in Salmon Arm and the ideas / aspirations of what tourism service delivery could look like, from the unique perspectives of each key stakeholder. Each of the written and verbal responses was thoughtful, professional and passionate.

Some of the key themes that emerged are as follows:

- Some form of regional collaboration is critical to the success of tourism in Salmon Arm. Tourism does not care about municipal boundaries;
- Digital marketing is the way of the future. Millennials and Generation X travelers are planning vacations on their computers;
- We need to be telling our story at every available opportunity;
- There is overlap and confusion occurring under the current model. Three different websites and points of contact (Chamber of Commerce, Shuswap Tourism and Salmon Arm Economic Development Society). This could be alleviated by creating collaborative community channels, shared messaging and coordinated promotional materials;

- Traditional methods of providing visitor information services are no longer effective. Satellite, pop-up and mobile services may reach more visitors than a static office and may be less expensive to operate;
- Events are very resource intensive. Creating new events may not be the best use of resources. The focus should be on supporting current events and curating experiences;
- Need to educate our local ambassadors so they can share the Shuswap experience with visitors;
- Select print materials are still in demand;
- Relationships are key to providing an outstanding visitor experience; and
- Visitor engagement strategies need to be reviewed to ensure the City is receiving the highest return on investment.

At the November 12, 2019 Regular Meeting, Council resolved to enter into a one year agreement with the Chamber of Commerce to provide Visitor Information Services on behalf of the City. The Chamber has been providing these services for approximately 25 years.

The most immediate decision regarding tourism in Salmon Arm is the future of the Visitor Information Centre. The general consensus amongst stakeholders was that visitor information services have dramatically changed to the point where a bricks and mortar, static building with brochures is becoming less and less relevant each year. There is undoubtedly a sector of the population who rely on print material and face to face interaction, however, the demand for this mode of service delivery has decreased while the demand for digital offerings has steadily increased.

It is not yet clear how COVID-19 will affect the tourism industry. With the borders closed for all but essential travel between Canada and the US and airline traffic significantly curtailed, it is anticipated that the Shuswap will see a fraction of the visitors we would typically welcome over the summer. In fact, even our usual visitors from other provinces may 'Explore BC- Later'.

#### OPTIONS:

1. Develop and undertake a Tourism Recovery Plan in collaboration with stakeholders. This could involve paring down visitor services and/ or closing the VIC until visitors can truly be welcomed back and educating our own citizens about what we have to offer here to help stimulate the economy and create ambassadors. Destination BC is supporting the tourism industry through a three-phased Marketing Recovery plan: Response, Recovery, and Resilience. A local task force could be formed to ensure dedicated action is taken in Salmon Arm; and/or
2. Develop and issue a Request for Proposals, asking proponents to explain how they would provide visitor information services. We do not yet know the exact recipe for a successful visitor information experience so the City can invite interested parties to bring their most creative and innovative ideas forward for consideration. The successful candidate would then operate the new iteration of a Visitor Information Centre; or



3. Engage a consultant to conduct a review and provide a strategy for the provision of visitor information services that is based on proven best practices from other communities. Following this, a process would be undertaken to contract a service provider to execute the strategy.


Costing for the above options is not known. While it is envisioned that any combination of the three options could be undertaken, the logical first step is to start the recovery process. This will aid Council in making a decision about how visitor information services will be delivered post-COVID-19. Unexpended funds from closure of the VIC could be used to help facilitate any of these scenarios.

In addition to the Visitor Information Centre funding, the City also contributes to the Shuswap Tourism function (managed by the CSRD) for regional destination marketing and collects Municipal Regional District Tax (MRDT) funds, which are managed by the Salmon Arm Economic Development Society to increase shoulder and off-season visits to Salmon Arm. The MRDT budget has been significantly decreased due to the impact of COVID-19 on the accommodation industry.

Many of the organizations (e.g. Haney Heritage Village and Museum, Downtown Salmon Arm, Shuswap Recreation Society, and Salmon Arm Art Centre) and events (e.g. Roots & Blues, Salty Dog and Salmon Arm Fall Fair) that have significant impact on tourism in Salmon Arm have closed, cancelled events or reduced their services in the face of the pandemic.

The intent of this exercise was to review the tourism functions in the City to ensure that dedicated funds are used in the most effective and efficient manner possible and that a cohesive and consistent message is being shared no matter who is delivering the service. It cannot go without saying that the pandemic has created new obstacles that we cannot fully appreciate at this time. Rushing into a new model without understanding how tourism is affected would be ill-advised.

Respectfully Submitted,

  
Erin Jackson  
Director of Corporate Services

Item 9.3

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council approve the award of the 23 Street NE Sidewalk Replacement Project to Mounce Construction Ltd., in accordance with their quote, in the amount of \$49,250.58 plus taxes as applicable;

AND THAT: Council approve scope of work increase to include Sidewalk Replacement on 5 Avenue NE (approximately 100m from 23 Street to 24 Street) at the unit prices quoted for the 23 Street NE quote, estimated to be \$35,000.00 plus taxes as applicable.

### Vote Record

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

Opposed:

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



File: 2020-22

TO: His Worship Mayor Harrison and Members of Council  
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor  
 DATE: May 15, 2020  
 SUBJECT: **PROJECT AWARD – 23 STREET NE SIDEWALK REPLACEMENT**

### **STAFF RECOMMENDATION**

**THAT: Council Approve the award of the 23 Street NE Sidewalk Replacement Project to Mounce Construction Ltd., in accordance with their quote, in the amount of \$49,250.58 plus taxes as applicable;**

**AND THAT: Council Approve scope of work increase to include Sidewalk Replacement on 5 Ave NE (approximately 100m from 23 St to 24 St) at the unit prices quoted for the 23 Street NE quote, estimated to be \$35,000.00 plus taxes as applicable.**

### **BACKGROUND**

The 2020 budget contained in the 2020 to 2024 Financial Plan included \$90,000 (Gas Tax funded) for the 23<sup>rd</sup> Street NE Sidewalk Replacement project. The lowest quoted price is under budget and less than staff estimate with competitive pricing from the three (3) low bidders.

The subdivisions in this area were constructed in the mid-late 70's and the sidewalks are very poor condition and in need of replacement. The existing cracks and grade separations create a significant trip/fall hazard.

Quote requests were issued to six (6) local contractors with four (4) received, results as follows:

Company	Total Quote Amount (excl. taxes)
<b>Mounce Construction Ltd.</b>	<b>\$ 49,250.58</b>
D. Webb Contracting Ltd.	\$ 53,955.00
Little Projects Ltd.	\$ 56,723.95
General Assembly Excavating Ltd.	\$ 69,444.35
<i>Staff Estimate</i>	<i>\$ 60,000.00</i>

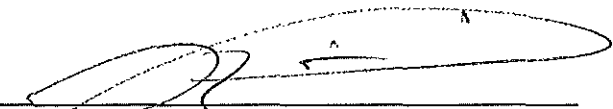
### **STAFF COMMENTS**

There are multiple other areas within the City where the existing sidewalks are in poor condition creating a liability for the City. Immediately NE of 23<sup>rd</sup> Street is 5<sup>th</sup> Avenue NE where approximately 100 meters of existing sidewalk between 23<sup>rd</sup> Street and 24<sup>th</sup> Street is in the same poor condition as the 23<sup>rd</sup> Street Sidewalk. There are sufficient funds remaining in the 23<sup>rd</sup> Street NE project budget to allow a scope of work increase to include replacement of approximately 100m of sidewalk on 5<sup>th</sup> Avenue NE between 23 Street and 24 Street.

Staff recommend that council approve a scope of work increase to include replacement of approximately 100 meters of sidewalk on 5<sup>th</sup> Avenue between 23<sup>rd</sup> Street NE and 24<sup>th</sup> Street NE. The estimated value of completing the 5<sup>th</sup> Avenue sidewalk is \$35,000 for a total project value of \$85,000 plus taxes as applicable.

In an attempt to get good competitive pricing, a specified completion date of October 30, 2020 was included in the quote request, Mounce Construction is proposing construction for June.

Respectfully submitted,



Robert Niewenhuizen, AScT  
Director of Engineering and Public Works

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Item 9.4

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: the 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding for the remainder of the 2020 season for Lawn Bowling Green Maintenance in the amount of \$2,900.00 reallocated from:

1. Grounds, Parking Lot Maintenance (Arena/CC)      \$1,000.00;
2. TCH West Maintenance      \$1,000.00; and
3. Special Events Maintenance      \$900.00;

AND THAT: Council accept the proposal received from Turfcats Enterprises Ltd., to undertake the Lawn Bowling Greens Maintenance for the three (3) year term commencing June 1, 2020 thru to May 31, 2023 in accordance with the unit prices quoted as follows:

- 2020/21 - \$2,000.00 per month plus taxes;
- 2021/22 - \$2,100.00 per month plus taxes; and
- 2022/23 - \$2,200.00 per month plus taxes.

### Vote Record

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

Opposed:

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




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TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering & Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: May 14, 2020

SUBJECT: Lawn Bowling Greens Maintenance – Contract Award

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**RECOMMENDATION:**

**THAT:** The 2020 Budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding for the remainder of the 2020 season for Lawn Bowling Greens Maintenance in the amount of \$2,900.00 reallocated from:

- 1) Grounds, Parking Lot Maint. (Arena/CC) - \$1,000.00
- 2) TCH West Maintenance - \$1,000.00
- 3) Special Events Maint. - \$900

**AND THAT:** Council accept the proposal received from Turfcats Enterprises Ltd, to undertake the Lawn Bowling Greens Maintenance for the three (3) year term commencing June 1, 2020 thru to May 31, 2023 in accordance with the unit prices quoted as follows:

- 2020/21 - \$2,000 per month plus taxes.
- 2021/22 - \$2,100 per month plus taxes.
- 2022/23 - \$2,200 per month plus taxes.

**BACKGROUND:**

A Request for Proposal (RFP) was issued for the Lawn Bowling Greens Maintenance for a three (3) year term commencing June 1, 2020 to May 31, 2023. The RFP was issued on BC Bid and City of Salmon Arm website. Work includes all maintenance between April 1 and October 31 each year, to ensure the turf is healthy and the lawn bowling club has a quality playable surface. This includes, but is not limited to: removal of thatch, aeration, top dressing, mowing, fertilizing, weed control, etc. City staff are responsible for the spring start up and winterization of the irrigation system.

Maintenance of a lawn bowling green requires a very specific skill set. If the turf is not managed properly, there is the potential for it to be ruined and it would cost a substantial sum to replace.



## 2020-2023 – lawn Bowling Greens Maintenance – PROPOSAL AWARD

City staff, as a request from the Lawn Bowling Club, added rolling of the green 1 to 3 times per week to the request for proposal. Rolling of the green, when healthy, does create a better playing surface. This resulted in a significant increase in prices from previous years. Staff have discussed with Turfcats Enterprises and negotiated that the rolling requirement is reduced from 1 to 3 times a week to 1 time per week, and perhaps occasionally 2 rolls per week, which has reduced the monthly quoted price.

On May 05, 2020, we only received one (1) quotations as follows:

Company	2020/21 Price	2021/22 Price	2022/23 Price	Total Cost over 3 years
Turfcats Enterprises Ltd.	\$2,000 /month	\$2,100/month	\$2,200/month	
	\$14,000 / year (7 months)	\$14,700/year (7 months)	\$15,400/year (7 months)	\$44,100.00

\*taxes are not included in this amount

Turfcats Enterprises is a local company which has completed the Lawn Bowling Greens Maintenance since 2008 and spent 21 years as master superintendent at the Salmon Arm Golf Course.

The approved budget for the 2020 Lawn Bowling Greens Maintenance is \$10,300.00. We recommend that the budget contained in the 2020 – 2024 Financial Plan Bylaw be amended to reflect additional funding for the remainder of the 2020 season for Lawn Bowling Maintenance and to be awarded to Turfcats Enterprises Ltd. at their quoted prices, stated above.

We are recommending amending budget utilizing existing funds from current Operation & Maintenance accounts. We are able to utilize these funds this year due to the following reasons: staffing levels and general scope of works are decreased, special events are being cancelled due to COVID-19 and TCH West scope of works will be reduced until the highway is completed.

Respectfully submitted,

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

c.c. Tracy Tulak, Chief Financial Officer



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Item 10.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4395 be read a first and second time.

[ZON-1176; Micku, B. & V.; 3410 Lakeshore Road NE; R1 to R-8]

### Vote Record

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

Opposed:

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

**CITY OF  
SALMON ARM**

To: His Worship Mayor Harrison and Members of Council

Date: May 12, 2020

Subject: Zoning Bylaw Amendment Application No. 1176

Legal: Lot A, Section 25, Township 20, Range 10, W6M, KDYD, Plan 24783

Civic: 3410 Lakeshore Road NE

Owner/Applicant: B. & V. Micku

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**MOTION FOR CONSIDERATION**

**THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 25, Township 20, Range 10, W6M, KDYD, Plan 24783 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);**

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**STAFF RECOMMENDATION**

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

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**PROPOSAL**

The subject parcel is located at 3410 Lakeshore Road NE (Appendix 1 & 2). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone). A subdivision application, File No. 19.14 has been submitted to create one new lot, proposed sketch plan is attached as Appendix 3. The applicant's intention is to construct a new single family dwelling and a detached suite on proposed Lot 2 and to have the option of constructing a secondary suite in the existing single family dwelling on the remainder lot (proposed Lot 1)

**BACKGROUND**

The property is designated Low Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The property is located in an area largely comprised of R-1 (Single Family Residential Zone) and R-7 (Large Lot Single Family Residential Zone) zoned parcels. There are presently 5 properties zoned R-8 (Residential Suite Zone) in the vicinity. Recently (November 2019) the bordering property to the southeast was rezoned from R-1 to R-8.

The subject property is currently large and contains a single family dwelling, see site photos attached as Appendix 6. The property is legally hooked across Lakeshore Road and the total area is 4,492 m<sup>2</sup> (1.11 ac), with a parcel width of 67 m. Subdivision would create one new parcel of 3,368 m<sup>2</sup> (0.832 ac) leaving a remainder of 1,124 m<sup>2</sup> (0.28 ac) with the existing house. Due to the location of the property, there are significant servicing costs required for subdivision. This past February, a Development Variance Permit (VP-505) was issued for servicing variances.

The two proposed lots will meet the minimum parcel area and width as specified in the R-8 zoning regulations. Development of a secondary or a detached suite would require a building permit and be subject to meeting both Zoning Bylaw and BC Building Code requirements. At this time, the applicant plans to build a shop with a detached suite on the property. When the subdivision is complete, the applicant intends to build a new house on proposed Lot 2 and sell the remainder lot with the existing house.

If Council adopts the associated zoning amendment bylaw for this application and the subdivision is completed, the applicant will have 2 lots zoned R-8 with suite development potential.

### Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

Any development of a secondary suite or detached suite would require a Building Permit and be subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable for a detached suite in the amount of \$6,064.31, and would be collected with the Building Permit application for an accessory building and suite, unless the application for a suite is filed later.

### COMMENTS

#### Engineering Department

No Engineering concerns with rezoning. Future building permit for detached / attached suite will require water service upgrade.

#### Building Department

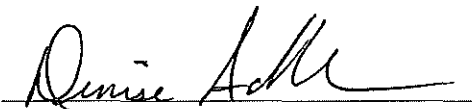
BC Building Code will apply. No concerns with proposed zoning.

#### Fire Department


No concerns.

#### Planning Department

The proposed R-8 zoning is consistent with the OCP and if the subdivision is completed the two proposed lots could easily meet the R-8 zoning requirements based on parcel area and dimensions. Therefore, this application is supported by staff. Any development of a secondary or detached suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.

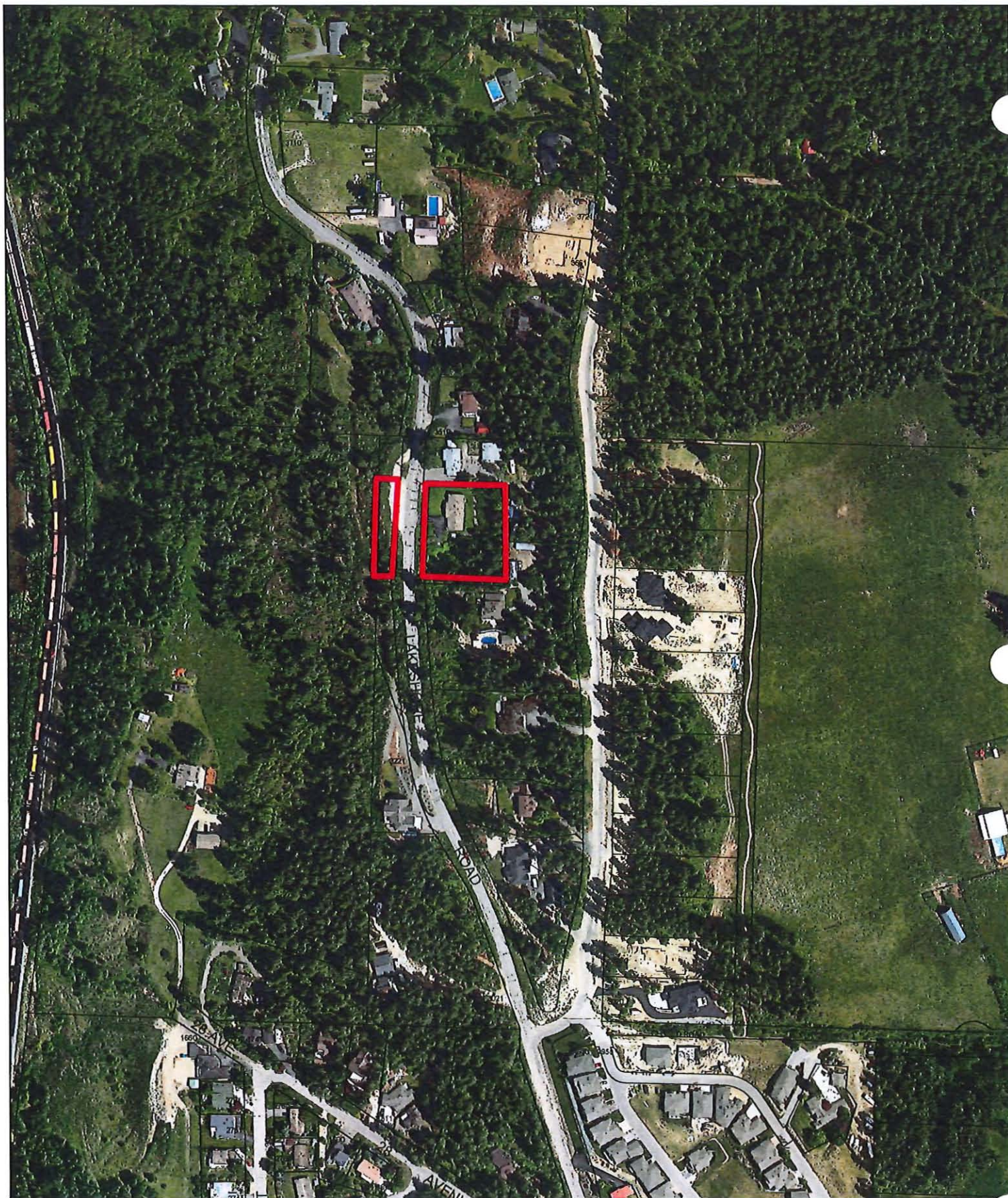


Prepared by: Denise Ackerman  
Planner, Development Services



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





0 1530 60 90 120  
Meters



Subject Parcel



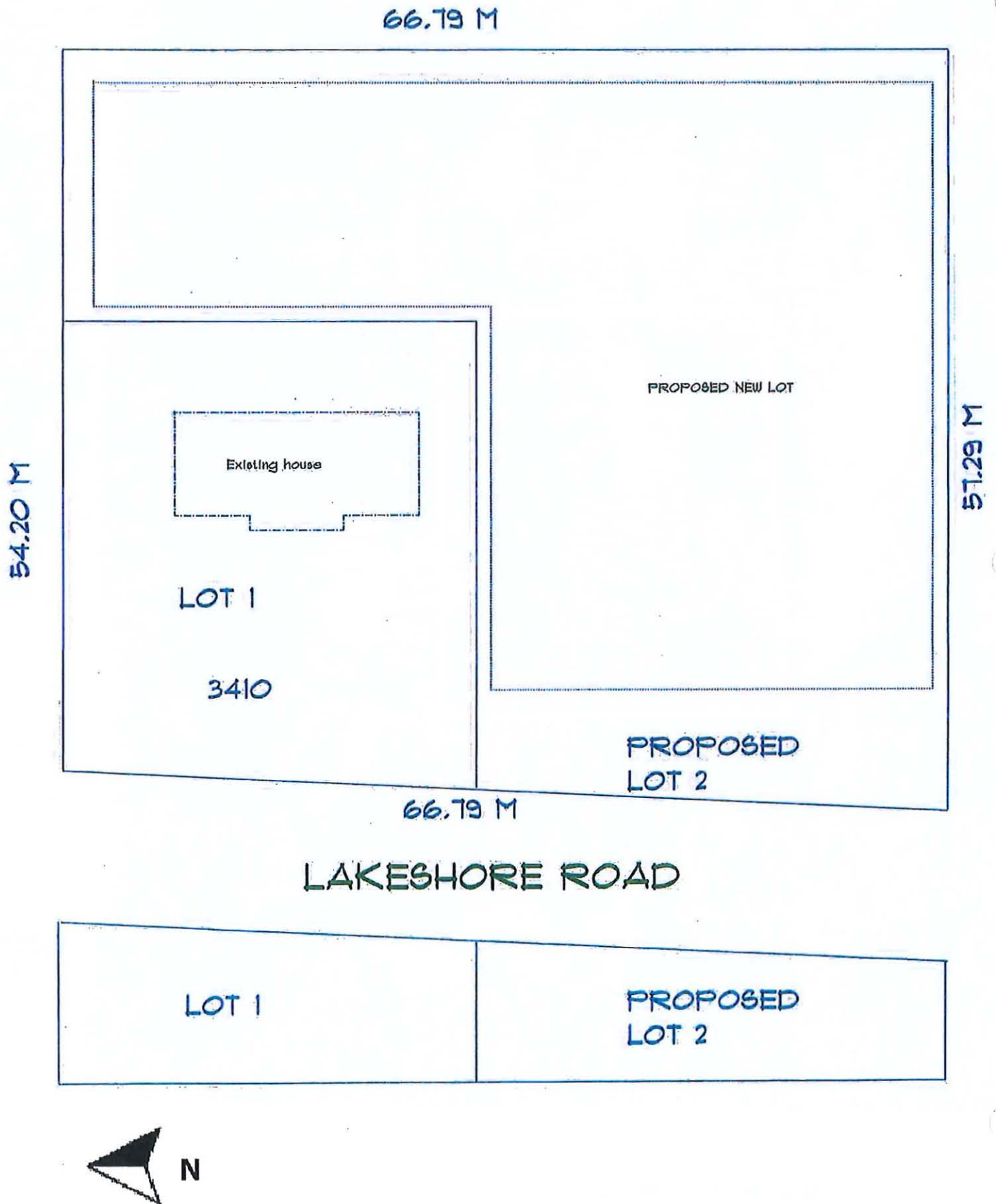


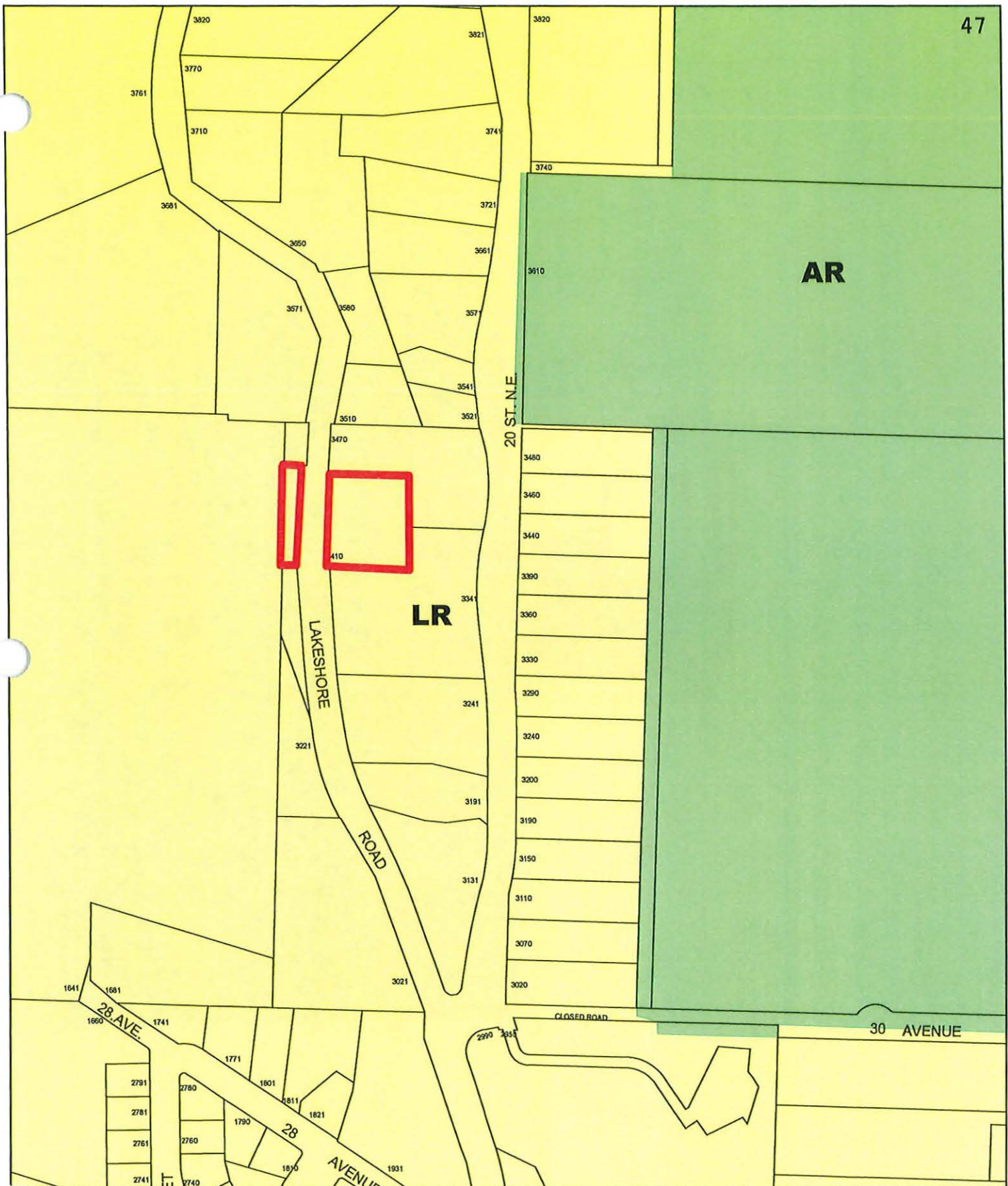
0 4.5 9 18 27 36  
Meters



Subject Parcel







Subject Parcel

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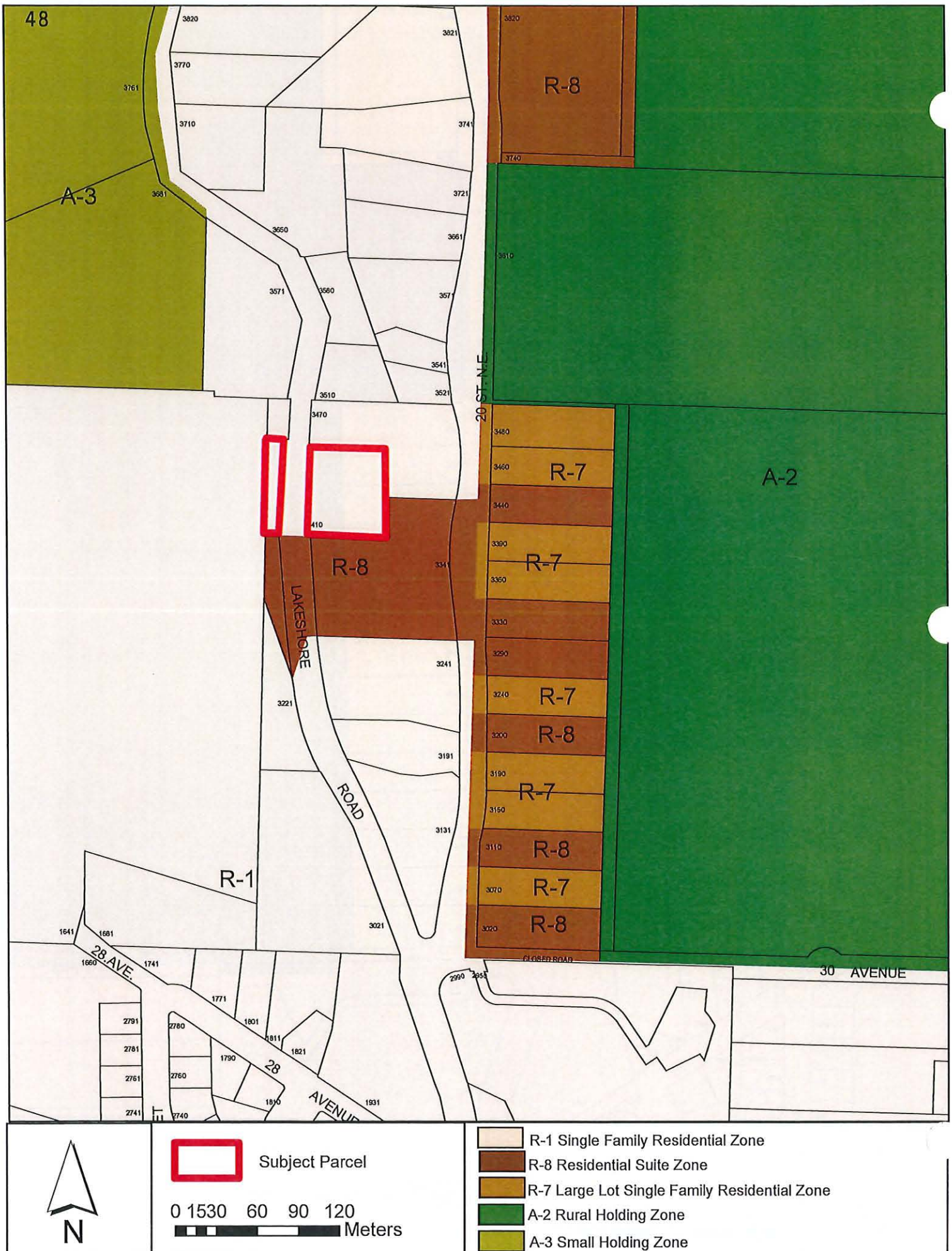


LR - Low Density Residential

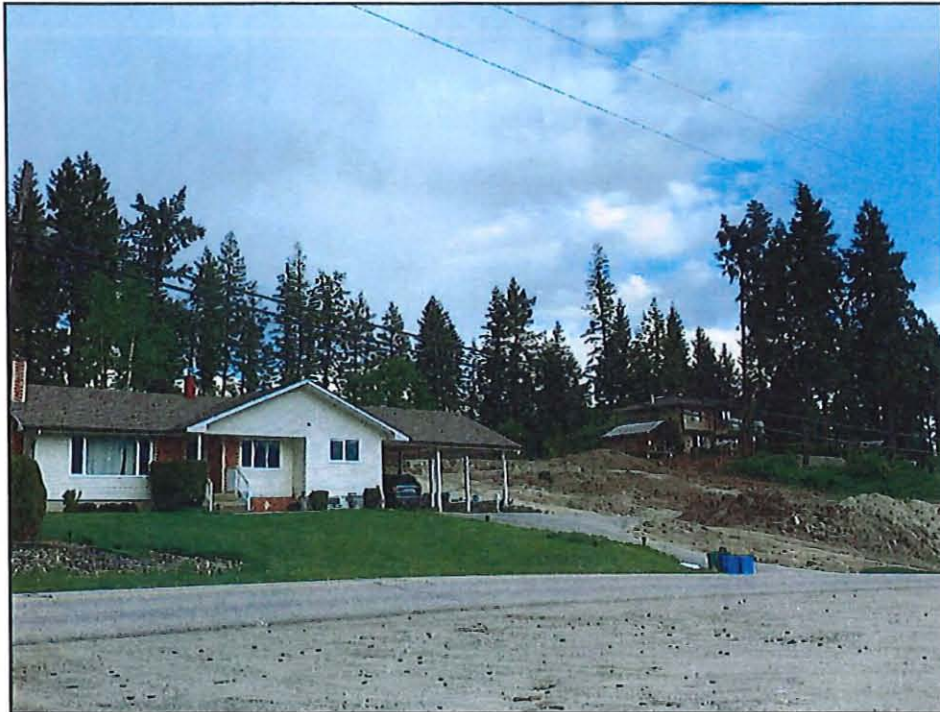


AR - Acreage Reserve

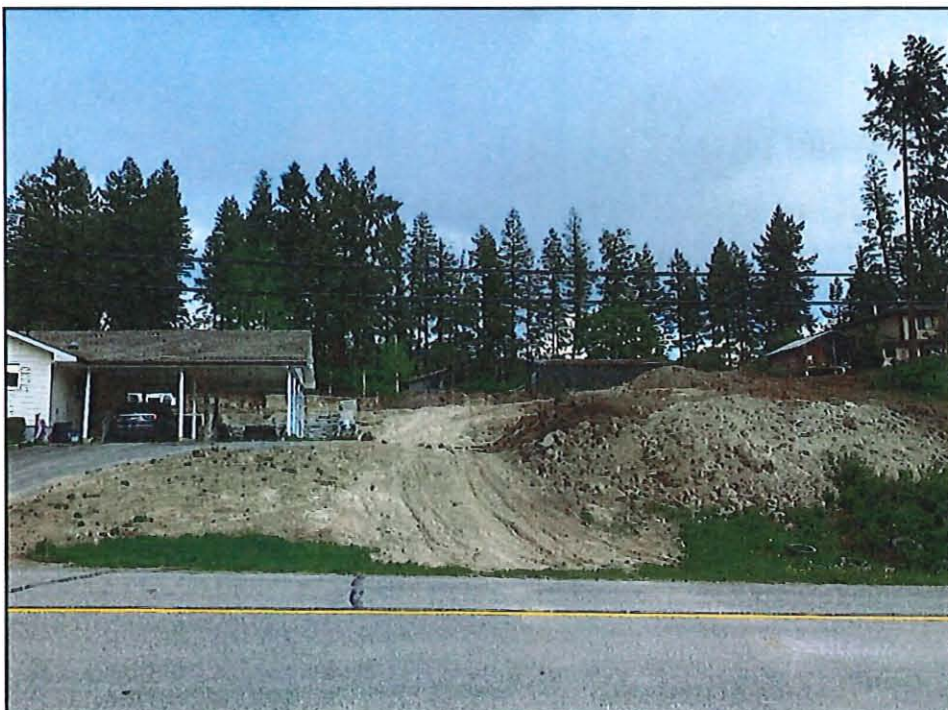








Existing house on the property.



Proposed Lot 2 shown on the right.

## CITY OF SALMON ARM

### BYLAW NO. 4395

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

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WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on , 2020 at the hour of 7:00 p.m. was published in the and , 2020 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 A, Section 25, Township 20, Range 10, W6M, KDYD, Plan 24783, from R-1 Single Family Residential Zone to R-8 Residential Suite Zone, attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4395"**

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

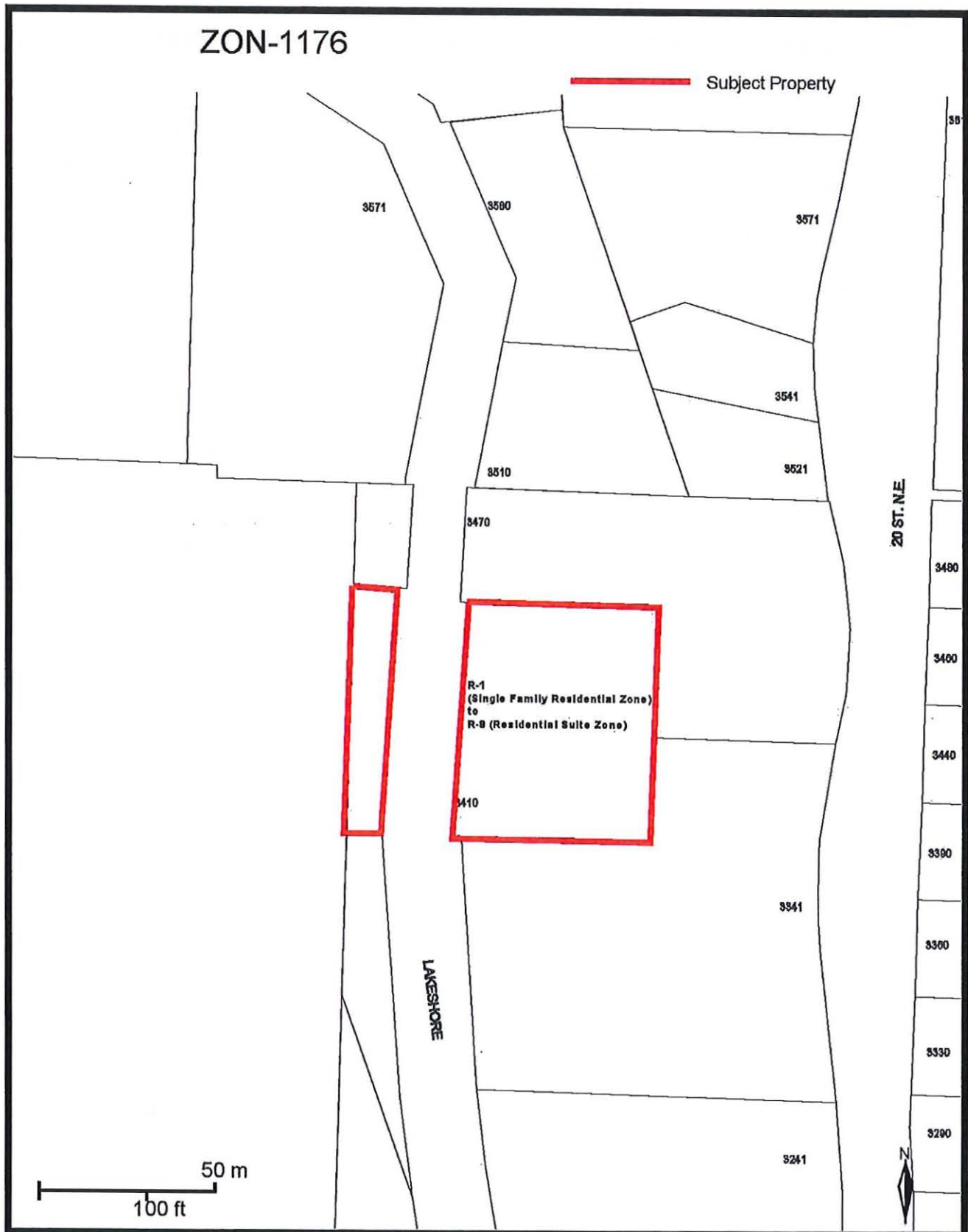
READ A THIRD TIME THIS DAY OF 2020

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



### INFORMATIONAL CORRESPONDENCE – MAY 25, 2020

- |     |   |   |
|-----|---|---|
| 1.  | B. Howard – email dated May 6, 2020 – COVID19 Opening Restrictions  | A |
| 2.  | H. Brown – letter dated May 8, 2020 – Mt. Ida Cemetery – Bylaw 4280   | R |
| 3.  | The Shuswap Trail Alliance – letter dated March 16, 2020 – Shuswap Trails Party and Auction   | N |
| 4.  | Sicamous-to-Armstrong Rail Trail Governance Advisory Committee and Technical Operational Committee – media release dated May 15, 2020 – Sicamous-to-Armstrong Rail Trail technical planning proceeds  | N |
| 5.  | D. Mills, Shuswap Cycling Society – letter dated April 30, 2020 – 7 <sup>th</sup> Annual Shuswap Cross, Cyclocross Race   | R |
| 6.  | Southern Interior Local Government Association – news release – 2020 SILGA Community Excellence Award Winners   | N |
| 7.  | A. Slater, Southern Interior Local Government Association – email dated May 20, 2020 – 2020 UBCM Community Excellence Awards – Application Deadline July 10, 2020   | N |
| 8.  | K. Conroy, Minister of Children and Family Development – letter dated May 13, 2020 – British Columbia's Child and Youth in Care Week  | A |
| 9.  | L. Krog, Mayor, City of Nanaimo to Honourable David Eby, Attorney General – letter dated May 13, 2020 – Supporting Businesses by Making Liquor Licensing More Flexible  | N |
| 10. | J. Guignard, Executive Director, Alliance of Beverage Licensees, K. Beattie, Executive Director, BC Craft Brewers Guild, I. Tostenson, President and CEO, BC Restaurant and Foodservices Association and M. Prodan, BC Wine Institute – email dated May 11, 2020 – Flexible, innovative, and expedited patio permitting | A |
| 11. | R. Silver, Manager, Accessibility Initiatives, Social Planning and Research Council of British Columbia – email dated May 13, 2020 – Grant & Community Accessibility Successes Information! – Join Us in Celebrating Access Awareness Day This Year!  | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 14.1

## CITY OF SALMON ARM

Date: May 25, 2020

### Presentation 4:00 p.m. (approximately)

**NAME:** L. Fitt, Manager, Economic Development Society

**TOPIC:** Shuswap Economic Recovery Plan

#### Vote Record

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

Opposed:

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



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Item 22.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9; and
- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

AND FURTHER THAT: issuance of Development Permit No. DP-424 be subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

[Horsting, T./Lamerton, M.; 480 30 Street SE]

### Vote Record

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

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

5. REPORTS2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial]

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9; and
- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

AND FURTHER THAT: issuance of Development Permit No. DP-424 be subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to

facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

M. Lamerton, the agent, outlined the application and was available to answer questions from the Committee.

5. REPORTS – continued

2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial] - continued

The motion was split:

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 1) Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9; and

CARRIED UNANIMOUSLY

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Zoning Bylaw No. 2303:

- 2) Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e. asphalt, concrete or brick) for off-street parking areas;

DEFEATED

Mayor Harrison, Councillors Cannon, Eliason and Lavery Opposed

5. REPORTS – continued2. Development Permit Application No. DP-424 [Horsting, T./Lamerton, M.; 480 30 Street SE; Neighbourhood Commercial] - continued

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND THAT: Development Permit No. DP-424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

- 1) Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

DEFEATED

Councillors, Cannon, Eliason, Lavery and Lindgren Opposed

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4 of the Staff Report dated May 7, 2020;

AND FURTHER THAT: issuance of Development Permit No. DP-424 be subject to the following:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
- 2) Registration of an Easement in favour of Back to Nature Daycare (480 30 Street SE) to allow access over the city owned property (420 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200.00, along with the costs to widen the existing access/egress to 8m.

CARRIED UNANIMOUSLY

# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: May 7, 2020

Subject: Development Permit No. 424 (Neighbourhood Commercial)

Legal: Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473  
 Civic: 480 - 30 Street SE  
 Owner: T. Horsting  
 Applicant: Owner  
 Agent: M. Lamerton

## MOTION FOR CONSIDERATION

**THAT:** Development Permit No. 424 be authorized for issuance for Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 (480 - 30 Street SE) in accordance with the Development Permit drawings attached in Appendix 4;

**AND THAT:** Development Permit No. 424 include the following variances to Zoning Bylaw No. 2303:

1. Appendix A, Section 1 – Required Offstreet Parking Requirement – reduce the number of required parking spaces from 11 to 9;
2. Appendix A, Section 7 – waive the requirement to provide hard surfacing (i.e.: asphalt, concrete or brick) for off-street parking areas;

**AND THAT:** Development Permit No. 424 include the following variances to Subdivision & Development Servicing Bylaw No. 4163:

1. Waive the requirement to upgrade the 30 Street SE frontage to the full Urban Arterial Standard (RD-4);

**AND FURTHER THAT:** Issuance of Development Permit No. DP-424 be subject to the following:

1. Receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping; and
2. Registration of an Easement in favour of Back to Nature Daycare (480 - 30 Street SE) to allow access over the city owned property (420 - 30 Street SE) to facilitate one-way entrance and exit on and off the subject property; with the owner responsible for all associated easement costs and providing compensation to the City of Salmon Arm in the amount of \$3,200, along with the costs to widen the existing access/egress to 8 m.

## STAFF RECOMMENDATION

1. Council approval of the proposed Development Permit drawings attached as Appendix 4;

2. Council approve the requested zoning bylaw variances; and
  3. Staff concurs with the Engineering Department's comments (attached as Appendix 5) not in support of the off-site servicing variances.
- 

## PROPOSAL

This application is to permit the development of a commercial daycare at 480 30 Street SE (Appendix 1 & 2). The subject property is vacant and City Council just recently (January 2020) approved OCP and Zoning Amendments to facilitate their development proposal. The proposal includes a 4,000 ft<sup>2</sup> two storey building. The proposed design for the parking lot includes 9 parking stalls and a one-way access entrance and exit close to 30 Street SE. The applicant/agent has submitted a letter of rationale (Appendix 3). The proposed Development Permit drawings are attached as Appendix 4.

## SITE CONTEXT

As of January 2020, the subject property is designated Neighbourhood Commercial in the City's Official Community Plan (OCP) and is zoned C-1, Local Commercial Zone in the Zoning Bylaw. The site is 0.41 acres in size with approximately 30.5 metres of frontage along 30 Street SE and is currently vacant of any buildings. The adjacent land uses are described as follows:

North: Vacant, City owned property – R-1, Single Family Residential,  
Little Mountain Fieldhouse – P-1, Park  
Public Works Yard – P-3, Institutional  
South: Single Family Residential – R-1  
East: Single Family Residential – R-1  
West: Single Family Residential – R-1  
Shuswap Middle School – P-3, Institutional

## COMMENTS

### Design Review Panel

Due to the COVID-19 pandemic and committees not in session, the application was not referred to the Design Review Panel for comment.

### Fire Department

No concerns.

### Building Department

No concerns with requested variances. Suspected filled soils on site. Geotechnical reporting is required at the Building Permit stage to confirm the safe intended use and development.

### Engineering Department

Memorandum attached as Appendix 5.

### Planning Department

### **Form and Character Development Permit**

The proposed development is subject to the "Neighbourhood Commercial Development Permit Area" design guidelines of the OCP, which takes into consideration the siting and building, landscape and screening, as well as access, circulation and parking areas.

### *Siting and Building*

The overall architectural design scheme reflects and conforms to the surrounding single-family residential area. The building has a contemporary design, incorporating an appropriate colour scheme for the daycare use yet has similar features to a single family dwelling, including the size of a larger home, approximately 4,000 ft<sup>2</sup>. The building incorporates natural wood siding, timber columns and the shed like metal roof. The building is situated close to the street frontage mainly for a functional purpose to maximize outdoor play space behind the building. The two-storey, 'L' shaped building will be 8.28 m in height, below the 10 metres permitted in the C-1 Zone.

### *Landscape and Screening*

The proposed landscaping plan (Appendix 4) illustrates a planting beds along the front and north of the property which will delineate the property lines and provide screening to the parking area. Four trees have been included along the front and side parcel lines to provide visual interest and complement the building and the overall site. The remaining planting beds are up close to the building, enhancing the features of the building. The remainder of the property behind the building is to be used as outdoor play space.

### *Access, Circulation and Parking Area*

The design proposed for access and the parking area is a one-way entrance and exit with 7 angled parking stalls on the west side, between the building and 30 Street frontage. There are 2 additional parking stalls closer to the building, one of the stalls is a handicap stall. This one-way traffic circulation and angle parking design aids in keeping the parking area to a minimum and more of the property available for outdoor play space.

As previously mentioned the proposal shows a total of 9 parking stalls. The Zoning Bylaw specifies daycares are required to provide 1 parking stall per 0.35 m of gross floor space. The total floor space of the building is 377 m<sup>2</sup>; therefore, 11 spaces are required. The applicant is requesting a variance to reduce the number of required parking spaces from 11 to 9.

The second Zoning Bylaw variance is a request to waive the requirement to provide hard surfacing (i.e: asphalt, concrete or brick) for off-street parking areas. Most of the parking area is proposed to be of a granular surface apart from the site entrance which is proposed to be asphalt.

### **Off-Site Upgrades**

The applicant is requesting a variance for all frontage upgrades including street lighting. The applicant retained Gentech Engineering to provide an Opinion of Probable Costs (OPC) for the required frontage works (Appendix 6). According to the OPC, these frontage upgrades are estimated to cost \$41,587. 30 Street SE is designated as an Urban Arterial Road in the OCP. Upgrading in accordance with the Specification Drawing No. RD-4 to the Urban Arterial Road standard is required. The required road width, as per the RD-4 specifications is 25 metres; however, the City only requires an interim width of 20 metres of road dedication and available records indicate that no additional road dedication is required. There is existing concrete sidewalk, curb and gutter; however, it does not meet the current RD-4 specifications of SDS Bylaw No. 4163, which includes additional paving width, cycle lane, street lighting to newer City standard, among other items.

### **Easement**

The existing letdown on the south end of the subject property is the proposed entrance with a one-way drive aisle. Typically, staff do not support more than one access along an Urban Arterial Street. However, as the City owns the adjacent vacant parcel to the north where there is another letdown on the southern end of that lot, an easement for exiting is supported by the City Engineer.

Staff previously made some concerns known with this proposed arrangement, some of those being:

- Heavy equipment and snow storage just about anywhere within the City lot during the winter months;
- Shared access with heavy equipment / vehicles;
- Potential snow melt water pooling and drainage issues from the City lot (which should be addressed in the applicant's geotechnical report); and,
- Future re-design of this overflow parking lot may be negatively impacted.



The site plan (Appendix 4) shows the exit on City property at 4.5 metres in width. The Engineering Department requests this egress be widened to 8 metres as this would be a shared access with City property and must accommodate commercial two-way traffic. The applicant is agreeable to widening the access to 8 metres.

Encumbering City public land in favour of a private land owner is considered to be the same as disposing of public land under Section 26 of the *Community Charter*; therefore, compensation to the City is required. The compensation owed to the City is \$3,200 based on the 2020 assessed land value and the area of land encumbered by the easement<sup>1</sup>. If at this time Council is agreeable in principal to encumber the city owned property with an easement, staff will proceed with the preparation of another report to address the easement and fulfill the requirements of Sections 26 & 94 of the *Community Charter* (notice of proposed property disposition and requirements for notification).

In this scenario, execution of the easement and payment of the \$3,200 to the City would be deferred to a condition for Building Permit and Final Occupancy of the proposed building.

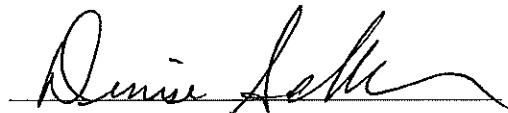
### CONCLUSION

The applicant successfully completed an OCP and Zoning Amendment this past January to relocate their daycare business. This development proposal aligns with the Neighbourhood Commercial Development Permit guidelines as set out in the OCP. Staff highly endorse the drawings; the building, site and landscaping designs would complement the surrounding neighbourhood.

Staff support the variances to reduce the number of parking spaces from the required 11 to 9. Not having a hard surfaced parking area poses some concerns.

Although on technical grounds staff do not support the requested servicing variances, the Development Services Department note the following points for consideration should Council wish to support some or all of these reductions in service levels:

1. The applicant appears to have limited financial means to fully complete this project and relocate the daycare business;
2. City Council has expressed recent desires to support new daycares through a formalized planning process - approving the servicing variances would be a quick cost cutting method to support this business;
3. The OCP's social policies supporting daycares and related services in the urban area; and
4. The 30 Street SE frontage has existing curb, gutter and some street lighting, albeit all sub-standard.



Prepared by: Denise Ackerman  
Planning and Development Officer



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

L

<sup>1</sup>  $113.52 \text{ m}^2 \text{ (Easement Area)} \times \$57.04 \text{ (2020 Assessed Land Value Per m}^2\text{)} = \$6,475 \times 0.50 = \$3,200$





0 15 30 60 90 120  
Meters



Subject Parcel





0 2.5 5 10 15 20  
Meters



Subject Parcel





**MARC A. LAMERTON**, Principal  
 Architect AIBC  
 B.A., M.Arch., LEED AP

April 8, 2020

**To:** *City of Salmon Arm  
 Development Services Department  
 Box 40, 500 – 2<sup>nd</sup> Avenue N.E.  
 Salmon Arm, BC, V1E 4N2*

**Re:** *Development Permit Application - Design Rationale  
 'Back in Nature' Commercial Daycare – 480 30<sup>th</sup> St. SE*

#### GENERAL PROJECT INFO

The proposed development at the above noted address involves the construction of a 2-storey (plus partial basement), commercial building with a total gross floor area of around 4,000sf (377sm). The structure is intended to house a daycare business (modeled after the Waldorf philosophy), serving families with children varying from 18 months to 12 years. The ground floor will provide care for 16 children, and the second floor will provide care for 8 children, for a total of 24 children, plus up to 4 staff.

The Owner has worked hard to find a suitable site to locate the business, and has recently had the property Re-Zoned from R-1 (Low-Density Residential) to C-1 (Local Commercial). The property is conveniently located near multiple residential neighbourhoods, has suitable vehicular access (via 30<sup>th</sup> St.), and is adjacent to institutional and park areas.

As noted on the architectural Site Plan (A01), the project is proposing 1-way traffic circulation on and off the site. The 1-way drive aisle and angled parking allows the overall depth of the vehicular part of the site to be kept to a minimum, permitting more of the property to be retained as outdoor play area for the children. The site entrance is via an existing sidewalk let-down on the south end of the Subject Property, with the exit using another existing let-down from the south end of the City of Salmon Arm property. Initially proposed was both an entrance and exit from the Subject Property, however, two access points from a site of this size is not typically supported by City Staff, so alternatives were explored.

This option emerged in discussion with the City of Salmon Arm Engineering / Development Services Department and is mentioned in the Staff Report. The use of this let-down would involve an easement providing access onto the City property from the north side of the Subject Property, then onto 30<sup>th</sup> Street. The Owner is very positive about this option and will work with the City and Legal Land Surveyors to formalize the easement.

#### REQUESTED VARIANCES

Also noted on the Site Plan, the proposal is requesting two Variances from the City of Salmon Arm Zoning Bylaw. The first Variance relates to the required parking. From Table A1-1 of Appendix I of the Bylaw, Daycare facilities are required to provide 1 stall per 35sm of gross floor area (GFA). Based on the GFA for the two-storeys plus basement, the project requires 11 parking stalls. As indicated on the Site Plan, we are proposing 9 parking stalls.

The rationale for the Variance is based on the original design for the building, which only included the two storeys above grade, with no basement. The decision to add some space in a basement resulted from the findings of the preliminary





**MARC A. LAMERTON**, Principal  
 Architect AIBC  
 B.A., M.Arch., LEED AP

geotechnical report, which indicated that an average of 8 feet of existing soil material will need to be removed and replaced with engineered fill. In order to save some costs on extensive fill material, it was decided to create a partial basement and add some service spaces – laundry, storage, and mechanical rooms. Although these spaces technically add to the GFA of the building, the 9 parking stalls proposed are sufficient for original floor area of the above-grade building. The basement addition has no impact on the number of anticipated children or staff.

The second requested Variance relates to the onsite parking surface. The City of Salmon Arm Zoning Bylaw Appendix A, Item 7 (#2678) requires that off street parking & loading areas - including drive aisles - in Commercial Zones are finished in a hard surface (such as asphalt, concrete, or brick). The project is proposing to include a section of asphalt as part of the site entrance at the south end of the site, and then transition to a clean, granular surface material for the remainder the onsite drive aisle and parking area.

As rationale for the Variance, we are proposing that the minimizing of hard surfaces on the site is consistent with the project's focus on outdoor play in more natural settings. Simultaneously, the reduction of impervious surfaces on site will permit site drainage to occur more gradually, easing the burden on the municipal storm water system. Site grading will ensure that surface water remains on site and is allowed to permeate the ground (much like it currently does). One of the reasons that granular material is not typically permitted is to prevent rocks from being pulled offsite by vehicles and onto municipal sidewalks and streets. In this case, the proposed site exit is across an easement onto the City property, which is currently a gravel surface.

A third Variance is being requested involving the required off-site improvements. As part of the 'OCP and Zoning Amendment' application report (dated September 5, 2019), City Staff has highlighted the required improvements to the current Urban Arterial Road standard. The value of this work has been estimated at \$56,000 (see attached *Opinion of Probable Costs* from Gentech Engineering). It is the understanding that this amount would be taken as a *cash-in-lieu* contribution. The Owner is requesting a Variance to the payment of this amount.

The rationale for this Variance is two-fold: firstly, given the developed nature of 30<sup>th</sup> St. and the nearby side streets, it is unlikely that the road improvements will actually take place any time in the foreseeable future. The Owner is concerned that the investment she is making in this business will never actually see the benefit of this road improvement contribution at this location.

Secondly - and most crucially – this cost represents a significant amount of the overall project budget. Given the new Zoning, the site could accommodate a much larger commercial or mixed-use development. In this case, the proposed size of the development is essentially the scale of a single-family home, with the aim of leaving much of the site open as outdoor play area for children. It should also be known that the property contains a large amount of fill material that has been placed there over the years. As a condition to development, the Owner engaged a Geotechnical Engineer. This results of their work – which includes test pits, analysis, and detailed report – have indicated that significant amounts of material needs to be removed from the site and replaced with engineered fill in all portions of the site to be developed. This required work has added a significant amount to the development costs, putting a strain on the project budget.

The Owner considers this to be a financial hardship, considering the nature and scale of the proposed daycare business. She is hoping to be able to direct the available funds into the construction of a modest, but quality structure, plus provide an enriching outdoor environment for the kids.



**MARC A. LAMERTON**, Principal  
Architect AIBC  
B.A., M.Arch., LEED AP

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## DESIGN APPROACH

The general approach for the project design is intended to reflect both the context and the intended use. The scale and building form relates to the mainly single-family residential setting of the site, while the playful use of colour surrounding the windows corresponds with the daycare function. The effect is essentially contemporary in character, incorporating a shed-roof design with a fairly simple exterior cladding palette consisting of stucco, natural wood siding, cement fiber board accents, and some exterior timber structure. Although the floor plan is a simple 'L' shape, there is enough variation in the roof configuration and exterior treatments to provide an interesting and dynamic result.

Site planting will be provided onsite as per the Landscaping Plan, and will seek to provide a thoughtful and attractive street presence for the project.

The project team is very excited about moving on to the next phase of this development and we look forward to working with City Staff, Council, and members of the public towards a wonderful result.

Should you have any questions regarding the proposed development, please do not hesitate to contact me.

Yours very truly,

A handwritten signature in black ink, appearing to read "Marc Lamerton", is written over a horizontal line.

Marc Lamerton, Architect AIBC  
B.A., M.Arch., LEED AP



# BACK IN NATURE Daycare

480 - 30th Street S.E., Salmon Arm, BC

## DRAWING LIST:

- A00 COVER SHEET
- A01 SITE PLAN
- A02 BASEMENT PLAN
- A03 MAIN FLOOR PLAN
- A04 UPPER FLOOR PLAN
- A05 ROOF PLAN
- A06 ELEVATIONS
- A07 ELEVATIONS
- A08 SECTIONS NOT ISSUED
- A09 SECTIONS NOT ISSUED
- A10 BUILDING DETAILS NOT ISSUED
- A11 SCHEDULES NOT ISSUED
- A12 3D VIEWS



AVEX ARCHITECTURE

ISSUE DATE

Development Name February 20, 2020

Drawn By: H.C.

DATE February 2020

SCALE N/A

PROJECT 19-018

Back in Nature

Commercial Daycare

480 - 30th Street S.E.

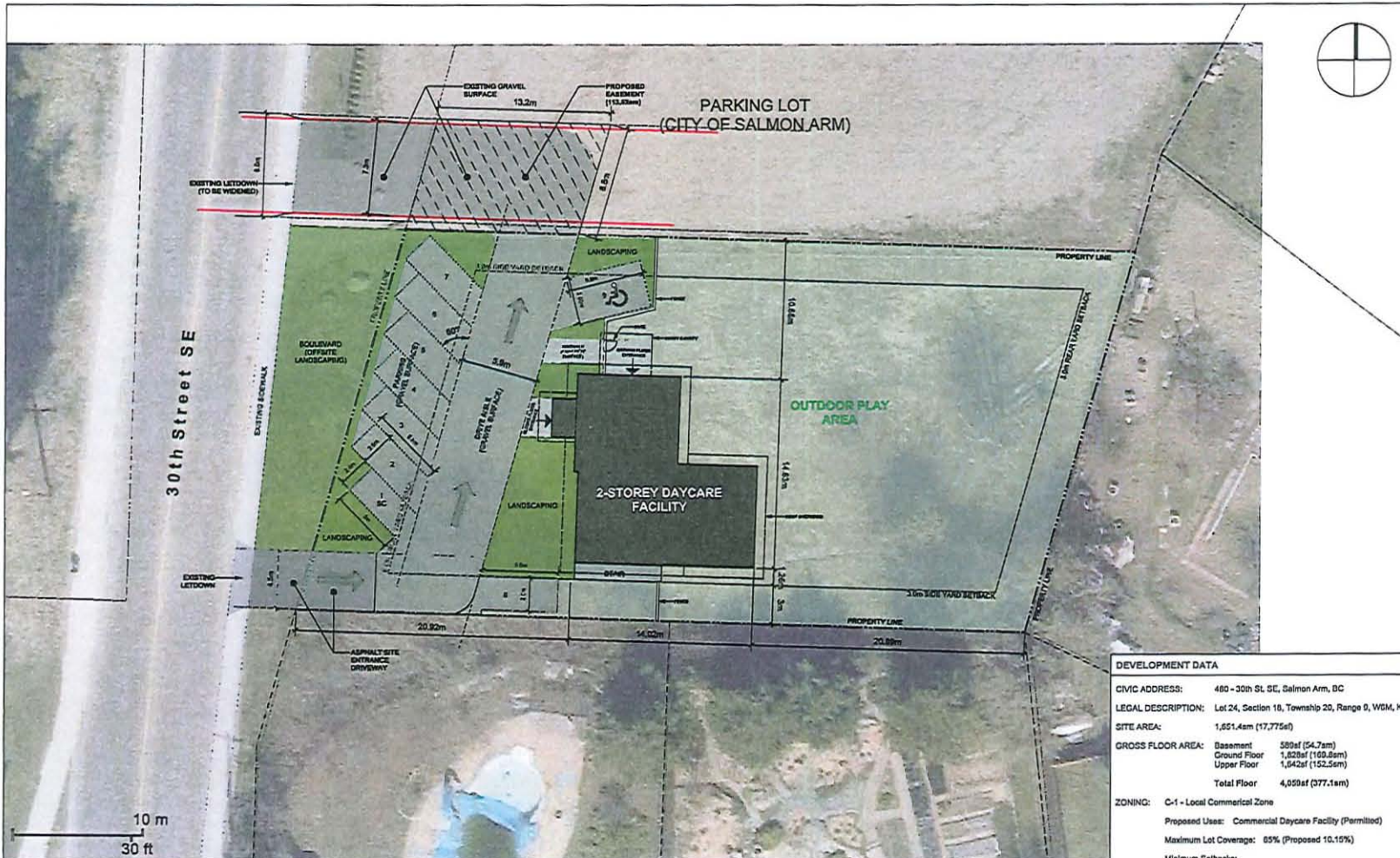
Salmon Arm, BC

DRAWING TITLE

COVER

DRAWING NO.

A00



#### SITE PLAN NOTES

1. See Landscape Plan for detailed landscape design.
2. See City of Salmon Arm Development Permit Staff Report for Development Services comments regarding proposed access easement on City of Salmon Arm property (north of subject property).
3. Proposed areas of gravel surface for on-site drive aisle and parking will require a Variance from the City of Salmon Arm Zoning Bylaw.
4. Maximum 24" addition to existing grade at Building Footprint to ensure positive slope away from structure.

#### DEVELOPMENT DATA

**CIVIC ADDRESS:** 460 - 30th St SE, Salmon Arm, BC

**LEGAL DESCRIPTION:** Lot 24, Section 16, Township 20, Range 9, W6M, KD9D, Plan 22473

**SITE AREA:** 1,651.44m (17,775sf)

**GROSS FLOOR AREA:**

Basement	580sf (54.74m)
Ground Floor	1,828sf (169.65m)
Upper Floor	1,042sf (102.59m)
<b>Total Floor</b>	<b>4,050sf (377.14m)</b>

**ZONING:** C-1 - Local Commercial Zone

**Proposed Use:** Commercial Daycare Facility (Permitted)

**Maximum Lot Coverage:** 65% (Proposed 10.15%)


**Minimum Setbacks:**

- 6.0m Front Yard
- 3.0m Rear Yard
- 3.0m Interior Side Yard
- 6.0m Exterior Side Yard

**Maximum Building Height (for Principal Building):** 10.0m  
Proposed: 8.28m (see Elevations)

**VEHICLE PARKING:**

Required  
Daycare = 1 stall per 35sqm of Gross Floor Area  
= 11 stalls  
Proposed = 9 stalls (7 regular stalls, 1 small car stall, 1 accessible stall)  
= Variance Required



4160 - 4th ST. NE  
PO BOX 2290  
SALMON ARM, BC V1E 4R3  
Mark Lawrence Architect ABC  
T: 250-835-4801  
E: mark@avexarchitect.com  
W: www.avexarchitect.com

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**PROJECT:** 19416

**Back in Nature**

**- Commercial Daycare**

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460 - 30th Street SE,  
Salmon Arm, BC

**DRAWING TITLE:**

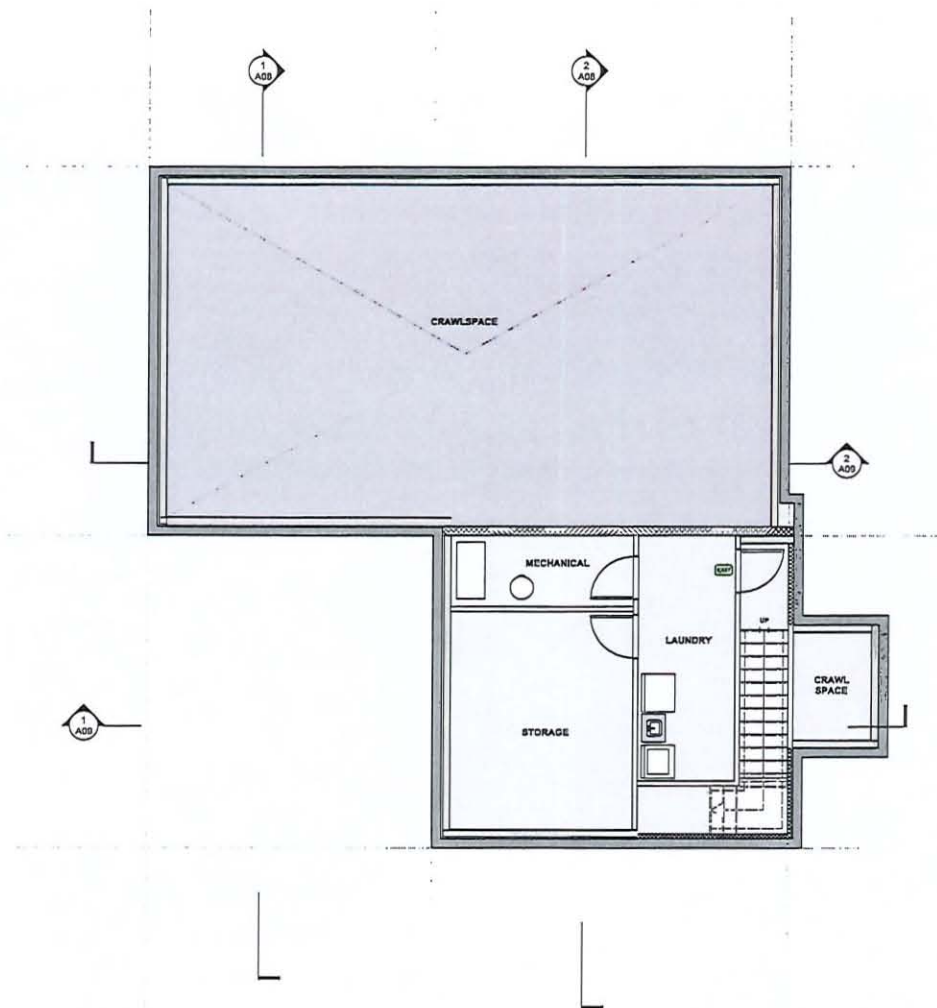
**SITE PLAN**

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**DRAWING NO:**

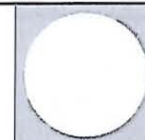
**A01**





AREA SUMMARY	
Basement	500sf (54.7sqm)
Ground Floor	1,828sf (169.8sqm)
Upper Floor	1,642sf (152.5sqm)
Total Floor	4,059sf (377.1sqm)

1 BASEMENT PLAN  
Scale: 1/4" = 1'-0"



AVEX ARCHITECTURE, INC. is a registered professional architectural firm in the State of Washington.

ISSUE DATE

Development Permit February 26, 2020

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DRAWN BY: HLC

DATE: February 2020

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



4166 - 4th ST. NE  
RD. BOX 2330  
SALMON ARM, BC V1E 4R3  
Mark Lamerton Architect ABC  
T 250-515-1601  
E mark@amarchitects.com  
W www.amarchitects.com

PROJECT: 19-018  
**Back in Nature**  
- Commerical Daycare

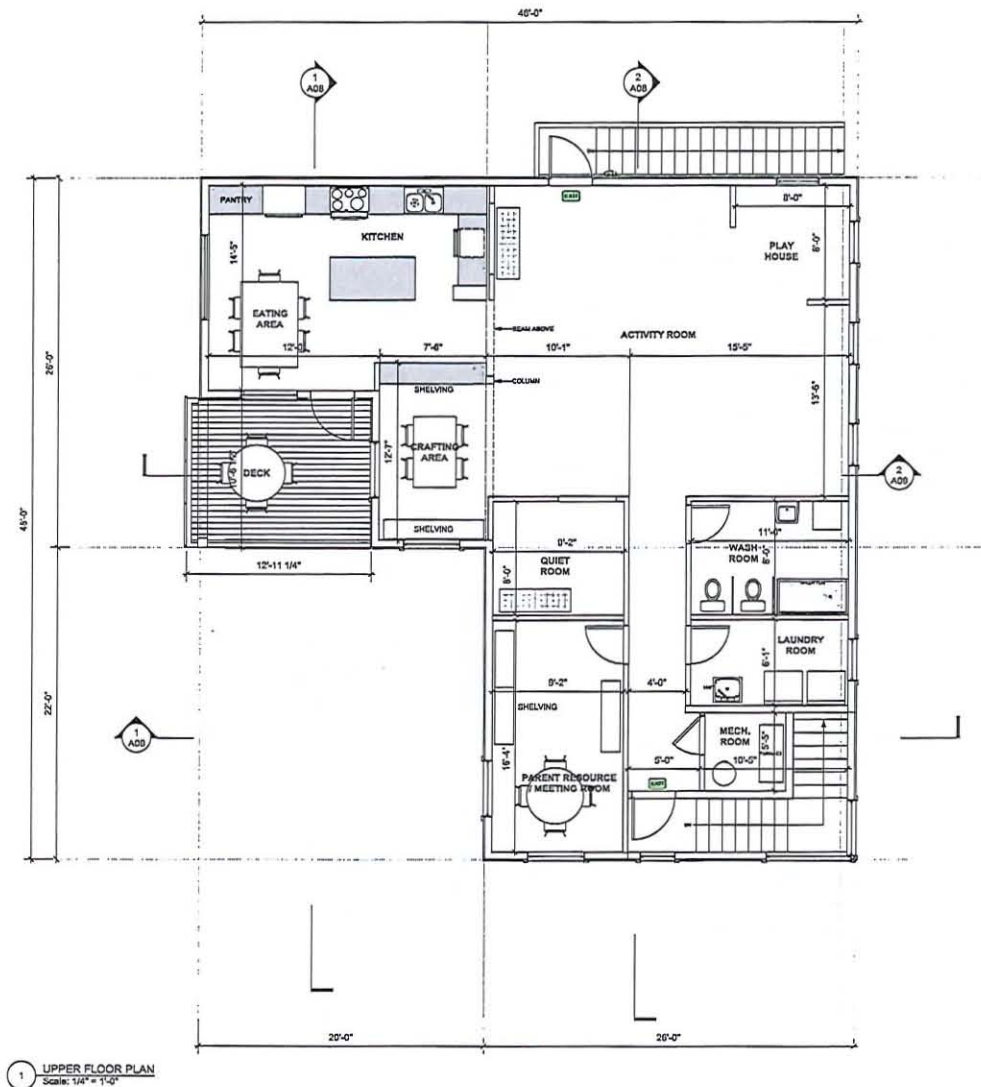
400 - 30th Street S.E.  
Salmon Arm BC

DRAWING TITLE:  
**BASEMENT PLAN**

DRAWING NO:

**A02**





AREA SUMMARY	
Basement	589sf (54.7sqm)
Ground Floor	1,828sf (169.8sqm)
Upper Floor	1,642sf (152.5sqm)
<b>Total Floor</b>	<b>4,059sf (377.1sqm)</b>

1 UPPER FLOOR PLAN  
Scale: 1/4" = 1'-0"

AVEX  
ARCHITECTURE

4168 - 49th ST. NE  
RD. BOX 3350  
SALMON ARM, BC V1E 1H3  
Marc Lamerton, Architect ABC  
T: 250-515-4801  
E: marc@avexarchitect.com  
W: www.avexarchitect.com

PROJECT: 19-018  
**Back in Nature**  
- Commercial Daycare

480 - 30th Street, S.E.  
Salmon Arm, BC

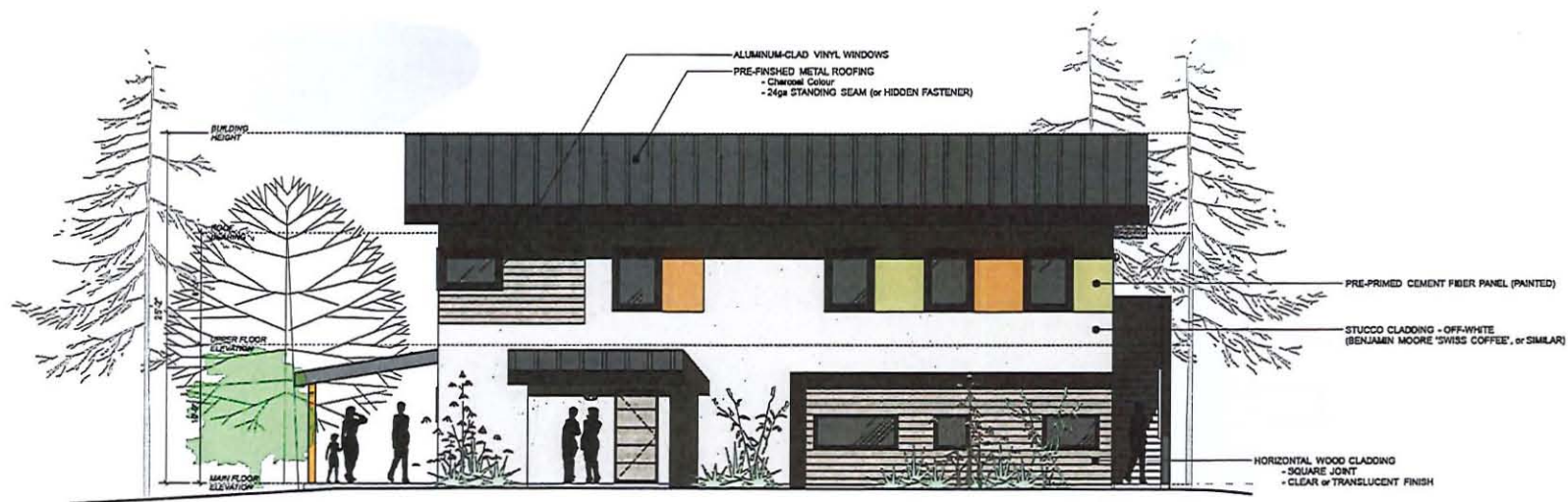
DRAWING TITLE:  
**UPPER FLOOR PLAN**

DRAWING NO:  
**A04**

APPENDIX 4: Site & Building Plans







1 WEST ELEVATION  
Scale: 1/4" = 1'-0"



2 EAST ELEVATION  
Scale: 1/4" = 1'-0"

ISSUE	DATE
Prepared	February 24, 2018

DRAWN BY: H. C.  
DATE: February 2018  
SCALE: 1/4" = 1'-0"



4128 - 4th STNE  
PO BOX 2330  
SAATCHI/ARL SCVIE 4B3  
Van Lierke Architects INC  
T 350-515-4801  
E vanlierkearchitects.com  
W www.vanlierkearchitects.com

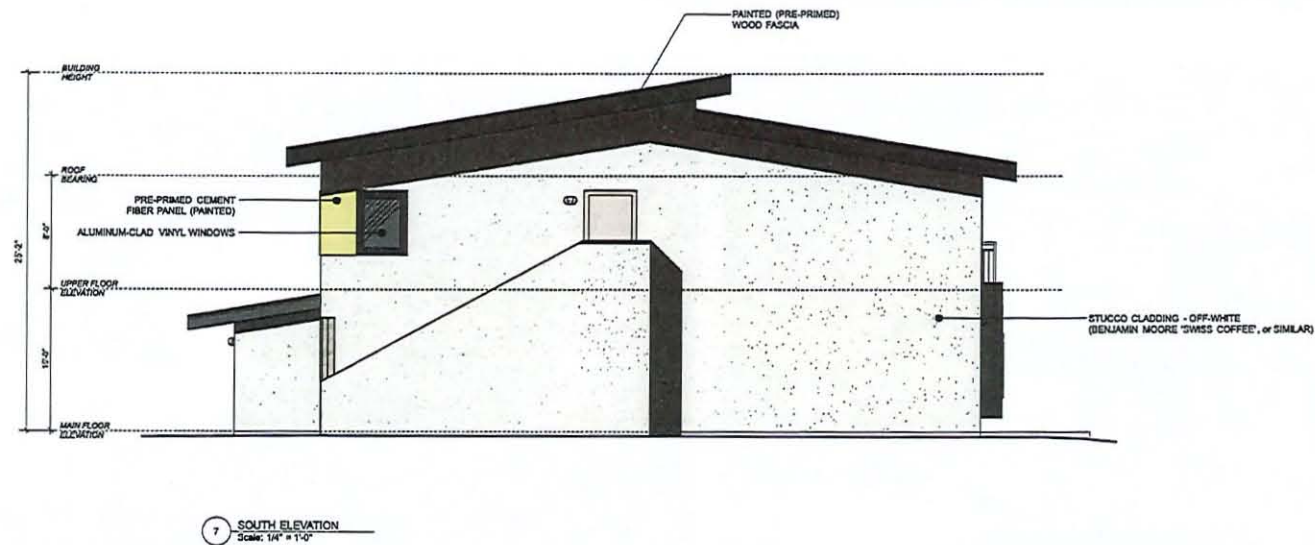
Project: 19-015  
**Back in Nature**  
- Commercial Daycare


480 - 30th Street S.E.  
Salmon Arm, BC

DRAWING TITLE:  
**ELEVATIONS**

DRAWING NO:

**A06**



	
4188 - 40 ST NE PO BOX 2350 SALMON ARM, BC V1E 4B3 Tel: (250) 491-1111 Fax: (250) 491-1112 E: info@avexarchitect.ca W: www.avexarchitect.ca	
PROJECT:	19-018
<b>Back in Nature</b> - Commercial Daycare	
430 - 30th Street S.E. Salmon Arm, BC	
DRAWING TITLE:	ELEVATIONS
DRAWING NO:	A07





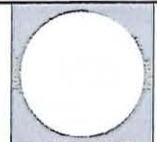
1 View From Northwest



2 View From Southwest



3 View From Northeast



COMPANY AND OFFICE INFORMATION  
AVEX ARCHITECTURE  
4150 - 4th ST. NE  
PO BOX 3300  
SALMON ARMY BC V1E 4H3

ISSUE DATE

Development Permit February 26, 2020

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PROJECT: 19-018

**Back in Nature**

- Commerical Daycare

400 - 30th Street SE

Salmon Arm BC

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30th Street SE







x

**DAYCARE, SALMON ARM**

Feb 27, 2020

QTY	BOTANICAL NAME	COMMON NAME	SIZE
<b>TREES</b>			
3	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple	7cm cal.
1	Magnolia stellata	Star Magnolia	#10 pot
<b>SHRUBS</b>			
3	Clethra alnifolia 'Vanilla Spice®' (PW)	Vanilla Spice Summersweet	#2 pot
8	Cornus stolonifera 'Pucker Up'	Pucker Up Red-barked Dogwood	#2 pot
10	Genista lydia 'Bangles'	Bangles Lydia Woadwaxen	#1 pot
22	Hemerocallis 'Stella De Oro'	Stella De Oro Daylily	#1 pot
1	Hydrangea paniculata 'Strawberry Vanilla'	Strawberry Vanilla Hydrangea	#5 pot
30	Juniperus horizontalis 'Bar Harbor'	Bar Harbor Juniper	#1 pot
31	Lavandula angustifolia 'Hidcote'	Hidcote Lavender	#1 pot
3	Miscanthus sinensis 'Zebrinus'	Striped Maiden Grass	#1 pot
3	Pennisetum alopecuroides	Fountain Grass	#1 pot
6	Pinus mugo 'Mops'	Mops Mugo Pine	#5 pot
5	Rhododendron 'Mandarin Lights'	Mandarin Lights Azalea	#2 pot
25	Rosa Canadian Artist 'Bill Reid'	Bill Reid Canadian Artist Rose	#2 pot
16	Rosa Canadian Artist 'Emily Carr'	Emily Carr Rose	#2 pot
8	Spiraea betulifolia 'Glo Girl'	Glo Girl Birch-Leaf Spirea	#2 pot
5	Spiraea x bumalda 'Goldmound'	Goldmound Bumald Spirea	#1 pot
9	Taxus x media 'Hicksii'	Hicks Yew	

No substitutions without written permission of the Landscape Architect.



*Memorandum from the  
Engineering and Public  
Works Department*

---

TO: Kevin Pearson, Director of Development Services  
 DATE: April 29, 2020  
 PREPARED BY: Matt Gienger, Engineering Assistant  
 APPLICANT: **Teresa Horsting**, 3029 Cedar Drive, Sorrento, BC V0E 2W2  
 SUBJECT: **DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-424**  
 LEGAL: LOT 24, SECTION 18, TOWNSHIP 20, RANGE 9, W6M KDYD, PLAN 22473  
 CIVIC: 480 – 30 Street SE

---

Further to your referral dated April 09, 2020, we provide the following servicing information.

**General:**

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

**DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-424**

April 29, 2020

Page 2

- 
9. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. 30 Street SE, on the subject properties western boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS)
2. 30 Street SE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening, curb & gutter, separated multi-use path and streetlights. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As 30 Street SE is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. Only one (1) driveway access will be permitted onto 30 Street SE. All unused driveways shall be removed.

Applicant is proposing a one-direction "Drive Aisle" with entrance from 30 Street SE towards the southern extent of property's frontage, and exit onto 30 Street SE through a portion of City of Salmon Arm's parking lot to the north (see applicant's site plan). Proposed access (and Right Of Way) on City Property at 420 30 Street SE is required to be 8.0 wide. Owner / Developer is responsible for removal of fence, cedar hedges, organic material and any other obstructions within the 8.0m access. Widening of access to 8.0m wide is required, with construction to the satisfaction of the City Engineer. Owner / Developer responsible for all associated costs.

**Water:**

1. The subject property fronts a 305mm diameter Zone 4 watermain on 30 Street SE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 25mm(1") service from the 305mm diameter watermain on 30 Street SE. Demand of proposed development will determine if any upgrade is required. This service will require a water meter supplied by the City at the time of building permit, at the Owner / Developer's cost. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

**DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-424**

April 29, 2020

Page 3

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4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**Sanitary:**

1. The subject property fronts a 200mm diameter municipal sewer main on 30 Street SE. A 205mm diameter sanitary sewer main traverses the southeast property corner within Right Of Way A13402, of approximately 3.05m in width (to be confirmed by BCLS). Increasing this ROW width to the north to a total of 6.0m wide is required. Owner / Developer is responsible for all associated costs.
2. Records indicate that the existing property is serviced by a 150mm service from the sanitary sewer on 30 Street SE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 450/600mm diameter storm sewer on 30 Street SE. A inlet structure for overland flows with 300mm diameter storm sewer to storm manhole exists within boulevard of subject property's frontage along 30 Street SE. No mainline upgrades are anticipated at this time.
2. Records indicate that the existing property is serviced by a 100mm service from the storm sewer on 30 Street SE. This service will require decommissioning and 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. The ISMP shall address the site drainage and any upstream drainage, including the safe passage of 100 year overland flow at the low point of the site to the storm water pond on the west side of 30 Street SE.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The parcel shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-424**

April 29, 2020

Page 4

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**Geotechnical:**

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

**The applicant is requesting three variances:**

1. Reduce the number of required parking stalls from 11 to 9.
2. Waive the requirement to provide hard surfacing (i.e: asphalt, concrete or brick) in parking areas.
3. Waive the requirement to provide frontage improvements.

1. Reduce the number of required parking stalls from 11 to 9.

**Recommendation:**

**The Engineering Department has no concerns with this variance.**

**2. Waive the requirement to provide hard surfacing.**

If the proposed driveway and parking is improperly constructed or maintained, additional mud/sand/silt could be introduced into City storm sewer infrastructure, which would impose frequent and costly maintenance to City infrastructure.

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive the requirement to provide hard surfacing be denied due to operations and maintenance concerns.**

**DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-424**

April 29, 2020

Page 5

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**3. Waive the requirement to provide frontage improvements.**

The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade services within their frontage to meet the current bylaw standards. We would require cash-in-lieu for the majority of the works, with the exception of street lighting which could be installed immediately.

30 Street SE is a truck route, school zone and main arterial roadway. This section of roadway sees a high level of vehicle, bicycle and foot traffic, and these levels are expected to increase in the future. Construction of a 3.0m separated multi-use path would improve safety by increasing distance between vehicles and active transportation modes (bicycle, pedestrian, scooter, etc. ). Providing street lighting would greatly increase night time awareness of pedestrian traffic and also greatly increase safety. Although upgrades would not be completed immediately (with the exception of street lighting) and cash-in-lieu is required, construction of frontage in accordance with RD-4 standard in the future is essential in improving safety along this area of high traffic.

Although construction of frontage improvements may not be immediate, it is reasonable to expect that frontage upgrades along this section of 30 Street would be completed in the next 10 or 20 years. Requiring full contribution of future works by the developer eases the burden on taxpayers when upgrades to 30 Street SE are constructed.

**Recommendation:**

**The Engineering Department recommends that the requested variance to waive all frontage improvements be denied, as increasing safety along the 30 Street corridor through active transportation improvements is a high priority for the City.**



**Matt Gienger**  
Engineering Assistant



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

APPENDIX 6: Gentech Engineering OPC

**BACK IN NATURE DAYCARE**  
**MAY 2020 - REVISED**  
**480 - 30th STREET SE - Off-site**  
**OPINION OF PROBABLE COST**

**SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES**  
 (\*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
<b>1.0</b>	<b>ROADS AND EARTHWORKS</b>				
1.1	Asphalt Removal	m <sup>2</sup>	15 *	\$ 12.50	\$ 187.50
1.2	Concrete Removal	m <sup>2</sup>	75 *	\$ 15.00	\$ 1,125.00
1.3	Excavation Common & Disposal	m <sup>3</sup>	75 *	\$ 17.50	\$ 1,312.50
1.4	Supply & Place Sub-Base	m <sup>3</sup>	55 *	\$ 50.00	\$ 2,750.00
1.5	Supply & Place Base	m <sup>3</sup>	15 *	\$ 80.00	\$ 1,200.00
1.6	Supply & Install 100 mm Asphalt	m <sup>2</sup>	20 *	\$ 35.00	\$ 700.00
1.7	Supply & Install 50 mm Asphalt	m <sup>2</sup>	100 *	\$ 30.00	\$ 3,000.00
1.8	Curb Backing	m <sup>3</sup>	5 *	\$ 95.00	\$ 475.00
	<b>Sub-Total: Roads and Earthworks</b>				<b>\$ 10,750.00</b>
<b>2.0</b>	<b>STORM SEWER WORKS</b>				
2.1	Supply & Install 300ø PVC Storm	m	5 *	\$ 225.00	\$ 1,125.00
2.2	Relocate Headwall	LS	1	\$ 1,500.00	\$ 1,500.00
	<b>Sub-Total: Storm Sewer Works</b>				<b>\$ 2,625.00</b>
<b>3.0</b>	<b>CONCRETE, CURB, GUTTERS, SIDEWALK, STAIRS</b>				
3.1	Concrete Curb & Gutter (CGS-1)	m	40 *	\$ 75.00	\$ 3,000.00
3.2	150 mm Reinforced Concrete Sidewalk	m <sup>2</sup>	20 *	\$ 95.00	\$ 1,900.00
	<b>Sub-Total: Concrete, Curb, Gutters, Sidewalks, Stairs</b>				<b>\$ 4,900.00</b>



## 480 - 30th STREET SE - Off-site

## OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
<b>4.0</b>	<b>STREET LIGHTING</b>				
4.1	Supply & Install Davit Street Light c/w Power Base	ea	1 *	\$ 6,500.00	\$ 6,500.00
4.2	Supply & Install 50ø Hydro Service	ea	1	2,500.00	\$ 2,500.00
	<b>Sub-Total: Street Lighting</b>				\$ 9,000.00
Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
<b>5.0</b>	<b>LANDSCAPING</b>				
5.1	Boulevard Restoration	LS	1 *	\$ 3,500.00	\$ 3,500.00
	<b>Sub-Total: Landscaping</b>				\$ 3,500.00

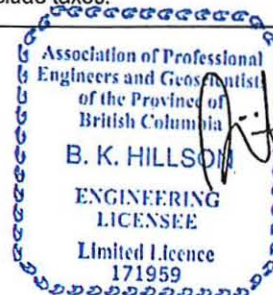
## 480 - 30th STREET SE - Off-site

## OPINION OF PROBABLE COST

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
<b>SUMMARY</b>					
1.0	ROADS & EARTHWORKS				\$ 10,750.00
2.0	STORM SEWER WORKS				\$ 2,625.00
3.0	CONCRETE, CURB, GUTTERS, SIDEWALK, STAIRS				\$ 4,900.00
4.0	STREET LIGHTING				\$ 9,000.00
5.0	LANDSCAPING				\$ 3,500.00
	<b>SUB-TOTAL</b>				\$ 30,775.00
6.0	CONTINGENCY (10%)				\$ 3,077.50
7.0	ENGINEERING				
	Design (5%)			\$ 1,692.63	
	Inspection (7%)			\$ 2,369.68	
	Records (2%)			\$ 677.05	
	Geotechnical Testing (3%)			\$ 1,015.58	\$ 5,754.93
	<b>SUB-TOTAL</b>				\$ 39,607.43
	<b>GST (5%)</b>				\$ 1,980.37
	<b>TOTAL</b>				\$ 41,587.80

**\*Opinion of Probable Cost Notes**

- 1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.
- 2) Unit Prices are influenced by supply & demand for both contractors and materials at the time of construction, thereby affecting the final cost.
- 3) Prices do not include BC Hydro, Telus, Gas, Legal Survey (BCLS) and property/right-of-way acquisitions.
- 4) Prices do not include Geotechnical, Environmental and Archaeological studies, reviews and approvals.
- 5) Unit Prices are estimated in 2020 Canadian Dollars for similar works and exclude taxes.



Item 22.2

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor - -

Seconded: Councillor

THAT: Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 5 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres; and
- 2) Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

[Goldwyn Construction Ltd./566562 BC Ltd./ Skjerpen, M.; 241 Beatty Avenue NW]

### Vote Record

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

Opposed:

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

## 5. REPORTS

### 3. Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./Skjerpen, M.; 241 Beatty Avenue NW; Multi-Family Residential]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres; and
- 2) Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

J. Gillman, the agent, outlined the application and was available to answer questions from the Committee.

#### The Motion was split:

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 1) Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres;

CARRIED UNANIMOUSLY

5. REPORTS – continued3. Development Permit Application No. DP-425 [Goldwyn Construction Ltd./566562 BC Ltd./Skjerpen, M.; 241 Beatty Avenue NW; Multi-Family Residential] – continued

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variances to Zoning Bylaw No. 2303:

- 2) Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 6 of the Staff Report dated May 11, 2020;

AND THAT: Development Permit No. DP-425 include the following variance to Subdivision and Development Services Bylaw No. 4163:

- 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

AND FURTHER THAT: issuance of Development Permit No. DP-425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

Amendment:

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Section 1) Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services be deleted.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

# CITY OF SALMON ARM

---

To: His Worship Mayor Harrison and Members of Council

Date: May 11, 2020

Subject: Development Permit Application No. DP-425 (Multi-Family Residential)

Legal: Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842

Civic: 241 Beatty Avenue NW

Owner/Applicant: Goldwyn Construction Ltd. / 566562 BC LTD - M. Skjerpen

---

## MOTION FOR CONSIDERATION

**THAT:** Development Permit No. 425 be authorized for issuance for Parcel A (Plan B5859) of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 3842 (241 Beatty Avenue NW) in accordance with the elevations and site plan attached in Appendix 5;

**AND THAT:** Development Permit No. 425 include the following variances to Zoning Bylaw No. 2303:

1. Section 10.4 – increase the maximum height of a principal building from 15 metres to 16.9 metres, and
2. Section 10.9.3 – reduce the east interior side parcel line setback from 2.4 metres to 2.0 metres;

**AND THAT:** Development Permit No. 425 include the following variance to Subdivision and Development Servicing Bylaw No. 4163:

1. Reduce the requirement to fully upgrade the Beatty Avenue NW frontage to a 50% cash contribution in lieu of works and services;

**AND FURTHER THAT:** Issuance of Development Permit No. 425 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

---

## STAFF RECOMMENDATION

1. Council approve the proposed Development Permit drawings attached as Appendix 5;
  2. Council approve the requested variances to the Zoning Bylaw; and
  3. Staff concurs with the Engineering Department's comments, attached as Appendix 8, not supporting the servicing variance.
- 

## PROPOSAL

The subject parcel is located at 241 Beatty Avenue NW (Appendix 1 and 2), designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-5 High Density Residential Zone in the Zoning Bylaw (Appendix 3 and 4).

This application is to permit a new 25-unit residential development in the form of a 6 floor multi-family building as shown on the site plans and building elevations attached as Appendix 5. As multi family development is proposed, as specified by the OCP a Development Permit application to guide form and character is required prior to development. An active, 4 m wide sanitary right-of-way exists over the western portion of the subject parcel. Variances have been requested related to frontage upgrades, height, and setbacks. The applicant has provided two letters of rational addressing the design as well as the frontage variance request (Appendix 6).

## BACKGROUND

The 0.5 acres vacant parcel (site photos attached as Appendix 7) is within the City's waterfront development area, was rezoned to R-5 in 1991, and was the subject of an approved Development Permit Application (DP-300) in 2004 with a design for a 4-storey (14.4 m) 24 unit multi family building, which ultimately did not proceed. The parcel was rezoned in 1991 from R-2 to R-5 at which time the property was designated "Innovation Residential Commercial Mix" under a previous OCP. The current application is to permit the development of a 6-storey 25 unit multifamily residential building, as shown in the proposed Development Permit drawings.

## COMMENTS

### Building Department

Subject to BC Building Code requirements.

### Fire Department

No concerns.

### Engineering Department

Recommends the requested variance to reduce the required frontage upgrades be denied. Engineering comments are attached as Appendix 8.

### Design Review Panel

With committees inactive due to the COVID-19 pandemic, the application was not referred to the Design Review Panel (DRP) for review.

### Planning Department

#### *OCP Residential Development Permit Area Guidelines*

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

#### *Siting and Building*

The applicant is proposing a 25 unit development in the form of a 6 level building set on the northern portion of the parcel. The building has a footprint of 652.2 square metres in area on the 2,024 square metre parcel (32% parcel coverage), and a maximum height of 16.9 metres above grade (a variance has been requested to increase the permitted height 1.9 m, from 15 m to 16.9 m). Both the roofline and, as described in the next section, the facades of the buildings are stepped, allowing for visual interest. A "shadow study" has been submitted for consideration (Appendix 5).

The building design is a contemporary style very similar to the applicant's recently developed "Shoreline" building at 131 Harbourfront Drive. The building features varied facades providing visual interest, incorporating high quality materials with proposed cladding including stucco, metal, and wood siding. The building provides an articulated roofline, stepping back above the first storey, and then stepping back again after the fifth storey for the penthouse above, aligned with the OCP guidelines.



OCP policy 8.4.11 suggests orienting buildings to the dominant street frontage with entries from the street, while OCP policy 8.4.12 suggests designing parking garages facing away from the street. Staff recognize the limitations of this particular site with respect to meeting these guidelines.

#### *Landscape Design*

A site plan has been submitted with a range of plantings proposed around the building. Drought tolerant landscaping is utilized. A large existing hedge is in place along the north parcel line, on the adjacent parcel.

Related to landscaping, the parcel is located on a designated "local road" and is subject to OCP 8.4.28 which requires the planting of a uniform alignment of street trees planted at 10 metre intervals along the public boulevard. Consistent with the streetscape which features a combination of boulevard trees and on-site plantings, the applicant has included boulevard trees, with maple trees proposed on the site plan. Bonding as included in the Motion for Consideration will be held to ensure the completion of landscaping including boulevard trees.

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

Vehicle access proposed is via a single shared 8 metre wide access route. 33 parking spaces have been provided (32 are required), 17 are enclosed parking spots, with 16 remaining exterior parking spaces proposed.

OCP policy 8.4.41 discourages parking areas in excess of 5 stalls in front yard areas. As previously noted, staff recognize the limitations of this particular site with respect to meeting this guideline. The parking area is screened from the street by landscaping including maple trees, solid hedging, and a chain link fence planted with Virginia Creepers. Furthermore, the majority of the parking provided is enclosed, as suggested by OCP policy 8.4.43.

#### *Zoning: Land Use, Height, and Setbacks*

The proposed development meets the applicable land use requirement of the R-5 zoning regulations contributing to a mixture of residential housing types. The density of the 25 units proposed is supported within the R-5 zone (up to 26 units would be supported). However variances have been requested for height and the setback along the east interior parcel line.

Considering the height of the building proposed, 16.9 m is reasonably comparable to the other multi-storey developments in the area: the CSRD building is approximately 11.5 m tall, and Lakeshore Manor is approximately 16.5 m tall, while closer to the proposed development, the Prestige Hotel is approximately 18 m in height, with the adjacent residential buildings being 19 m (to the west) and 18.4 m tall (to the southwest). As noted in the design rationale letter, the building design limits the impact of this height, with the majority of the stepped building mass measuring to a height of 13.8 m. Considering the design of the building, other multi-storey developments in the area, as well as the relative size of the 1.9 m variance requested (15 m increased to 16.9 m), staff feel the height variance is reasonable.

Similarly, staff note the setback variance requested is also minimal: 2.4 m decreased to 2 m along the east interior parcel line. This has been requested in order to shift the building slightly from the City's active sanitary right-of-way which extends 4 m in width along the western parcel line. This right-of-way does present an encumbrance on the parcel, and the applicant is required to widen the right-of-way to 6 m outside of the proposed building envelope. The property directly adjacent to the east parcel line is a panhandle access to the adjacent parcel. As such, staff feel this requested setback variance is reasonable. Furthermore, if the sideyard setback variance is denied, the building mass as shown would only have a slight aerial encroachment over the right-of-way, which according to the City Engineering would not present an issue.

#### *Frontage Upgrade Variance Request*

The minimum servicing levels specified by the City's Subdivision and Development Servicing bylaw have been adopted to ensure that basic infrastructure is provided to support development. The community generally expects appropriate road width and amenities for traffic safety, pedestrian use, and City operations. The implication of granting variances to minimum service levels is that these costs (the burden of providing minimum servicing) are then deferred to future property owners or the City (taxpayers).

Staff recognize that the applicant is amenable to the required 9.304 m road dedication (Beatty Avenue), and that the applicant is willing to provide a 50% cash contribution. The applicant has provided an Opinion of Probable Cost (OPC) suggesting a price of \$99,629.46 for the frontage works (staff note that an original OPC for \$130,025.70 was submitted and subsequently revised based on discussion with the Engineering Department). Further to these revisions, Engineering staff estimate potentially an additional 10% savings incorporating their recommendations.

Aligned with the Engineering Departments comments, Development Services staff do not support the frontage upgrade variance request. In recommending this requested variance be denied, staff note the following considerations:

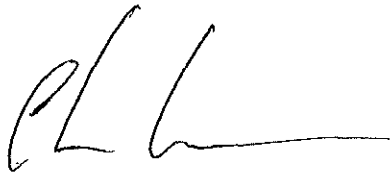
1. OCP policy 8.4.3 encourages safe pedestrian access around multi family developments;
2. The frontage is considered a part of the "Heritage Trail" route, a priority for pedestrian amenity development as per the OCP and Greenways Strategy;
3. In the downtown area, frontage amenities such as sidewalks are a general expectation;
4. The City has sufficient right-of-way to continue the improvements to the west in the future;
5. The 29.1 m of frontage is not an excessive length relative to the proposed development; and
6. The density proposed by the development puts increased pressure on the local transportation network and would be directly enhanced by the frontage improvements.

Considering the above, given the expected level of service associated with the proposed residential development, and the location of the parcel within the downtown area and along the Heritage Trail corridor, in alignment with OCP policy staff recommend this requested variance be defeated.

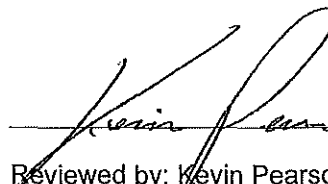
#### CONCLUSION

The applicant is applying for a Development Permit to support a multi family residential development within the Residential Development Permit Area. The proposed building design substantially aligns with the Development Permit Area guidelines as described in the OCP. The height and setback variances are viewed as minimal and are supported by staff.

Given the context of the frontage, staff do not support the frontage variance request. Otherwise, staff support the proposal including the height and setback variances as presented.

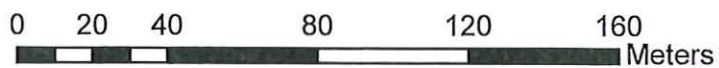


Prepared by: Chris Larson, MCP  
Planning and Development Officer



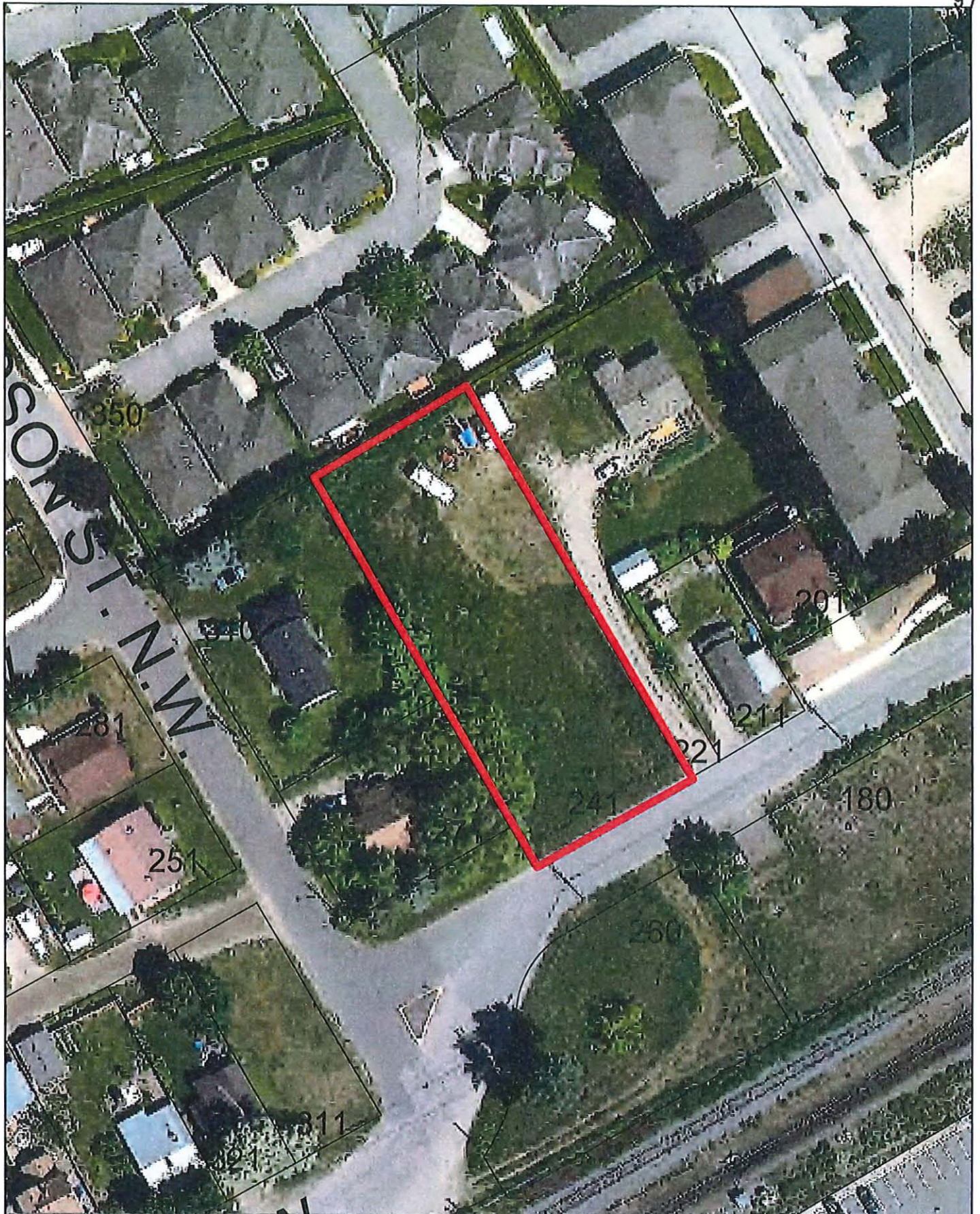
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services





Subject Parcel



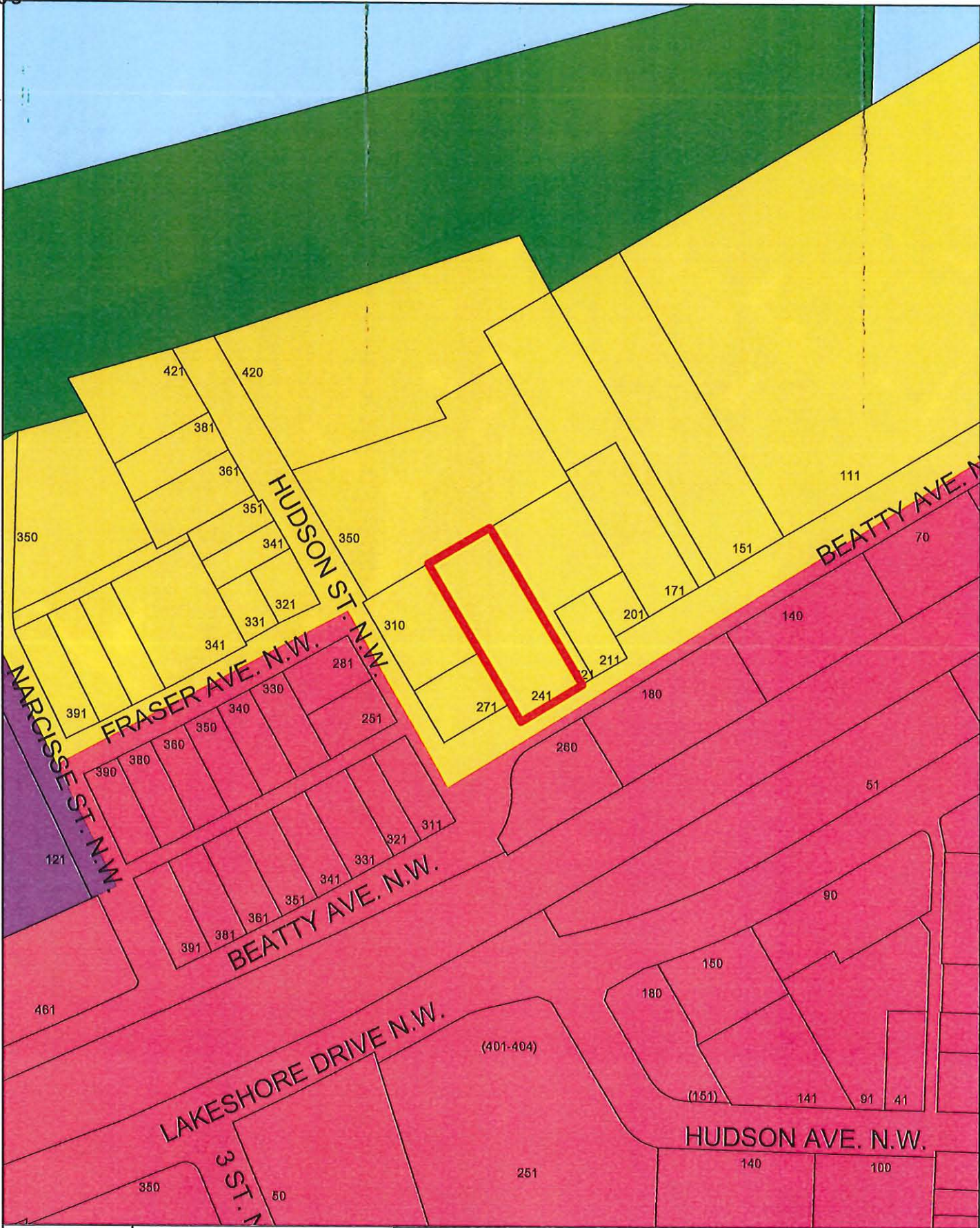


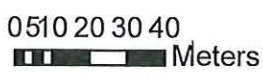

0 5 10 20 30 40 Meters









Subject Parcel



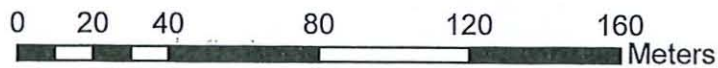
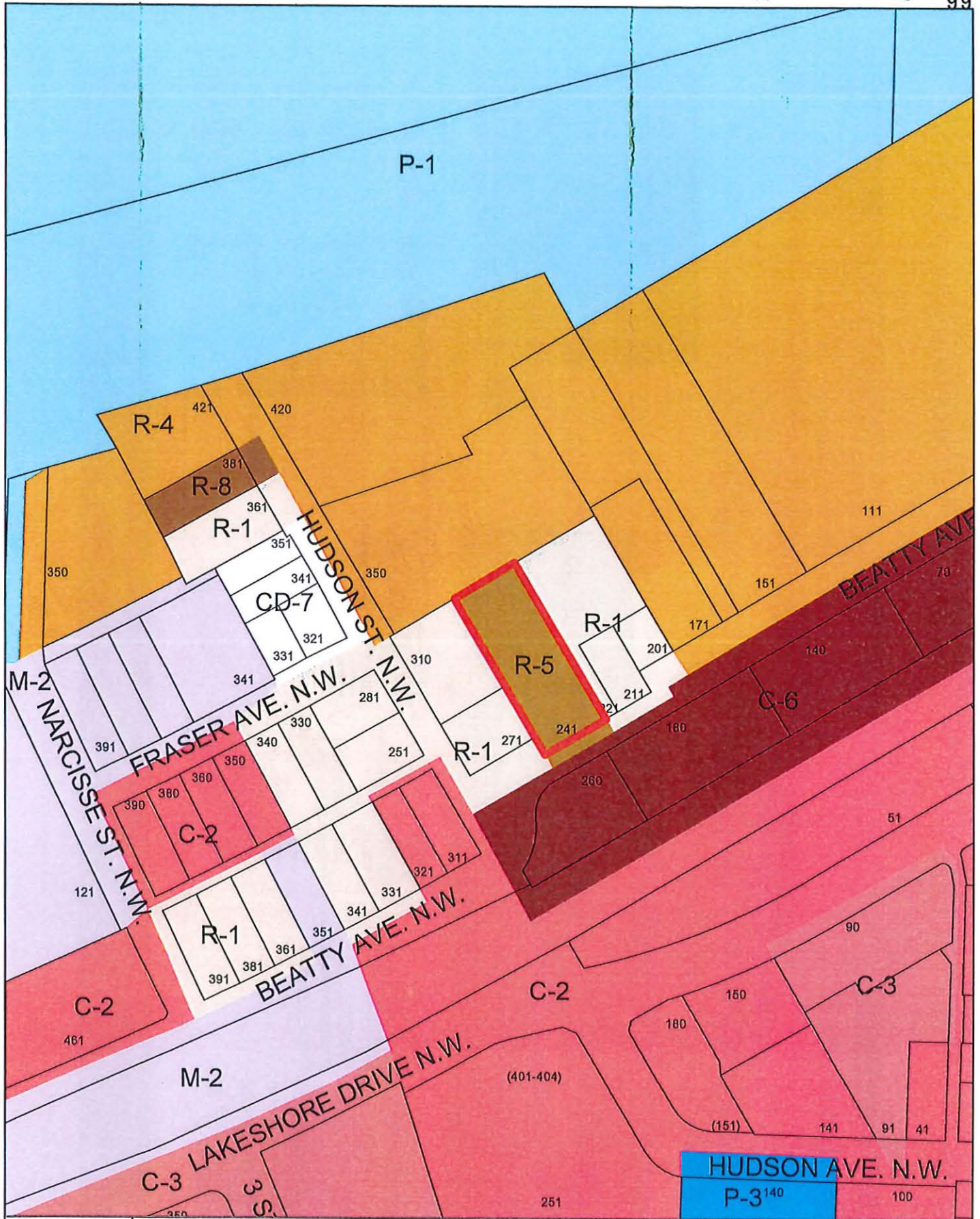




 Subject Parcel  
 ES Lake Area  
 Park

 Medium Density Residential  
 Institutional  
 Commercial City Centre





Subject Parcel



241 BEATTY AVE, SALMON ARM, BC



ISSUED FOR DEVELOPMENT PERMIT - 2008.02.14		
PROJECT LIST		
DRIVING		DATE
A08	PROJECT INFORMATION	2008.02.14
A18	SITE PLAN	2008.02.14
A12	FLOOR PLANS	2008.02.14
A11	FLOOR PLANS	2008.02.14
A11	ELEVATIONS	2008.02.14
A02	ELEVATIONS	2008.02.14
A41	UNIT PLANS	2008.02.14
A42	UNIT PLANS	2008.02.14
A43	UNIT PLANS	2008.02.14
A01	PERSPECTIVES & SHOW STUDY	2008.02.14



PROPERTY ADDRESS  
CHIC ADDRESS  
241 BEATTY AVENUE NW, BALKHARNA, BC  
LEGAL ADDRESS  
PARCELS A PLAN 25899 OF LOT 1, PLAN 2462, REC 14, TP. 36, R. 12, W44, K2D2  
OFFICIAL COMMUNITY PLAN, NEEDMONT INDEPENDENT NEEDMONT  
2016-02-23 - 10:00 DEPUTY REGIONAL TOWN  
2016-02-23-01  
PARCELS A PLAN 25899 OF LOT 1, PLAN 2462, REC 14, TP. 36, R. 12, W44, K2D2  
OFFICIAL COMMUNITY PLAN, NEEDMONT INDEPENDENT NEEDMONT  
2016-02-23-01  
PARCELS A PLAN 25899 OF LOT 1, PLAN 2462, REC 14, TP. 36, R. 12, W44, K2D2  
OFFICIAL COMMUNITY PLAN, NEEDMONT INDEPENDENT NEEDMONT  
2016-02-23-01

[illegible]

PERMANENT CONTACTS			
TYPE OF WARE			
NEW CONSTRUCTION			
TYPE OF WARE FOR CASH ANALYSIS			
RECORDED AND RETURNED			
ACCORDING TO THE FOLLOWING EQUIPMENT (ENGINES) PART 3			
BUILDING FOOTINGS			
BUILDING FOUNDATION	PLANES	02/23/00	
APT. BLDG.		02/23/00	
PERSONNEL ARE INCORPORATED INTO OVERALL DESIGN			
PERSONNEL ARE INCORPORATED INTO SEPARATE BUILDING			
100			
BUILDING BAYS AND COMPARTMENTS (ARTICLE 3.2.1 TO 3.2.1.2)			
MAJOR OCCUPANCIES (GROUPINGS)			
RESIDENTIAL (GROUP C)			
BUILDING OCCUPANCIES			
LOW RISE RESIDENTIAL (GROUP C, 10 TO 15 FLOORS)			
BUILDING HEIGHT			
GRADE			
STORIES			
EXCEPT FOR BUILDING HEIGHT (3.2.1.1)			
MECHANICAL (OF BAY) PARTIAL AREA (3.2.1.1)			
FLOOR OF STORIES (NON-RESIDENTIAL)			
1 STORY			
OVERALL AREA			
3.2.1.2, GROUP C, 10 TO 15 FLOORS, OVERLAPPING			
3.2.1.2, GROUP C, 10 TO 15 FLOORS, OVERLAPPING			
MAJOR AREA			
3.2.1.2, GROUP C, 10 TO 15 FLOORS, OVERLAPPING			
CONSTRUCTION			
AUTOMATIC SPRINKLING			
YES			
FIRE COMPARTMENT RESISTANCE RATING OF BUILDING COMPONENTS			
FLOOR			
100			
MECHANICAL			
DO NOT LIST THIS EQUIPMENT			

UNCLASSIFIED CODE ANALYSIS DOCUMENT	
<b>SPATIAL EXPANSION SUBSECTION 3.2.3</b> FIRE SUPPRESSION RESPONSE TIME (MIN)	
UNIMPAIRED SIGHT	YES
LIMITING DEVICE USED	NO
REFER TO TABLE 1 "FIREALARM EXPANSION"	
<b>OTHER SAFETY MEASUREMENTS</b> FIREALARM (3.5.4)	
ANALYSTS	YES (AUTOMATIC SMOKE/HEAT SYSTEM)
FCH/SLD/NO (3.2.4)	YES
<b>EMERGENCY EFFICIENCY (SECTION 3.6)</b> SCOPING AND INSTALLATION	
COMPLIANCE (GENERAL & MANDATORY)	APPROX. 10% PRESCRIPTIVE

TABLE 1 - INITIAL INFORMATION (PART 1.2.1.1.4)							
COMPONENT	AREA OF CONTACT	LIMITED DISTANCE	EXPOSURE PREDICTED	% POPULATION EXPOSED	PPM RESIDUAL PLASMA NATURAL	CONSTRUCTION	CLASSIFICATION
BEST							
BARBARA/LORRY	11 m <sup>2</sup>	2.5 m	19%	9%	1st PPR	COMB F SODIUM CHL	HIGH/CHD
STAN 1	11 m <sup>2</sup>	2.5 m	19%	17%	1st PPR	COMB F SODIUM CHL	ED/CHD
STAN 2 (HIC) (HIC 2.2.2.1.4)	20 m <sup>2</sup>	2.5 m	19%	7%	2nd PPR	COMB F SODIUM CHL	HIGH/CHD
DATA A	11 m <sup>2</sup>	2.5 m	47%	14%	COMB FPP	COMB F SODIUM CHL	HIGH/CHD
DATA B	27 m <sup>2</sup>	2.5 m	34%	19%	COMB FPP	COMB F SODIUM CHL	HIGH/CHD
DATA C	21 m <sup>2</sup> 210 m <sup>2</sup>	0.5 m	100%	20%	NO PPR	NO PPR	NO PPR
KOBY (LAW)							
PARADISE	12 m <sup>2</sup>	0.5 m	72%	4%	COMB FPP	COMB F SODIUM CHL	CAT 1 F
PARADISE (PART 1.2.1.1.4)	12 m <sup>2</sup>	0.5 m	100%	9%	COMB FPP	COMB F SODIUM CHL	NO PPR
DATA B	12 m <sup>2</sup>	0.5 m	100%	34%	NO PPR	NO PPR	NO PPR
DATA C	10 m <sup>2</sup>	0.5 m	100%	27%	NO PPR	NO PPR	NO PPR
GROUP (NAME)							
ALL COMPONENTS	0 m <sup>2</sup>	0.5 m	100%	100 PPR	NO PPR	NO PPR	NO PPR
WEST							
PARADISE	0 m <sup>2</sup>	0.5 m	40%	2%	COMB FPP	COMB F SODIUM CHL	HIGH/CHD
STAN 3	0 m <sup>2</sup>	0.5 m	3%	37%	COMB FPP	COMB F SODIUM CHL	NO PPR
DATA A	0 m <sup>2</sup>	0.5 m	100%	14%	COMB FPP	COMB F SODIUM CHL	HIGH/CHD
DATA B	20 m <sup>2</sup>	0.5 m	75%	17%	COMB FPP	COMB F SODIUM CHL	HIGH/CHD
DATA C	27 m <sup>2</sup> 240 m <sup>2</sup> (144 m <sup>2</sup> )	0.5 m	100%	20%	NO PPR	NO PPR	NO PPR

BUILDING FLOOR AREA (SFA)		SHELLING SUMMARY				
	AREA	IN	OUT	COLATE	NET AREA	INQ
PAVING FLOOR	7045 SF	854.5 SF	1 BARGE			
PARADE FLOOR	5000 SF	463.5 SF	LAITC	179 SF	12	6943 SF
SECOND FLOOR	5000 SF	463.5 SF			12	5463 SF
THIRD FLOOR	5000 SF	463.5 SF				
FOURTH FLOOR	5000 SF	463.5 SF	1 BARGE + BARGE			
FIFTH FLOOR	5000 SF	463.5 SF	LAITC	177 SF	12	11363 SF
GRAND PAVING AREA	34618 SF	1474.5 SF			12	11363 SF
2 BARGE + BARGE						
LAITC	2418 SF			1	3018 SF	5073 SF
				1	3018 SF	5073 SF
TOTAL OVERALL BUILDING						11363 SF



## PROJECT INFORMATION

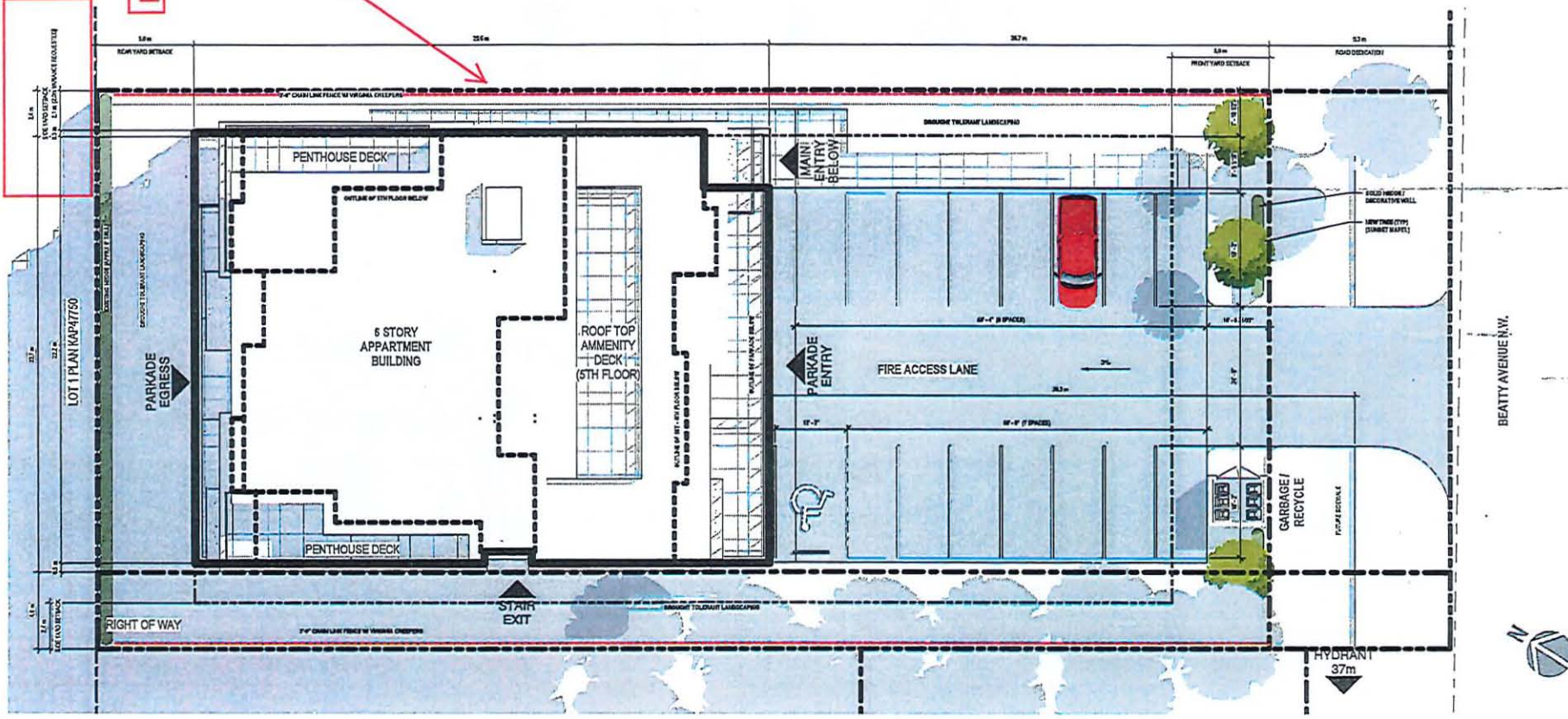
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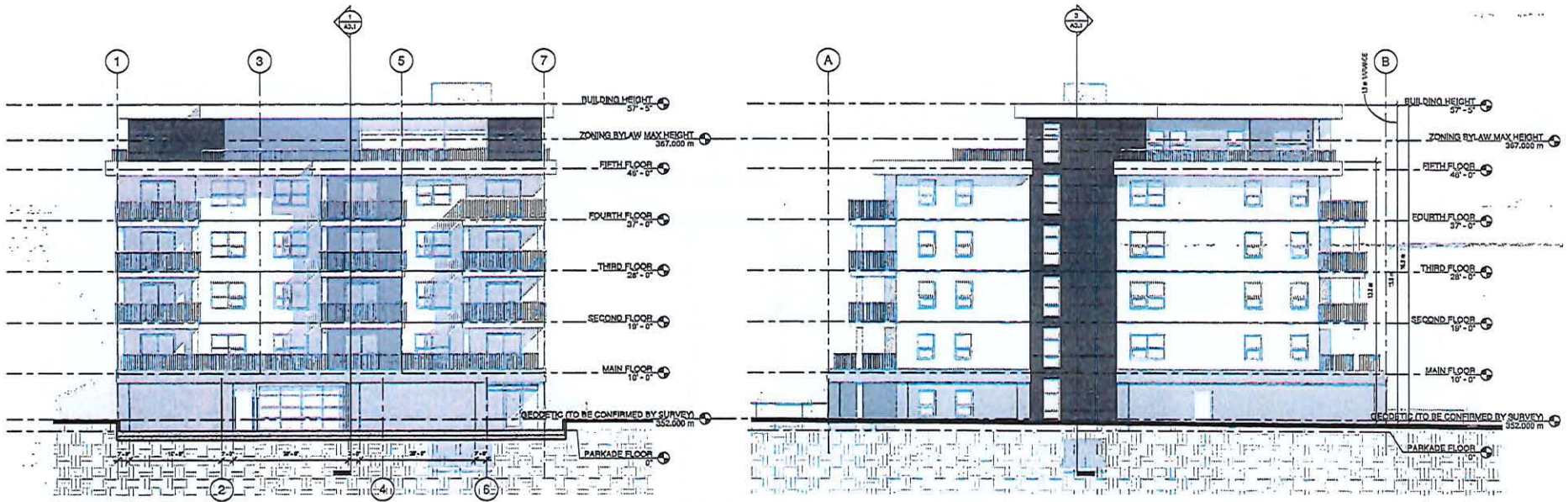
**SITE PLAN**

241 BEATTY AVENUE  
241 BEATTY AVE SALMON ARM, BC

ISSUED FOR DEVELOPMENT PERMIT 2020.01

DRAWING: **A1.0**

PROJECT SCALE: 200%  
1/8" = 1'-0"



1 SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

2 EAST ELEVATION  
SCALE: 1/8" = 1'-0"

EXTERIOR FINISH LEGEND


**IMQ**  
ARCHITECTS

ELEVATIONS

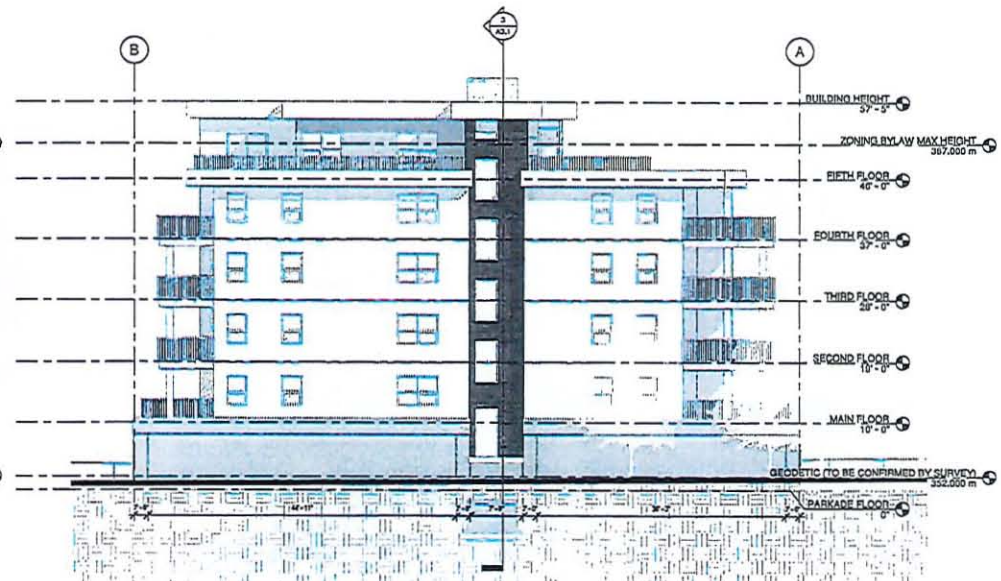
201 BEAVER AVENUE  
201 BEAVER AVENUE, SALMON ARM, BC

DRAWING A2.1

10/10/2010 PRELIMINARY DESIGN DEVELOPMENT

REVISIONS  
DATE  
BY  
CHECKED BY





# EXTERIOR FINISH LEGEND


**IMQ**  
ARCHITECTS

## ELEVATIONS

201 BEATTY AVENUE  
201 BEATTY AVENUE, SALMON-HUMPHREY

ISSUED FOR DEVELOPMENT PERMIT REVIEW

DRAWING: A2.2

PROJECT: 201 BEATTY AVENUE  
SCALE: AS SHOWN





1 SOUTH EAST PERSPECTIVE  
SCALE 1/10



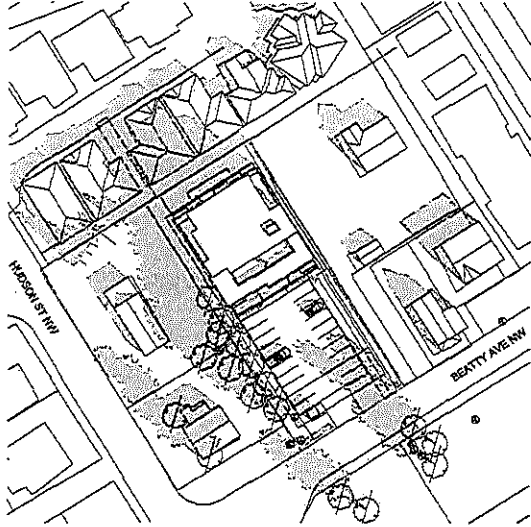
3 NORTH WEST PERSPECTIVE  
SCALE 1/10



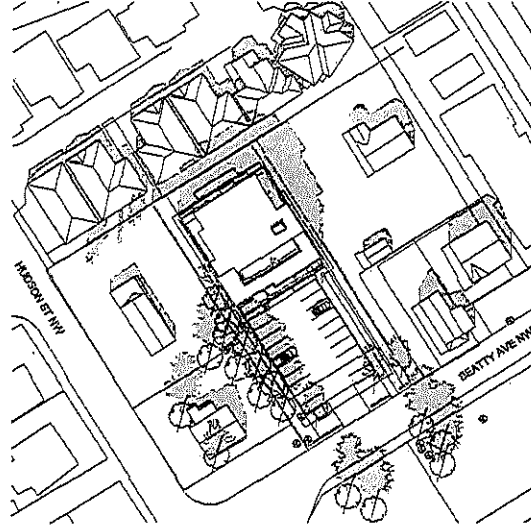
2 NORTH EAST PERSPECTIVE  
SCALE 1/10



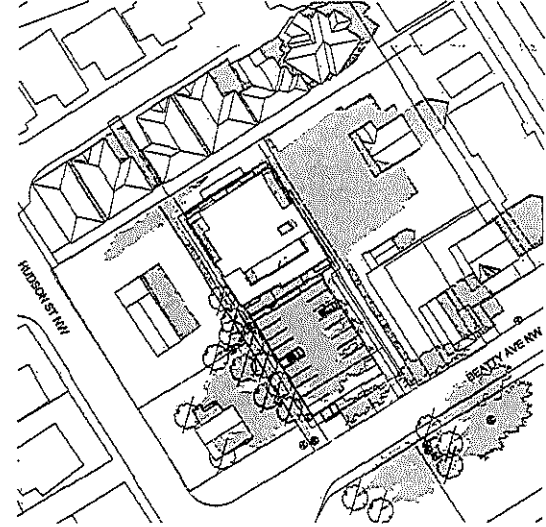
4 SHADOW STUDY  
SCALE 1/10



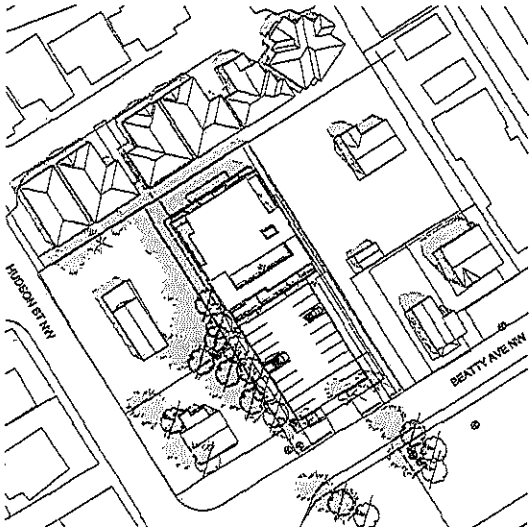
SPRING & FALL - 9:00am



SPRING & FALL - 12:00pm



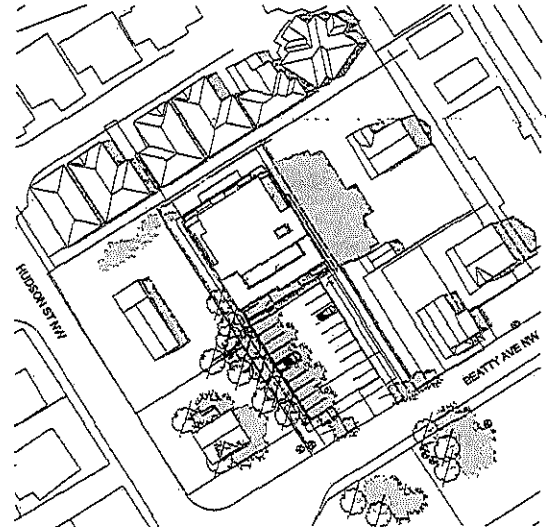
SPRING & FALL - 3:00pm



SUMMER - 9:00am

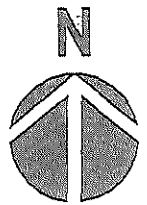


SUMMER - 12:00pm



SUMMER - 3:00pm

Shadow Study







Appendix 5: Site Plan and Elevations

March 16, 2020

City of Salmon Arm

Box 40  
500 2 Avenue NE  
Salmon Arm, BC V1E 4N2  
Phone: 250.803.4000

Attention: Kevin Pearson

Re: 241 Beatty Ave, Salmon Arm, BC,  
Development Permit Application – Design Rational Letter.

Council & Staff,

MQN Architects has been engaged to design a new 25-unit multi-family housing development on the 241 Beatty Ave property. The property is currently zoned for multi-family development and this proposal is consistent with the existing R-5 - High Density Residential Zone.

Borrowing the same colours and exterior materials as Shoreline, the design continues the aesthetic language established with the developer's previous project. A design proven to be successful within this community.

Like Shoreline, a covered parking area is offered, and units are provided with large private decks. This project is expanded to also include a common rooftop patio amenity. Throughout the design, the four guiding principles of CPTED (Crime Prevention Through Environment Design): natural surveillance, natural access control, territorial reinforcement, and maintenance, can all be recognized.

Roof levels, facias, deck placement, colours, window locations, and wall placements were deliberately articulated to visibly alter the building's appearance and reduce the perception of mass.

Six (6) storeys are proposed. Five (5) levels of residential above a partially underground parking level. The maximum height within the R-5 - High Density Residential Zone is limited to 12.0m. However, this can be increased to 15.0m if any of the identified special amenities are provided. The number of storeys is not limited. Special amenities for rental units and covered parking are proposed, as such the maximum building height of 15.0m (49'-3") is allowed. A building height of 16.9m (55'-6") is proposed and a variance of 1.9m (6'-3") is requested.

To hold the variance at a minimum, floor to ceiling heights are restrained to 8'-0", instead of the increasingly common 9'-0". In addition, the parkade level is lowered below grade.



**Brian F. Quiring**  
Architect AIBC, MAA, M.Arch

**Vicki A. Topping**  
Architect AIBC, M.Arch. LEED AP+

**Roger B. Green**  
Architect AIBC, MRAIC, M.Arch

100, 3313 - 32nd Avenue  
Vernon, British Columbia  
Canada V1T 2M7  
T. 250.542.8085  
F. 250.542.5236  
E. info@mqn.ca  
[www.mqn.ca](http://www.mqn.ca)



Although possible to further lower the parkade, doing so would be at the expense of surface parking spaces or become too steep to safely park.

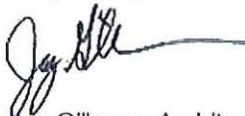
Similarly, the buildings position in relationship to the surface parking and neighboring properties was considered. The building and parkade are positioned behind the surface parking. Shifting the building closer to the street reduces the amount of surface parking and necessitate a parking variance. There is insufficient space on either side of the building for a drive aisle. Surface parking relocated behind the building would only be accessible by passing through the covered parkade. This would compromise building security.

With the above constraints, the building was located along the rear setback. However, this applies only at the parkade level, the height of which is well below the existing shrubbery between the two properties. Above this level the building is setback an additional 3m (10'). As well, the primary building mass was limited to four (4) stories with the fifth level held back away from the building corners. At the corners, the building height is 13.8m (45'-4"), well below the 15.0m maximum permitted building height. This visually reduces the perceived building height, decreases shadow lengths, and increases incident sunlight surrounding.

Shadow analysis studies were also performed using computer simulations. Moving the building mass closer to the street had no effect on the size of shadows cast by the building. Doing so, only shifted the shadow location and changed which neighbouring properties were affected.

Building projects endeavor to be successful. This means finding balance between the various project objectives. Success differs between projects, communities and owners, and is dependent on a multitude of variables including: the parties involved, community objectives, CPTED (Crime Prevention Through Environment Design), budgets, costs, design, constructability, and profitability... Balance can be a challenge and balance is what has informed the direction and shape of this project. As result, a height variance is requested. Thank you for your consideration.

Respectfully,



Jay Gillman, Architect AIBC  
MQN Architects



**Brian F. Quiring**  
Architect AIBC, MAA, M.Arch

**Vicki A. Topping**  
Architect AIBC, M.Arch. LEED AP+

**Roger B. Green**  
Architect AIBC, MRAIC, M.Arch

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

566562 BC LTD  
Box 399 SA, BC  
V1E-4N5  
250-804-3039  
[Cdn1@shaw.ca](mailto:Cdn1@shaw.ca)

Re: 241 Beatty Ave  
Salmon Arm BC

Service Variance Rationale.

Council/Staff: With this new proposed 25 Unit project on the Waterfront District will bring to a total 52 units our firm will build ( the current Shoreline to the east 27 units) which will bring tax revenue to the city DCC fees and associated upgrades to the area, As well as Construction cash flow in the Community: In our current proposal the City is requesting a land Frontage Dedication of Approx. 28 ft x 90 ft or 2500 sq ft of R-5 land which has substantial Value,

The City bylaw requires 100% of future service upgrades on the frontage of 241 Beatty Ave, However there are old houses to the east and west of our proposed Development, so sidewalks ect. would not align at this time, So, we propose to dedicate the land required for the Future works and in return pay ½ the estimated costs (by independent civil Engineer to follow)

We intend to bring the sale values of these unit in the Market between \$199,000 to \$439,000 Including some accessible rental units in the 600 sq ft south facing Units, to do all this with a somewhat uncertain financial landscape we are very price sensitive in the costing approach, (the 5m setback from the land dedication will be made visually pleasing with hardscape, as well paving access to Beatty Ave) We are requesting the city to bear in mind the DCC & tax benefit of this 25 unit project in parallel with our current project to the East keeping mind we do not benefit until the last units sell so there are significant Risks and ask for council to carefully consider this request

Sincerely  
Marvin Skjerpen

566562 BC Ltd ( the Developer)



## 241 BEATTY AVENUE - MUTLI-FAMILY DEVELOPMENT

12-May-20

## CLASS D - OPINION OF PROBABLE COST - OFF-SITE FRONTAGE IMPROVEMENTS AND SERVICING UPGRADES

(\*Denotes Nominal Quantity)

ITEM NO.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
<b>1.0</b>	<b>ROADS AND EARTHWORKS</b>				
1.1	Supply & Place 65mm Asphalt Pavement	m2	120 *	30.00	3,600.00
1.2	Remove & Dispose Asphalt / Cold Milling	m2	120 *	12.00	1,440.00
1.3	Supply & Place 25mm Crushed Base Course	m3	28 <del>98</del> *	90.00	<del>2,700.00</del> 2,520.00
1.4	Supply & Place 75mm Crushed Sub-Base Course	m3	98 <del>110</del> *	65.00	<del>7,150.00</del> 6,370.00
1.5	Supply & Place Import Backfill	m3	65 *	45.00	2,925.00
1.6	Common Excavation & Disposal	m3	150 *	26.00	3,900.00
1.7	Asphalt Milling - Key-in Joints	m	40 *	16.00	640.00
1.8	Clearing & Grubbing	LS	LS	1,000.00	1,000.00
<b>2.0</b>	<b>WATER WORKS</b>				
2.1	Supply & Install 200mm PVC Water-main	m	28 *	210.00	5,880.00
<b>3.0</b>	<b>STORM SEWER WORKS</b>				
3.1	Supply & Install Top-inlet Catch Basin c/w 200Ø Lead and Tie-in	ea.	1 *	5,200.00	5,200.00
<b>4.0</b>	<b>CONCRETE, CURB, GUTTERS, SIDEWALKS</b>				
4.1	Supply & Install Concrete Sidewalk	m2	87 <del>56</del>	112.00	<del>6,272.00</del> \$9,744.00
<del>4.2</del>	<del>Supply &amp; Install 60mm Concrete Pavers</del>	<del>m2</del>	<del>56</del>	<del>144.00</del>	<del>8,064.00</del>
4.3	Supply & Install High-back Curb & Gutter	m2	30	150.00	4,500.00
<b>5.0</b>	<b>LANDSCAPE WORKS</b>				
5.1	Boulevard Landscaping (Topsoil, Sod, <del>Trees</del> )	LS	LS	<del>6,500.00</del>	<del>6,500.00</del> \$3,500.00
<b>6.0</b>	<b>HYDRO/TEL &amp; LIGHTING WORKS</b>				
6.1	Hydro/Tel ( <i>allowance</i> )	LS	LS	12,500.00	12,500.00
6.2	Supply & Install Street Light c/w Conduit & Conductor	LS	LS	6,800.00	6,800.00

## SUMMARY

1.0 ROADS AND EARTHWORKS	\$ <del>23,955.00</del>	22,395.00
2.0 WATER WORKS	\$ 5,880.00	
3.0 STORM SEWER WORKS	\$ 5,200.00	
4.0 CONCRETE, CURB, GUTTERS, SIDEWALKS	\$ <del>16,636.00</del>	14,244.00
5.0 LANDSCAPE WORKS	\$ <del>6,500.00</del>	3,500.00
6.0 HYDRO/TEL & LIGHTING WORKS	\$ 19,300.00	
<b>SUB TOTAL</b>	\$ <del>79,071.00</del>	70,519.00
<b>A. ENGINEERING (10%)</b>	\$ <del>7,907.10</del>	7,051.90
<b>B. CONTINGENCY (10%)</b>	\$ <del>7,907.10</del>	7,051.90
<b>SUB TOTAL</b>	\$ 94,885.20	84,622.80
<b>GST (5%)</b>	\$ 4,744.26	
<b>TOTAL</b>	\$ 99,629.46	

- 1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.
- 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.

- Approximately 10% savings with the Staff recommendation  
 - 100% CIL for the watermain saves them an additional \$9,450.00  
 (already reflected in revised estimate).



Prepared by: Alistair Waters, ASCT



Checked by: Blake Lawson, P.Eng.





View northeast of subject parcel from Beatty Avenue.



View northwest from Beatty Avenue.



View west from Beatty Avenue.





*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: April 14, 2020  
 PREPARED BY: Matt Gienger, Engineering Assistant  
 OWNER: Goldwyn Construction Ltd., 241 Beatty Avenue, Salmon Arm, BC  
 APPLICANT: Skjerpen, M. / 566562 BC Ltd., PO Box 399 Salmon Arm, BC, V1E 4N5  
 SUBJECT: DEVELOPMENT PERMIT AMENDMENT APPLICATION No. DP-425  
 LEGAL: PARCEL A (PLAN B5859) OF LOT 1 SECTION 14 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 3842  
 CIVIC: 241 Beatty Avenue NW

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Further to your referral dated March 25, 2020 we provide the following servicing information. **The following comments and servicing requirements are not conditions for Development Permit; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

**General:**

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

**DEVELOPMENT PERMIT APPLICATION FILE: DP-425**

APRIL 14, 2020

Page 2

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

**Roads / Access:**

1. Beatty Avenue NW, on the subject properties southern boundary, is designated as an Town Centre Development Area standard, with an ultimate 20.0m road dedication. Available records indicate that 9.304m of additional Right Of Way is required, dedication requested (to be confirmed by BCLS).
2. Beatty Avenue NW is currently constructed to an Interim Local Road standard. Upgrading to the Town Centre Development Area standard is required; however, staff have determined a modified Urban Local Road standard to be more suitable for this location, based on Specification Drawing RD-2, with a 3.0m wide separated multi-use path and downtown standard for street lights. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multi-use path, boulevard construction, street lighting, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As Beatty Ave NW is designated as Town Centre Development Area Road, accesses shall be designed by keeping to a minimum number. Only one (1) 8.0m wide access will be permitted onto Beatty Ave NW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

**Water:**

1. The subject property fronts a 150mm diameter Zone 1 watermain on Beatty Ave NW. Upgrading this watermain to 200mm diameter is required along the subject property's frontage, in accordance with SDSB 4163 Schedule B, Part 1, Section 5.4.2. watermain sizing for high density residential. Owner / Developer is responsible for all associated costs.
2. The existing lot 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. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.

**DEVELOPMENT PERMIT APPLICATION FILE: DP-425**

APRIL 14, 2020

Page 3

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3. Records indicate that the existing property is serviced by a 12mm service from the 150mm diameter watermain on Beatty Avenue NW. This service will require upgrading, adequately sized to satisfy the proposed demand. 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).
  5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
  6. Fire hydrant at the corner of Beatty Ave NW and Hudson Street NW is within 45m of subject property's frontage. Because the majority of the subject property's frontage is within 45m of this hydrant, no additional hydrant is required.

**Sanitary:**

1. The subject property fronts a 450mm diameter sanitary sewer on Beatty Ave NW. No upgrades will be required at this time.
2. A 200mm diameter sanitary sewer is within 4.0m Right Of Way on western boundary of subject property. Increasing this width to 6.0m is required; however, staff are willing to allow no increase to the ROW width directly adjacent to the proposed building (approximately 30m). Please note that no portion of the proposed building is permitted to encroach this ROW.
3. The proposed development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Sanitary service may be connected to sanitary sewer on Beatty Ave NW or within Right Of Way on western boundary. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
4. Records indicate that the existing property is not serviced from the sanitary sewer main on Beatty Ave NW or the sanitary sewer main within Right Of Way on property's western boundary. If any undocumented inadequate/unused services exist, these services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. A 300mm diameter storm sewer on Beatty Ave NW terminates approximately 8m west of the subject property's southeast corner. Extending this 300mm storm sewer across the subject property's frontage is required. Owner / Developer is responsible for all associated costs.
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.



DEVELOPMENT PERMIT APPLICATION FILE: DP-425

APRIL 14, 2020

Page 4

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

DEVELOPMENT PERMIT APPLICATION FILE: DP-425

APRIL 14, 2020

Page 5

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**Variance Request:**

As part of the Development Permit application, the applicant is requesting a variance to Subdivision and Development Servicing Bylaw 4163 to reduce the required frontage upgrades to a 50% cash contribution.

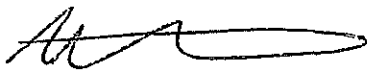
The Subdivision and Development Servicing Bylaw 4163 (SDSB) requires that developers upgrade their frontage onto all City roads. This helps reduce the burden on the City to fund upgrades across the frontage of development properties.

Approximately 200m of frontage on Beatty Ave NW was upgraded in recent past, starting approximately 35m east of the subject property. These upgrades included separated sidewalk and multi-use paths. Although the subject parcel is directly adjacent to small frontages that have not seen recent frontage upgrades, it is in the City's best interest to ensure frontage upgrades are required in full. These upgrades, including separated multi-use path, will promote safety along this major pedestrian/cyclist corridor, and encourage connectivity between the Beatty Avenue area and the downtown core.

The applicant has included a preliminary design showing 25 units. Given the cost of frontage upgrades is shared between 25 units (approximately 1.16m frontage per unit) staff find it reasonable to keep consistent with SDSB 4163 and require developer/owner responsible for 100% of costs.

**Variance Recommendation:**

With consideration to the frontage improvement requirements being decreased from Town Centre Standard to local road (with separated multi-use path), in staff's opinion the cost per unit is very reasonable and does not warrant subsidizing using general tax payers dollars. As such, **the Engineering Department recommends that the requested variance to reduce the required frontage upgrades to a 50% cash contribution be denied.**



Matt Gienger  
Engineering Assistant



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

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Item 22.3

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-426 be authorized for issuance for Lot 8, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991 Except Plan KAP76862 (1120 10 Avenue SW) in accordance with the Development Permit drawings attached as Appendix 1 to the Staff Report dated May 12, 2020;

AND THAT: Development Permit No. DP-426 include the following variance to Zoning Bylaw No. 2303:

- 1) Section 49.7.3 – reduce the minimum building setback adjacent to a residential zone from 3.0 metres to 1.7 metres as shown on Drawing A0-1 of the Staff Report dated May 12, 2020;

AND FURTHER THAT: issuance of Development Permit No. DP-426 be withheld subject to:

- 1) Receipt of an Irrevocable Letter of Credit in the amount of \$22,300.00 (125% of the landscaper architect's estimate) for landscaping; and
- 2) Registration of a Section 219 Land Title Act Floodplain / Save Harmless Covenant with reference to the Geotechnical Report prepared by Interior Testing Services Ltd. dated April 29, 2020.

[Roberts, R. and Barnard, D.; 1120 Tenth Holdings Ltd.; 1120 10 Avenue SW]

### Vote Record

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

Opposed:

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






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To: His Worship Mayor Harrison and Members of Council

Date: May 12, 2020

Subject: Development Permit Application No. DP-426 (Commercial - Form and Character)  
 Civic Address: 1120 - 10 Avenue SW  
 Applicant: R. Roberts & D. Barnard  
 Owner: 1120 - Tenth Holdings Ltd.

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### STAFF RECOMENDATION

**THAT:** Development Permit No. 426 be authorized for issuance for Lot 8, Section 10, Township 20, Range 10, W6M, KDYD, Plan 3991, Except Plan KAP76862 (1120 - 10 Avenue SW) in accordance with the Development Permit drawings attached as APPENDIX 1;

**AND THAT:** Development Permit No. 426 include the following variance to Zoning Bylaw No. 2303:

Section 49.7.3 – reduce the minimum building setback adjacent to a residential zone from 3.0 metres to 1.7 m as shown in on Drawing A0-1;

**AND FURTHER THAT:** Issuance of Development Permit No. 426 be withheld subject to:

1. Receipt of an Irrevocable Letter of Credit in the amount of \$22,300 (125% of the landscape architect's estimate) for landscaping.
  2. Registration of a Section 219 Land Title Act Floodplain / Save Harmless Covenant with reference to the Geotechnical Report prepared by Interior Testing Services LTD – dated April 29, 2020.
- 

### PROPOSAL

Two commercial buildings are proposed for office / retail development. Building 1 is shown to be 3 stories approximately 14 m ultimate height with 1,413 m<sup>2</sup> of gross floor area. Building 2 is the same height with a smaller footprint and 824 m<sup>2</sup> of gross floor area. The proposed Development Permit package is attached as APPENDIX 1; the proposed building setback variance is shown on the site plan - Drawing A0-1.

### BACKGROUND

The subject property fronts the south side of 10 Avenue SW. It is vacant and has been pre-loaded for over 10 years. Lot Area: 3,838 m<sup>2</sup>. Dimensions: 101.8 m / 37.9 m. A 4.5 m wide statutory right of way in favour of the City and the residential strata development to the south traverses the entire length of west lot boundary. The right of way was registered in 2005 to provide emergency access from 10 Avenue SW to the residential strata the south (Note: this right of way is not a pedestrian right of way for public passage). Various maps and images are attached as APPENDIX 2.

Official Community Plan (OCP) Designations:

1. City Centre Commercial - Land Use
2. City Centre Development Permit Area - Form and Character
3. Potentially Hazardous Areas - Floodplain - Development Permit Area
4. Urban Arterial Street – 10 Avenue SW

The subject property was rezoned from Single Family Residential (R-1) to Comprehensive Development Zone (CD-11) in 2011 at a time when a Development Permit was also approved for a mixed commercial / residential development (DP-426). The CD-11 zoning regulations are attached as APPENDIX 3.

Adjacent Land Uses/Development:

North: 10 Avenue SW and shopping mall – Zoned C-7  
South: Residential Strata with RV Storage – Zoned R-4  
East: Commercial Building and Single Family Residential Lots – Zoned C-3 & R-1  
West: Furniture Store – C-3

COMMENTS

Building Department

Part 3 building will require review by Registered Professionals (incl. Architect) at Building Permit stage. Geotechnical report supplied by the applicant is under review. Development in the Salmon River Flood Plain - minimum flood construction level is above the 352 m Geodetic Survey Coordinate.

Fire Department

No concerns.

Engineering Department

In discussions with City staff, the applicant has been advised that development is subject to the Subdivision / Development Servicing Bylaw No. 4163. The applicant's engineering consultant has been in further discussions with City Engineering staff. Due to limited capacity of the City's storm sewer system along 10 Avenue SW, a modification to the Urban Arterial Standard will be necessary.

At the time of Building Permit, the applicant is aware of and will be responsible for providing the City a cash in lieu equivalent for all works and services required by the S/DS Bylaw. Along this frontage of 10 Avenue SW, the width from centerline is 12.5 m which meets the Urban Arterial Standard and will help in providing area for an alternate storm water and road drainage plan. Provided the applicant fully bonds for the S/DS Bylaw requirements, no servicing variances are anticipated at this time.

Engineering comments are attached as APPENDIX 4.

Design Review Panel

With committees inactive due to the COVID-19 pandemic, the application was not referred to the Design Review Panel (DRP) for review.

Planning Department

The subject property is situated in an emerging commercial node in close proximity to newer multi-family and medium density developments. In past OCPs, a mixed-use, commercial/residential village concept was envisioned for this area near the intersection of 10 / 10 SW; the neighbouring residential strata "Village at 10 & 10", the upgraded Piccadilly Mall and Piccadilly Terrace developments being catalysts for the vision. In 2011 a large tract of land including the subject property and adjacent lots were re-designated from Highway Service Commercial to City Centre Commercial. The idea for a City Centre Commercial land use designation was intended to establish the highest development design standards consistent with what is expected in the downtown core, the downtown waterfront and the newer uptown highway commercial node.

The CD-11 zone itself refers to the commercial village concept. For the subject property, the previous DP-426 proposed a mixed commercial / residential concept for seniors housing, medical offices and retail. That proposal was a decent design approved by the Council of the day. The demand for mostly service commercial (C-3 zoned) development continued over the past 10 years in this vicinity along with more ground level, residential strata development. With C-3 zoned development gradually filling the vacant lots fronting 10 / 10 SW and the City Centre, the high density, urban village vision has not yet come to fruition.

That being said, this proposal for office and retail development certainly fits this local area vision. If built, the economic spin-offs from construction in the short-term along with a longer term tertiary/financial base on this site will no doubt be a positive impetus for the City.

The relevant matters at hand with this application are the form and character of the development, the requested setback variance, and addressing the floodplain policies of the OCP.

## 1. Development Permit

Development Permits are reviewed in accordance with design guidelines set out in an OCP for various categories of land use. Section 488 (1) (f) of the Local Government Act interprets guidelines as requirements pertaining to the general form and character of a commercial development's exterior design along with site landscaping.

The proposed Development Permit drawings are generally consistent with the "Highway Service/Tourist Commercial" design guidelines of Section 9.6 OCP and are also up to par with the higher standard "City Centre" design guidelines.

The contemporary and clean building design will provide a much needed aesthetic lift to this vacant site and should enhance the visual built integrity along the south side of 10 Ave. SW. The block forms are broken up with relief elements, extended canopies on the building frontages. The exterior material palette includes stucco, brick and metal claddings of off-white, charcoals and black colouring.

The massing is such that the front of Building 2 would align closely with the fronts of commercial buildings flanking on the adjacent properties to the west and east, and similarly have a portion of surface parking in the front. The larger Building 1 would be setback further south. Both buildings are to be sited close to the east interior lot boundary. As a side note, the development proposes a relatively high floor space ratio of approximately 0.58, while most of the one storey service commercial developments in the vicinity have a FSR < 0.35.

The site plan incorporates a 7.4 m wide, two-way traffic drive aisle along the western yard and over the emergency right of way. To meet the Zoning Bylaw requirements for on-site parking, and due to the relative narrowness of the property, most of the site is needed for drive-aisles and 74 surface parking stalls for the anticipated office and retail floor space. It is expected that the dominant floor space will be for office use. With exception to the minor setback variance requested for Building 1, the development meets the CD-11 zone regulations and the Zoning Bylaw regulations for on-site parking.

The landscaping plan is fairly basic and makes use of the land remaining after building envelopes, parking, drive aisles, emergency right of way and building setbacks are considered. The initial plan showed one (1) red maple tree along the north parcel line. On staff's request, the applicant agreed to install two (2) additional *Acer Rubrums* along the interface of the future Boulevard, as shown sketched on the plan.

## 2. Setback Variance

When the CD-11 Zone was created for a different development proposal in 2011, the minimum building setback was set at 3.0 m for any part of a building adjacent to land that is zoned residential. The purpose was/is to maintain somewhat of a buffer between uses, given that the maximum height in the CD-11 zone is higher than what is permitted in the C-3 and C-7 commercial zones in this vicinity.

Building 1 proposes a setback of 1.71 m from the east - interior parcel boundary for a stairwell leading up from the main to upper floors. This stair well protrudes 1.29 m off the wall and has a length of approximately 5.5 m. Over 75% of the east wall would be setback the required 3.0 m from that parcel line.

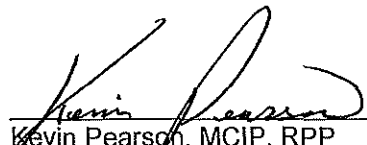
Staff view this setback variance as being insignificant due to: 1) the quality of the overall building design; 2) the fact the one of the adjacent lot's rear yard has continually been used as a semi-industrial storage yard; 3) the dwellings on each lot are sited at least 35 m from the dividing parcel boundary; and 4), each of those lots are designated for commercial land use in the OCP, the variance is recommended for approval.

### 3. Floodplain

With the site located within 200-Year Floodplain and designated "Potentially Hazardous Areas – Floodplain - Development Permit Area", the required geotechnical reporting for that along with registration of a Section 219 Land Title Act Covenant will satisfy the OCP's related hazardous areas policies, and Council's review / approval of a Hazardous Areas Development Permit can be waived by the undersigned through a Development Permit Waiver. One effect of the Covenant is to Save the City Harmless from flood related claims and liability.

### CONCLUSION

The proposed Development Permit drawings are consistent with the City Centre guidelines and recommended for approval. The requested setback variance is deemed by staff to be minor and should have no negative impact on the adjacent residential zoned properties.

  
\_\_\_\_\_  
Kevin Pearson, MCIP, RPP  
Director of Development Services





**MARC A. LAMERTON**, Principal  
 Architect AIBC  
 B.A., M.Arch., LEED AP

April 20, 2020

**To:** *City of Salmon Arm  
 Development Services Department  
 Box 40, 500 – 2<sup>nd</sup> Avenue N.E.  
 Salmon Arm, BC, V1E 4N2*

**Re:** *Development Permit Application - Design Rationale for Proposed Commercial Development  
 Located at 1120 – 10<sup>th</sup> Avenue SW, Salmon Arm, BC*

## GENERAL PROJECT INFO

The proposed development at the above noted address involves the construction of two 3-storey commercial buildings with a total gross floor area of approximately 2,235sm (24,068sf): 1,413sm (15,209sf) for 'Building 1', and 823sm (8,859sf) for 'Building 2'. The structures are intended for commercial use: office or retail uses for the ground floor, and office uses for the second and third floors.

The subject property is 3,856sm (0.953 acres) in size and is a Comprehensive Development Zone – CD-11. This zone was created for a previous proposal from 2010 that also involved a Development Permit Application. This proposal included a single 3-storey building with approximately 3,447sm in gross floor area. The CD-11 zone is similar to the original C-3 zone, with a few differences related to height and permitted uses. This new application is consistent with the parameters of the CD-11 zone, so no rezoning is required. It is also consistent with intention of the zone to provide commercial amenities and professional services for people who reside in the vicinity.

The location is very suitable for commercial development of this kind, with excellent access to 10<sup>th</sup> Avenue and 10<sup>th</sup> Street SW, and proximity to Piccadilly Mall, other commercial businesses, and residential neighborhoods. The proposal is consistent with the nature of existing and envisioned development in the area.

As noted on the architectural Site Plan (A01), the project is proposing a single vehicle access point from 10<sup>th</sup> Avenue SW with a drive aisle directing traffic to the two buildings and required onsite parking. The main drive aisle is aligned north-south along the west property line, with three minor east-west drive aisles accessing additional parking. The alignment of the main drive aisle is important in providing emergency access to the residential development south of the subject property, as required by a registered easement.

## DESIGN APPROACH

The general approach for the project design is intended to reflect City of Salmon Arm design guidelines, as well as the fully commercial nature of the buildings. Each of the buildings is simple in form – essentially rectangular – however, they are articulated with elements such as sidewalk canopies, floor overhangs, and practical roof overhangs. Additionally, the selection of quality materials – stucco cladding, brick cladding, and wood-grain metal siding & soffit – offers a variety of textures and treatments on the building exterior. These materials, in combination with high-quality aluminum commercial windows will deliver a durable and attractive result.



**MARC A. LAMERTON**, Principal  
 Architect AIBC  
 B.A., M.Arch., LEED AP

Landscaping is proposed as per the OCP guidelines, with emphasis on providing an appealing street frontage and planting around the building entrances. Planting areas are kept minimal at less visible parts of the site in order to provide all required parking. The Owners are aware that including parking areas that considers the clearance (and storage) of snow will ensure that property maintenance is practical.

#### REQUESTED VARIANCE

As noted on the Site Plan, the proposal is requesting a Variance from the City of Salmon Arm Zoning Bylaw. The Variance relates to the required setback stipulated for the CD-11 zone regarding interior parcel lines adjacent to residential properties. Adjacent to other uses, CD-11 allows for a no-setback building, however, a 3.0m interior side yard setback is required where the property is next to residential zones. In this case, the part of the subject property where Building 1 is proposed borders two residential lots. The current single-family homes on those properties are no closer than 40m to their west property line.

The majority of Building 1 will be set at the 3.0m setback, with only a 5.5m length of wall that encloses a required Exit stair impinging on the side yard. The stair in this location is proposed to be 1.71m away from the east property line, and will be constructed as per the Spatial Separation requirements of the BC Building Code. It is noted that the original proposed development from 2010 included a similar Variance that totaled 25sm in footprint area within the 3.0m setback. The requested Variance for the current proposal is about 7.0sm in footprint area.

The project team is very excited about moving on to the next phase of this development and we look forward to working with City Staff, Council, and members of the public towards a wonderful result.

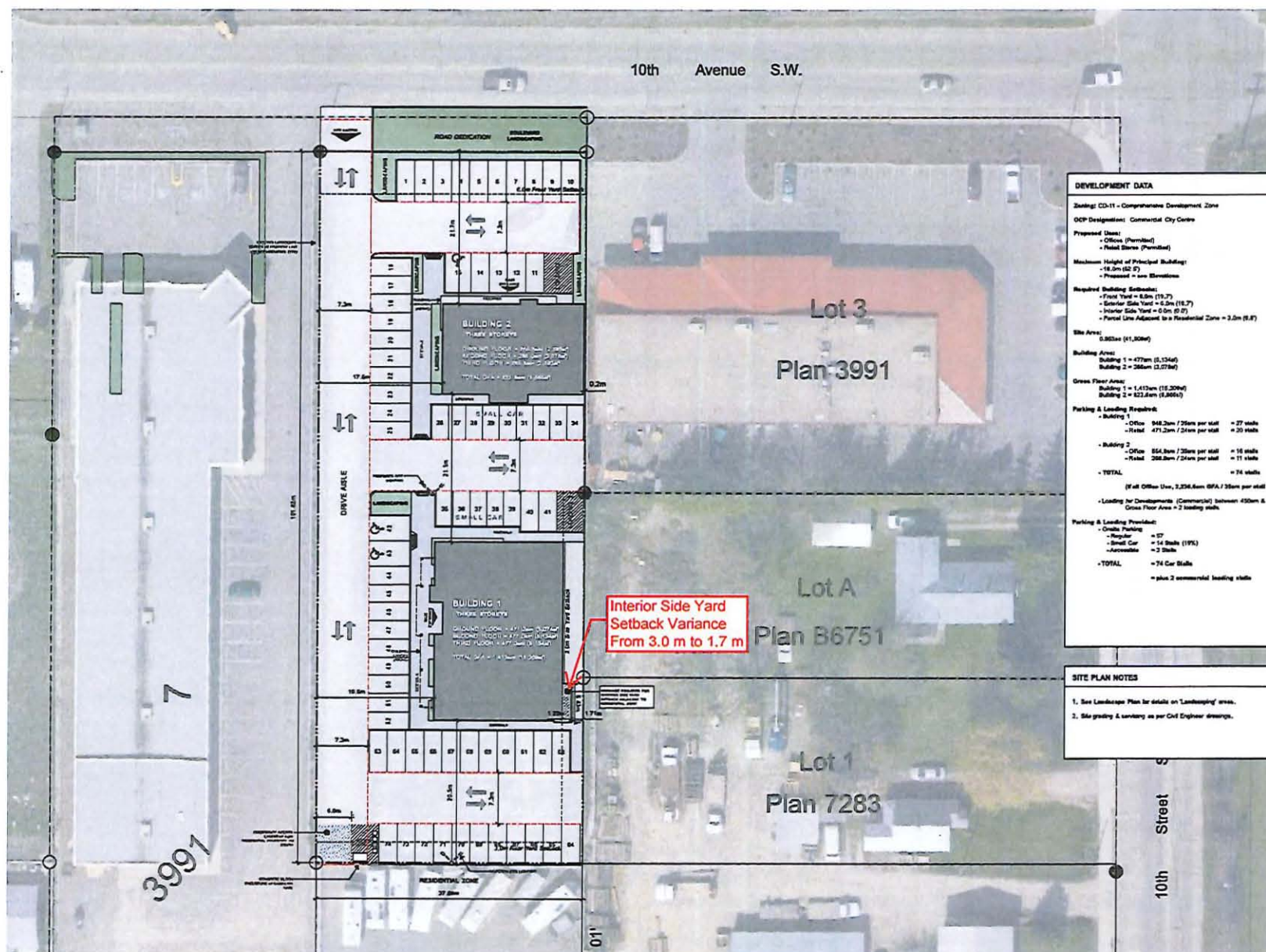
Should you have any questions regarding the proposed development, please do not hesitate to contact me.

Yours very truly,

A handwritten signature in black ink, appearing to read 'Marc Lamerton', written over a horizontal line.

Marc Lamerton, Architect AIBC  
 B.A., M.Arch., LEED AP





**DEVELOPMENT DATA**

zoning: CD-11 - Comprehensive Development Zone  
 OCP Designation: Commercial City Centre

Proposed Use:  
 - Office (Permitted)  
 - Retail Store (Permitted)

Maximum Height of Principal Building:  
 - 18.0m (59' 0")  
 - Proposed = see Elevations

Required Building Setbacks:  
 - Front Yard = 6.0m (19' 7")  
 - Exterior Side Yard = 5.0m (16' 4")  
 - Interior Side Yard = 0.0m (0' 0")  
 - Partial Line Adjacent to a Residential Zone = 3.0m (9' 8")

Site Area:  
 0.863ha (21,300sqft)

Building Area:  
 Building 1 = 477sqm (5,134sqft)  
 Building 2 = 365sqm (3,927sqft)

Gross Floor Area:  
 Building 1 = 1,413sqm (15,209sqft)  
 Building 2 = 823sqm (8,866sqft)

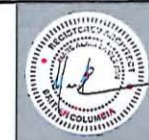
Parking & Loading Requirements:  
 - Building 1:  
 - Office: 848.3sqm / 25sqm per stall = 34 stalls  
 - Retail: 473.2sqm / 25sqm per stall = 19 stalls  
 - Building 2:  
 - Office: 854.9sqm / 25sqm per stall = 34 stalls  
 - Retail: 368.8sqm / 25sqm per stall = 15 stalls  
 - TOTAL:  
 = 74 stalls  
 (If all Office Use, 2,238.2sqm GFA / 25sqm per stall = 89 stalls)

Loading for Developments (Commercial) between 450m & 2,500m:  
 Gross Floor Area = 2 loading stalls

Parking & Loading Provision:  
 - On-site Parking:  
 - Regular = 67  
 - Small Car = 14 Stalls (19%)  
 - Accessible = 2 Stalls  
 - TOTAL:  
 = 74 Car Stalls  
 = plus 2 commercial loading stalls

**SITE PLAN NOTES**

1. See Landscape Plan for details on 'Landscaping' areas.  
 2. Site grading & landscaping as per Civil Engineer drawings.



ISSUE	DATE
Development Permit	April 17, 2023

DRAWN BY: H.L.G.  
 DATE: April 2023  
 SCALE: 1:250



4148 - 6th FLOOR  
 100 BOX 2300  
 SURREY, B.C. V4N 4R3  
 Tel: 604.273.1481  
 Fax: 604.273.1482  
 Email: info@avexarch.com  
 Website: www.avexarch.com

PROJECT: 20-001  
**TENTH AVENUE  
 COMMERCIAL  
 DEVELOPMENT**

1120 - 10th Ave. SW  
 Surrey, BC

DRAWING TITLE:  
**SITE PLAN**

DRAWING NO:  
**A01**





ISSUE	DATE
Employment Period	April 17

DRAWN BY: PLO

DATE: APR 21 1964

SCALE	NA
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4168 • 4th ST. NE  
PO. BOX 2350  
SALMON ARM, BC, V1E 4R3  
Marc Umerton, Architect, ABC  
T 250-515-4801  
E [marc@umertonarchitecture.ca](mailto:marc@umertonarchitecture.ca)  
W [www.umertonarchitecture.ca](http://www.umertonarchitecture.ca)

PROJECT: 20-001  
TENTH AVENUE  
COMMERICAL  
DEVELOPMENT

1120 - 10th Ave. SW  
Salmon Arm, BC

**DRAWING TITLE:**  
**3D VIEWS**  
*Building One*

DRAWING NO.

A08





1 WEST ELEVATION  
Scale: 3/16" = 1'-0"



2 EAST ELEVATION  
Scale: 3/16" = 1'-0"

### MATERIAL PALETTE:

STUCCO  
- LIGHT OFF-WHITE

STUCCO  
- MEDIUM CHARCOAL

BRICK CLADDING  
- DARK CHARCOAL

METAL CLADDING / SOFFIT  
- GREY WOODGRAIN

FASCIA  
- DARK CHARCOAL

METAL FLASHING  
- BLACK

FIRE COMPARTMENT 2  
THIRD FLOOR, GROUP D  
- LD = 3.0m, EBP = 72mm  
- Allowable UPO = 13.5% (0.72mm)  
- Shown = 10.0% (10.0mm)  
Building Construction:  
- 1st FFR  
- Combustible or Non-Combustible Construction  
- Non-Combustible Cladding

FIRE COMPARTMENT 2  
SECOND FLOOR, GROUP D  
- LD = 3.0m, EBP = 72mm  
- Allowable UPO = 13.5% (0.72mm)  
- Shown = 10.0% (10.0mm)  
Building Construction:  
- 1st FFR  
- Combustible or Non-Combustible Construction  
- Non-Combustible Cladding

FIRE COMPARTMENT 1  
FIRST FLOOR, GROUP E  
- LD = 3.0m, EBP = 72mm  
- Allowable UPO = 13.5% (0.72mm)  
- Shown = 10.0% (10.0mm)  
Building Construction:  
- 1st FFR  
- Combustible or Non-Combustible Construction  
- Non-Combustible Cladding

### EXTERIOR MATERIAL NOTES

- M1 Stucco - Light Off-White
- M2 Stucco - Medium Charcoal Grey
- M3 Brick Cladding - Dark Charcoal Grey
- M4 Pre-Finished Vertical Metal Wood Grain Siding
- M5 Pre-Finished Metal Wood Grain Soffit
- M6 Pre-Finished Metal Flashing - Black
- M7 Fascade Material - Dark Charcoal Grey
- M8 Pre-Finished Window Trim
- M9 Accent Panel - Charcoal Grey (Between Windows in Stucco)
- M10 Accent Panel - Light Colour (Between Windows in Brick)
- M11 Steel Structural Elements - Black
- M12 Brick Clad Column - Dark Charcoal Grey
- M13 Concrete Column Base
- M14 Pre-Finished Solar Shade
- M15 Accent Board Band - Charcoal Grey



PROJECT: 20-001  
TENTH AVENUE  
COMMERCIAL  
DEVELOPMENT

DATE: April 2020  
SCALE: 3/16" = 1'-0"

DRAWN BY: MLC  
DATE: April 2020  
SCALE: 3/16" = 1'-0"

1120 - 10th Ave, SW  
Salmon Arm, BC

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1120 - 10th Ave, SW  
Salmon Arm, BC



1 SOUTH ELEVATION  
Scale: 3/16" = 1'-0"



2 NORTH ELEVATION  
Scale: 3/16" = 1'-0"

## MATERIAL PALETTE:

STUCCO  
- LIGHT OFF-WHITE

STUCCO  
- MEDIUM CHARCOAL

BRICK CLADDING  
- DARK CHARCOAL

METAL CLADDING / SOFFIT  
- GREY WOODGRAIN

FASCIA  
- DARK CHARCOAL

METAL FLASHING  
- BLACK

## EXTERIOR MATERIAL NOTES

- M1 Stucco - Light Off-White
- M2 Stucco - Medium Charcoal Grey
- M3 Brick Cladding - Dark Charcoal Grey
- M4 Pre-Finished Vertical Metal Wood Grain Siding
- M5 Pre-Finished Metal Wood Grain Soffit
- M6 Pre-Finished Metal Flashing - Black
- M7 Fascia Material - Dark Charcoal Grey
- M8 Pre-Finished Window Trim
- M9 Accent Panel - Charcoal Grey (Between Windows in Stucco)
- M10 Accent Panel - Light Colour (Between Windows in Brick)
- M11 Steel Structural Element - Black
- M12 Brick Clad Column - Dark Charcoal Grey
- M13 Concrete Column Base
- M14 Pre-Finished Solar Shade
- M15 Accent Board Band - Charcoal Grey



PROFESSIONAL SEAL OF THE ARCHITECT  
STATE OF MARYLAND

ISSUE DATE  
Drawing Sheet Number April 11, 2020

DRAWN BY: P.L.C.  
DATE: April 2020  
SCALE: 3/16" = 1'-0"

AVEX  
ARCHITECTURE

4108 - 4th ST. NE  
120 BOX 2220  
SALMON ARM, BC, V1E 4R3  
Phone: 604.666.1111  
Fax: 604.666.1112  
Email: info@avexarchitect.com  
Web: www.avexarchitect.com

PROJECT: 20-001  
TENTH AVENUE  
COMMERICAL  
DEVELOPMENT

1120 - 10th Ave, NW  
Salmon Arm, BC

DRAWING TITLE:  
ELEVATIONS  
Building One

DRAWING NO:

A07





DRIVE AISLE VIEW



NORTHWEST VIEW



SOUTHWEST VIEW



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REVISION	DATE
1. Issued for Permit	April 17, 2020

DRAWN BY: M.C.  
DATE: April 2020  
SCALE: N/A



4148 - 4th ST NE  
PO BOX 2310  
SALMON ARM, BC V8E 4K2  
Paul Lynam, Architect ABC  
T: 250.331-8800  
E: paul@avexarchitect.com  
W: www.avexarchitect.com

PROJECT: 20-001  
**TENTH AVENUE  
COMMERCIAL  
DEVELOPMENT**

1120 - 10th Ave. SW  
Salmon Arm, BC

DRAWING TITLE:  
**3D VIEWS  
Building Two**

DRAWING NO:

**A15**



ISSUE	DATE
Drawn/Revised By:	April 17, 2020

DRAWN BY: MLC  
DATE: April 2020  
SCALE: 3/16" = 1'-0"



4103 - 40th ST. NE  
FOLSON, MD 21038  
SAUNDERS, SC, VIE 4103  
Mark Lammert, Architect, AIA  
T 301-512-4801  
E mark.lammert@avexarch.com  
W www.avexarch.com

PROJECT: 20-001  
TENTH AVENUE  
COMMERCIAL  
DEVELOPMENT

1120 - 10th Ave. SW  
Salmon Arm, BC

DRAWING TITLE:  
ELEVATIONS  
Building Two

DRAWING NO:

A13

# MATERIAL PALETTE:

- STUCCO  
- LIGHT OFF-WHITE
- STUCCO  
- MEDIUM CHARCOAL
- BRICK CLADDING  
- DARK CHARCOAL
- METAL CLADDING / SOFFIT  
- GREY WOODGRAIN
- FASCIA  
- DARK CHARCOAL
- METAL FLASHING  
- BLACK



## EXTERIOR MATERIAL NOTES

- M1 Stucco - Light Off-White
- M2 Stucco - Medium Charcoal Grey
- M3 Brick Cladding - Dark Charcoal Grey
- M4 Pre-Finished Vertical Metal Wood Grain Siding
- M5 Pre-Finished Metal Wood Grain Soffit
- M6 Pre-Finished Metal Flashing - Black
- M7 Fascia Material - Dark Charcoal Grey
- M8 Pre-Finished Window Trim
- M9 Accent Panel - Charcoal Grey (Between Windows in Stucco)
- M10 Accent Panel - Light Colour (Between Windows in Brick)
- M11 Steel Structural Element - Black
- M12 Brick Clad Column - Dark Charcoal Grey
- M13 Concrete Column Base
- M14 Pre-Finished Solar Shade
- M15 Accent Board Band - Charcoal Grey

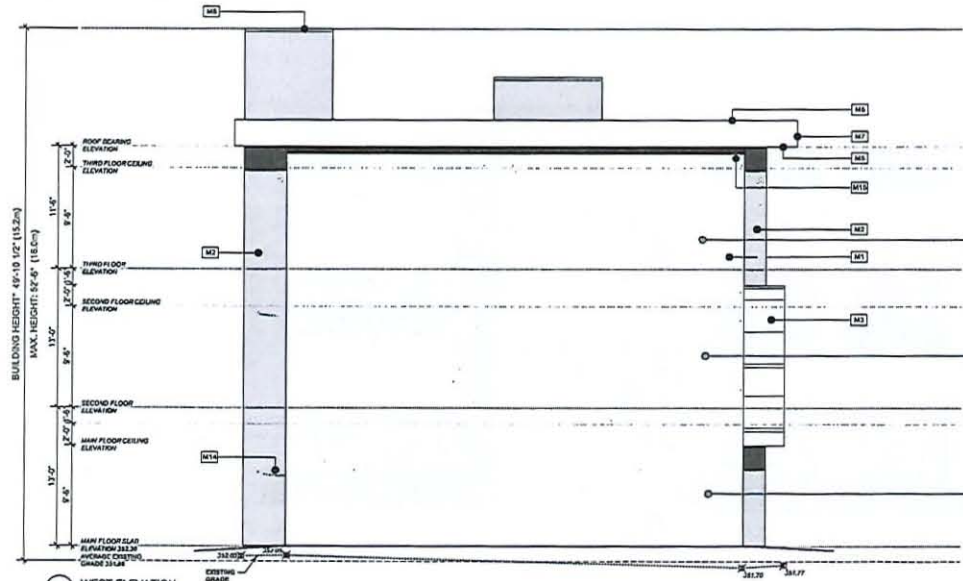
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THIRD FLOOR, GROUP D  
- LD = 1.2hr EBF = 51min  
- Allowable UFG = 0.0% (B,Item)  
Building Construction:  
- 2nd FFR  
- Non-Combustible Construction  
- Non-Combustible Cladding

FIRE COMPARTMENT 2  
SECOND FLOOR, GROUP D  
- LD = 1.2hr EBF = 51min  
- Allowable UFG = 0.0% (B,Item)  
Building Construction:  
- 2nd FFR  
- Non-Combustible Construction  
- Non-Combustible Cladding

FIRE COMPARTMENT 1  
FIRST FLOOR, GROUP D  
- LD = 1.2hr EBF = 51min  
- Allowable UFG = 0.0% (B,Item)  
Building Construction:  
- 2nd FFR  
- Non-Combustible Construction  
- Non-Combustible Cladding



1 WEST ELEVATION  
Scale: 3/16" = 1'-0"



2 WEST ELEVATION  
Scale: 3/16" = 1'-0"





ISSUE	DATE
Issue 1: Initial Plan	April 17, 2020

DRAWN BY: HLC  
DATE: April 2020  
SCALE: 3/16" = 1'-0"



4105 - 49th Ave  
P.O. Box 2320  
Salmon Arm, BC V1E 4H0  
Mark Lymington, Architect ABC  
T: 250-835-1140  
E: mark@avexarchitecture.ca  
W: www.avexarchitecture.ca

PROJECT: 20-001  
**TENTH AVENUE  
COMMERCIAL  
DEVELOPMENT**

1120 - 10th Ave SW  
Salmon Arm, BC

DRAWING TITLE:  
**ELEVATIONS  
Building Two**

DRAWING NO:

**A14**

### MATERIAL PALETTE:

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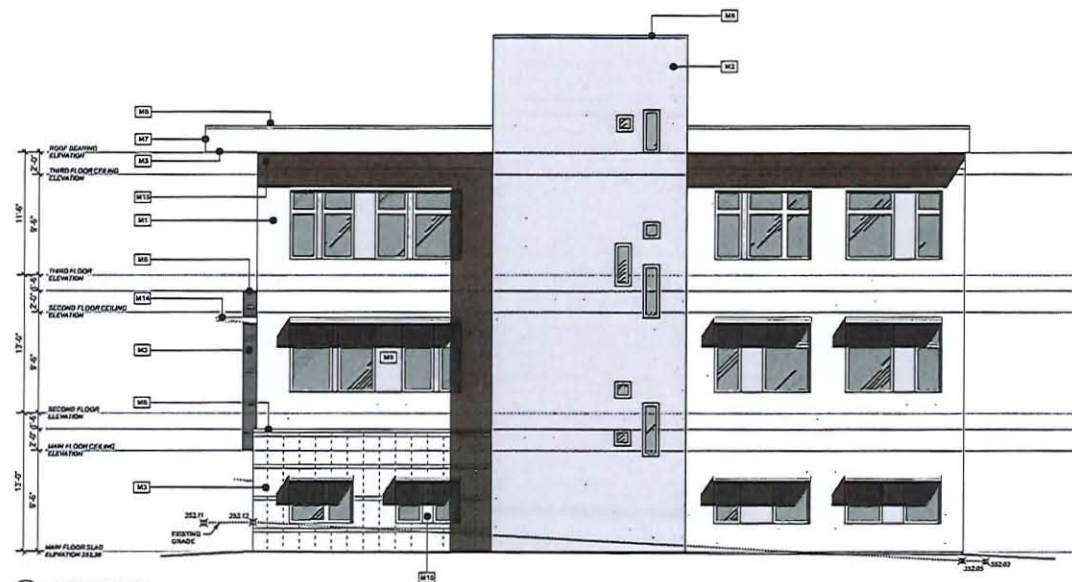
STUCCO  
- MEDIUM CHARCOAL

BRICK CLADDING  
- DARK CHARCOAL

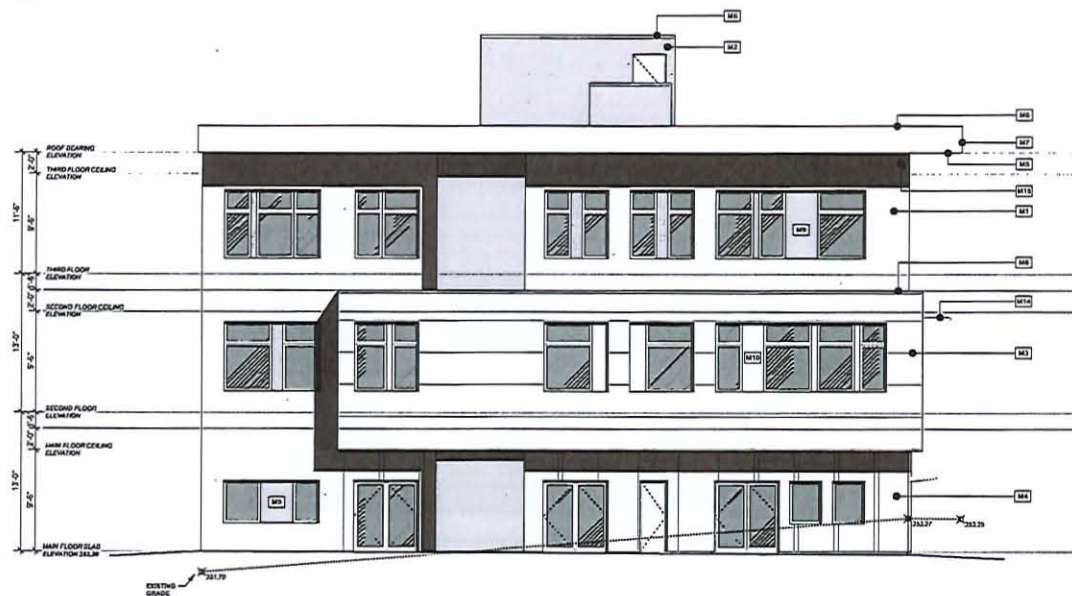
METAL CLADDING / SOFFIT  
- GREY WOODGRAIN

FASCIA  
- DARK CHARCOAL

METAL FLASHING  
- BLACK

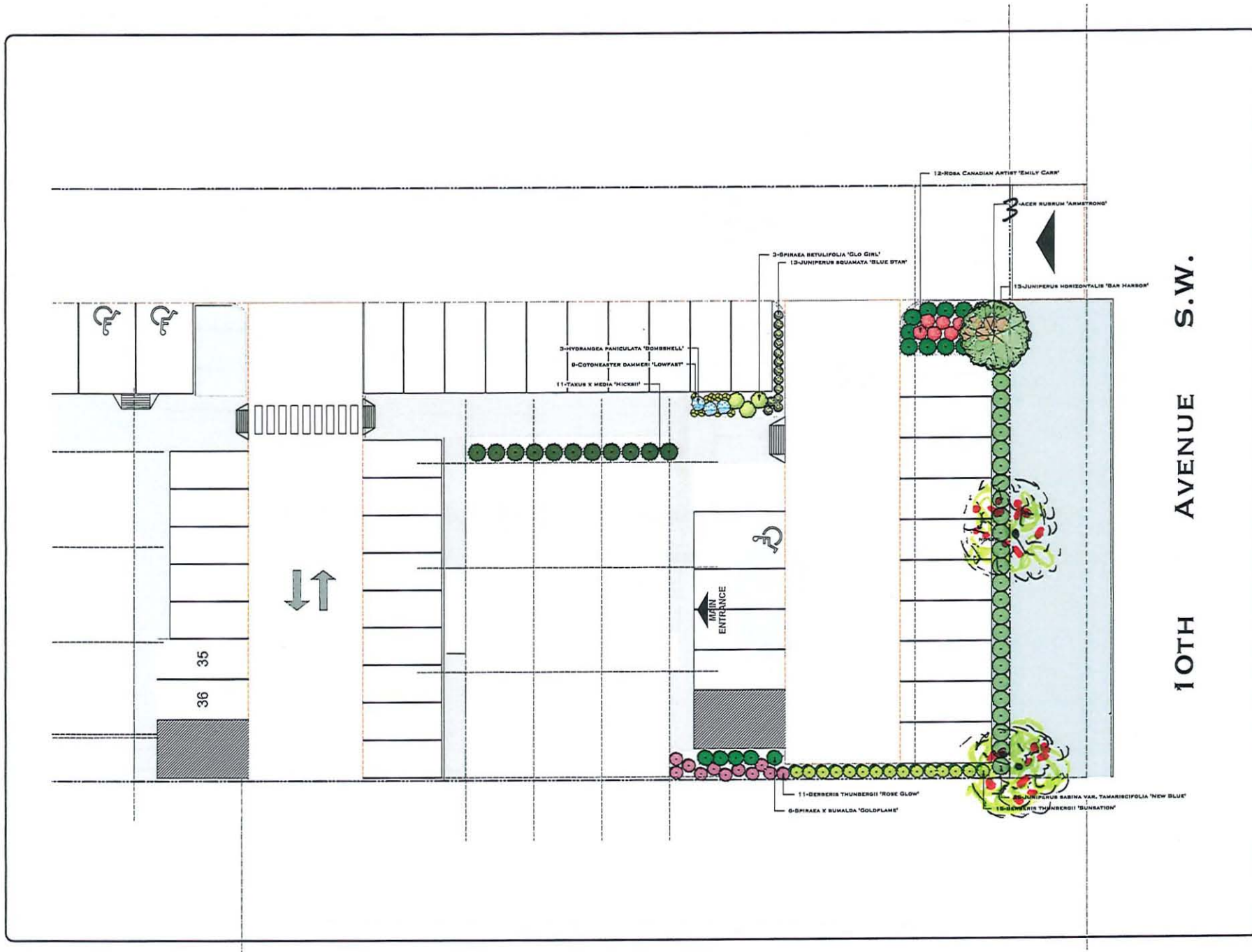


1 SOUTH ELEVATION  
Scale: 3/16" = 1'-0"



2 NORTH ELEVATION  
Scale: 3/16" = 1'-0"

EXTERIOR MATERIAL NOTES	
M1	Stucco - Light Off-White
M2	Stucco - Medium Charcoal Grey
M3	Brick Cladding - Dark Charcoal Grey
M4	Pre-Finished Vertical Metal Wood Grain Siding
M5	Pre-Finished Metal Wood Grain Soffit
M6	Pre-Finished Metal Flashing - Black
M7	Fascia Material - Dark Charcoal Grey
M8	Pre-Finished Window Trim
M9	Accent Panel - Charcoal Grey (Between Windows in Stucco)
M10	Accent Panel - Light Colour (Between Windows in Brick)
M11	Steel Structural Element - Black
M12	Brick Clad Column - Dark Charcoal Grey
M13	Concrete Column Base
M14	Pre-Finished Solar Shade
M15	Accent Board Band - Charcoal Grey



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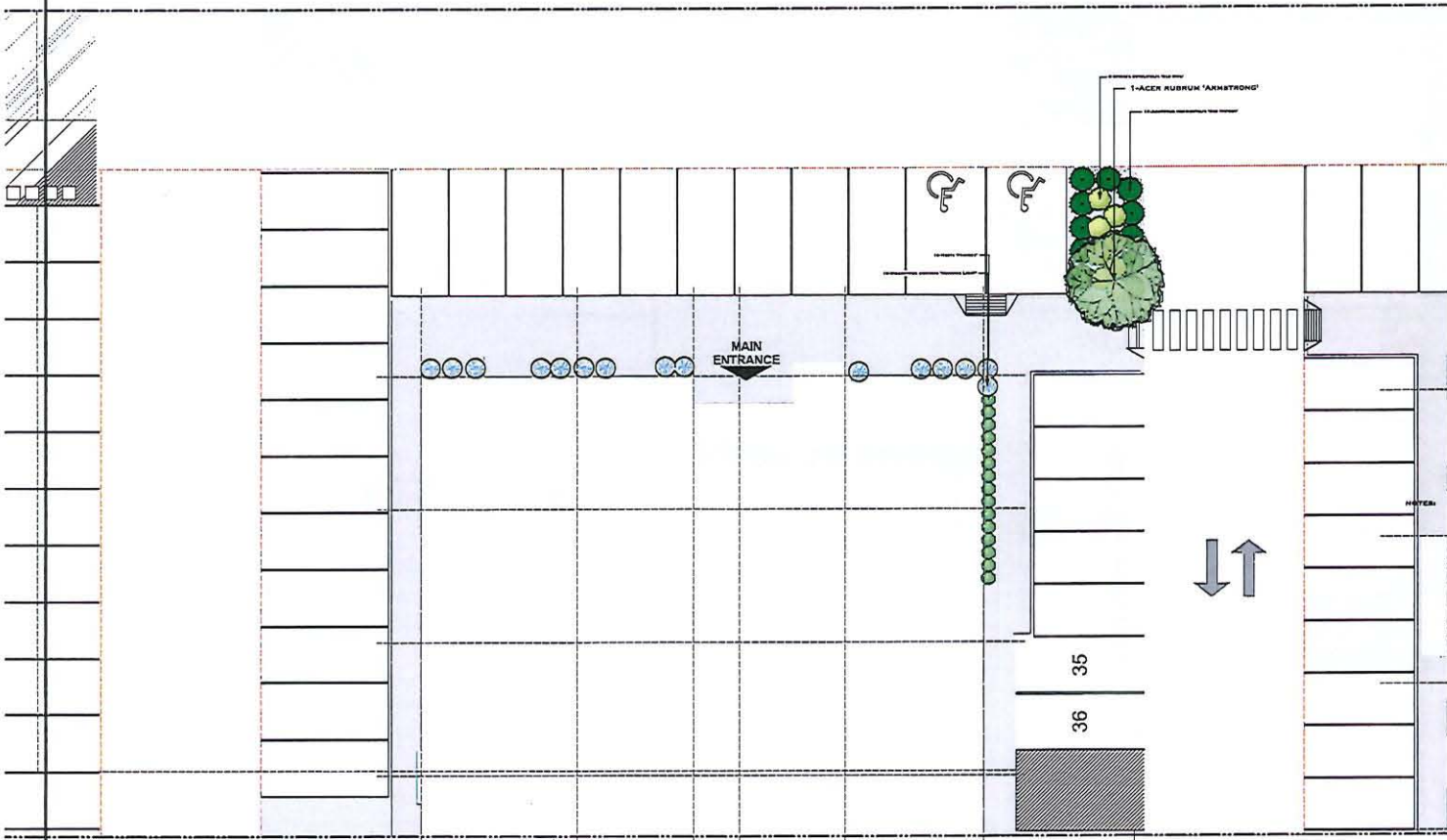
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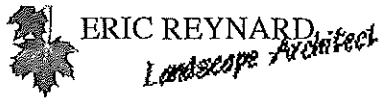
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DATE: _____	
DRAWING: _____	
DATE: April 2020	
SCALE: 1/8" = 1'-0"	
<small>         I, THE UNDERSIGNED, A PROFESSIONAL LANDSCAPE ARCHITECT, DO HEREBY CERTIFY THAT I AM THE AUTHOR OF THE DESIGN AND CONCEPT OF THE LANDSCAPE ARCHITECTURE SHOWN ON THIS PLAN, AND THAT I AM A MEMBER OF THE SOCIETY OF LANDSCAPE ARCHITECTS OF BRITISH COLUMBIA.       </small>	
 <b>ERIC REYNARD</b> Landscape Architect <small>         4000 Highway 10 West, Suite 100          Vancouver, BC V6P 6G6          Tel: 604.681.1111          Fax: 604.681.1112          Email: eric@ericreynard.com       </small>	
<b>TENTH AVENUE COMMERCIAL</b> SALMON ARM BC	
<b>LANDSCAPE PLAN</b>	
<b>L.02</b>	



2020-04-21

**10TH AVENUE COMMERCIAL - SALMON ARM, BC**

QTY	BOTANICAL NAME	COMMON NAME	SIZE
<b><u>TREES</u></b>			
2	Acer rubrum 'Armstrong'	Armstrong Red Maple	7cm cal.
<b><u>SHRUBS</u></b>			
11	Berberis thunbergii 'Rose Glow'	Rose Glow Japanese Barberry	#2 pot
15	Berberis thunbergii 'Sunsation'	Sunsation Japanese Barberry	#2 pot
9	Cotoneaster dammer 'Lowfast'	Lowest Spreading Cotoneaster	#1 pot
16	Hosta 'Francee'		#1 pot
3	Hydrangea paniculata 'Bombshell'	Bombshell Panicked Hydrangea	#5 pot
25	Juniperus horizontalis 'Bar Harbor'	Bar Harbor Spreading Juniper	#2 pot
13	Juniperus squamata 'Blue Star'	Blue Star Juniper	#2 pot
15	Miscanthus sinensis 'Morning Light'	Morning Light Chinese Feather Grass	#1 pot
12	Rosa Canadian Artist 'Emily Carr'	Emily Carr Rose	#2 pot
11	Spiraea betulifolia 'Glo Girl'	Glo Girl Birch Leaf Spirea	#2 pot
6	Spiraea x bumalda 'Goldflame'	Goldflame Spirea	#2 pot
11	Taxus x media 'Hicksii'	Hick's Yew	

No substitutions without written permission of the Landscape Architect.





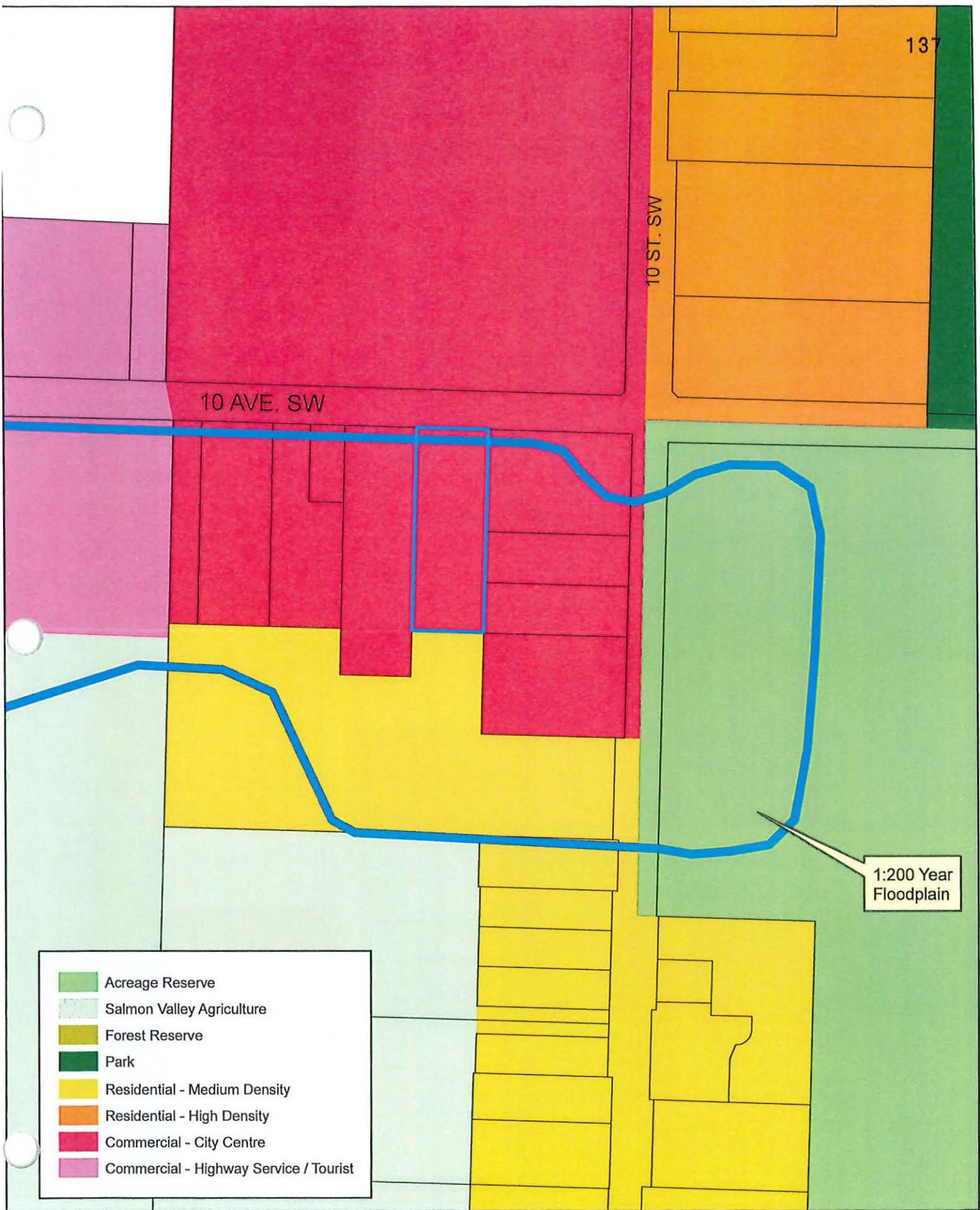
Location Map

 Subject Property

50 25 0 50 Meters





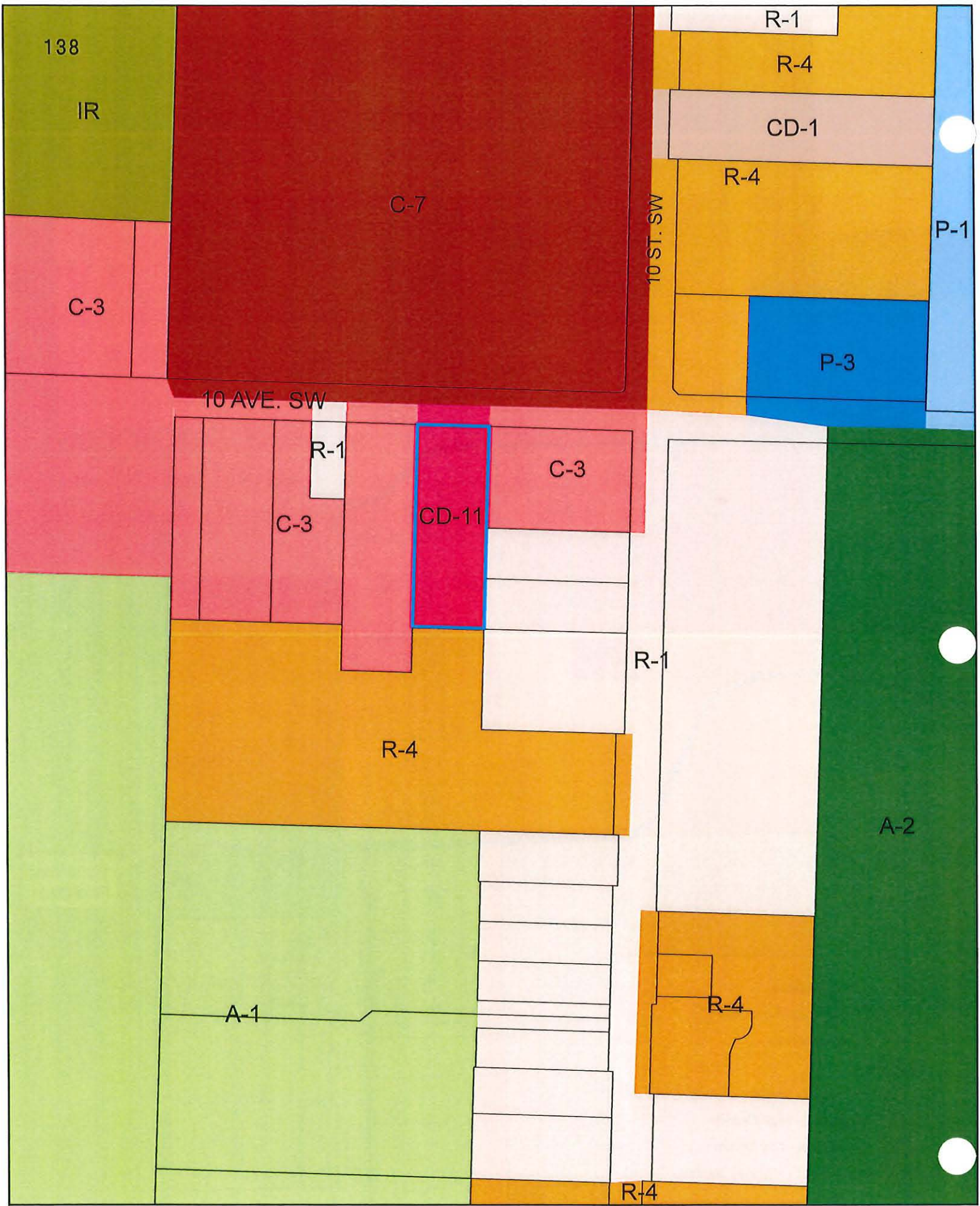


## Official Community Plan - Map

50 25 0 50 Meters







Zoning - Map







*Looking South along West Lot Boundary*



*Looking East into Rear Yards of R-1 zoned land*





*From front yard looking N.W.*



*From front yard looking N.E.*

#3856

## SECTION 49 - CD-11 - COMPREHENSIVE DEVELOPMENT ZONE - 11

**Purpose**

- 49.1 The purpose of the CD-11 *Zone* is to provide convenient commercial amenities and professional services for people who reside in the vicinity of 10 Avenue and 10 Street SW. The CD-11 *Zone* is primarily intended for land identified as "Commercial Village" in the Modified Area B Comprehensive Development Plan (1999). To encourage a mix of uses, the CD-11 *Zone* permits upper floor dwelling units. *Development* within the CD-11 *Zone* shall be subject to the relevant Development Permit Area Guidelines of the *Official Community Plan*.

**Regulations**

- 49.2 On a *parcel zoned* CD-11, 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-11 *Zone* or those regulations contained elsewhere in this Bylaw.

**Permitted Uses**

- 49.3 The following uses and no others are permitted in the CD-11 *Zone*:

- .1 *accessory use*
- .2 *assembly hall*
- .3 *café*
- .4 *churches*
- .5 *commercial daycare facility*
- .6 *congregate housing*
- .7 *educational/training facility*
- .8 *health services centre*
- .9 *home occupation*
- .10 *licensee retail store*
- .11 *neighbourhood pub*
- .12 *office*
- .13 *personal services establishment*
- .14 *print service*
- .15 *private utility*
- .16 *public utility*
- .17 *public use*
- .18 *recreation facility indoor*
- .19 *restaurant*
- .20 *retail store*
- .21 *upper floor dwelling units*

**Maximum Height of Principal and Accessory Buildings**

- 49.4 The maximum *height* of a *building* shall be 16.0 metres (52.5 feet).

**Minimum Parcel Size or Site Area**

- 49.5 The minimum *parcel* size or *site* area shall be 1,800.0 square metres (19,375.0 square feet).

**Minimum Parcel Width**

- 49.6 The minimum *parcel width* shall be 25.0 meters (82.0 feet).

**Minimum Setbacks for Principal and Accessory Buildings**

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

- |    |   |                        |
|----|---|------------------------|
| .1 | The <i>front parcel line</i> shall be                               | 6.0 metres (19.7 feet) |
| .2 | An <i>exterior parcel line</i> shall be                             | 6.0 metres (19.7 feet) |
| .3 | A <i>parcel line</i> adjacent to a residential <i>zone</i> shall be | 3.0 metres (9.8 feet)  |

**Outside Storage**

- 49.8 Outside storage shall be screened as per Appendix III, or as approved by a Development Permit.

**Parking and Loading**

- 49.9 Parking and loading shall be required as per Appendix I.
-



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TO: Kevin Pearson, Director of Development Services  
DATE: May 8, 2020  
PREPARED BY: Matt Gienger, Engineering Assistant  
OWNER: **1120 TENTH HLDS. LTD.**, 1120 – 10 Avenue SW, Salmon Arm, BC,  
V1E 1T2  
APPLICANT: **R. Roberts & D. Bernard**, PO Box 2402, Salmon Arm, B.C. V1E 4R4  
SUBJECT: **DEVELOPMENT VARIANCE PERMIT AMENDMENT APPLICATION No.**  
LEGAL: **LOT 8 SECTION 10 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN 3991**  
**EXCEPT PLAN KAP76862**  
CIVIC: **1120 – 10 Avenue SW**

---

Further to your referral dated April 24, 2020, we provide the following servicing information.

**General:**

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



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

**Roads / Access:**

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Additional Right of Way may be required subject to final design of open drainage stormwater system (see Drainage note 1). Available records indicate existing 25.0m of road dedication (to be confirmed by BCLS).
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multi-use path, boulevard construction, street lighting, street drainage and hydro and telecommunications. As these upgrades are premature at this time (see Drainage note 1 below), City will accept cash in lieu for full frontage upgrades. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As 10 Avenue SW is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. Only one (1) 8.0m wide driveway access will be permitted onto 10 Avenue SW. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.
5. 4.5m wide Right of Way exists along the west boundary of the property for emergency access to adjacent property to the south. The proposed development must account for and maintain a Right of Way as required within the existing Right of Way document. Owner / developer responsible for all associated costs.
6. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

**Water:**

1. The subject property fronts a 205mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Water service is to be provided by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**Sanitary:**

1. The subject property fronts a 305mm diameter AC sanitary sewer on 10 Ave SW. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced by City sanitary sewer. A new, single sanitary service connection is required, adequately sized (minimum 100mm) to satisfy the requirements of the development. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 1730mm diameter storm sewer main on 10 Ave SW. Due to the limited capacity of this storm sewer main and other considerations, a modification to the Urban Arterial Standard will be necessary, including open drainage system. This system, which will affect overall road cross section, is currently in the design process. In the interim, Owner / Developer will be required to contribute cash-in-lieu for full frontage and servicing requirements as laid out in this document.
2. Records indicate that the existing property is not serviced by City storm sewer.
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. Geotechnical report has been received and recommends against rockpits. Site should connect into the municipal system; however should be designed such that in the event of capacity issues in the main line, stormwater will daylight on site and have a safe flow route off the site and onto 10 Ave SW.

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. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Geotechnical:**

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



**Matt Gienger**  
Engineering Assistant



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

**From:** DAVE BARNARD  
**Sent:** May 19, 2020 10:33 AM  
**To:** Alan Harrison; Kevin Flynn; Kevin Pearson  
**Cc:** Rick Roberts; Marc Lamerton  
**Subject:** DP

Hello all

I am sorry that I could not thank you for helping move this project forward during the meeting this morning. I could hear and see everything but had no speaking capabilities. So thanks to each of you and Kevin P please pass on thanks to the other City Staff involved.

In terms of a schedule we hope to start moving the pre load offsite next week. Servicing should start in June and construction as soon as Marc can get plans in for approval.

Pedestrian access was discussed at the meeting. Rick and I have no issue if someone wants to walk across the property to get to or from the mall.

Kevin F you made the comment that the landscape vs the firesafe plans may need to be reviewed. In the interim, we have some flexibility and can discuss Tim's concerns with the Landscape Architect. Most of the landscape material recommended are low growing deciduous plants with very low biomass. That combined with the underground water system, the hard concrete and pavement, the lack of any adjacent coniferous forest, and the hard surface exterior cladding should result in an unfriendly site for fire.

Thanks again Dave



May 20, 2020

Caroline Grover

35-1231-10<sup>th</sup> St SW

Salmon Arm, BC, V1E 0A5

**Re: DP-426, Motion for Consideration**

Dear Mayor & Council,

I am a resident of the Village at 10<sup>th</sup> & 10<sup>th</sup> , the bare land strata development immediately south of the proposed development.

Our home is immediately south of City Furniture and the proposed development, Building 1 in particular will be fully within our view corridor.

I have no objection to the development of the site for commercial and office use. And have no objection to the exterior design as indicated in the drawings.

The aspect of this development I would like to bring to Council's attention is the lack of landscaping on the site or to the south or west of the property. To favor more pavement over landscaping adjacent to residential areas seems less than ideal. This neighborhood is a mass of pavement with Piccadilly Mall immediately across from this property and the proponent is looking to mirror this with yet more pavement. I have a suggestion to soften the stark appearance of this property and establish the development as neighbor friendly.

Our home and strata development is immediately adjacent to this site and our view scape will be significantly changed with the addition of a multi story building used day and potentially nighttime\*\* along with open parking. This means light from the parking lot and noise from car doors and motors during the hours of 7am to midnight. We currently enjoy a very quiet and well landscaped lifestyle.

I am therefore asking Council to consider adding the requirement of additional screening along the south perimeter of the subject property and a distance of 100' on the south west side of the property consisting of irrigated cedar hedging to act as a visual and noise buffer. \*\* Further that Council address the lighting on this development so that it does not negatively impact neighbors.

The starred item \*\* The property is zoned residential/commercial. There is still a potential for the upper floors of this development to be used for residential dwellings after the City approves this DP. In fact, not for profit housing organizations often look for properties with approved DP's where they can build without neighborhood input. As well, should the proponent decide there was an insufficient demand for office space the upper floors could be converted to residential without further input from Council or the neighbors. We have examples of this happening recently in Salmon Arm. This would mean the development's residents would be living in a development approved for commercial use with reduced landscaping and commercial style lighting. I believe I am correct in saying currently the City does not have a by-law or guide that would address lighting in developments like this.

We are already subject to commercial activity from City Furniture truck loading and unloading without benefit of visual or noise buffers. Their operation is primarily between 8am and 6pm. Our lifestyle and potentially our home value will be further impacted when possible full time residents and new commercial business occupy the buildings for much longer hours based on the uses allowed in this current proposal. As the proposal is presented we will be significantly impacted without sufficient noise and visual barricades.

I would go one step further and recommend that if the DP is approved as is, that a covenant is placed on the property to keep this for office/commercial use only.

I strongly urge Council and the proponents to consider my reasonable request for planned, living screening to benefit the proponent's potential residents and us, the existing neighbors.

Thank you for your consideration,

Caroline Grover,

Cc: Strata Council Village at 10<sup>th</sup> & 10<sup>th</sup>.

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Item 23.1

## CITY OF SALMON ARM

Date: May 25, 2020

### NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing by electronic means on **Monday, May 25, 2020 at 7:00 p.m.** Please see the information below on how to participate if you deem your interest to be affected by the proposed bylaw.

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

**Proposed Rezoning** of Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from R-1 Single Family Residential Zone to R-4 Residential Suite Zone.

**Civic Address:** 1141 - 18 Street NE

**Location:** Northwest corner of 18 Street NE and 11 Avenue NE intersection.

**Present Use:** Single Family Residential

**Proposed Use:** Multi Family Development

**Owner/Applicant:** 508316 BC Ltd./K. Guenther

**Reference:** ZON-1174/Bylaw 4390



The file for the proposed bylaw is available for inspection on our website at [www.salmonarm.ca](http://www.salmonarm.ca).

Those who deem their interest affected by the proposed bylaw are urged to contact the Development Services Department by telephone at 250-803-4010 to obtain the facts of the proposal prior to the Public Hearing. Pursuant to Ministerial Order No. M139 made under the *Emergency Program Act*, R.S.B.C. 1996, C.111, S. 10, Council will not be allowing members of the public to attend this meeting. If you wish to provide input with respect to this Bylaw you may do so by email at [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca).

Erin Jackson, Director of Corporate Services

**Vote Record**

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

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



TO: His Worship Mayor Harrison and Members of Council

Date: April 27, 2020

Subject: Zoning Bylaw Amendment Application No. 1174

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP54560  
 Civic: 1141 – 18 Street NE  
 Owner: 508316 BC Ltd.  
 Applicant: Guenther, K.

### 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 24, Township 20, Range 10, W6M, KDYD, Plan KAP54560 from R-1 (Single-Family Residential Zone) to R-4 (Medium Density Residential Zone);

**AND 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.

### BACKGROUND

The subject parcel is located at 1141 – 18 Street NE, just west of the RCMP station and north of the Trans Canada Highway (Appendix 1 and 2), and has frontage on both 18 Street and 11 Avenue NE. The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-1 (Single-Family Residential) in the Zoning Bylaw (Appendix 3 and 4). This area is generally residential with a mix of zones, predominantly Residential (R-1), Institutional (P-3) and Commercial zones, with some Medium Density Residential (R-4) zoned parcels also in the vicinity.

The subject parcel is approximately 1 hectare in area, measures approximately 67 metres by 128 metres, and currently contains a single family dwelling. Steep slopes are identified in the OCP on the northwest corner of the subject parcel (Appendix 3). Site photos are attached as Appendix 5.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1, R-4, R-5, and R-8), with Institutional zones and Commercial zones in the nearby area.

Land uses adjacent to the subject parcel include the following:

South: Road (11 Avenue NE), with residential beyond (zoned R-1 and R-5)  
 North: Single-Family Residential (R-1) parcels  
 East: Road (18 Street NE), with a Single-Family (R-1) and Medium Density R-4 parcels beyond  
 West: Single-Family Residential (R-1) and Residential Suite (CD-7) parcels

The proposal is to rezone the subject parcel to R-4 (Medium Density) to facilitate future medium density residential development. Although not technically required at this rezoning stage, a development concept showing 30 units has been provided (Appendix 6). Staff note that while the provision of the development concept illustrates some level of feasibility, the applicant is not required to follow the proposed concept.

If rezoned to R-4 as proposed, a multi-family development would require a Development Permit application, and such an application is expected to be forthcoming given the proposed development concept. A Development Permit application, if approved, would determine more precisely the form and character details of the proposed development concept, including a site plan, landscape plan, and building elevations. The development of one single-family dwelling would be exempt from a development permit application.

### OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP which supports R-4 zoning, and is within Residential Development Area A, the highest priority area for development. The proposed density aligns well with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns 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, community services, and utility servicing.

### COMMENTS

#### Ministry of Transportation and Infrastructure

It is recommended that final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure. The Ministry has granted preliminary approval.

#### BC Hydro

BC Hydro requires a right-of-way at the subdivision/development stage.

#### Engineering Department

Comments attached as Appendix 7.

#### Building Department

No concerns with rezoning.

#### Fire Department

No Fire Department concerns.

#### Planning Department

The surrounding neighbourhood is characterized by a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development, being within close walking distance of the eastern commercial node, recreation centre, arena, schools including Okanagan College, and transit routes, with the City Centre and hospital approximately 1 km away.

The maximum residential density permitted under R-4 (Medium Density) zoning is 40 dwelling units per hectare of land. As the subject property is approximately 1 hectare in area, the maximum permitted density under R-4 would be 40 dwelling units assuming: 1) some form of strata development; 2) the present gross area of the subject parcel; and 3) no density bonus. The minimum parcel area for a single family dwelling is 300 square metres. The R-4 Zoning regulations are attached as Appendix 8.

This proposal involves a 30 unit multi-family development concept at this preliminary stage. Staff note that if rezoned to R-4, a number a development scenarios could present themselves, including single-family, duplex, triplex, and multi-family residential development scenarios, potentially at a higher density than 30 units and involving a Development Permit application to Council, subdivision and stratification.

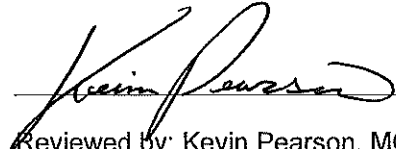
Frontage improvements as per the Subdivision and Servicing Bylaw would be required for any development with R-4 zoning. A Development Permit application would be required to address the form and character of the multi-family development concept submitted with this application.

#### CONCLUSION

The proposed R-4 zoning of the subject property is supported by OCP policy and is therefore supported by staff.

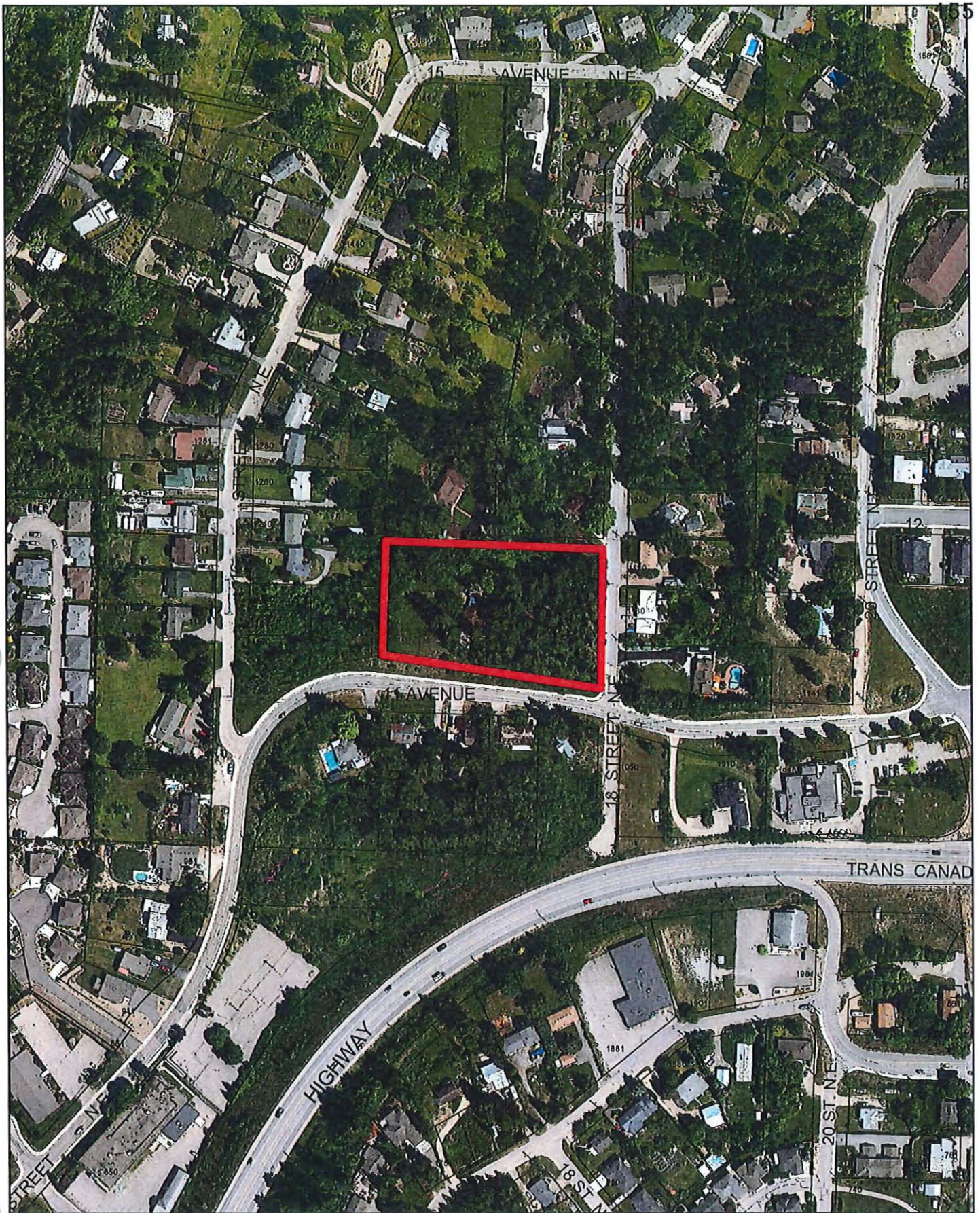


Prepared by: Chris Larson, MCP  
Planning and Development Officer



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



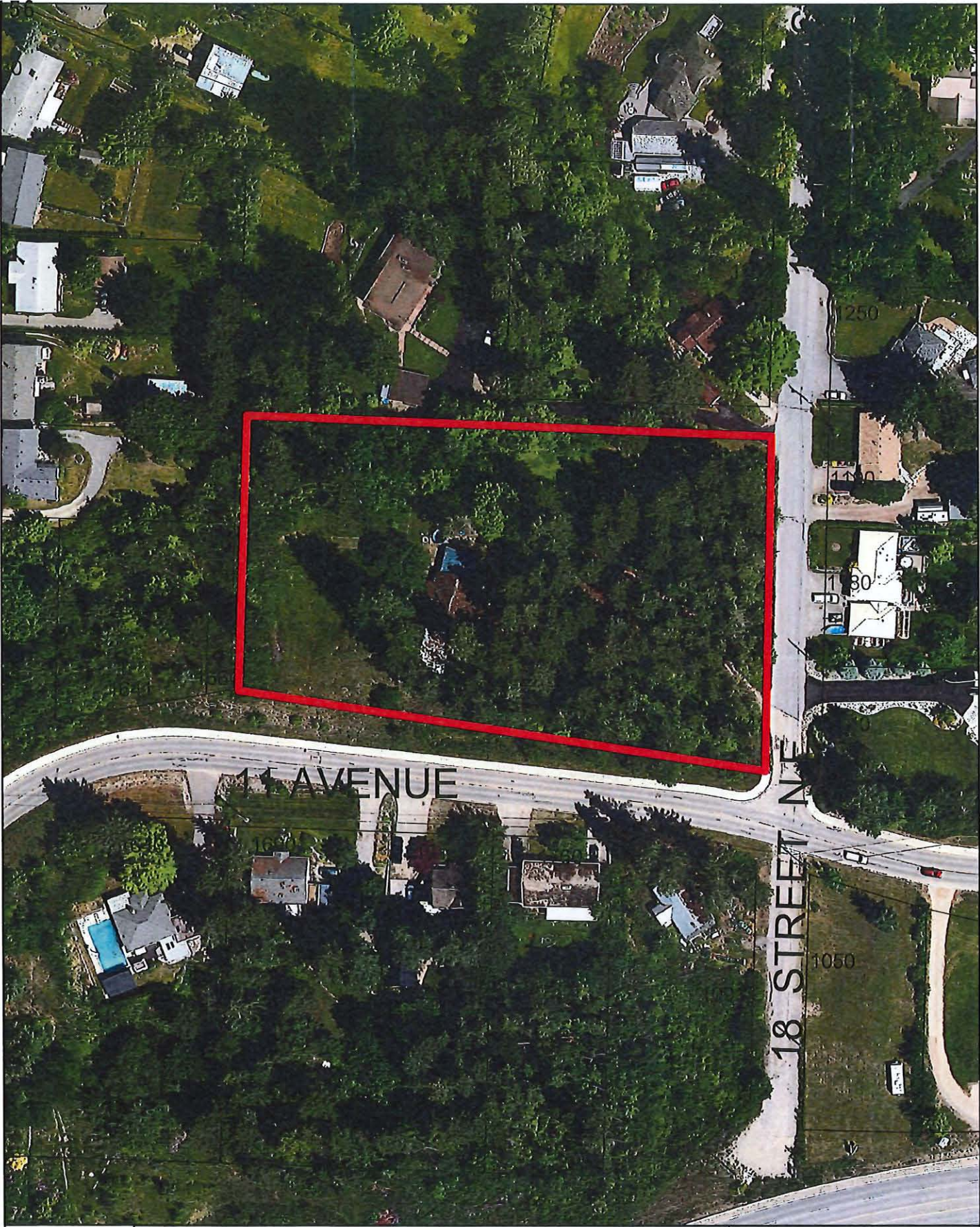


0 35 70 140 210 280 Meters



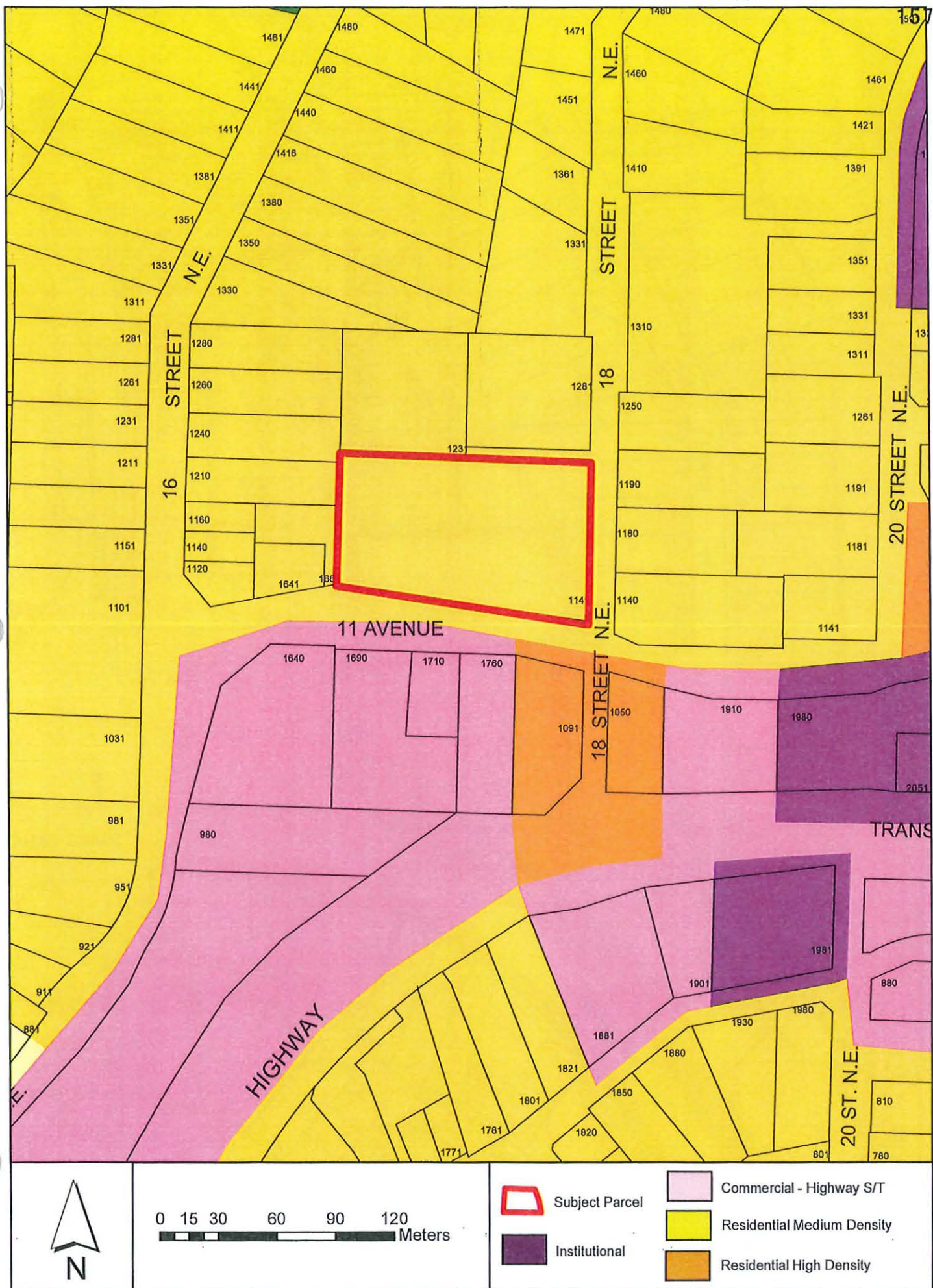
Subject Parcel



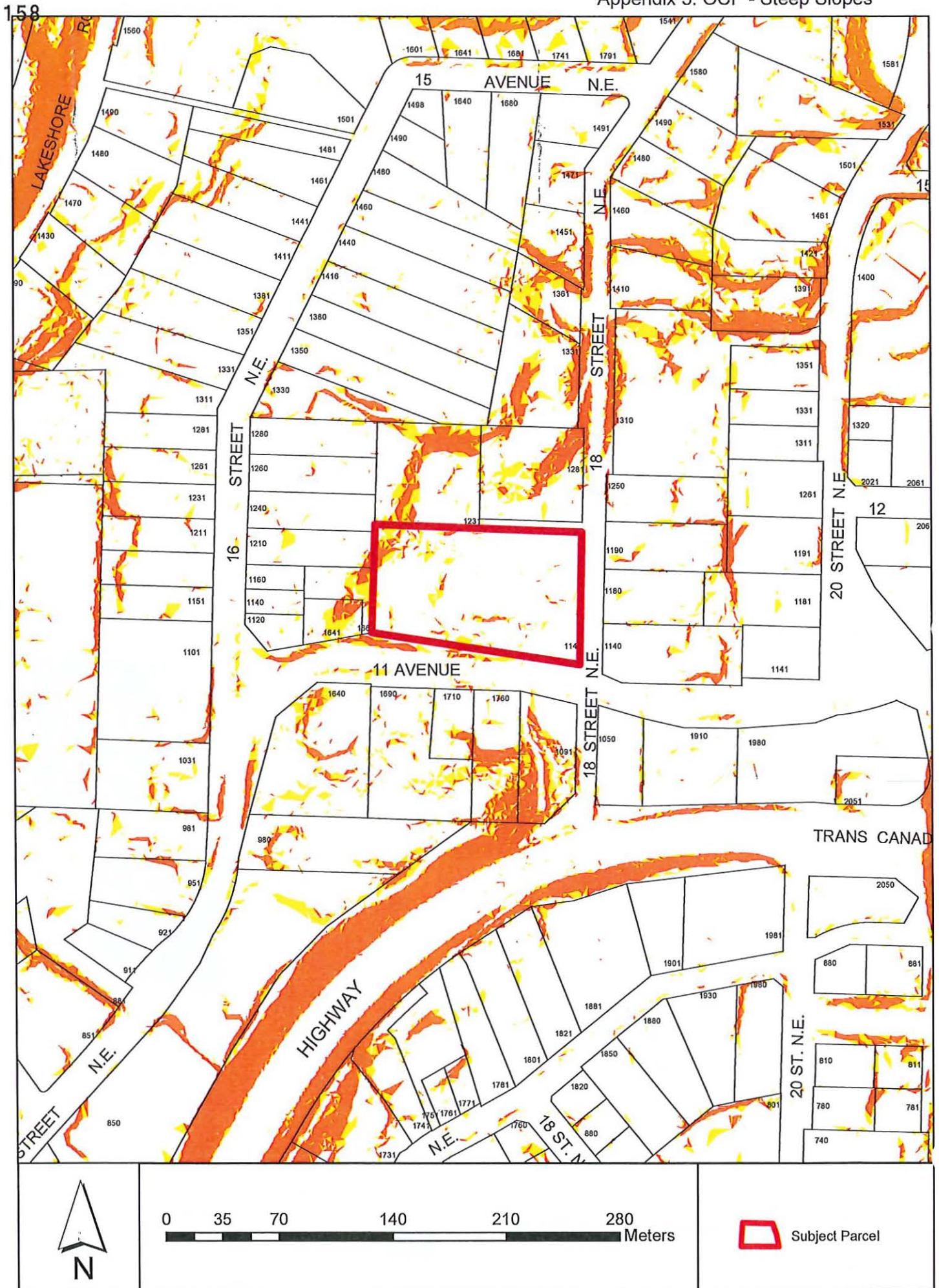


Subject Parcel

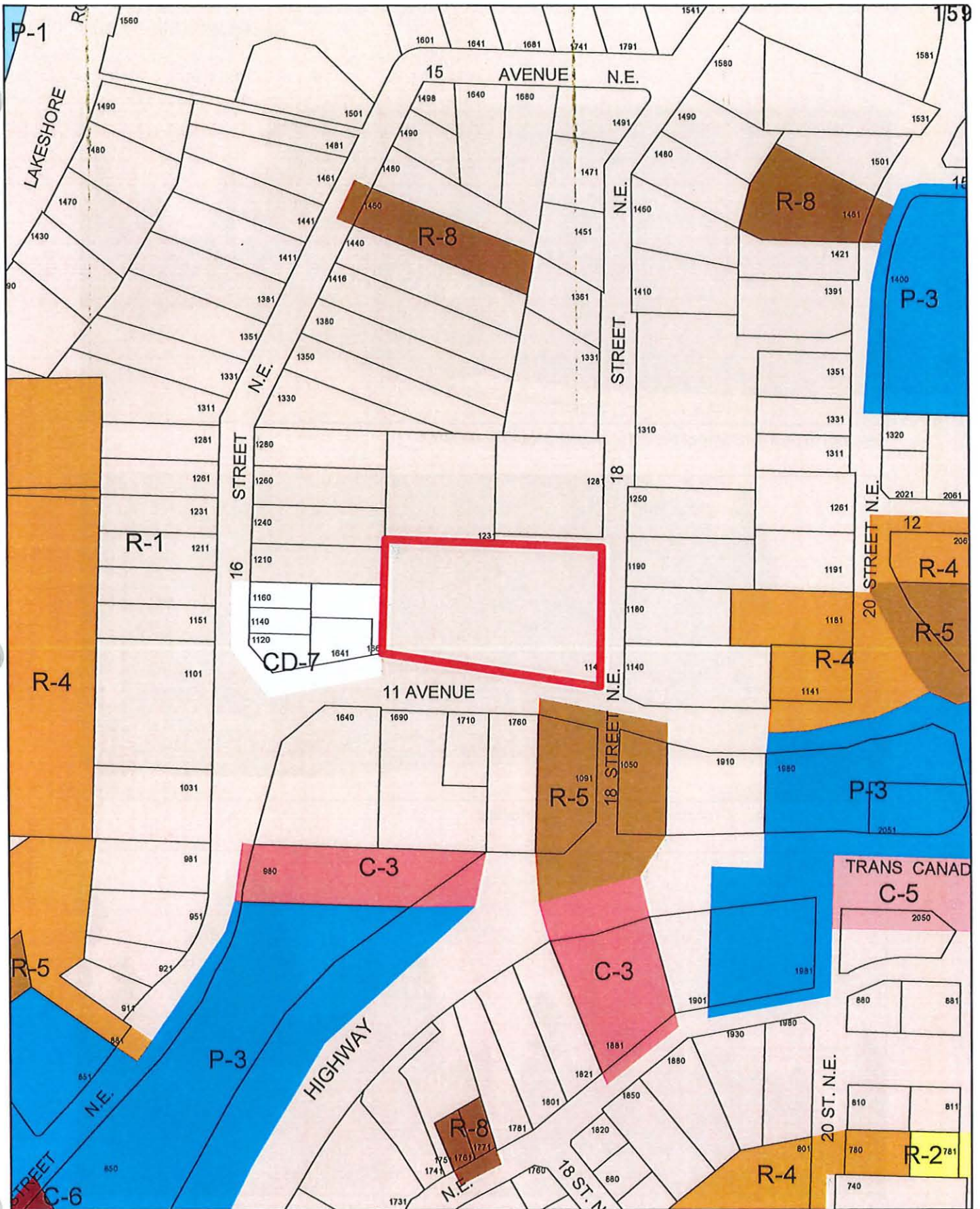












0 35 70 140 210 280 Meters



Subject Parcel





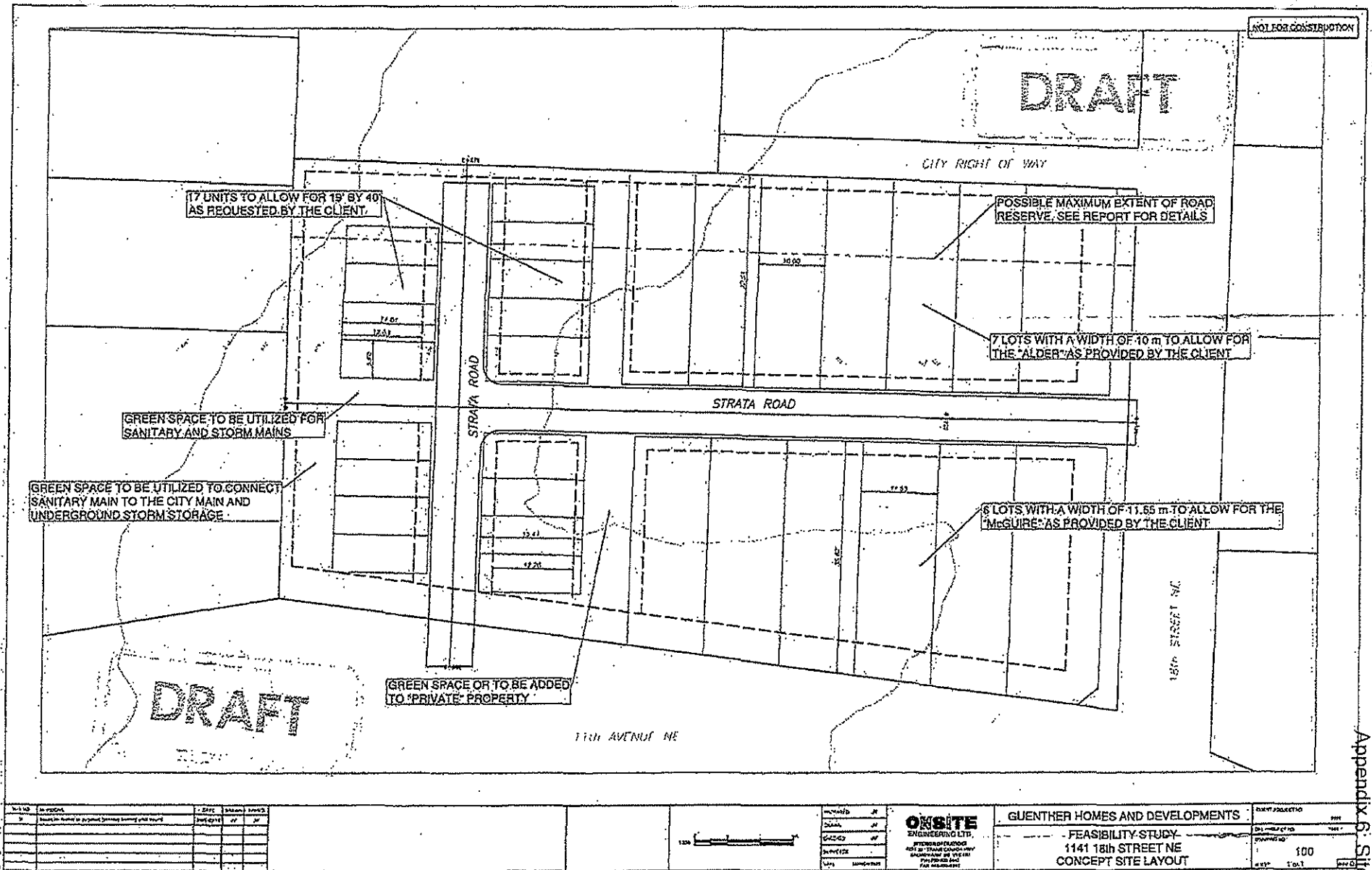
View north down 18 Street NE with subject property on left.



View of subject parcel northwest along 11 Avenue NE.



View northeast on 11 Avenue NE, showing adjacent development and existing dwelling at center.



# CITY OF SALMON ARM

*Memorandum from the  
Engineering and Public  
Works Department*

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TO:	Kevin Pearson, Director of Development Services
DATE:	07 April 2020
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	508316 BC Ltd., PO Box 39, Salmon Arm, BC V1E 4N2
APPLICANT:	Kelly Guenther, PO Box 906, Salmon Arm, BC V1E 4P1
SUBJECT:	ZONING AMENDMENT APPLICATION FILE NO. ZON-1174
LEGAL:	Lot 3, Section 24, Township 20, Range 10, W6M KDYD, Plan KAP54560
CIVIC:	1141 – 18 Street NE

---

Further to your referral dated 2 April 2020, 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:

## General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 2

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**Roads / Access:**

1. 11 Avenue NE, on the subject properties southern boundary, is designated as a Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 11 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, davit street lighting and fire hydrants. Owner / Developer is responsible for all associated costs.
3. 18 Street NE, on the subject properties eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 3.36m of additional road dedication is required (to be confirmed by a BCLS).
4. 18 Street NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. The Laneway on the subject properties northern boundary requires 10.0m road dedication. Available records indicate that 4.0m of additional road dedication is required (to be confirmed by a BCLS).
6. The Laneway is not constructed to any standard, however, since it is currently only being used as a private driveway, no further upgrades are required.
7. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
8. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 11 Avenue NE and 18 Street NE.
9. As 11 Avenue NE will be designated a Collector Road in the future due to traffic volumes, access shall be restricted to 18 Street NE only and no access will be permitted onto 11 Avenue NE.
10. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.



ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 3

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**Water:**

1. The subject property fronts a 450mm diameter Zone 1 watermain on 11 Avenue NE and a 150mm diameter Zone 2 watermain on 18 Street NE. No upgrades will be required at this time.
2. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-11) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at time of Building Permit, at the owner/developers cost.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that the existing property is serviced by a service of unknown size from the 150mm diameter watermain on 18 Street NE. This service is to be removed at the water main at the Owner / Developer's cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 11 Avenue NE and a 150mm diameter sanitary sewer on 18 Street NE. Since the 18 Street NE sewer terminates at the top of the hill and there are no further properties served, no upgrades will be required.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 4

3. Records indicate that the existing property is serviced by a 150mm service from the sanitary sewer on 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 525mm diameter storm sewer on 11 Avenue NE. No upgrades will be required at this time, however extension of the Storm sewer up 18 Avenue NE may be required to collect road drainage.
2. Records indicate that the existing property is not connected to City storm. However, there is an inlet structure on the south boundary of the property which is connected to a culvert crossing 11 Avenue NE. The development of this property makes this culvert and inlet structure redundant and it shall be decommissioned. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The parcel shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

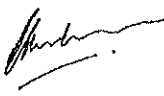
**Geotechnical:**


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

2020.04.09

12:28:41

-07'00'

  
Chris Moore  
Engineering Assistant

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

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## SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE

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### Purpose

- 9.1 The purpose of the R-4 Zone is to provide for medium *density, multiple family* and small lot *single family* residential developments. New *multiple family* developments zoned R-4 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act, British Columbia Building Code*, and other applicable legislation.

### Regulations

- 9.2 On a *parcel zoned R-4*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the *R-4 Zone* or those regulations contained elsewhere in this Bylaw.

### Permitted Uses

- 9.3 The following uses and no others are permitted in the *R-4 Zone*:

- .1 *bed and breakfast* in a *single family dwelling*, limited to two let rooms;
- .2 *boarders*, limited to two;
- .3 *boarding home*;
- .4 *commercial daycare facility*;
- .5 *duplexes*;
- .6 *family childcare facility*;
- .7 *group childcare*;
- .8 *home occupation*;
- .9 *multiple family dwellings*;
- .10 *public use*;
- .11 *public utility*;
- .11 *single family dwelling*;
- .12 *triplexes*;
- .13 *accessory use*.

### Maximum Height of Principal Buildings

- 9.4 The maximum *height of a 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, if any of the special amenity(ies) in Table 2 are provided.

### Maximum Height of Accessory Buildings

- 9.5 The maximum *height of an accessory building* shall be 6.0 metres (19.7 feet).



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## SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

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### Maximum Parcel Coverage

- #3311 9.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*.

### Minimum Parcel Area

- 9.7 .1 The minimum *parcel area* for a *single family dwelling* shall be 300.0 square metres (3,229.3 square feet).  
 .2 The minimum *parcel area* for a *duplex* shall be 600.0 square metres (6,458.6 square feet).  
 .3 The minimum *parcel area* for all other uses shall be 900.0 square metres (9,687.8 square feet).

### Minimum Parcel Width

- #3740 9.8 .1 The minimum *parcel width* shall be 30.0 metres (98.5 feet).  
 .2 Notwithstanding Section 9.8.1, the minimum *parcel width* for a *single family* lot shall be 10.0 metres (32.8 feet).  
 .3 Notwithstanding Section 9.8.1, the minimum *parcel width* for a stacked *duplex* lot shall be 14.0 metres (45.9 feet).  
 .4 Notwithstanding Section 9.8.1, the minimum *parcel width* for a side-by-side *duplex* lot shall be 20.0 metres (65.6 feet)).

### Minimum Setback of Principal Buildings

- #3475 9.9 The minimum *setback* of *principal buildings* from the:
- |    |  |                        |
|----|--|------------------------|
| .1 | <i>Front parcel line</i>   |                        |
|    | - adjacent to a <i>highway</i> shall be  | 5.0 metres (16.4 feet) |
|    | - adjacent to an <i>access route</i> shall be  | 2.0 metres ( 6.6 feet) |
| .2 | <i>Rear parcel line</i>  |                        |
|    | - adjacent to a <i>parcel zoned</i>  |                        |
|    | R-4 shall be   | 3.0 metres ( 9.8 feet) |
|    | - all other cases shall be   | 5.0 metres (16.4 feet) |
| .3 | <i>Interior side parcel line</i>   |                        |
|    | - adjacent to a <i>parcel zoned</i>  |                        |
|    | R-4 shall be   | 1.2 metres ( 3.9 feet) |
|    | - all other cases shall be   | 1.8 metres ( 5.9 feet) |
| .4 | <i>Exterior side parcel line</i>   |                        |
|    | - adjacent to a <i>highway</i> shall be  | 5.0 metres (16.4 feet) |
|    | - adjacent to an <i>access route</i> shall be  | 2.0 metres ( 6.6 feet) |
| .5 | Minimum separation between residential <i>buildings</i> on the same lot of not more than one storey in height shall be | 1.5 metres ( 4.9 feet) |
| .6 | Minimum separation between residential <i>buildings</i> on the same lot of more than one storey in height shall be     | 3.0 metres ( 9.8 feet) |

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**SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED**


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- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and interior *side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

**Minimum Setback of Accessory Buildings**

9.10 The minimum *setback* of accessory *buildings* from the:

- |    |   |                        |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be   | 5.0 metres (16.4 feet) |
| .2 | <i>Rear parcel line</i> shall be  | 1.0 metre ( 3.3 feet)  |
| .3 | <i>Interior side parcel line</i> shall be                                       | 0.6 metre ( 1.9 feet)  |
| .4 | <i>Exterior side parcel line</i> shall be                                       | 5.0 metres (16.4 feet) |
| .5 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. |                        |

**Maximum Density**

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

- 9.11 .1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre).
- .2 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) in accordance with Table 2. In Table 2, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for the provision of each amenity.

## SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 2

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	■ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i>  7 - 10 children 11 - 15 children 16 or more children	■ 3 units per hectare (1.2 units per acre) ■ 4 units per hectare (1.6 units per acre) ■ 7 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	■ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	■ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 (s218)	■ 5 units per hectare (2.0 units per acre)

Maximum Floor Area Ratio

9.12 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Parking

9.13 Parking shall be required as per Appendix I.



**From:** Kevin Pearson  
**Sent:** May 5, 2020 2:59 PM  
**To:** Kelly Guenther  
**Cc:** Chris Larson; Jan van Lindert  
**Subject:** Trail Question  
**Attachments:** 20200505134730461.pdf

Hi Kelly,

In the event that Council makes a motion on Monday, May 11<sup>th</sup> to request a public trail connection through the property, can you please advise me if you would be amenable to this type of concept (attached) using the existing dedicated lane that needs to be widened by 2 m at subdivision and then secured by a 2 m wide right of way along the northern and southern edges and setback areas, or alternatively through the development.

This is just a very rough concept / idea. I don't know how conducive the topography is for this alignment along the edge / setback areas.

**Scenario:**

Assuming 370 m<sup>2</sup> of encumbrance for the trail and lane dedication, I could potentially discount that quantity from the gross lot area (1 Hectare), which may reduce the 5% cash in lieu of parkland contribution and Park DCCs, based on the 2020 Assessed Land Value of \$606,000

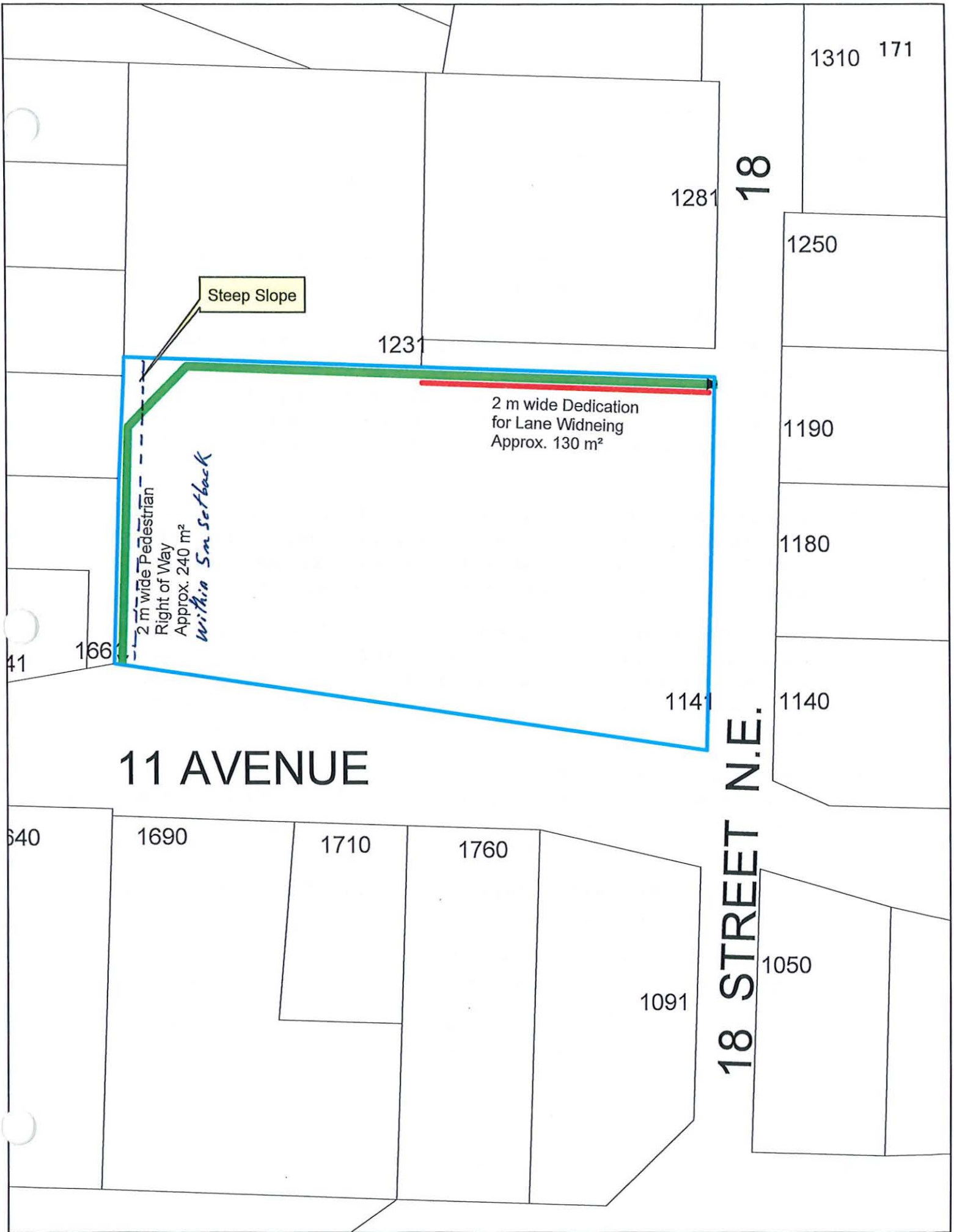
$\$60.60 / \text{m}^2 \times 370 = \$22,422$  (land value of trail)

1) Required 5% Contribution	\$ 30,300 ( $\$606,000 \times 0.05$ )
Less Trail	- \$ 22,422
Net 5% Contribution	\$ 7,878 (required to be paid at subdivision)
Park DCCs for 30 Units	\$ 23,054 ( $\$768.48 / \text{unit}$ )
Less Parkland Contribution	- \$ 7,878

Park DCCs with Additional Credit from Trail = \$15,176 for 30 units ( $\$505.86 / \text{unit}$ )

- The above measurements may not be entirely accurate and would be re-calculated at the subdivision stage, based on legal survey information and the actual trail area registered as a statutory right of way
- The trail amount needed could be less than 370 m<sup>2</sup>
- The above does not include Roads, Sanitary Sewer, Water and Drainage DCC which together amount to \$6,162 / unit for Medium Density Development (> 22 units)
- You would not need to build the trail – the City through its contributions to the Shuswap Trail Alliance would build it
- I am not saying you are not required to agree to this
- If you can let me know what you think by Monday, that would be great!
- If you are agreeable, some kind of condition or written agreement would be needed prior to final reading of the Rezoning Bylaw

**Kevin Pearson, RPP, MCIP**  
**Director of Development Services | Approving Officer**  
P 250.803.4015 | E [kpearson@salmonarm.ca](mailto:kpearson@salmonarm.ca) | W [www.salmonarm.ca](http://www.salmonarm.ca)



### ***Parks and Greenways Acquisition and Development***

11.3.16 Acquire parks at the time of subdivision in accordance with the provisions of the *Local Government Act*, comprising five percent of the subdivided land or an equivalent cash in lieu. The decision between land or cash-in-lieu and criteria for selection of the parkland should include the following considerations, among others:

- a. Whether the subdivision is in proximity to an existing park and is suitable for expanding the park;
- b. Whether the subdivision is in proximity to a future park as indicated on Map 11.1 Existing and Proposed Parkland; and
- c. Whether the land dedicated as park is of a reasonable size and has characteristics suitable for park development.

11.3.17 Consider acquiring environmentally sensitive areas as parks, including ravines, bluffs, riparian areas, habitat corridors and steep slopes, as important natural areas that add to the biodiversity of a local ecosystem. These parks should not be part of the five percent of the subdivided land described in policy 11.3.16.

11.3.18 Require, at the discretion of City Council, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of rezoning applications. Refer to Map 11.2 Existing and Proposed Greenways and the Greenways Strategy as a guide for determining the approximate locations for future greenways and the standards of greenway construction.

11.3.19 Require, at the discretion of the Approving Officer, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of subdivision applications. Refer to Map 11.2 Existing and Proposed Greenways and the Greenways Strategy as a guide for determining the approximate locations for future greenways and the standards of greenway construction.

11.3.20 Continue to use Development Cost Charges to assist in paying capital costs arising from new growth, including the need to acquire and develop parks and greenways. Review the Development Cost Charge Bylaw on a regular basis to ensure the changes are appropriate and consistent with the Long Term Financial Plan.

11.3.21 Explore other methods for acquiring land for parks and greenways through the development process, such as density bonus, purchase, negotiation, donation and statutory right-of-way.

11.3.22 Seek corporate partnerships and encourage bequests to assist with the planning, acquisition, development, and stewardship of parks and greenways.

11.3.23 Explore methods of securing short and long term funding, such as a parcel tax, for the planning, acquisition, development and stewardship of parks and greenways.





Item 24.1

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4390 be read a third time.

[ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4]

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4390

#### 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 \_\_\_\_\_, 2020 at the hour of 7:00 p.m. was published in the \_\_\_\_\_ and \_\_\_\_\_, 2020 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 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from R-1 (Single Family Residential Zone) to R-4 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4390"

READ A FIRST TIME THIS 11th DAY OF May 2020

READ A SECOND TIME THIS 11th DAY OF May 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE DAY OF 2020

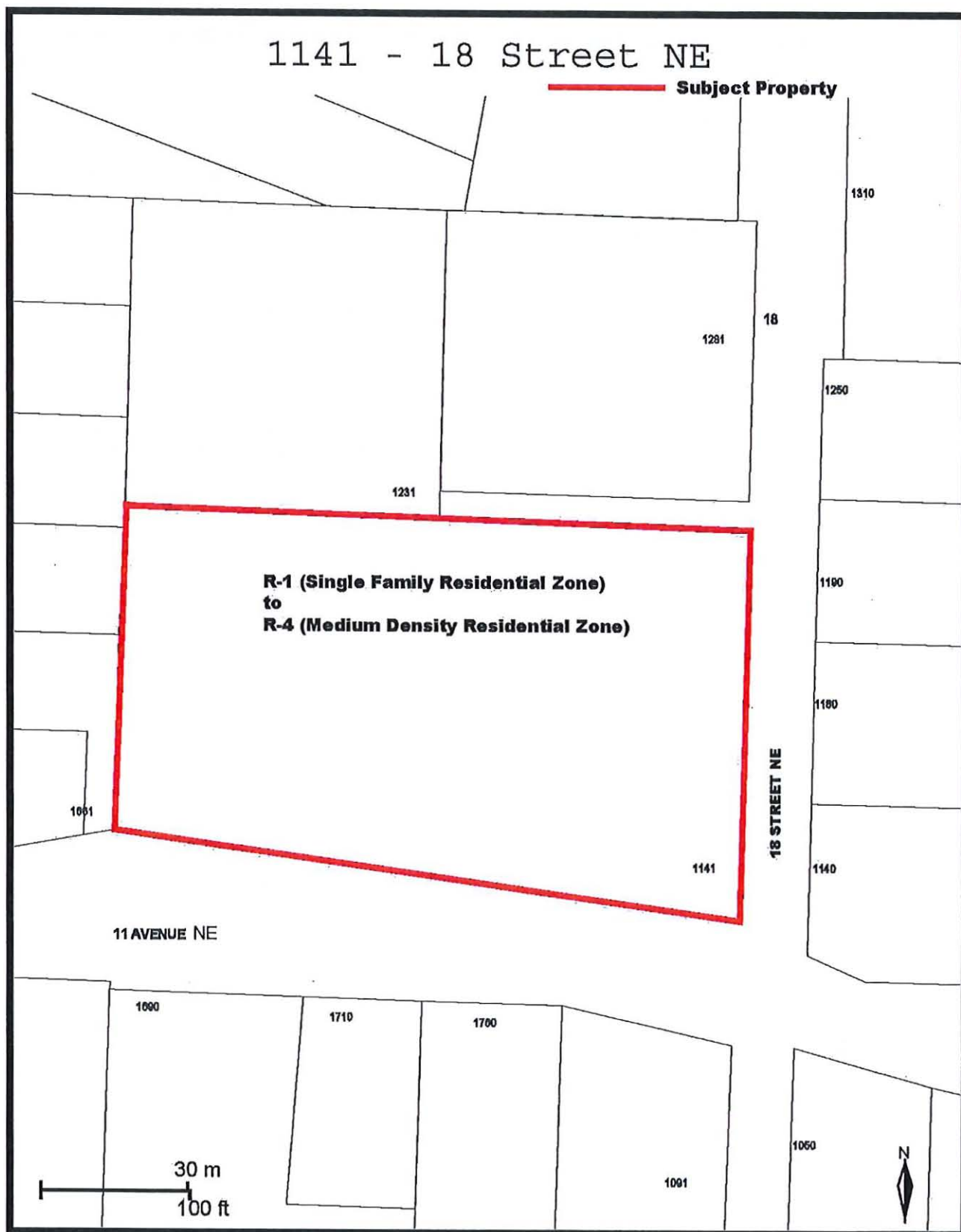
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

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





Item 26.

## CITY OF SALMON ARM

Date: May 25, 2020

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of May 25, 2020, be adjourned.

### Vote Record

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

Opposed:

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

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# INFORMATIONAL CORRESPONDENCE - MAY 25, 2020

- |     |   |   |
|-----|---|---|
| 1.  | B. Howard – email dated May 6, 2020 – COVID19 Opening Restrictions  | A |
| 2.  | H. Brown – letter dated May 8, 2020 – Mt. Ida Cemetery – Bylaw 4280   | R |
| 3.  | The Shuswap Trail Alliance – letter dated March 16, 2020 – Shuswap Trails Party and Auction   | N |
| 4.  | Sicamous-to-Armstrong Rail Trail Governance Advisory Committee and Technical Operational Committee – media release dated May 15, 2020 – Sicamous-to-Armstrong Rail Trail technical planning proceeds  | N |
| 5.  | D. Mills, Shuswap Cycling Society – letter dated April 30, 2020 – 7 <sup>th</sup> Annual Shuswap Cross, Cyclocross Race   | R |
| 6.  | Southern Interior Local Government Association – news release – 2020 SILGA Community Excellence Award Winners   | N |
| 7.  | A. Slater, Southern Interior Local Government Association – email dated May 20, 2020 – 2020 UBCM Community Excellence Awards – Application Deadline July 10, 2020   | N |
| 8.  | K. Conroy, Minister of Children and Family Development – letter dated May 13, 2020 – British Columbia's Child and Youth in Care Week  | A |
| 9.  | L. Krog, Mayor, City of Nanaimo to Honourable David Eby, Attorney General – letter dated May 13, 2020 – Supporting Businesses by Making Liquor Licensing More Flexible  | N |
| 10. | J. Guignard, Executive Director, Alliance of Beverage Licensees, K. Beattie, Executive Director, BC Craft Brewers Guild, I. Tostenson, President and CEO, BC Restaurant and Foodservices Association and M. Prodan, BC Wine Institute – email dated May 11, 2020 – Flexible, innovative, and expedited patio permitting | A |
| 11. | R. Silver, Manager, Accessibility Initiatives, Social Planning and Research Council of British Columbia – email dated May 13, 2020 – Grant & Community Accessibility Successes Information! – Join Us in Celebrating Access Awareness Day This Year!  | A |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required



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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>

**Sent:** Wednesday, May 6, 2020 7:35:18 AM

**To:** Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Carl Bannister; Erin Jackson

**Subject:** Online Form Submittal: Mayor and Council

## Mayor and Council

First Name	Brian
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Last Name	Howard
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Address:	
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Return email address:	
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Subject:	COVID19 OPENING OF RESTRICTIONS
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Body	
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May 5, 2020

Mr. Adrian Dix, Minister of Health , and Dr. Bonnie Henry and  
CITY COUNCIL OF SALMON ARM

Dear Sir and Madame, I live in Salmon Arm ,BC and I am 71 years old , retired and therefore have plenty of time to listen to watch , digest and think about the news. Obviously much of it related to the Covid19 pandemic. There are many sources that I both watch and read. NY Times, CBC, BBC, CGTN, and other Canadian news outlets. I also have the time to observe business still open in Salmon Arm and how they conduct themselves ( measures they take ) to mitigate transmission of the virus. Some businesses ( few ) do well , others okay and others just don't get it at all. Sometimes I have been impudent enough to bring to the business managers attention , serious deficiencies in their anti -transmission measures. Almost without exception the most indignant and frankly most ignorant of the managers have the worst practices or sometimes no measures in place at all.

With the imminent possibility of starting to allow more businesses to open I would like to make some suggestions as to measures that should be taken in order for patrons to feel comfortable but more importantly to prevent a second wave and new transmission of the virus.

Because I have observed such a disparate degree of anti -transmission measures ( and lack of measures ) being taken by businesses in Salmon Arm , it has become obvious to me that

businesses need strict guidelines and rules that must be adhered to . Personally I am not comfortable entering most of the business, even though I wear a N95 mask and keep or try to keep my distance from people. The business that I am speaking about now are grocery stores, banks , hardware stores, nurseries, etc. I think if you are going to allow more businesses to open we need to do the following things.

1. Every city should have an ANTI-TRANSMISSION OFFICER, and regulator. It would be the officers job to visit every store or business to first, instruct what measures they must take to prevent the viral transmission and second to monitor all the businesses to make sure that they are strictly adhering to these best practices. Obviously in large cities this would mean having many officers. Consequences of non compliance would be a stiff fine of perhaps \$1000 a day and or immediately shutting down the business, preferably both.

2. All business managers and staff in service industries, barbershops, Salons, dental offices, physiotherapists, chiropractors, cafes, boutiques and small stores, and big stores and so many others, should be tested negative before they can work and after testing negative they should be checked for fever before work , regularly, if not daily. Wherever there is close and or intimate contact. If a cook was infected , that person cook contaminate hundreds of people in a day , without knowing it. Or a waitress, who is handling glass ware, and cutlery and delivering a plate of food.

3. I believe that for a period of at least a month if not two, that all the people working in the service sector industries ( point no. 2 ) should also be required to wear a surgical mask or other certified mask.

4. All businesses that are allowed to open , must be cleaned thoroughly .

5. All business must have hand sanitizer at the entrance of the store with strict instructions to patrons /clients to use the sanitizer. Also , there must be sanitizer at every exit of the establishment , so people can use it and feel confident and comfortable when they leave a store or barbershop or whatever, that they have not been contaminated by touching products. The strict use of sanitizer upon entering a business will help prevent physical contamination of items on store shelves . This measure is very simple to implement and yet very important. All banks should have hand sanitizer in the ATM vestibules. Do customers not deserve to know that ATM buttons are not contaminated by someone.

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6. Social distancing rules should continue at least for a month, to allow you to ascertain the consequences of opening up of the stores.

I am sure that there are many more things that can be thought of and certainly that you are aware of. I am just an ordinary guy walking around observing and thinking about what I see, what makes sense to me and what doesn't make sense to me. For what it is worth. I hope some if not all of these measures make sense to you. I can also tell you that personally , I will not be comfortable going into a restaurant , for example , and therefore will not go , if I do not see the kind of measures being implimented , such as those above. I am in the high risk category . I do not feel like being at the mercy of someones indifferent attitude about the viral protection measures.

PS, My other great concern is the porosity of the Border. I would hope that there is strict testing going on at our borders, and I don't just mean filling in a questionnaire. I mean testing for fever of everyone, and only allowing people into Canada from the States, who have a compelling reason for coming in. It is quite clear with the daily American death count , that the virus is out of control in many areas of the states, and therefore we must assume everywhere.

Thank you for your attention

And thank you both for being such competent managers of this Crisis. It is very much appreciated and admired.

Brian Howard, Salmon Arm , BC

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Would you like a response:

Yes

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**Disclaimer**

*Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.*

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Email not displaying correctly? [View it in your browser.](#)



May 8, 2020

Mayor and Council Members  
City of Salmon Arm  
500 - 2<sup>nd</sup> Avenue NE  
Salmon Arm, B.C.  
V1E 4N2

Re: Mt. Ida Cemetery - Bylaw 4280

My son, Warren A. Brown, died in 2013. At that time we acquired two side-by-side plots. Warren's grave marker was set in cement, similar to all the others in that section.

My husband, Gordon D. Brown, died in 2019. Because of Bylaw 4280 Gordon's marker has not been set in cement and appears to have been just dropped in the dirt. It is the only marker in that area that is not set in cement and looks incomplete and out of place. I am very disappointed and am respectfully requesting that my husband's marker be set in cement similar to my son's. The same regulations should apply to both as the plots were purchased at the same time.

Thank you for your consideration of my request.

Yours truly,

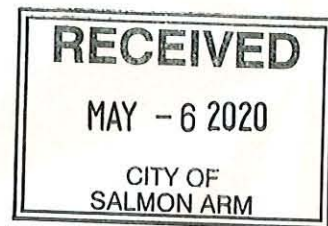
*Halina Brown*

Halina Brown

2080 - 20<sup>th</sup> Street, NE  
Salmon Arm, B.C. V1E 2G3  
Phone: 250-833-4840  
Email: ghbrown1@shaw.ca







March 16, 2020

Dear Sponsors and Volunteers,

On behalf of the Shuswap Trail Alliance board, partner organizations, and communities of the Shuswap, thank you for joining with us to support our annual Shuswap Trails Party and Auction on February 7th.

Once again, we were truly overwhelmed and inspired by the determined support of leaders and businesses like you to ensure our collaborative efforts continue to grow greenway trails and active transportation pathways for walking, cycling, skiing, snowshoeing, EQ riding, and yes – paddling - throughout the region.

This year to date, with 475 people turning out to the February 7<sup>th</sup> sell-out event, we raised over \$50,000 dollars for greenway trail projects in the Shuswap. And we are very pleased to let you know that we are once again working to leverage those funds through matching grants, in-kind, and volunteer support. Every penny goes toward creating, maintaining, signing and promoting trails in the Shuswap with our regional partners. And there are some very exciting projects in the works!

Plus we remain committed to supporting the regional trails roundtable as it brings Secwepemc, provincial, regional, municipal, industry, economic, environmental, health, education, and both motorized and non-motorized trail stewardship organizations together to better manage how we access and move throughout our communities and the land.

Again, thank you for your sponsorship, volunteer time, and support. We look forward to seeing you out on Shuswap Trails this season!

Sincerely,

A blue ink handwritten signature, appearing to be "Rob Marshall", written over a horizontal line.

Rob Marshall (Chairperson) and  
Phil McIntyre-Paul (Executive Director)  
for the Shuswap Trail Alliance  
[www.shuswaptrails.com](http://www.shuswaptrails.com)





# Thank You

Heading north on the Sicamous-to-Armstrong Rail Trail.  
(Photo: Jacob Brett)

## From the Shuswap Trail

*This certificate is awarded with gratitude to:*

### City of Salmon Arm Council

in recognition of

### Silver Sponsorship

### Shuswap Trails Party and Fundraiser

Friday, February 7<sup>th</sup>, 2020

Rob Marshall, STA Chairperson



The Shuswap  
**TRAIL** ALLIANCE

[www.shuswaptrails.com](http://www.shuswaptrails.com)





Media Release: May 15, 2020

## Sicamous-to-Armstrong Rail Trail technical planning proceeds

**The Shuswap – North Okanagan, Splatina Secwepemc Nation Territory, British Columbia** – Despite the COVID-19 restrictions, technical planning for the new rail trail between Sicamous and Armstrong has moved ahead over the past two months.

As part of the commitment to tell the true story of the region within the Secwepemc Nation Territory, preliminary assessments have been conducted by Splatina leadership for both archaeological and cultural heritage values. . As well, planning includes geotechnical, environmental, agricultural, storm water, erosion control, steep slope, and structural bridge assessments by local experts.

Now that it is spring, technical sub-consultants are able to access the currently closed rail corridor to complete this planning work with limited risk of exposure to the COVID-19 virus.

The Governance partners remind everyone the rail trail remains closed until safely developed for walking and cycling. Residents who live near the greenway can expect to see authorized personnel occasionally travelling the corridor by foot or vehicle. Authorized vehicles include ATVs and trucks used by technical experts helping to design the 50 kilometre trail between Sicamous and Armstrong.

Temporary kilometre markers have also been installed to assist in the planning. The work will also include flood monitoring and invasive plant mitigation.

Assembling funds for capital development of the rail trail now becomes a top priority.

The Governance Advisory Committee was disappointed to learn that the Federal/Provincial Government infrastructure grant application was not selected due to over-subscription to the program. But follow-up is underway to reapply and explore additional sources of Provincial and Federal funding.

Political support for the rail trail remains strong among all partners, who recognize the significant social and economic opportunity the rail trail holds for the communities throughout the region. This is particularly important, given the upcoming period of economic recovery following the pandemic.

Once COVID-19 measures allow, in-person consultations and public meetings will resume. Discussion will include the Agricultural Land Commission application currently under review and information updates at local events. In the meantime, everyone is encouraged to check out the rail trail website and call or email with questions or comments.

A technical staff team oversees the rail trail project under the guidance of a Governance Advisory Committee chaired by Splatina Kukpi7 (Chief) Wayne Christian. It is made up of leadership from Splatina, the Regional District of North Okanagan, and the Columbia Shuswap Regional District who jointly own



the corridor. The Shuswap Trail Alliance provides project management support, with technical engineering provided by Urban Systems Limited.

The Rail Trail partners gratefully acknowledge the financial support of the Province of British Columbia. A grant through the BC Rural Dividend Program was secured last year, leveraging contributions by the CSRD Electoral Area E and District of Sicamous Economic Initiatives Fund to complete the technical plan.

For more information visit [www.ShuswapNorthOkanaganRailTrail.ca](http://www.ShuswapNorthOkanaganRailTrail.ca).

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**Photo (see [accompanying jpeg](#)): Sicamous-to-Armstrong Rail Trail technical planning proceeds –** technical experts from Waters Edge Limited assess rising waters and erosion on the rail trail along the Shuswap River this spring for the Sicamous-to-Armstrong rail trail development plan. Technical planning includes archeological, cultural, geotechnical, environmental, agricultural, storm water, erosion control, steep slope, and structural bridge assessments by local experts. More information at [www.ShuswapNorthOkanaganRailTrail.com](http://www.ShuswapNorthOkanaganRailTrail.com). (Photo Credit: Waters Edge Ltd)

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For more information contact:

Phil McIntyre-Paul  
Secretariat for the Sicamous-to-Armstrong Rail Trail Governance Advisory Committee  
and Technical Operational Committee  
c/o The Shuswap Trail Alliance,  
250-804-1964  
[phil@shuswaptrails.com](mailto:phil@shuswaptrails.com)  
[www.shuswaptrails.com](http://www.shuswaptrails.com)







# SHUSWAP CYCLING CLUB

[www.shuswapbike.com](http://www.shuswapbike.com)

Shuswap Cycling Club  
6690 Okanagan Ave SE  
Salmon Arm, BC V1E 1Y2

April 30, 2020

The Shuswap Cycling Society would like to host the 7<sup>th</sup> annual Shuswap Cross, Cyclocross race in Salmon Arm at Klahani Park (6391 10 Ave S.E.) on Sunday October 4<sup>th</sup>, 2020. This event is a race in the Interior Cyclocross Series - a series of 11 races in the Interior of BC ([www.bcinteriorcross.ca](http://www.bcinteriorcross.ca)).

We are aware that we may need to cancel this event if events are not sanctioned through the Provincial Government and Cycling BC due to the COVID-19 pandemic. We are, however, asking for event approval with the optimism that we will be able to host this event in October.

Approximately 80% of race participants travel to Salmon Arm from various locations in the Interior. This cyclocross event brings in visitors to Salmon Arm and helps our economy. Some participants stay at Hotels in Salmon Arm, dine out at local restaurants and purchase fuel in Salmon Arm.

Enclosed are the Cyclocross rules and approximate course design. We will forward the Certificate of Insurance (naming the City of Salmon Arm, CSRD and Shuswap Recreation Society as named insured) as soon as it is available.

The Shuswap Cycling Society is a great organization and is a strong believer in promoting healthier lifestyles and supporting the Shuswap economy.

Thank you for your assistance and support in putting on this event.

Doris Mills  
Shuswap Cycling Society  
250-833-8573  
[doris@dorismills.com](mailto:doris@dorismills.com)



# ***BC INTERIOR CYCLOCROSS***

## ***Racer Guidelines***



## Contents

Categories .....	3
Men's Categories .....	3
Women's Categories .....	3
Race Day Schedule .....	3
Registration .....	3
Pre-Riding .....	3
Race Schedule .....	3
Race 1 (Morning Race) .....	3
Race 2 (Kids Race) .....	3
Race 3 (Afternoon Race) .....	3
Bicycle/Equipment Rules .....	4
All Categories .....	4
Elite, Masters, Junior Elite (U19) .....	4
Intermediate .....	4
Novice, U17/U15/U13 .....	4
Single Speed .....	4
Points System .....	5
Points Tracking .....	5
Double Points Races .....	5
Category Upgrades/Downgrades .....	5
Starting Grid .....	6



## Categories

Categories are listed below in order of ability, apart from youth categories—which are based on age—and single-speed categories:

### Men's Categories

1. Elite Men
2. Masters Men (40+)
3. Junior Elite Men (U19)
4. Intermediate Men
5. Novice Men
6. U17/U15/U13 Men
7. Single-Speed Men

### Women's Categories

1. Elite Women
2. Masters Women (40+)
3. Junior Elite Women (U19)
4. Intermediate Women
5. Novice Women
6. U17/U15/U13 Women
7. Single-Speed Women

## Race Day Schedule

### Registration

Registration will be open for at least a half hour prior to the start of each race.

### Pre-Riding

Due to time constraints at many of our race locations, organizers are only required to provide one half hour of open course pre-riding to racers. Racers will be allowed to pre-ride the course **ONLY** during allotted times. Outside of this race courses will be considered **CLOSED** other than to those whose category is currently racing. Any racers caught pre-riding the course during a time when pre-riding is not allowed, such as during another category's race, may be disqualified from their race.

### Race Schedule

The following outlines the race durations and the order of the starting grids:

#### Race 1 (Morning Race)

Time: 45 minutes

Categories: Single-Speed Men, U17/U15/U13 Men, Intermediate Women, Novice Men, U17/U15/U13 Women, Single-Speed Women, Novice Women

#### Race 2 (Kids Race)

Time: 10-20 minutes (depending on participation numbers, ages and course layout)

Categories: Under 12

#### Race 3 (Afternoon Race)

Time: 60 minutes

Categories: Elite Men, Masters Men, U19 Men, Intermediate Men, U19 Women, Elite Women

## Bicycle/Equipment Rules

Bicycle and equipment guidelines are divided into **STRICT** and **HONOUR SYSTEM** rules.

**STRICT** rules are enforceable by BCICX officials on race day. This may mean that a rider will be asked to remedy the equipment problem, be required to race in a different category, or be disqualified from the race if there is no other option available.

**HONOUR SYSTEM** rules are not enforced by BCICX officials on race day and racers are encouraged to self-govern regarding these rules. If you see something unsafe or someone pushing the limits of tire size talk to them first before bringing it up with the BCICX officials.

### All Categories

**STRICT** - All bicycles must be in good working order.

**STRICT** - All extraneous parts should be removed—fenders, racks, lights, etc.

**STRICT** - Both front and rear brakes must be equipped.

**STRICT** - Bicycles with a motor or pedal assist of any type are not allowed.

**STRICT** - Tires must not be "slick"—they must have knobs or traction bars of some kind and in sufficient quantity to be safely ridden on the course being raced.

### Elite, Masters, Junior Elite (U19)

**STRICT** - Handlebar must be a drop bar.

**STRICT** - Must have STI-type† or single-speed road brake/shift levers.

**STRICT** - Wheels must be 700c.

**STRICT** - Bicycles equipped with suspension are not allowed.

**HONOUR SYSTEM** - Tires must be max 33mm wide.

### Intermediate

**STRICT** - Handlebar must be a drop bar.

**STRICT** - Must have STI† or single-speed road brake/shift levers.

**STRICT** - Wheels must be 700c.

**STRICT** - Bicycles equipped with suspension are not allowed.

**HONOUR SYSTEM** - Tires must be max 45mm wide.

### Novice, U17/U15/U13

**STRICT** - Handlebar must be a drop or mountain bike bar.

**HONOUR SYSTEM** - Tires must be max 66mm/2.6" wide.

### Single Speed

**STRICT** - Handlebar must be a drop or mountain bike bar.

**STRICT** - Bike must be affixed with only a single chainring and rear cog or shifters must be sufficiently disabled (to be determined by BCICX officials) on a geared bike.

**HONOUR SYSTEM** - Tires must be max 45mm/1.75" wide.

† STI-type levers are those designed to be run on a drop bar. This excludes "cross" or "frog" levers and all mountain bike or v-brake style levers even if they would feasibly fit and function on a drop bar.



## Points System

### Points Tracking

Overall series standings will be calculated for each rider in each category using the total points accumulated during all attended races in the series. Single-speed categories raced in addition to an afternoon race category is the only way two titles can be earned.

Points are not transferable between categories and racers are responsible for signing up for and racing in the appropriate category at each race. If a racer registers in the wrong category, their points will be recorded in that category for that race.

The following table shows the point award distribution for each place up to 60<sup>th</sup>:

Place	Points	Place	Points	Place	Points	Place	Points	Place	Points	Place	Points
1	200	11	95	21	60	31	45	41	35	51	25
2	175	12	90	22	58	32	44	42	34	52	24
3	155	13	85	23	56	33	43	43	33	53	23
4	140	14	80	24	54	34	42	44	32	54	22
5	130	15	75	25	52	35	41	45	31	55	21
6	120	16	71	26	50	36	40	46	30	56	20
7	115	17	69	27	49	37	39	47	29	57	19
8	110	18	66	28	48	38	38	48	28	58	18
9	105	19	64	29	47	39	37	49	27	59	17
10	100	20	62	30	46	40	36	50	26	60	16

### Double Points Races

The series premiere earns racers double points.

### Category Upgrades/Downgrades

A rider who is lapped more than once by a significant portion of their race category during a race except due to mechanical failure may be asked by officials to race in a lower category during their next race if such a category exists.

A rider that laps more than half the field in their category during a race may be asked to race in the next category up from their current one at the next race if such a category exists.

Any requested upgrades will be discussed well ahead of time and with deference to racer preference.



## **Starting Grid**

For the first race of the series the starting grid will be based upon the last season's overall results. Racers who did not accumulate points in the last season will be asked to self-seed behind these racers.


After the first race the overall series points will be used to form the starting grid for each category. The rider with the highest accumulated points total will be in the first slot of the first row, then the rider with the second highest accumulated points total will be beside him or her, and so forth down the line and through the rows within each category.

Any rider from another series wishing to start according to their points total in that series must present a copy of the standings from that series to officials at registration.

## 2020 Cyclocross - Klahani Park

Approximate route for 2020 Cyclocross race at Klahani Park  
October 4, 2020

### Legend

 2020 Cyclocross Race

Google Earth

Image City of Salmon Arm

100 m







*Southern Interior Local  
Government Association*

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## 2020 SILGA COMMUNITY EXCELLENCE AWARD WINNERS

### NEWS RELEASE

The SILGA Board of Directors are pleased to announce the following winners of the 2020 SILGA Community Excellence Awards in the following categories:

**Social Responsibility**

**City of Vernon**

**Partners in Action**

**Environmental Sustainability**

**RD Central Okanagan**

**Okanagan Flood Collaboration**

**Economic Development**

**City of Revelstoke**

**Food Security**

The award ceremonies will be done virtually at an upcoming council/board meeting of the winning local government. To view these submissions please go to the SILGA website at <https://www.silga.ca/convention/excellence/>.

The SILGA board would like to thank all the local governments that submitted nominations; as in the past, the quality of the submissions this year made their selections difficult to make.

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PO Box 27017 Cityview PO  
Kamloops, BC  
V2E 0B2

Tel: 250-851-6653  
[www.silga.ca](http://www.silga.ca)  
[yoursilga@gmail.com](mailto:yoursilga@gmail.com)



**From:** southern interior local government <yoursilga@gmail.com>

**Sent:** May-20-20 9:54 AM

**Subject:** 2020 UBCM Community Excellence Awards

Good morning,

Applications are now being accepted for UBCM's 2020 Community Excellence Awards. The application deadline is July 10, 2020. The awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in B.C. [Read more](#)

<https://www.ubcm.ca/EN/meta/news/news-archive/2020-archive/2020-community-excellence-awards.html>

Thanks, Alison

--

Alison Slater

PO Box 27017 Cityview PO

Kamloops, BC V2E 0B2

250-851-6653

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



## 2020 Community Excellence Awards

**May 13, 2020**

Applications are now being accepted for UBCM's [2020 Community Excellence Awards](#). The application deadline is July 10, 2020. The awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in B.C.

UBCM recognizes the unique circumstances and challenges faced by BC local governments during the pandemic. This includes reduced staff and financial capacity in order to address the impacts caused by the pandemic. However, the pandemic, through the Community Excellence Awards, also provides for the opportunity to celebrate and showcase the leadership and innovation that local governments are providing in their communities. Applicants are encouraged to include any COVID-19 pandemic response actions and/or activities in their applications.

Through the awards program, local governments can hear about the successful initiatives of other members, and then adapt these programs and policies for their own communities. The awards are only open to UBCM members, including local government and First Nation members. Members may submit one application per category.

The four categories are:

**Excellence in Governance.** Governance is the process of decision-making and the means by which decisions are implemented (or not implemented). This category includes projects/programs that utilize governance processes or policies that are outcomes-based and consensus oriented, support and encourage citizen participation in civic decision-making, are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long-term thinking. This may include projects focused on staff, elected officials and/or the community at large.

**Excellence in Service Delivery.** Service delivery involves the actual production and provision of goods and services to the community, and should be integrated with community plans and aligned with financial plans. This category includes projects/programs that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.

**Excellence in Asset Management.** Asset management is an integrated business approach that involves planning, finance, engineering and operations to effectively manage existing and new infrastructure in order to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a sustainable manner. This category includes projects/programs that demonstrate a comprehensive system of asset management policies and practices.

**Excellence in Sustainability.** Sustainability means meeting current needs without compromising the ability of future generations to meet their own needs. This category recognizes UBCM members that incorporate a long-term sustainability lens by considering the four pillars - cultural, social, economic and environmental issues - in planning, policy and practice. Projects/programs that incorporate a long-term sustainability lens by considering cultural, social, economic and environmental issues in planning, policy and practice.

Awards are going to be presented during UBCM's 2020 Convention, and all delegates are invited to attend the awards event. Due to the COVID-19 pandemic, UBCM is reviewing delivery options for the 2020 Convention with decisions expected in late May 2020. This may impact the format of the Community Excellence Awards Ceremony.

For more information, contact Danyta Welch at (250) 356-5193 or [awards@ubcm.ca](mailto:awards@ubcm.ca).





May 13, 2020

Ref: 249732

His Worship Mayor Alan Harrison  
City of Salmon Arm  
Box 40  
Salmon Arm BC V1E 4N2

Dear Mayor Harrison:

This year, June 1-7 marks British Columbia's Child and Youth in Care Week. I invite you and your community to join British Columbians in celebrating the strength, creativity, resilience and tenacity of young people who are in or have been in care.

Child and Youth in Care week is a chance to break the stigma that these youth face. Sadly, the stories told of young people in care are often ones of tragedy and broken commitments, but British Columbia's children and youth in care are so much more than these stories. They are artists, athletes, storytellers, caregivers, and activists. They are our province's future teachers, mechanics, doctors, researchers, parents and leaders. Join us in offering an alternative story and elevating the voices of children and youth. With their unique lived expertise, young people who are in or have been in care deserve to be celebrated and honoured for the love and diversity they bring to all our communities.

We hope that you will find time over Child and Youth in Care Week to spread a message of awareness and care in your communities. Face-to-face events will not be taking place this year due to the COVID-19 pandemic, but I encourage you to visit the Web site for tips and ideas for virtual events and other creative ways to celebrate at [www.bcchildandouthincareweek.com](http://www.bcchildandouthincareweek.com). You can also help promote this message of celebration using the Web site's social media tools.

Thank you for your support of British Columbia's children and youth in care. If you have any questions or require more information, please contact the Federation of BC Youth in Care Networks at [info@fbcyicn.ca](mailto:info@fbcyicn.ca).

Sincerely,

A handwritten signature in black ink that reads "Katrine Conroy".

Katrine Conroy  
Minister of Children and Family Development



2020-May-13

Via email: [AG.Minister@gov.bc.ca](mailto:AG.Minister@gov.bc.ca)

Honourable David Eby, Q.C.  
Attorney General  
Parliament Buildings (Room 232)  
Victoria, BC V8V 1X4

Dear Minister Eby,

**Re: Supporting Businesses by Making Liquor Licensing More Flexible**

At the Special Council meeting of 2020-May-11, the City of Nanaimo Mayor and Council, by way of motion, unanimously supported the City of North Vancouver - Mayor Linda Buchanan's letter of May 8, 2020 regarding the request for flexibility with the liquor licensing regulations for businesses who are looking to expand their outdoor seating area as BC begins its COVID-19 Phase 2 restart plan with enhanced protocols.

Council's motion reads as follows:

"It was moved and seconded that Council direct Mayor Krog to write a letter in support of the City of North Vancouver's request to Honourable David Eby, Q.C. supporting businesses by making liquor licensing more flexible."

The City of Nanaimo firmly believes if the province can provide pliancy, in these unprecedented times, to amend the current liquor licensing regulations community businesses will have a better chance of success.

Sincerely,



Leonard Krog  
MAYOR

cc: Mayor Linda Buchanan, City of North Vancouver, [mayor@cnv.org](mailto:mayor@cnv.org)  
All BC municipal governments  
MLA Sheila Malcolmson, [sheila.malcolmson.mla@leg.bc.ca](mailto:sheila.malcolmson.mla@leg.bc.ca)  
MLA Doug Routley, [douglas.routley.mla@leg.bc.ca](mailto:douglas.routley.mla@leg.bc.ca)  
Michelle Stilwell, [michelle.stilwell.mla@leg.bc.ca](mailto:michelle.stilwell.mla@leg.bc.ca)  
Nanaimo Chamber of Commerce, [ceo@nanaimochamber.bc.ca](mailto:ceo@nanaimochamber.bc.ca)





May 8, 2020

Hon. David Eby  
Room 232 Parliament Buildings  
501 Belleville St.  
Victoria, BC V8V 1X4

Dear Minister Eby:

**RE: Supporting Businesses by Making Liquor Licensing More Flexible**

As Mayor of the City of North Vancouver I want to start by thanking you for the work you have done to serve British Columbians.

I appreciate how quickly your government has responded to the needs of people and businesses. This pandemic has highlighted, among other things, the agility and speed of our public service when they are needed urgently.

It is with that same urgency I ask you to consider examining how we can increase flexibility in outdoor seating and liquor licensing in support of our businesses.

I have been hosting business round tables to learn about the unique needs of our business sectors. From these conversations I have learned of a few actions that could be taken immediately to ensure restaurants, pubs, and breweries can be resilient businesses as we begin to re-open gradually.

As you are aware, the current liquor licensing regulations for pubs, breweries and restaurants requires only permanent changes when adding potential capacity such as increased outdoor patio space.

Our City is in the process of revising our outdoor dining process to allow these businesses to expand their patio areas on a temporary basis as we begin BC's restart plan. This will assist these businesses to be able to serve customers on their premises while meeting safe distancing requirements.

My understanding is that the current provincial licensing requirements will not permit temporary changes, therefore I am concerned this will negatively impact these businesses and discourage many from being able to open up to serve the public on their premises.

Changing this model to allow greater flexibility could be the difference in countless businesses being able to keep their doors open and expanding their service from their current significantly reduced levels.

We have seen new challenges like never before, and your government has acted swiftly to deliver results. I urge you to consider what I have detailed to you in this letter. We now know



changes can happen quickly when they are needed, and these changes are needed immediately to support our food and liquor industry.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



**Linda Buchanan**  
**Mayor of the City of North Vancouver**

c.c. All B.C. municipal governments  
Bowinn Ma, MLA for North Vancouver-Lonsdale  
BC Restaurant & Food Services Association  
Alliance of Beverage Licensees  
BC Craft Brewer's Guild  
North Vancouver Chamber of Commerce  
Lower Lonsdale Business Improvement Association

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**From:** Jeff Guignard

**Sent:** Monday, May 11, 2020 9:25:23 PM

**To:** Alan Harrison; Debbie Cannon; Chad Eliason; Kevin Flynn; Tim Lavery; Sylvia Lindgren; Louise Wallace-Richmond

**Subject:** Flexible, innovative, and expedited patio permitting.

Your Worship and Council:

On behalf of the British Columbia's 14,500 hospitality businesses—including restaurants, bars, craft breweries, and winery tasting rooms—we are writing to request your urgent support to aid the survival of local hospitality businesses and thousands of livelihoods during this pandemic crisis. Specifically, we are requesting your assistance for flexible, innovative, and expedited patio permitting.

**British Columbia's hospitality industry is facing collapse.** While the global COVID-19 pandemic has reverberated throughout our economy, our industry's local small hospitality businesses were hit first, hit hardest, and will be among the last to recover. The majority of BC's restaurants, bars, and tasting lounges have closed, laid off staff, and are facing bankruptcy and financial collapse. Even those businesses remaining opening during this pandemic to offer limited takeout and delivery services and are experiencing dramatically reduced revenues and are struggling to survive.

The collective economic disruption in our sector has been staggering:

- Job losses within the restaurant sector alone are estimated at 121,500.
- At least 1 in 10 restaurants have already closed forever with associated permanent job losses.
- Over 50 per cent of smaller independent restaurants say they will be bankrupt within three months from the start of this crisis (i.e. by June of this year).
- 80 per cent of BC's hospitality businesses have been forced to temporarily lay off the vast majority of BC's 192,000 foodservice employees.
- 80 per cent of Liquor Primaries (i.e. pubs, bars, nightclubs) are closed.
- Liquor Primaries who remain open for take-out/deliver services have experienced 90-95 per cent decline in revenues.
- Over 70 per cent of BC's hotels are closed.
- BC's tourism sector has laid off 70 per cent of all employees totaling over 130,000 workers.
- All 197 craft brewery tasting rooms in BC are closed, reducing average brewery revenues by over 80 per cent.
- All 366 licensed BC winery tasting rooms in BC are closed, reducing average revenues by over 50 per cent.
- 83 new breweries opened in BC since 2017, including 28 in the last 12 months. These new or recently opened businesses face the biggest threat of permanent closure for our industry.
- Over 250,000 hospitality and tourism workers have already been laid off in BC since the start of this COVID crisis.

While we are working with our provincial and federal governments partners on protocols for a gradual and phased reopening of our sector, BC's local communities have a key role to play in supporting economic recovery. We ask you to support our industry with fast, flexible, and nimble permitting and business services to help our industry get back up and running.

The first opportunity to offer concrete support is with regards to patios, as they offer a hospitality experience within the relative public trust of outdoor space. We ask that your municipality work creatively and collaboratively with operators to help expand current patio areas, add new patios quickly, and permit dining, liquor service and manufacturer's sampling in controllable public spaces.

Specifically, we request your support to:

1. Increase flexibility for patio types and sizes (including consideration for pre-detailed designs and formats), expedited permitting including applications and renewals, as well as the number of patios allowed;
2. Increase the space use of existing patios or picnic areas to allow chairs to be spread out to meet distancing requirements (i.e. many patios have more space than the current floor plans allow them to use);
3. Allow pop-up outdoor dining and manufacture sampling spaces;
4. Allow and increase the use of parklets and public space for dining;
5. Allow any increase in patio, picnic area or outdoor space be considered a continuation of an establishment's existing approved alcohol service area or manufacture's sampling area to provide samples and not require additional endorsements or authorizations.
6. Coordinate with any relevant bodies—such as the Liquor and Cannabis Regulation Branch, Fire Department, etc.—to reduce red tape and speed approval timelines wherever possible.

As a sample, we have attached a recent motion from Vancouver Councillor Sarah Kirby-Yung that is resoundingly supported by BC's hospitality businesses.

It is our sincere hope that we can work with your council to find significant and meaningful measures to ensure our critical industry survives. We recognize that some of these measures may only be made possible for a limited time to help respond to the COVID-19 crisis. Short term assistance is as important as long term as our industry has never before faced a crisis of this magnitude. The very survival our industry's small businesses and the jobs they create now depend on urgent leadership and bold action from our government partners in communities such as yours.

Thank you in advance for your support. We would also like to offer our sincere thanks and appreciation to Council and staff for your diligent work to keep British Columbians healthy and safe during this provincial state of emergency and global crisis.

We remain at your disposal to offer advice and perspective on these issues. Please do not hesitate to contact us at any time.

Sincerely,

Jeff Guignard, Executive Director  
**Alliance of Beverage Licensees**

Ken Beattie, Executive Director  
**BC Craft Brewers Guild**

Ian Tostenson, President & CEO  
**BC Restaurant and Foodservices Association**



Miles Prodan, President & CEO  
**BC Wine Institute**

CC:

Hon. Carole James, Minister of Finance  
Hon. Harry Bains, Minister of Labour  
Hon. Adrian Dix, Minister of Health  
Hon. Lisa Beare, Minister of Tourism, Arts and Culture  
Hon. David Eby, Attorney General  
Trevor Hughes, Deputy Minister of Labour

**Jeff Guignard**

Executive Director

The Alliance of Beverage Licensees (ABLE BC)

E: [jeff@ablebc.ca](mailto:jeff@ablebc.ca) | Ph: 604-688-5560 | Cell: 604-499-2566

200-948 Howe St. Vancouver BC V6Z 1N9

Website: <http://ablebc.ca/> - Twitter: [@ABLEBC](https://twitter.com/ABLEBC) - Facebook: [@ABLEBC](https://www.facebook.com/ABLEBC)

**From:** Roland Silver **On Behalf Of** Accessibility

**Sent:** May-13-20 11:12 AM

**To:** Caylee Simmons

**Subject:** Grant & Community Accessibility Successes Information! - Join Us in Celebrating Access Awareness Day This Year!



Dear administrator,

We recently reached out to you regarding this years' National AccessAbility Week (May 31<sup>st</sup> to June 6<sup>th</sup>) and Access Awareness Day which is scheduled for June 6<sup>th</sup>.

As you may know, Access Awareness Day is about people and communities coming together to celebrate the ways communities have been successful in creating welcoming and inclusive spaces for everyone! COVID-19 has changed the way that people can come together to celebrate but it has not changed the way people and communities care for each other and work together for true inclusion.

As mentioned, we want to celebrate your communities' accessibility successes and to offer your community the opportunity to receive a \$500 grant with funding support from the Federal government. The funding shall be used to host an event to celebrate Access Awareness Day's theme of "Accessibility Means Knowing No Limits" or the National AccessAbility Week theme of "I Make a Difference Because I Can".

Attached to this email is the \$500 grant application (attachment 1). Due to office closures as a result of COVID-19, the date for submission of the grant application is not fixed, however, applications cannot be accepted once funds are fully allocated, so please send in your applications as soon as possible. If an event and associated grant funding are not applicable to your community within 2020, we would love for you to share your story about the ways that your community has been successful in removing barriers and increasing accessibility and inclusion. Please see attachment 2 for details.

We have also included a poster in PDF form (attachment 3) to assist with communication for your event. More accessibility posters can be found on our website at <https://www.sparc.bc.ca/accessibility/access-awareness-day/>. We want to celebrate your community and recognize that true accessibility comes from everyone working together.

Should you have any questions or require further information, please do not hesitate to reach out!

Many thanks and stay safe!

Thank you,

**Roland Silver**

*Manager, Accessibility Initiatives*

**Social Planning and Research Council of British Columbia (SPARC BC)**

4445 Norfolk Street, Burnaby, B.C. V5G 0A7

T: 604.718.7734

E: [rsilver@sparc.bc.ca](mailto:rsilver@sparc.bc.ca)

W: [www.sparc.bc.ca](http://www.sparc.bc.ca)



*SPARC BC works with communities in building a just and healthy society for all.*

*SPARC BC's office is located within/on the unceded, traditional, ancestral territories of the Skwxwúmesh (Squamish), xʷməθkʷəy̓əm (Musqueam), and sə́lilwətaɣ̓ (Tsleil-Waututh) Nations.*



# Accessibility means knowing no limits.

## \$500 AccessAbility Grants

These grants are provided through SPARC BC with funding support from the Federal government through the Accessible Canada Social Development Partnership Program as well as the Province of British Columbia through the Provincial Accessibility Secretariat. These grants are available to local government partners, local Accessibility Committees as well as local disability serving organizations.

### About Your Organization

Please share a bit of information about your organization.

Your Name: \_\_\_\_\_

Your Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Municipality: \_\_\_\_\_

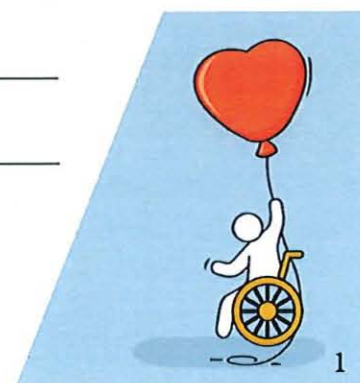
Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Partner Organizations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## About Your Idea

Please describe how your event builds on the Access Awareness Day theme of **"Accessibility Means Knowing No Limits"**, or the National AccessAbility Week theme of **"I make a difference because I can"**.

## Date, Time & Location of Your Event

Please provide more information about when you will be holding your event and the number of participants that you expect to attend your event.

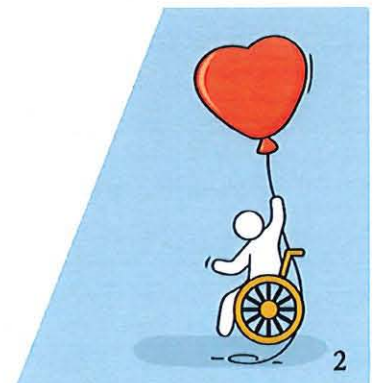
Date of your event: \_\_\_\_\_

Time of your event: \_\_\_\_\_

Location of your event: \_\_\_\_\_

Are you planning to hold your event on Access Awareness Day or during National AccessAbility Week or will you have to hold your event at a different date because of COVID-19?

- ☐ Our event will be on Access Awareness Day (Saturday, June 6, 2020)
- ☐ Our event will be during National AccessAbility Week (May 31 -June 6, 2020)
- ☐ We will be holding our event later this year because of COVID-19. We will confirm the event later this year.



## Exploring ways to promote true inclusion

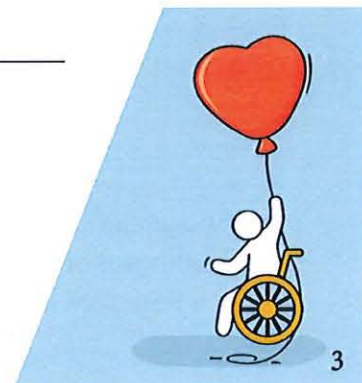
There are different ways that communities can come together to promote and support greater accessibility. The funding provided through these grants is intended to recognize and support leadership in accessibility as well as highlight community and regional innovation. In thinking about your event, please describe the different ways that you hope your event can help to promote and support greater accessibility and inclusion in terms of promoting:

- ☐ Economic inclusion \_\_\_\_\_
- ☐ Social inclusion \_\_\_\_\_
- ☐ Recreational inclusion \_\_\_\_\_
- ☐ Cultural inclusion \_\_\_\_\_
- ☐ Other aspects of community life \_\_\_\_\_

## Breaking down barriers

True inclusion can happen when society is successful in breaking down barriers and in supporting opportunities for true participation in all aspects of community life. Please describe the different ways that your event seeks to break down barriers and to promote full and equal inclusion in all aspects of community life.

- ☐ Building partnerships \_\_\_\_\_
- ☐ Raising awareness \_\_\_\_\_
- ☐ Catalyzing innovation \_\_\_\_\_
- ☐ Changing attitudes \_\_\_\_\_
- ☐ Address other barriers \_\_\_\_\_





## Key outcomes and highlights from your event

One of our goals is to draw attention to local innovation and the different ways that people and communities can come together to show that by investing in accessibility the possibilities are limitless. Please share the types of outcomes you hope to achieve through your event.

## Knowledge development and knowledge transfer

Please let us know the different ways that you will be sharing the knowledge and insights gained through your event. Also please let us know if you would be interested in participating in the following:

- ☐ Sharing your story and highlights of your event through social media
- ☐ Participating in a workshop designed to share the different ways that people and communities can work together to promote greater accessibility and inclusion.
- ☐ Participating in a provincial community of practice on specific topics that are important to you and other in the area of accessibility and inclusion.
- ☐ Other: \_\_\_\_\_

## Next steps

Please complete this grant application form and return it to SPARC BC to the attention of Roland Silver - [rsilver@sparc.bc.ca](mailto:rsilver@sparc.bc.ca).

## Questions

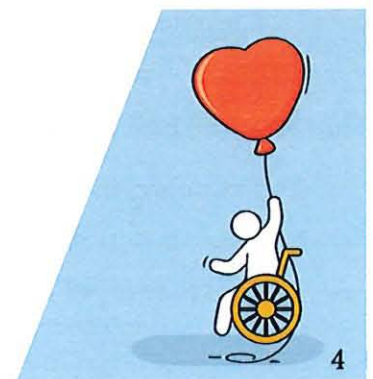
Please do not hesitate to reach out:

Roland Silver

Manager, Accessibility Initiatives

Social Planning and Research Council of British Columbia (SPARC BC)

Office Phone: 604.718.7734 Email: [rsilver@sparc.bc.ca](mailto:rsilver@sparc.bc.ca)



# Accessibility Means...



LIVE GRAPHIC RECORDING | Drawing Change  
Sam Bradd

## Let's Celebrate *Your* Community Accessibility Successes!

Please take a few minutes to share your story about ways that your community has been successful in removing barriers and in creating spaces and places that are truly welcoming and inclusive.

Selected stories and feedback will be posted on our website during National AccessAbility week which is May 31 to June 6, 2020.

Submit your stories and ideas at [accessibility@sparc.bc.ca](mailto:accessibility@sparc.bc.ca), under the subject: Accessibility Means...





## Accessibility Means...



### What does accessibility mean in your community?

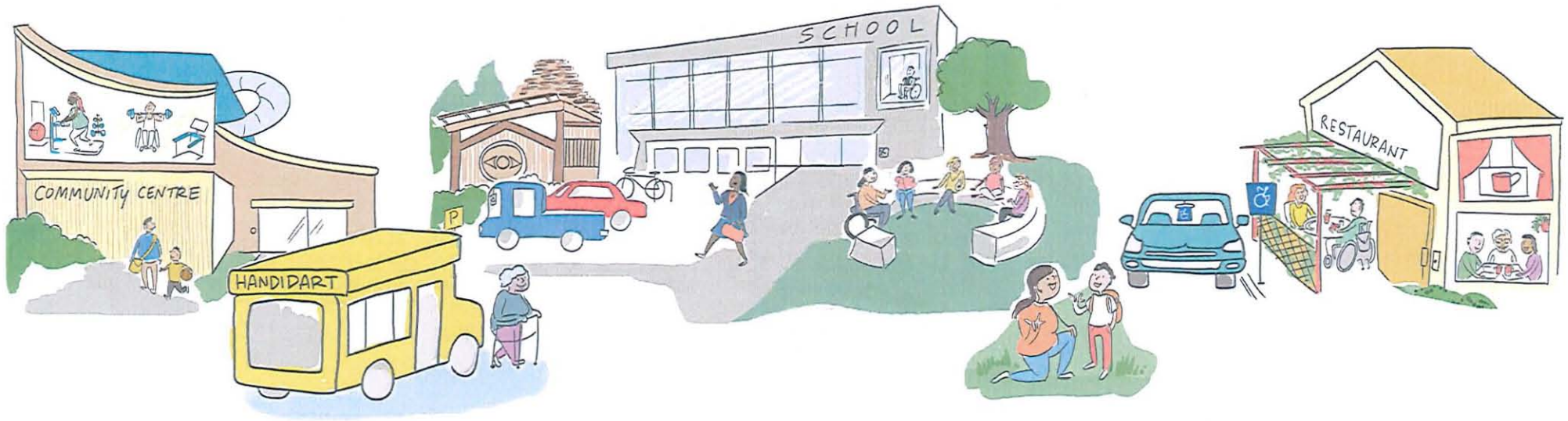
This year, as part of our Access Awareness Day activities, we would like to profile ways communities have been successful in promoting true accessibility. This includes the different ways that communities have been able to create spaces where everyone can share their talents, experiences and abilities in real and meaningful ways and where full participation in all aspects of community life is possible.

The theme for Access Awareness Day for this year is "Accessibility Means Knowing No Limits". This theme recognizes that while society has been successful in making progress, there are still barriers or limitations that prevent individuals with disabilities from having the opportunity to fully participate in their community.

We would like to share these stories through our website and through Instagram under the title of "Accessibility Means...". The theme is intended to invite conversations about what accessibility means from an economic, social, recreational, cultural or personal perspective. As we gather the stories, we want to build on the idea that "Accessibility Means Knowing No Limits". Help us to show that when people and communities come together, the possibilities are limitless.







# Accessibility means knowing no limits

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