



**AGENDA**

**City of Salmon Arm  
Regular Council Meeting**

**Monday, January 27, 2020  
1:00 p.m.  
Meeting Room 100, City Hall**

*[Public Session Begins at 2:30 p.m.]*  
**Council Chamber of City Hall  
500 – 2 Avenue NE**

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3 - 12	6. 1.	CONFIRMATION OF MINUTES Regular Council Meeting Minutes of January 13, 2020
	7.	COMMITTEE REPORTS
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
13 - 16	1.	Director of Engineering and Public Works - Downtown Parking Commission - Downtown Salmon Arm Member Appointments
17 - 20	2.	Director of Development Services - British Columbia Active Transportation Grant 2020/2021
21 - 24	3.	Director of Corporate Services - Tourism Services Review
25 - 28	4.	Manager of Permits and Licensing - Liquor License Conversion (Food Primary to Liquor Primary), Lakeside Bowling Center 1881 - Avenue NE
	10.	INTRODUCTION OF BYLAWS

- 11. RECONSIDERATION OF BYLAWS**

  - 29 – 54      1.      City of Salmon Arm Official Community Plan Amendment Bylaw No 4353 [OCP4000-41; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; LDR to NC] – Final Reading
  - 55 – 60      2.      City of Salmon Arm Zoning Amendment Bylaw No. 4354 [ZON-1157; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; R-1 to C-1] (*See item 11.1 for Staff Report*) – Final Reading
  - 61 – 68      3.      City of Salmon Arm Zoning Amendment Bylaw No. 4368 [ZON-1133; City of Salmon Arm; Text Amendment; C-2, C-3, C-6, CD-9, CD-17, M-1, M-2 and P-3 Zones] – Final Reading
  - 69 – 72      4.      City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371 – Final Reading
  
- 12. CORRESPONDENCE**

  - 73 – 74      1.      Informational Correspondence
  - 75 – 78      2.      Federation of Canadian Municipalities – Annual Conference and Trade Show June 4 – 7, 2020 – Toronto, ON
  
- 13. NEW BUSINESS**
  
- 14. PRESENTATIONS / DELEGATIONS**

  - 79 – 90      1.      Presentation 4:00 – 4:15 p.m. (approximately)  
Tracey Kutschker, Curator, Salmon Arm Art Gallery – Salmon Arm Art Gallery Update
  - 91 – 96      2.      Presentation 4:15 – 4:30 p.m. (approximately)  
Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report October - December 2019
  
- 15. COUNCIL STATEMENTS**
  
- 16. SALMON ARM SECONDARY YOUTH COUNCIL**
  
- 17. NOTICE OF MOTION**
  
- 18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
  
- 19. OTHER BUSINESS**

  - 97 – 110      1.      Agricultural Land Commission Application No. ALC-383 [Veerman, R. & B.; 6740 – 56 Street NE; Non-Adhering Residential Use – Additional Residence for Farm Use] – For Information
  - 111 – 144      2.      British Columbia FireSmart – FireSmart Begins at Home Manual – For Information
  
- 20. QUESTION AND ANSWER PERIOD**

7:00 p.m.

<b>Page #</b>	<b>Item #</b>	<b>Description</b>
	<b>21.</b>	<b>DISCLOSURE OF INTEREST</b>
	<b>22.</b>	<b>HEARINGS</b>
	<b>23.</b>	<b>STATUTORY PUBLIC HEARINGS</b>
145 - 156	1.	Zoning Amendment Application No. ZON1162 [Soley, A. & Tigh, D.; 1791 - 22 Street NE; R1 - R8]
157 - 168	2.	Zoning Amendment Application No. ZON1163 [Ewan, D. & L.; 940 9 Avenue NE; R1 - R8]
169 - 178	3.	Zoning Amendment Application No. ZON1164 [Pringle, J. & S.; 1664 10 Street SE; R1 - R8]
	<b>24.</b>	<b>RECONSIDERATION OF BYLAWS</b>
179 - 182	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4365 [ZON1162; Soley, A. & Tigh, D.; 1791 - 22 Street NE; R1 - R8] - Third Reading
183 - 186	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4366 [ZON1163; Ewan, D. & L.; 940 9 Avenue NE; R1 - R8] - Third Reading
187 - 190	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4367 [ZON1164; Pringle, J. & S.; 1664 10 Street SE; R1 - R8] - Third and Final Readings
	<b>25.</b>	<b>QUESTION AND ANSWER PERIOD</b>
191 - 192	<b>26.</b>	<b>ADJOURNMENT</b>

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Item 2.

### CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

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: January 27, 2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of January 13, 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 in Room 100 at 1:30 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia on **Monday, January 13, 2020.**

### PRESENT:

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

Deputy Chief Administrative Officer/ 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  
 Recorder C. Simmons

### 1. CALL TO ORDER

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

### 2. IN-CAMERA SESSION

0001-2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

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

CARRIED UNANIMOUSLY

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

Council returned to Regular Session at 1:45 p.m.

Council recessed until 2:30 p.m.

### 3. REVIEW OF AGENDA

Addition of item 11.2 V. Donovan, Secretary, The Owners, Strata Plan #EPS34 o/a Valley Lane Retirement Community – letter dated January 8, 2020 – Transit Request

### 4. DISCLOSURE OF INTEREST

K. Flynn declared a conflict of interest with items 13.2 and 18.1 as Sk'atsin Silvatech Ventures LLP is a client of his firm.

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of December 9, 2019

0002-2020

Moved: Councillor Flynn  
Seconded: Councillor Cannon  
THAT: the Regular Council Meeting Minutes of December 9, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of January 6, 2020

0003-2020

Moved: Councillor Wallace Richmond  
Seconded: Councillor Flynn  
THAT: the Development and Planning Services Committee Meeting Minutes of January 6, 2020, be received as information.

CARRIED UNANIMOUSLY

2. Agricultural Advisory Committee Meeting Minutes of December 11, 2019

0004-2020

Moved: Councillor Lavery  
Seconded: Councillor Lindgren  
THAT: the Agricultural Advisory Committee Meeting Minutes of December 11, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of December 10, 2019

0005-2020

Moved: Mayor Harrison  
Seconded: Councillor Eliason  
THAT: the Shuswap Regional Airport (Salmon Arm) Commission Meeting Minutes of December 10, 2019, be received as information.

CARRIED UNANIMOUSLY

4. Downtown Parking Commission Meeting Minutes of December 17, 2019

0006-2020

Moved: Councillor Eliason  
Seconded: Councillor Wallace Richmond  
THAT: the Downtown Parking Commission Meeting Minutes of December 17, 2019, be received as information.

CARRIED UNANIMOUSLY

6. **COMMITTEE REPORTS – continued**

5. **Greenways Liaison Committee Meeting Minutes of December 5, 2019**

0007-2020

Moved: Councillor Lavery  
Seconded: Councillor Cannon  
THAT: the Greenways Liaison Committee Meeting Minutes of December 5, 2019, be received as information.

CARRIED UNANIMOUSLY

6. **Community Heritage Commission Meeting Minutes of December 2, 2019**

0008-2020

Moved: Councillor Cannon  
Seconded: Councillor Lindgren  
THAT: the Community Heritage Commission Meeting Minutes of December 2, 2019, be received as information.

CARRIED UNANIMOUSLY

7. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **Board in Brief – December, 2019**

Received for information.

8. **STAFF REPORTS**

1. **Director of Development Services – Agricultural Land Commission Application No. ALC-388/ID. 56448 [Salmon Arm Folk Music Society/0847774 BC Ltd./Dedood, J. & Dedood, L./Thompson, J.; 550 10 Avenue SW/690 10 Avenue SW/1300 10 Street SW; Non-Farm Use]**

0009-2020

Moved: Councillor Cannon  
Seconded: Councillor Eliason  
THAT: Non-Farm Use Application No. ALC-388 be forwarded to the Agricultural Land Commission with a resolution of support by City Council.

CARRIED UNANIMOUSLY

0010-2020

Moved: Councillor Eliason  
Seconded: Councillor Cannon  
THAT: Council send a letter in support of Agricultural Land Commission Application No. ALC-388/ID.56448.

CARRIED UNANIMOUSLY

**8. STAFF REPORTS – continued****2. Director of Corporate Services – Salmon Arm Museum and Heritage Association Lease & Fee for Service Agreement**

0011-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Mayor and Corporate Officer be authorized to execute the fee for service and lease agreement with the Salmon Arm Museum and Heritage Association for a one (1) year term from January 1, 2020 to December 31, 2020, subject to Community Charter advertising requirements.

CARRIED UNANIMOUSLY

**3. Director of Corporate Services – Kault Hill Fire Suppression Agreement**

0012-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council authorize the Mayor and Corporate Officer to execute the Kault Hill Fire Suppression Agreement with the Columbia Shuswap Regional District for a five (5) year term from January 1, 2020 to December 31, 2024.

CARRIED UNANIMOUSLY

**4. Director of Corporate Services – UBCM Poverty Reduction Planning & Action Program Grant Application**

Councillor Eliason left the meeting at 3:19 p.m. and returned at 3:20 p.m.

0013-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council authorize the submission of a grant application under the UBCM Poverty Reduction Planning & Action Program Stream 1 – Plans and Assessments with a focus on social supports and provide overall grant management.

CARRIED UNANIMOUSLY

**5. General Manager, Shuswap Recreation Society – Shaw Centre Refrigeration Chiller Upgrade**

0014-2020

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 Shaw Centre Refrigeration Chiller Upgrade in the amount of \$134,140.00 (overage plus PST and 10% contingency), funded as follows:

- \$80,000.00 Shaw Centre Major Maintenance Reserve; and
- \$54,140.00 Shaw Operating Reserve;

AND THAT: Council approve the award of the Chiller and MCC (Motor Control Centre) Replacement Contract to Fraser Valley Refrigeration for the bid price of \$542,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

### 13. PRESENTATIONS

Councillor Eliason left the meeting at 3:39 p.m.

Councillor Cannon left the meeting at 3:39 p.m.

#### 1. Don Nettleton, Chief Executive Officer, Okanagan Regional Library – Fall 2019 Okanagan Regional Library Update

Don Nettleton, Chief Executive Officer, Okanagan Regional Library and Kristy Smith, Head Librarian, Salmon Arm Okanagan Regional Library Branch provided an update on the Okanagan Regional Library. They were available to answer questions from Council.

Councillor Cannon returned to the meeting at 3:43 p.m.

Councillor Flynn declared a conflict of interest and left the meeting at 4:00 p.m.

#### 2. Terry Smith, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary – Final CWPP

Terry Smith, Kevin Smith and Wes Bieber, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary provided an overview of the final CWPP and wertr available to answer questions from Council.

Councillor Wallace Richmond left the meeting at 4:13 p.m. and returned at 4:14 p.m.

Councillor Eliason returned to the meeting at 4:15 p.m.

### 18. OTHER BUSINESS

#### 1. 2020 CRI Application

0015-2020

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the City of Salmon Arm agrees to co-apply with the Neskonlith Indian Band (NIB) for the 2020 Regional Community Resiliency Investment grant for FireSmart and Wildfire Fuel Management;

AND THAT: Council agrees to have the Neskonlith Indian Band act as the primary applicant to apply for, receive and manage the 2020 grant funding on behalf of the City of Salmon Arm.

CARRIED UNANIMOUSLY

### 9. INTRODUCTION OF BYLAWS

#### 1. City of Salmon Arm Zoning Amendment Bylaw No. 4365 [ZON1162; Soley, A. & Tigh, D.; 1791 – 22 Street NE; R1 – R8] – First and Second Readings

0016-2020

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4365 be read a first and second time;

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

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS - continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4366 [ZON1163; Ewan, D. & L.; 940 9 Avenue NE; R1 - R8] - First and Second Readings

0017-2020 Moved: Councillor Wallace Richmond  
Seconded: Councillor Lindgren  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4366 be read a first and second time;  
  
AND THAT: final reading be withheld subject to Ministry of Transportation and Infrastructure approval.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4367 [ZON1164; Pringle, J. & S.; 1664 10 Street SE; R1 - R8] - First and Second Readings

0018-2020 Moved: Councillor Cannon  
Seconded: Councillor Lavery  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4367 be read a first and second time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371 - First, Second and Third Readings

0019-2020 Moved: Councillor Eliason  
Seconded: Councillor Cannon  
THAT: the bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371 be read a first, second and third time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Council Procedure Amendment Bylaw No. 4369 - Final Reading

0020-2020 Moved: Councillor Eliason  
Seconded: Councillor Wallace Richmond  
THAT: the bylaw entitled City of Salmon Arm Council Procedure Amendment Bylaw No. 4369 be read a final time.

CARRIED UNANIMOUSLY

0021-2020 Moved: Councillor Lavery  
Seconded: Councillor Wallace Richmond  
THAT: the Acknowledgement of Traditional Territory be included on City of Salmon Arm Committee agendas.

CARRIED UNANIMOUSLY

**11. CORRESPONDENCE****1. Informational Correspondence**

11. M. Regier, Co-Chair, Shuswap Immigrant Services Society - email dated December 23, 2019 - Multicultural Festival Street Closure Request for June 27, 2020

0022-2020

Moved: Councillor Lindgren

Seconded: Councillor Eliason

THAT: Council authorize the use of the Ross Street Plaza and the closure of Hudson Street between Alexander Street and Ross Street, from 3:00 p.m. to 9:00 p.m., for the Multicultural Festival in June 2020, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

13. C. Stagg, Assistant Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development - letter dated December 12, 2019 - Proposed Transfer of Forest Licences

0023-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: staff be directed to prepare a report for the Active Transportation Grants Program to recommend project(s) and staff availability.

CARRIED UNANIMOUSLY

2. V. Donovan, Secretary, The Owners, Strata Plan #EPS34 o/a Valley Lane Retirement Community - letter dated January 8, 2020 - Transit Request

Received for information.

Councillor Cannon left the meeting at 4:44 p.m. and returned at 4:45 p.m.

**12. NEW BUSINESS****15. SALMON ARM SECONDARY YOUTH COUNCIL****14. COUNCIL STATEMENTS****16. NOTICE OF MOTION****17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS****19. QUESTION AND ANSWER PERIOD**

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

The Meeting recessed at 4:46 p.m.  
The Meeting reconvened at 7:00 p.m.

**PRESENT:**

Acting Mayor/Councillor D. Cannon  
Councillor C. Eliason  
Councillor T. Lavery  
Councillor S. Lindgren  
Councillor L. Wallace Richmond

Deputy Chief Administrative Officer/Director of Corporate Services E. Jackson  
Director of Development Services K. Pearson

**ABSENT:**

Mayor A. Harrison  
Councillor K. Flynn

Deputy Mayor Cannon assumed the chair.

20. **DISCLOSURE OF INTEREST**

21. **HEARINGS**

22. **STATUTORY PUBLIC HEARINGS**

- 1. **Zoning Amendment Application No. ZON-1133 City of Salmon Arm; Text Amendment; C-2, C-3, C-6, CD-9, CD-17, M-1, M-2 and P-3 Zones]**

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

Submissions were called for at this time.

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

23. **RECONSIDERATION OF BYLAWS**

- 1. **City of Salmon Arm Zoning Amendment Bylaw No. 4368 [ZON-1133; City of Salmon Arm; Text Amendment; C-2, C-3, C-6, CD-9, CD-17, M-1, M-2 and P-3 Zones]- Third Reading**

0024-2020

Moved: Councillor Eliason  
Seconded: Councillor Wallace Richmond  
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4368 be read a third time.

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

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

25. ADJOURNMENT

0025-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of January 13, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:06p.m.

CERTIFIED CORRECT:

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

\_\_\_\_\_  
MAYOR

Adopted by Council the day of \_\_\_\_\_, 2020.

Item 9.1

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council appoint the following four (4) Downtown Salmon Arm representatives to serve on the commission for the two (2) year term from February 27, 2020 to February 28, 2022:

- Jacquie Gaudreau,
- Heather Finn,
- June Stewart, and
- Gerald Foreman.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**CITY OF  
SALMON ARM**

File: 0360.30.02

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**TO:** His Worship Mayor Harrison and Members of Council

**FROM:** Robert Niewenhuizen, Director of Engineering and Public Works

**DATE:** January 7, 2020

**SUBJECT:** **Downtown Parking Commission - Downtown Salmon Arm Member Appointments**

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**RECOMMENDATION:**

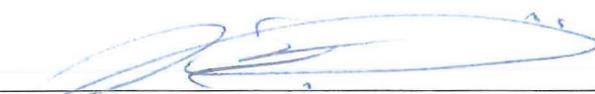
**THAT:** Council appoint the following four (4) Downtown Salmon Arm representatives "Jacquie Gaudreau, Heather Finn, June Stewart and Gerald Foreman" to serve on the commission for the two (2) year term from February 27, 2020 to February 28, 2022.

**Background:**

Pursuant to Downtown Parking Commission (DPC) Bylaw No. 1844, the four (4) positions nominated by the Downtown Improvement Association, Downtown Salmon Arm (DSA) expired on February 27, 2020.

The Downtown Salmon Arm has put forward the following three (4) representatives: Jacquie Gaudreau, June Stewart, Linda Nielson and Gerald Foreman for the two (2) year term from February 27, 2020 to February 28, 2022

Over the last year, the DPC has been working on developing a Downtown Master Plan as identified as a priority item in the City's Corporate Strategic Plan. Staff feel that it would be beneficial to have these members remain on the Commission, as they are actively involved in the Master Plan process.



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Robert Niewenhuizen,  
Director of Engineering and Public Works

cc Erin Jackson, Corporate Officer

**DOWNTOWN**  
**SALMON ARM**

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

January 9, 2020

Dear Rob Niewenhuizen

Re: Downtown Parking Commission Appointments

The Salmon Arm Downtown Improvement Association, at the regular Board of Director's meeting of Jan 9, passed a motion – *to appoint June Stewart, Linda Nielson, Gerald Foreman and Jacque Gaudreau to be the Downtown Salmon Arm representatives on the Downtown Parking Commission, for another term (being 2 years).*

Should you have any further questions, please don't hesitate to contact me.

Thank you

Regards

Lindsay Wong  
Manager

DOWNTOWN SALMON ARM  
250 SHUSWAP STREET NE, PO BOX 1928  
SALMON ARM, BRITISH COLUMBIA V1E 4P9

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Item 9.2

**CITY OF SALMON ARM**Date: January 27, 2020**British Columbia Active Transportation Grant 2020/2021****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 & Council

DATE: January 20, 2020

RE: British Columbia Active Transportation Grant 2020/2021

## For Consideration

### BACKGROUND

At the January 13, 2020 Regular Council meeting, staff was directed to look at options with respect to the British Columbia Active Transportation Grant 2020/2021, which the City was made aware of in late December 2019. The grant application deadline is February 20, 2020; staff need to know as soon as possible if Council elects to proceed and if so which option.

### PROJECT OPTIONS

1. **Ross Street Underpass** - This is likely considered to be a shelf ready project, and the RSU design for the RSU has a components that would appear to fall within eligible criteria; those being separated cycle / pedestrian alignments. 60% grant funding up to a maximum of \$500,000 may be available on a successful application. Eligibility requirements state the project would need to be completed by March 31, 2022 as the RSU has a construction budget exceeding \$1 million.
2. **Sidewalk Construction** - there are numerous sidewalk construction projects planned for 2020. See below.
3. **Cemetery Trails** - The 2020 Budget has \$15,000 allocated for pedestrian / cycle routes throughout.
4. **Active Transportation Network Plan (ATNP)** - Council budgeted \$20,000 to a City reserve which is intended for an ATNP. The idea was to have the ATP prepared in conjunction with the next OCP. A successful grant application would fund 50% of an ATP. There are communities that have prepared ATNPs starting at approximately \$40,000.

Options 1. - 3. are considered by staff to be shelf ready, budgeted infrastructure projects. 2020 Sidewalk Curb and Gutter Projects are as follows:

- 1 Street SE (Okanagan to 2 Ave SE) \$175,000.00 (70% Gas Tax)
- 23 Street NE (300 blk to 5 Ave NE) \$90,000.00 (70% Gas Tax)
- 10 Ave SW (1300 blk East of Piccadilly Mall) \$ 70,000.00
- Sidewalk Bump Outs (5<sup>th</sup> / Okanagan & 2<sup>nd</sup> / Shuswap) \$40,000.00
- 16 Ave SE (Hillcrest area Cul de Sac) \$30,000.00 (70 % Gas Tax)
- 6 Street and 8 Ave NE (McGuire Lake) Design \$15,000.00

### STAFF CAPACITY

Staff in all departments are focused on various plans well underway, internal projects, applications, participation on numerous committees / tasks force, seasonal and day to day operations. While making an application for this grant is doable in the narrow timeline afforded, it is a busy time and certain activities would need to be placed on hold. Committing to ATP efforts in any form will involve staff resources from the Engineering / Planning departments.



Kevin Pearson, MCIP, RPP  
Director of Development Services

Reviewed by: Director of Engineering and Public Works,  
Director of Corporate Services, and  
Chief Administrative Officer

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Item 9.3

**CITY OF SALMON ARM**Date: January 27, 2020**Director of Corporate Services – Tourism Services Review****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:** Mayor Harrison & Members of Council  
**DATE:** January 16, 2020  
**SUBJECT:** Tourism Services Review

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**RECOMMENDATION:**

That Council authorize a member of Council and the Director of Corporate Services to conduct one-to-one consultation with key tourism stakeholders and report back to Council at the March 23, 2020 Regular Council Meeting.

**BACKGROUND:**

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. In 2020, this service will cost \$137,140.00, which is the same as what was budgeted in 2019.

In addition to the Visitor Information Centre funding, the City contributed \$107,396.00 to Shuswap Tourism (managed by the CSRD) for destination marketing in 2019. Through an agreement with the City, the Salmon Arm Economic Development Society (SAEDS) also managed Municipal Regional District Tax funds of \$217,000.00 (amount collected up to September 2019) with a focus on increasing shoulder and off-season visits to Salmon Arm.

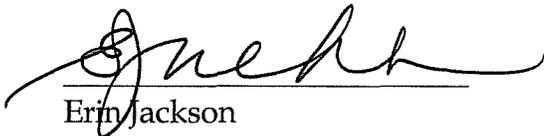
It should be noted that there are a number of other organizations (e.g. Shuswap Trail Alliance, Downtown Salmon Arm, Shuswap Recreation Society) and specific events (e.g. Roots & Blues, Salty Dog, Lewiston Ultra) that have significant impact on tourism in Salmon Arm but that are not contracted for this purpose. The City does support these organizations and events to various degrees, but this is not included in the nearly \$500,000.00 that is being directly infused into tourism marketing and visitor services in Salmon Arm.

Council has expressed a desire to review the tourism functions in the City to ensure that the dedicated funds are being used in the most effective and efficient manner and that a cohesive and consistent message is being shared.

To fully understand the current tourism service delivery climate in Salmon Arm, it is recommended that a member of Council and a member of staff undertake a series of stakeholder conversations. The intent will be to determine what is currently being provided and to receive feedback from each.

The mechanisms for delivering tourism services vary from community to community and are often the source of debate. As there is no one size fits all solution that can be applied across the map, the intention of the proposed review is to ensure that the City is receiving a maximum return on investment.

Respectfully Submitted,



Erin Jackson  
Director of Corporate Services

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Item 9.4

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council of the City of Salmon Arm has no objection to the issuance of a liquor primary license to the Lakeside Bowling Center and submits the following:

- a) The conversion of the Food Primary Liquor License to a Liquor Primary License will not result in an increase in noise;
- b) There will be no greater impact on the community than currently exists if the application is approved; and
- c) Since the conversion of the Food Primary License to a Liquor Primary License should not affect nearby residents to a greater degree than as currently exists the views of the neighbouring residents have not been gathered.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**CITY OF  
SALMON ARM**

---

TO: His Worship Mayor Harrison and Council

DATE: January 23, 2020

SUBJECT: Liquor License Conversion (Food Primary to Liquor Primary)  
Lakeside Bowling Center  
1881 – 9 Avenue NE

**MOTION FOR CONSIDERATION:**

*BE IT RESOLVED THAT: Council of the City of Salmon Arm has no objection to the issuance of a liquor primary license to the Lakeside Bowling Center and submits the following:*

- (a) The conversion of the Food Primary Liquor License to a Liquor Primary License will not result in an increase in noise.*
- (b) There will be no greater impact on the community than currently exists if the application is approved.*
- (c) Since the conversion of the Food Primary License to a Liquor Primary License should not affect nearby residents to a greater degree than as currently exists the views of the neighbouring residents have not been gathered.*

---

**BACKGROUND:**

The Lakeside Bowling Center was operating a restaurant as part of the business and therefore needed a Food Primary Liquor License to serve alcohol within the restaurant. The Center is no longer offering the restaurant service to the public but wishes to continue serving alcohol in that designated area. The Bowling Center has made the required application to the Liquor Licensing Branch for a Liquor Primary License. The Liquor Licensing Branch considers this action a "Structural Change" which requires a resolution from City Council in order to process of the license application.



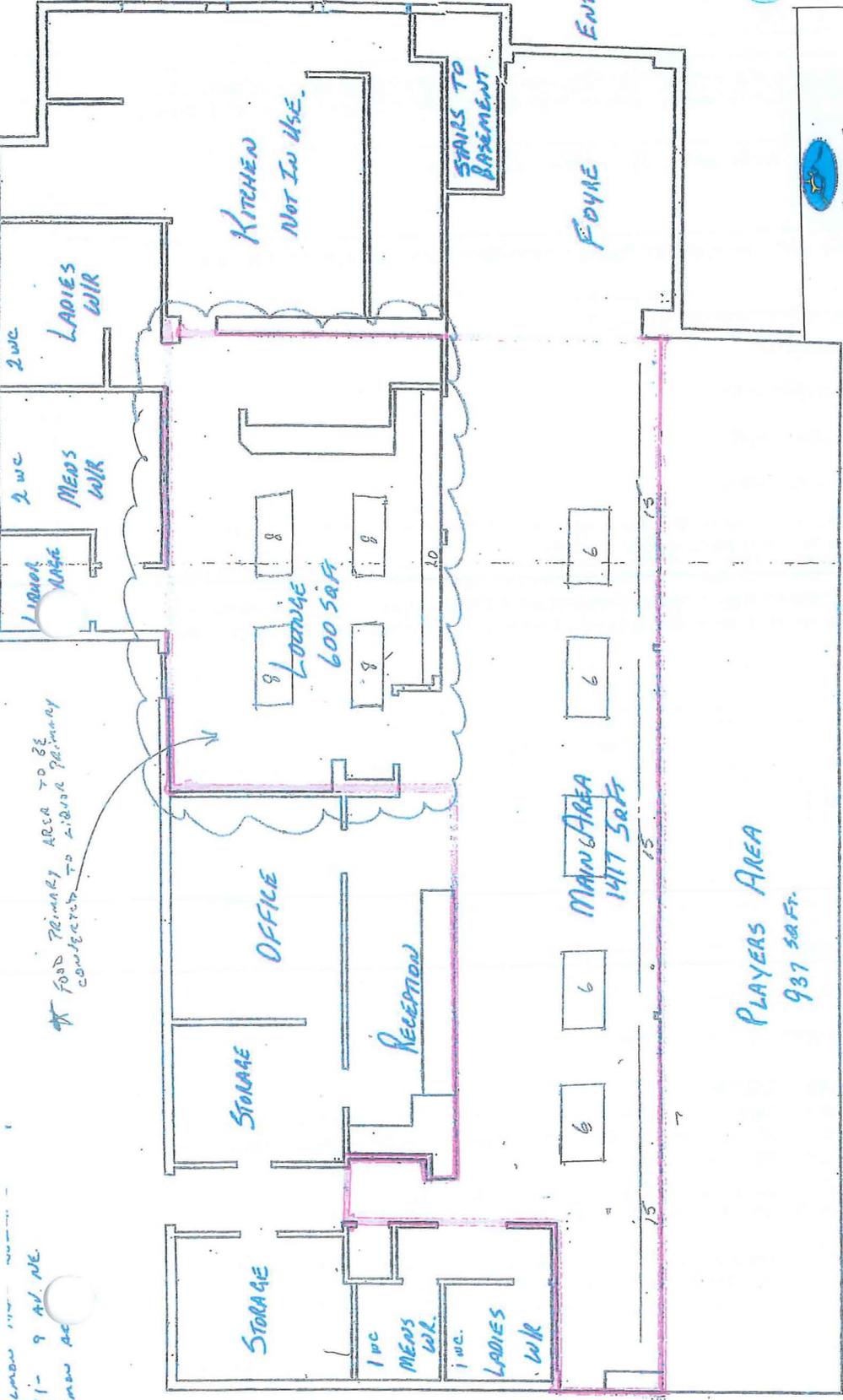
Maurice Roy, RBO/CRBO  
Manager of Permits & Licensing

MR:mr

attach. Floor Plan  
License Application

SALMON 117  
1881 - 9 AV NE  
SALMON AC

\* FOOD PRIMARY AREA TO BE  
CONNECTED TO LIGNOR PRIMARY



ENTRANCE

FOYER

KITCHEN  
NOT IN USE.

LOUNGE  
600 SQ FT

OFFICE

RECEPTION

MAIN AREA  
1417 SQ FT

PLAYERS AREA  
937 SQ FT.

STAIRS TO  
BASEMENT

JUNE 13/19

LICENSED FLOOR AREA 187  
PERSONS/ft<sup>2</sup> = 1.2

LICENCED TOTAL DEC 2000  
**COPY**

MANAGER OF PREMISES  
& LICENSING  
*[Signature]*



TOTAL OCCUPANT LOAD

156  
PERSONS

**Part 2: Structural Changes**

Fee: \$440

<input type="checkbox"/> C3 - Cap Ch.
<input checked="" type="checkbox"/> C4 - No Cap Ch.

(Excluding construction of new patios)

Provide the following information:

1. Describe in full detail the reason for this application and what the changes are that you want considered.

*WE ARE WANTING TO ONLY HAVE ONE LIQUOR LICENSE FOR THE BUILDING CENTER*

2. If you are applying to remove the interior area and create a stand-alone patio, describe the location of the patio in relation to the unlicensed permanent structure. A stand-alone patio must adjoin a permanent structure (affixed to a foundation) which is plumbed and wired, and which the applicant owns or leases.

*THERE IS NO STRUCTURAL CHANGES TO THE BUILDING.*

3. Attach one 11" x 17" copy of the proposed floor plan or patio plan (if creating a stand-alone patio). See Appendix I on page 6 for floor plan instructions.

4. Current total of all service areas (as shown on the liquor licence): 2017

5. By making these alterations, the total occupant load will:

- Decrease to:  (patrons plus staff)
- Stay the same: 2017 (patrons plus staff)
- Increase to:  (patrons plus staff)

If there is an increase to occupant load, a resolution from your Local Government/First Nation (LG/FN) is required.  your application and floor plan to LG/FN. Part 3 of this form must be completed by LG/FN.

**Part 3: Local Government/First Nation Resolutions: Confirmation Receipt of Application**

If you are applying for a new patio (Part 1) or a proposed change that increases the occupant load (Part 2) then public interest factors may be affected by the structural change(s). This section is to be filled out by the LG/FN prior to submitting this application to the Branch.

Local Government/First Nation (name):

Name of Official:  Title/Position:

Phone:  E-mail:

Date:   
(Day/Month/Year)

Signature of Official: \_\_\_\_\_

Check here if the LG/FN will not be providing comment:  Yes, opting out of comment.

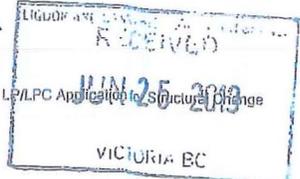
**Note:** The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land?  No  Yes

**Instructions for Local Government/First Nation (LG/FN)**

This serves as notice that an application for a structural change to a liquor primary (LP) licence is being made within your community. The Branch requests that you consider this application (application form and floor plan) and provide the Branch with resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed Structural Change application form and floor plan to LG/FN.
- If there are any major issues LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 3 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and all supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.



Item 11.1

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No 4353 be read a final time.

[OCP4000-41; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; LDR to NC]

### 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: October 29, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-41  
 Zoning Amendment Application No. 1157

Legal: Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473  
 Civic: 480 – 30 Street SE  
 Owner: Shuswap Christian Education Society  
 Applicant/Agent: T. Horsting

---

**MOTION FOR CONSIDERATION**

**THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 from LDR (Low Density Residential) to NC (Neighbourhood Commercial);

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

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

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

- 1) The Financial Plans of the City of Salmon Arm; and
- 2) The Liquid Waste Management Plan of the City of Salmon Arm.

**AND THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 from R-1 (Single Family Residential Zone) to C-1 (Local Commercial Zone);

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

- 1) Adoption of the associated Official Community Plan Amendment Bylaw.
- 

**STAFF RECOMMENDATION**

The motion for consideration be adopted.

---

## BACKGROUND

The civic address of the subject property is 480 – 30 Street SE. The property is located on 30<sup>th</sup> Street, two lots south of Little Mountain Fieldhouse and across the street from Shuswap Middle School (Appendices 1 & 2). The applicant wishes to relocate a commercial daycare business to this location and has provided a letter rationale including a letter of support from the Shuswap Children's Association, and a site plan for the proposal (Appendix 3). The parcel is a relatively flat, 0.41 acres in size and is currently vacant; site photos are attached as Appendix 4. Both an OCP and a zoning amendment are necessary to permit a *commercial daycare facility*. The proposal includes an OCP Amendment, to change the OCP designation from Low Density Residential to Neighbourhood Commercial; and, a Zoning Amendment, to change the zoning from R-1, Single Family Residential Zone to C-1, Local Commercial Zone. OCP and zoning maps are attached as Appendices 5 & 6.

Land uses adjacent to the subject parcel include the following:

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

The property is owned by Shuswap Christian Education Society and the applicant has an accepted offer on the property subject to the approval of OCP and Zoning Amendments. In 2008, The Shuswap Christian Education Society made a similar application. At the time, their proposal included a zoning amendment application (File No. ZON-906) to rezone the property from R-1, Single Family Residential Zone to P-3, Institutional Zone, to permit a preschool and a daycare facility. The property remained zoned as R-1 as there were conditions for final reading of the Zoning Amendment Bylaw.

The previous proposal in 2008 did not include an OCP amendment because the applicant was rezoning to P-3 and the OCP supports institutional uses within the Urban Containment Boundary. A Development Permit was also not required, as what was proposed at the time was an institutional development. This proposal is a neighbourhood commercial development and it requires both an OCP Amendment and a Development Permit. Subject to the adoption of the OCP and Zoning Amendment Bylaws and as per OCP Policy 9.3.22, all lands designated and rezoned for Neighbourhood Commercial uses are designated as a Neighbourhood Commercial Development Permit Area which are subject to the guidelines contained in section 9.6 of the OCP, Neighbourhood Commercial Development Permit Areas.

The applicant's letter of rationale included a request for consideration of a formal lease agreement for parking on the northern, city owned parcel. Staff are not in support of a formal parking agreement as detailed later in this report.

## OCP POLICIES

As previously noted, the property is designated Low Density Residential in the City's OCP. OCP Policy 9.3.19 supports new Neighbourhood Commercial areas in High, Medium and Low Density Residential areas.

Although the surrounding properties are predominantly single family residential, there are many institutional uses nearby, including Shuswap Middle School, South Broadview Elementary School, and Kings Christian School; these schools are all located along 30<sup>th</sup> Street within 1 km from the subject property. A *commercial daycare facility* would provide support and complement the existing schools in the area. OCP Policy 9.2.2 & 9.2.5 are supportive of this proposed use of a commercial daycare:

"4.4.11 Continue to encourage local amenities such as schools, parks and local commercial uses in residential neighbourhoods..."

"9.2.2 Encourage and support commercial businesses that are complementary to and utilize the strengths of the community."

"9.2.5 Support small scale local commercial businesses in appropriate locations in residential neighbourhoods."

Daycare facilities are recognized as a social service in the City's OCP.

"15.3.22(d) Encourage and facilitate child care facilities and services, e.g., in new developments, places of employment, education and cultural facilities."

"15.3.22(g) ...encourage social issues to be considered in new development proposals where appropriate, recognizing that social issues may include affordable and accessible housing; daycare; transit, access to schools..."

#### Section 475 & 476– Local Government Act

Pursuant to Section 475 and 476 of the Local Government Act (consultation during OCP development / amendments), the proposed OCP amendment was referred to the following external organizations:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	Did not provide comments
Economic Development Society:	No objections to the application
School District No. 83:	No response to date

#### Section 477 – Local Government Act

Pursuant to Section 477 of the Local Government Act, adoption procedures for official community plan, after first reading, the OCP amendment bylaw must be considered in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

#### COMMENTS

##### Engineering Department

Engineering comments are attached as Appendix 7. Regarding the request for consideration of a formal lease agreement for parking on the northern, city owned parcel, Engineering staff note the following:

Currently this property is used as an overflow parking area for Little Mountain Sports Complex and the City utilizes the area as a snow dump site during the winter months. This property is critical to our winter operations as we are short on winter dump sites and this particular site provides the needed space to dispose of the snow which is hauled from various City Facilities parking lots, Shaw & Recreation Centres, Curling Facility, Public Works Building, Little Mountain Field House, Fire Hall #2, and various other locations. Staff's concerns with allowing a portion of this lot to be used by the Daycare for parking are:

**#1 Safety**, during the winter months we have large trucks accessing the site to dump snow, this would create increased risk to the City and Contracted trucks as there is a high potential for conflicts and patrons of the Daycare (private vehicles, parents and small children). This could also create access issues along 30<sup>th</sup> Street SE impacting the City's Arterial Roadway. A risk assessment would be needed and possible emigration measure would need to be put into place (Costs?).

**#2 Access**: There is only one entrance to this lot, concerns with keeping any parked vehicles from blocking the access during winter operations or during sporting events that would require the overflow parking areas.

**#3 Drainage**: Concerns with snow pile melt on this property could create issues with the proposed Daycare parking.

Building Department

Professional soils review will be required for development. Comments attached as Appendix 8.

Fire Department

No Fire Department concerns.

Planning Department

Although this proposal is for a commercial daycare, the C-1 Local Commercial Zone includes a variety of other permitted uses. The C-1 Local Commercial Zone is attached as Appendix 9.

The subject property is well-suited for a *commercial daycare facility* as the use would complement and support current uses in the neighbourhood. The surrounding neighbourhood is comprised mainly of residential (single family homes) and institutional uses (ie. schools, churches and Little Mountain Park). From an accessibility perspective, 30 Street NE is a main transit and bike route.

The subject parcel is 0.41 acres and could accommodate a *commercial daycare facility* without the use of the property to north for parking. The parking requirements for a commercial daycare is 1 parking stall per 35 m<sup>2</sup> of gross floor area. For example, if the building was 300 m<sup>2</sup>, 9 parking spaces would be required. The applicant has not submitted a site or concept plan for their proposal at this stage, as the proposed development will be a commercial building and subject to a Development Permit.

Should the OCP and zoning amendments be approved, the applicant has been advised that submission of a Development Permit application is required, with an architect retained to provide a full set of drawings addressing the form and character of the building, landscaping, and additional details as per the design guidelines for Neighbourhood Commercial development as specified in Section 9.6 of the City's OCP. Such an application would be reviewed by Staff and the Design Review Panel prior to Councils' consideration.

The applicant's letter of rationale included a request for consideration of a formal lease agreement for parking on the city owned property to the north. As previously noted in the comments from the Engineering Department, Staff are not in support of a formal parking agreement primarily for safety reasons. This section of 30<sup>th</sup> Street is already very busy with drop-off and pick-up for Shuswap Middle School. 30<sup>th</sup> Street NE is also designated as an Urban Arterial Road in the City's OCP. Urban arterial roads are designed with the function to facilitate the movement of large volumes of traffic through the community. A formal lease agreement would create another access off of 30<sup>th</sup> Street and due to the high volume of traffic and the function of 30<sup>th</sup> Street, Staff do not support a formal parking agreement.

CONCLUSION

As our City grows, there will be an increase in demand for local neighbourhood services, outside of the traditional TCH corridor. Just recently (2018), another property in the vicinity had similar applications approved by Council, an OCP amendment from Institutional to Neighbourhood Commercial and a zoning amendment from P-3 (Institutional) to C-10 (High Technology Research and Development Zone).

This proposed development is supported by the OCP and compliments the existing uses in the neighbourhood. In addition, the proposed development would provide an amenity to the community in a location that will be accessible and well-suited for this type of development. Therefore, Staff support the OCP and zoning amendments.

  
Denise Ackerman  
Planner, Development Services Department

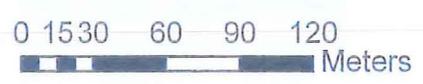
  
Kevin Pearson, MCIP, RPP  
Director of Development Services



Shuswap Middle School

Public Works Yard

Little Mountain Park



Subject Parcel



0 2.5 5 10 15 20  
Meters



Subject Parcel

August 16th, 2019

To Salmon Arm City Council

My name is Teresa Horsting and I have owned and operated, 'Back in Nature Childcare Programming' for 10 years this December. I have received an acceptance on my offer for the vacant lot, (480 30 ST SE), (next to the overflow parking lot for the Field House) in hopes to build a nature based commercial daycare. I have enclosed a rezoning application for this property to rezone to Neighborhood Commercial zoning (C-1) with the \$1200.00 application fee. The location is suitable for a nature based program considering the close proximity to, "Little Mountain Park," as well as its central location, easy access to families. I am sure you are aware of the challenges Salmon Arm faces for parents to find quality childcare, a much needed service in our community. I have enclosed a letter of reference from the Shuswap Children's Association in support of my project. I have a couple subjects before finalizing the purchase of the property. One is, rezoning to C1 and the other is to receive a long term lease or permission, from the 'City of Salmon Arm,' to use the overflow parking lot for parents to safely pick up and drop off their child/children. The lot itself is not large enough for a commercial daycare and a parking lot to accommodate a commercial daycare. I have provided a map with the approximate measurements and the area that I propose to use. The daycare would be open Monday to Friday 7am to 600pm, closed on Statutory holidays.

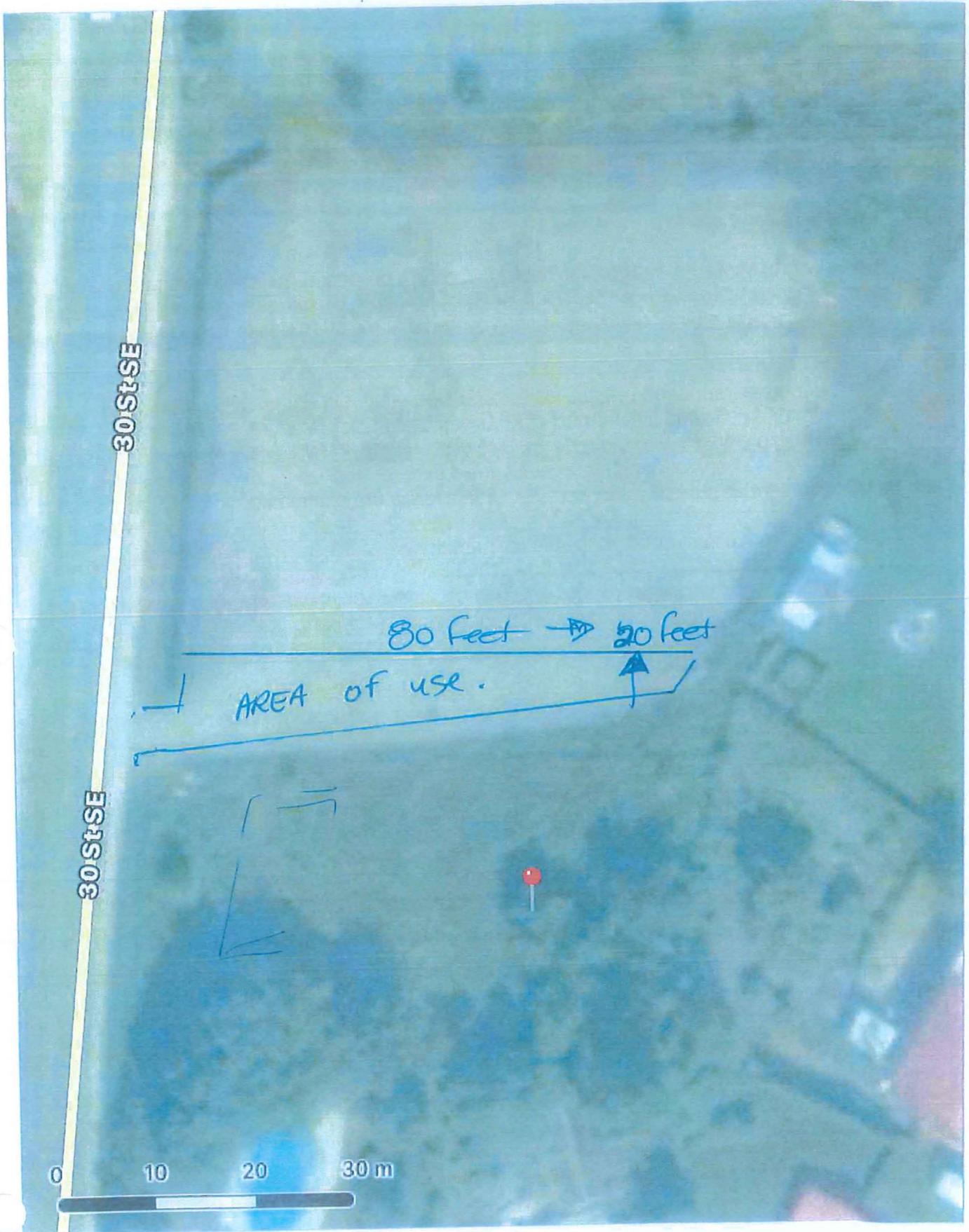
I will inform the neighbouring property owners of my proposal for rezoning for the purpose to build a childcare center. I will forward you a copy of the letter that shows the address of each each home that I had informed.

I am currently working with an architect, when I receive the plans, I will forward them with the development site plan application.

If you require further information please contact me.

I look forward to hear back from you and thank you for considering my application.

Teresa Horsting  
250-253-6366  
thorse66@telus.net





April 12, 2019

To Whom It May Concern,

I am writing to show our support for Teresa Horsting's proposed project of relocating and/or creating more child care spaces for Back In Nature Childcare in Salmon Arm. Teresa has to relocate her childcare center by end of June 2019 due to notice of rental termination.

I believe Teresa's proposed project will continue to benefit our community greatly and am writing to express the full support of Shuswap Child Care Resource and Referral Program. I would also like to express the dire need for more childcare spaces in our area. Teresa has been offering high quality child care for families for over nine years in Salmon Arm and is currently serving over 15 families in the community.

Currently, there are zero spots available for parents with children. This does fluctuate but has been the trend for some time now. The 15 working families she is serving now will be without child care spaces in July 2019. Losing Back In Nature Childcare center will have a negative impact our community. Please consider her proposal favorably.

Sincerely,

A handwritten signature in black ink, appearing to be "CO", written over a faint circular stamp.

Christine Ondang  
Shuswap Child Care Resource and Referral Program Coordinator



DEVELOPMENT DATA	
CIVIC ADDRESS:	480 - 30th St. SE, Salmon Arm, BC
LEGAL DESCRIPTION:	Lot 24, Section 18, Township 20, Range 9, W6M, KD1D, Plan 22473
SITE AREA:	1,651.4sqm (17,775sqft)
GROSS FLOOR AREA:	Ground Floor = 140.00sqm (1,507sqft) Second Floor = 140.00sqm (1,507sqft) Total = 280.00sqm (3,014sqft)
ZONING:	C-1 - Local Commercial Zone
Proposed Uses:	Commercial Daycare Facility (Permitted)
Maximum Lot Coverage:	65% (Proposed 9.1%)
Minimum Setbacks:	- 6.0m Front Yard - 3.0m Rear Yard - 3.0m Interior Side Yard - 6.0m Exterior Side Yard
Maximum Building Heights (for Principal Building):	10.0m

**PRELIMINARY**

ISSUE	DATE

DRAWN BY: RL  
DATE: October 2019  
SCALE: 1:100



10, ROX 2170  
418-481-5190  
SALMON ARM BC V1E 4E3  
T 250-515-6081  
E ryan@akconsulting.ca  
W www.akconsulting.ca

PROJECT: 19-018  
**WALDORF DAYCARE FACILITY**

480 - 30th St. SE  
Salmon Arm BC

DRAWING TITLE:  
**SITE PLAN**

DRAWING NO:  
**A01**

APPENDIX 3: Site Plan

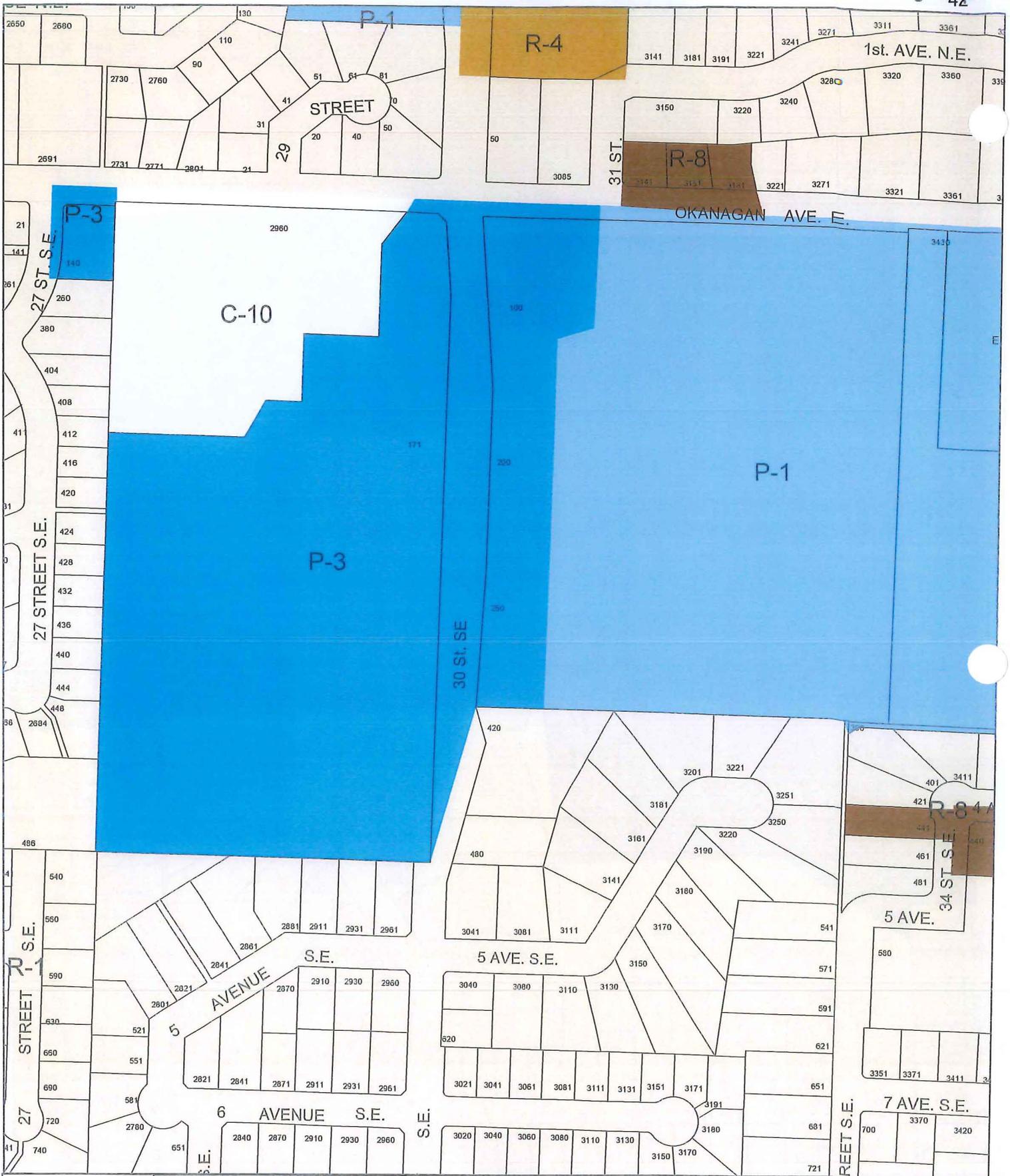


View looking southeast

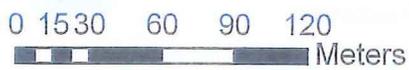


View looking northeast





Subject Parcel



- P-1 Park & Rec. Zone
- P-3 Institutional Zone
- R-1 Single Family Residential
- R-8 Residential Suite Zone
- C-10 HighTech, Zo

**CITY OF**  
**SALMON ARM**

*Memorandum from the  
 Engineering and Public  
 Works Department*

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TO: Kevin Pearson, Director of Development Services  
 DATE: Sept 5, 2019  
 PREPARED BY: Matt Gienger, Engineering Assistant  
 APPLICANT: Teresa Horsting, 3029 Cedar Drive, Sorrento, BC V0E 2W2  
 SUBJECT: OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-41  
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1157  
 LEGAL: LOT 24, SECTION 18, TOWNSHIP 20, RANGE 9, W6M KDYD, PLAN 22473  
 CIVIC: 480 – 30 Street SE

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Further to your referral dated August 21, 2019, we provide the following servicing information. The following comments and servicing requirements are not conditions for OCP or Zoning Applications; 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 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 or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision / 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.

**OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-41**  
**ZONING AMENDMENT APPLICATION FILE NO. ZON-1157**  
August 27 2019  
Page 2

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9. For the off-site improvements at the time of subdivision / 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 subdivision / 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 Interim 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, sidewalk 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. 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 an unknown size service from the 305mm diameter watermain on 30 Street SE. Demand of proposed development and existing size of service 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).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-41****ZONING AMENDMENT APPLICATION FILE NO. ZON-1157**

August 27 2019

Page 3

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**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.
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 groundwater inlet structure with 300mm diameter storm sewer to storm manhole exists 30 Street SE frontage of the property.
2. Records indicate that the existing property is serviced by a 100mm service from the storm sewer on 30 Street SE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided. 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 proposed parcel shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-41  
ZONING AMENDMENT APPLICATION FILE NO. ZON-1157  
August 27 2019  
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.



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**Matt Gienger**  
Engineering Assistant



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

**SUBMIT FORM****PRINT**

**DEVELOPMENT SERVICES DEPARTMENT**  
 Box 40, 500 - 2nd Avenue NE, Salmon Arm, BC, V1E 4N2  
 Phone: 250-803-4010 FAX: 250-803-4041

**TO:**

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)  
 PLANNING AND DEVELOPMENT OFFICER (Scott)  
 PLANNING AND DEVELOPMENT OFFICER (Chris)  
 PLANNING AND DEVELOPMENT OFFICER (Denise)  
 MANAGER OF PERMITS & LICENSING (Maurice)  
 FIRE DEPARTMENT (Brad)  
 ENGINEERING & PUBLIC WORKS DEPARTMENT (Shelly)  
 MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)  
 BC HYDRO, via email utilities group  
 FORTISBC, via email utilities group  
 TELUS, via email utilities group  
 SHAW CABLESYSTEMS, via email utilities group

**REFERRAL:**

DATE: August 21, 2019  
 OWNER: Shuswap Christian Education Society Inc. 350 B – 30 Street NE, Salmon Arm, BC V1E 1J2  
 APPLICANT/AGENT: Teresa Horsting, 3029 Cedar Drive, Sorrento, BC V0E 2W2  
 SUBJECT: **OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION NO. OCP4000-41**  
**ZONING AMENDMENT APPLICATION FILE NO. ZON-1157**

LEGAL: Lot 24, Section 18, Township 20, Range 9, W6M KDYD, Plan 22473  
 CIVIC: 480 – 30 Street SE

Proposal: 1) Commercial Daycare (letter attached); and  
 2) Use of adjacent City land for daycare parking (see attached)

OCP Land Use Designation: Residential Low Density  
 OCP Designation Requested: Neighbourhood Commercial  
 Development Permit Areas: Environmentally Sensitive Riparian Areas  
 Neighbourhood Commercial  
 Current Zoning: R-1 (Single Family Residential Zone)  
 Requested Zoning: C-1 Local Commercial Zone  
 Previous Files: ZON-906  
 Associated File: n/a

City Planner Assigned to File: Denise Ackerman  
 (For more information contact): [dackerman@salmonam.ca](mailto:dackerman@salmonam.ca) or 250-803-4021

Please provide comments at your earliest opportunity.

**COMMENTS for OCP4000-41/ZON-1157:**

No concern with use of land but there is potential for substantial fill on this site.  
 Professional soils review will be required for development.

SIGNATURE: MR

DATE: September 26, 2019

**SECTION 15 - C-1 - LOCAL COMMERCIAL ZONE****Purpose**

- 15.1 The C-1 Zone is intended to provide convenience shopping for people who reside in the adjacent neighbourhood. Development in the C-1 Zone should not, neither by its scale nor the variety of services or products offered, attract residents from other than the neighbourhood in which the C-1 use is located. New developments zoned C-1 shall be sited and required to obtain a Development Permit as per the requirements of the Official Community Plan. Commercial uses shall be limited to the ground floor only.

**Regulations**

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

**Permitted Uses**

- 15.3 The following uses and no others are permitted in the C-1 Zone:

- |       |     |                                 |
|-------|-----|---------------------------------|
|       | .1  | commercial daycare facility;    |
|       | .2  | convenience store;              |
| #2782 | .3  | home occupation;                |
| #3223 | .4  | licensee retail store;          |
| #4240 | .5  | mobile food vending;            |
|       | .6  | neighbourhood pub;              |
|       | .7  | office;                         |
| #2837 | .8  | outside vending;                |
|       | .9  | personal service establishment; |
|       | .10 | public use;                     |
|       | .11 | public utility;                 |
|       | .12 | video store;                    |
|       | .13 | upper floor dwelling units;     |
|       | .14 | accessory use.                  |

**Maximum Number of Principal Buildings**

- 15.4 The maximum number of principal buildings shall be one (1) per parcel.

**Maximum Height of Principal Building**

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

**Maximum Parcel or Site Coverage**

- 15.6 The maximum parcel or site coverage for all buildings and structures shall be 65% of the parcel or site area.

**Maximum Gross Floor Area**

- 15.7 The total allowable building envelope (maximum ground floor area) shall not exceed 500.0 square metres (5,382.1 square feet).

**Minimum Parcel Size or Site Area**

- 15.8 The minimum parcel size or site area shall be 465.0 square metres (5,005.3 square feet).

**Minimum Parcel or Site Width**

- 15.9 The minimum parcel or site width shall be 15.0 metres (49.2 feet).

**Minimum Setback of Principal Buildings**

- 15.10 The minimum setback of the principal buildings from:
- |    |                                    |                        |
|----|------------------------------------|------------------------|
| .1 | Front parcel line shall be         | 6.0 metres (19.7 feet) |
| .2 | Rear parcel line shall be          | 3.0 metres (9.8 feet)  |
| .3 | Interior side parcel line shall be | 3.0 metres (9.8 feet)  |
| .4 | Exterior side parcel line shall be | 6.0 metres (19.7 feet) |

**Outside Storage**

- 15.11 Outside storage shall not be permitted.

**Parking and Loading**

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



**North Okanagan-Shuswap School District No 83**  
**Operations Department**

P.O. Box 129 ~ 341 Shuswap St. S.W. ~ Salmon Arm, B.C. V1E 4N2  
Phone: (250) 832-9415 Fax: (250) 832-2584

December 2, 2019

Dear Erin Jackson:

Re: Proposed Daycare at 480-30 Street SE

I am writing to express our concerns regarding the proposed Daycare at 480-30 Street SE near Shuswap Middle School and the Little Mountain Sports Complex (Field House) and the alarming lack of infrastructure to support this additional facility.

Traffic/pedestrian congestion already raises significant safety concerns in this area of Salmon Arm. There is currently a critical demand to provide more adequate parking for the services along 30 St SE.

As well, our school buses are required to travel through the Little Mountain Sport Complex parking lot in order to go North out of Shuswap Middle School. This parking lot is already difficult to access with the magnitude of public and parents utilizing it.

We feel that the additional traffic/pedestrian congestion and parking requirements would create a significant risk not only to our students and parents but also to the motoring and pedestrian public that utilize the current services in the area.

Sincerely,

Andrea Kathrein  
Transportation Manager  
North Okanagan-Shuswap School District No. 83



December 4, 2019

Mayor and Councillors  
City of Salmon Arm  
Box 40  
Salmon Arm, B.C. V1E 4N2

Dear Mayor Harrison & Councillors:

We are supportive of the rezoning amendment to permit a much needed child care to locate at 480 30 Street SE. Our agency has been working closely with the City of Salmon Arm's Child Care Planning Committee, which is conducting a child care needs assessment and developing a plan to address the lack of child care spaces through a UBCM planning grant. The province is committing significant resources through the Child Care Action Plan to ensure that communities are able to respond to the critical shortages and the City of Salmon Arm's support to establish child cares is an essential element to making progress for our community.

Lack of child care is a barrier to economic growth and allowing parents to be part of the workforce and contributing taxpayers for the well-being of our community. The chosen location offers convenience for families as it is close to schools, major transportation routes, residential areas, and proximity to downtown. It is our belief that the impacts on the surrounding area by an 8 child multi-age facility will be minimal and we encourage the City of Salmon Arm to approve the rezoning application for the benefit of the entire community.

Yours truly,

June Stewart  
Executive Director

**22. STATUTORY PUBLIC HEARINGS****1. Official Community Plan Amendment Application No. OCP4000-41 [Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; LDR to NC]**

The Director of Development Services explained the proposed Official Community Plan Amendment Application.

Submissions were called for at this time.

T. Horsting, the applicant, was available to answer questions from Council.

M. Lamerton, the agent for the applicant, outlined the application and was available to answer questions from Council.

J. Stewart, Executive Director, Shuswap Children's Association spoke in support of the proposed childcare facility.

M. Saab, 3141 5 Avenue SE, spoke in support of development at this location however expressed concerns regarding parking.

D. Schmok, 3201 5 Avenue SE spoke in support of the application.

M. Lamerton, agent for the applicant, addressed concerns regarding parking.

P. Shea, 3130 5 Avenue SE, expressed concerns regarding visibility and the location of the school zone signs.

G. Ruth, 2581 50 Street NE spoke in support of the application.

T. Thompson, 3800 65 Street NW spoke in support of the application.

K. Chu, 1611 50 Avenue NE spoke in support of the application.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:30 p.m.

**CITY OF SALMON ARM****BYLAW NO. 4353****A bylaw to amend "City of Salmon Arm Official Community Plan  
Bylaw No. 4000"**

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WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on December 9, 2019, at the hour of 7:00 p.m. was published in the November 27 and December 4, 2019 issue of the Salmon Arm Observer;

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

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

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

1. Re-designate Lot 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 from LDR - Low Density Residential to NC - Neighbourhood Commercial, as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

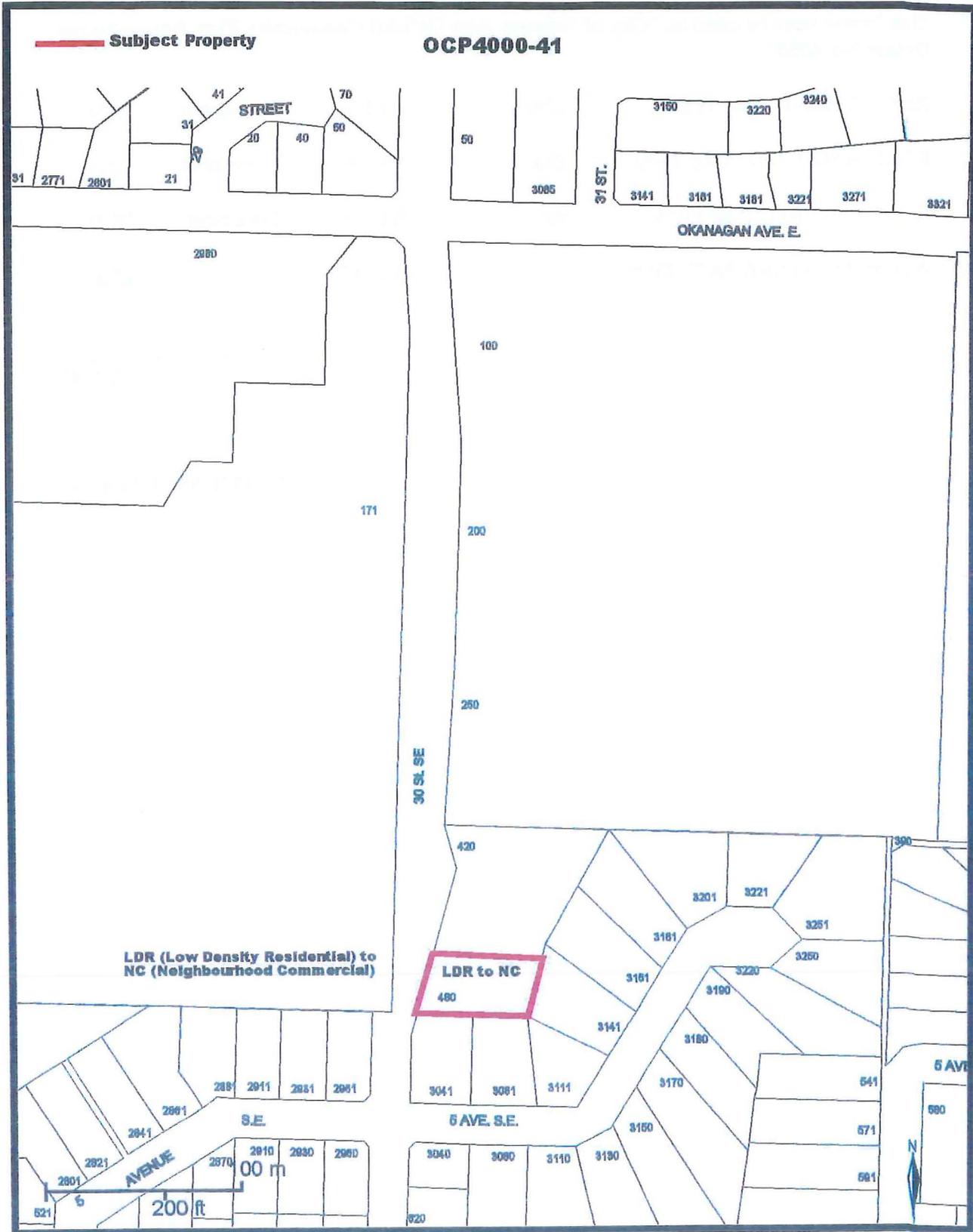
5. CITATION

This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4353"**.

READ A FIRST TIME THIS	12th	DAY OF	November	2019
READ A SECOND TIME THIS	25th	DAY OF	November	2019
READ A THIRD TIME THIS	9th	DAY OF	December	2019
ADOPTED BY COUNCIL THIS		DAY OF		2020

\_\_\_\_\_  
MAYOR

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



Item 11.2

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4354 be read a final time.

[ZON-1157; Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; R-1 to C-1]

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**22. STATUTORY PUBLIC HEARINGS****2. Zoning Amendment Application No. ZON-1157 [Shuswap Christian Education Society/Horsting, T.; 480 30 Street SE; R-1 to C-1]**

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

Submissions were called for at this time.

T. Horsting, the applicant, was available to answer questions from Council.

M. Lamerton, the agent for the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:35 p.m.

# CITY OF SALMON ARM

## BYLAW NO. 4354

### 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 December 9, 2019 at the hour of 7:00 p.m. was published in the November 27 and December 4, 2019 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 24, Section 18, Township 20, Range 9, W6M, KDYD, Plan 22473 from R-1 Single Family Residential Zone to C-1 Local Commercial Zone, attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

City of Salmon Arm  
Zoning Amendment Bylaw No. 4354

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4354"**

READ A FIRST TIME THIS	12th	DAY OF	November	2019
READ A SECOND TIME THIS	25th	DAY OF	November	2019
READ A THIRD TIME THIS	9th	DAY OF	December	2019
ADOPTED BY COUNCIL THIS		DAY OF		2020

\_\_\_\_\_  
MAYOR

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

SCHEDULE "A"



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Item 11.3

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4368 be read a final time.

[ZON-1133; City of Salmon Arm; Text Amendment; C-2, C-3, C-6, CD-9, CD-17, M-1, M-2 and P-3 Zones]

### 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: November 25, 2019

SUBJECT: Zoning Amendment Application No. 1133 - Amendment

## MOTION FOR CONSIDERATION

**THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by adding the defined "High Technology Research and Development" use to the C-2 (Town Centre Commercial), C-3 (Service Commercial), C-6 (Tourist / Recreation Commercial), CD-9 (Comprehensive Development Zone - 9), CD-17 (Comprehensive Development Zone - 17), M-1 (Industrial), M-2 (Light Industrial), and P-3 (Institutional) Zones.

## STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

## PROPOSAL

An application (ZON-1133) approved in late 2018 proposed a new use to the Zoning Bylaw, "High Technology Research and Development." The use was proposed in association with the adopted C-10 Zone (Appendix 1) with an intent to merge elements of office and light industrial land uses, while limiting the intensity of any light industrial uses to minimize related impacts on neighbouring properties. The "High Technology Research and Development" use is intended to permit establishments specializing in the research, development, and or creation of products (software and hardware), services, systems, processes, and or prototyping.

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

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

At the time of the ZON-1133 application a specific property was under consideration for the use, with staff noting that the proposed use could also fit well within the City's Industrial Park and other established Commercial areas. However, the "High Technology Research and Development" use was only included in the C-10 Zone at that time. The ultimate intent of staff was that in the future, the new use would be applied to other zones throughout the City.

At this time, staff are proposing a number of amendments to the Zoning Bylaw to incorporate this use into a range of applicable zones.

## OCP Policies

Section 9.2.2 of the OCP directs staff to encourage and support commercial businesses that are complimentary to and utilize the strengths of the community. The proposed use was developed to support the expansion of an existing local commercial business. Input from the Salmon Arm Economic Development Society has indicated that there are many high technology firms in our community that contribute to local economic well being. Furthermore, input from the Salmon Arm Economic Development Society has indicated that supporting the growth of the technology sector is a priority. Staff feel that this proposal supports reasonable future options for Commercial lands.

Section 10.2.1 of the OCP directs staff to promote industrial businesses that are complimentary to and based on the strengths of the community. As previously noted, input from the Salmon Arm Economic Development Society has indicated that there are many high technology firms in our community that contribute to local economic well being. Staff feel that this proposal supports reasonable future options for Industrial lands.

Section 15.2.2 of the OCP directs staff to support health and education services consistent with the needs in the City and Region. Staff feel that this proposal supports reasonable future options for Institutional lands.

## COMMENTS

### Planning Department

As previously discussed, it was the intent of staff that the "High Technology Research and Development" use would be included in additional zones at some point.

Staff are recommending the inclusion of this use in the C-2 (Town Centre Commercial), C-3 (Service Commercial), C-6 (Tourist / Recreation Commercial), CD-9 (Comprehensive Development Zone - 9), CD-17 (Comprehensive Development Zone - 17), M-1 (Industrial), M-2 (Light Industrial), and P-3 (Institutional) Zones at this time. Staff view the technology sector as easily aligned with existing permitted uses in these commercial, industrial and institutional zones.

Considering a future development proposal, the Development Permit process will assist to ensure that any proposed building under commercial and light industrial zoning (as well as some industrial zoned parcels) is consistent in terms of form and character with adjacent development, and that new development is of high quality under the Development Permit requirements of the OCP.

Furthermore, future development supported by this use will be bound by the requirements of the zoning bylaw specific to each zone (such as setbacks and building heights), helping to ensure alignment with existing development.

Additionally, the "High Technology Research and Development" definition as previously described is inherently limiting in an attempt to lessen any potential impacts, with specific detail paid to excluding any "activities that may cause a nuisance or negative impacts, such as noises, odours, emissions, vibrations or other externalities off the parcel line." As such, staff view this as a low impact use aligned with office use, particularly when compared to other commercial (including such uses as an automotive repair shop, car wash, or tire repair) or industrial uses.

The intent is that offstreet Parking will be calculated based on the "Office" requirement of one offstreet space for every 35 square metres of gross floor area.

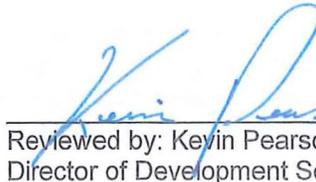
CONCLUSION

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



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Prepared by: Chris Larson, MCP  
Planning and Development Officer



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

**SECTION 24 - C-10 - HIGH TECHNOLOGY RESEARCH & DEVELOPMENT ZONE****Purpose**

24.1 The C-10 Zone is primarily intended to accommodate *office* and ancillary scientific or *high technology research and development* land uses. Accessory residential use is also supported. *Development* within the C-10 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

**Regulations**

24.2 On a *parcel zoned C-10*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-10 Zone or those regulations contained elsewhere in this Bylaw.

**Permitted Uses**

24.3 The following uses and no others are permitted in the C-10 Zone:

- .1 *high technology research and development;*
- .2 *office;*
- .3 *education/training facility;*
- .4 *parts assembly;*
- .5 *commercial daycare facility;*
- .6 *health services centre;*
- .7 *public use;*
- .8 *private utility;*
- .9 *public utility;*
- .10 *work/live studios; and*
- .11 *accessory use; including multiple family dwelling units intended for employees of a principal use of which the floor area of a dwelling unit shall not exceed 200 m<sup>2</sup> (2,152.7 ft<sup>2</sup>) or be less than 29 m<sup>2</sup> (312 ft<sup>2</sup>).*

**Maximum Height of Principal Buildings**

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

**Maximum Height of Accessory Buildings**

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

**Maximum Parcel or Site Coverage**

24.6 The maximum *parcel or site coverage* for all buildings shall be 65% of the *parcel or site area*.

**Minimum Parcel Size or Site Area**

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

**Minimum Parcel or Site Width**

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

**Minimum Setback of Principal and Accessory Buildings**

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

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

**Outside Storage**

24.10 Outside storage shall be screened as per Appendix III.

**Parking and Loading**

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

**22. STATUTORY PUBLIC HEARINGS**

**1. Zoning Amendment Application No. ZON-1133 City of Salmon Arm; Text Amendment; C-2, C-3, C-6, CD-9, CD-17, M-1, M-2 and P-3 Zones**

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

Submissions were called for at this time.

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

# CITY OF SALMON ARM

## BYLAW NO. 4368

### 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, January 13, 2020 at the hour of 7:00 p.m. was published in the January 1 and 8, 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:
  - 1) The addition of the defined "High Technology Research and Development" use to the following zones:
    1. C-2 (Town Centre Commercial) Permitted Uses Section 16.3,
    2. C-3 (Service Commercial) Permitted Uses Section 17.3,
    3. C-6 (Tourist /Recreation Commercial) Permitted Uses Section 20.3,
    4. CD-9 (Comprehensive Development Zone - 9) Permitted Uses Section 47.3,
    5. CD-17 (Comprehensive Development Zone - 17) Permitted Uses Section 55.3,
    6. M-1 (Industrial) Permitted Uses Section 28.3,
    7. M-2 (Light Industrial) Permitted Uses Section 29.3 and
    8. P-3 (Institutional) Zones Permitted Uses Section 27.3.

#### 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

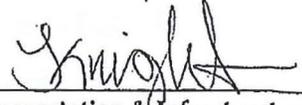
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4368"

READ A FIRST TIME THIS 9th DAY OF December 2019

READ A SECOND TIME THIS 9th DAY OF December 2019

READ A THIRD TIME THIS 14th DAY OF January 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE 16th DAY OF January 2020



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

\_\_\_\_\_  
MAYOR

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

Item 11.4

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371 be read a final time.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF  
**SALMON ARM**

---

Date: January 8, 2020  
To: Mayor Harrison and Members of Council  
From: Acting Chief Financial Officer  
Subject: Revenue Anticipation Bylaw No. 4371

---

Recommendation

That Bylaw No. 4371 cited as the "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371", be given 3 readings;

And that the Mayor and Corporate Officer be authorized to execute any applicable agreements to facilitate same.

Background

As tax collection does not occur until July 2, 2020, it may be necessary to temporarily borrow funds to cover expenditures in the first six (6) months of 2020.

The aforementioned bylaw provides the City with the authority to undertake such borrowings.

Respectfully Submitted,



---

Tracy Tulak, CPA, CMA

**CITY OF SALMON ARM****BYLAW NO. 4371****A bylaw to provide for the borrowing of money in anticipation of revenue required to meet current lawful expenditures of the municipality in 2020**

---

WHEREAS the Council of the City of Salmon Arm may, by bylaw, in accordance with Section 177 of the Community Charter, without assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of money as may be necessary to meet current lawful expenditures of the municipality and to pay amounts required to meet the municipality's taxing obligations in relation to another local government or other public body;

AND WHEREAS the debt outstanding shall not exceed, at any time, the sum of the unpaid taxes for all purposes imposed during the current year and the money remaining due from other governments;

AND WHEREAS prior to the adoption of the Annual Property Tax Bylaw in any year, the taxes in that year are deemed to be 75% of all taxes imposed for all purposes in the preceding year;

AND WHEREAS the whole amount of taxes imposed in the immediate preceding year was \$33,444,961.55;

AND WHEREAS the sum of unpaid current taxes for all purposes imposed during the current year and the money remaining due from Other Governments totals \$25,083,721.16;

AND WHEREAS in order to meet the current lawful expenditures of the municipality it may be necessary to borrow up to the sum of \$1,000,000.00;

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of One Million Dollars (\$1,000,000.00).
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Treasurer.

- 3. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

SEVERABILITY

- 4. 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.

ENACTMENT

- 5. 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.

EFFECTIVE DATE

- 6. This bylaw shall come into full force and effect upon adoption.

CITATION

- 7. This bylaw may be cited as "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4371".

READ A FIRST TIME THIS	13th	DAY OF	January	2020
READ A SECOND TIME THIS	13th	DAY OF	January	2020
READ A THIRD TIME THIS	13th	DAY OF	January	2020
ADOPTED BY COUNCIL THIS		DAY OF		2020

\_\_\_\_\_ MAYOR

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

## Item 12.1

**INFORMATIONAL CORRESPONDENCE - January 27, 2020**

- |    |  |   |
|----|--|---|
| 1. | D. Murray - email dated January 9, 2020 - Sidewalk Snow Clearing   | A |
| 2. | S. Schoon - letter dated January 20, 2020 - Safety of 24 Street NE   | A |
| 3. | B. Weicker, President, Shuswap Lifeboat Society - letter dated January 8, 2020 - Update re: Feasibility Study regarding a Regional Training Centre for Marine Safety and Excellence  | N |
| 4. | K. Leinweber, Race Director, The Lewiston Ultra Events - email dated December 18, 2019 - Request for City Council Approval for The Lewiston Ultra 2020   | R |
| 5. | J. Bellhouse, The Shuswap Trail Alliance - email and news release dated January 13, 2020 - West Bay Connector Working Group Memorandum of Understanding  | N |
| 6. | M. Farnworth, Minister, Public Safety and Solicitor General to K. Christian, Mayor, City of Kamloops - letter dated December 30, 2019 - Provincial Resource Levels in the RCMP's Southeast District  | N |
| 7. | P. Wruck, Commission Secretary, British Columbia Utilities Commission - letter dated January 15, 2020 - British Columbia Utilities Commission - Review of Thermal Energy Systems Regulatory Framework Guidelines - Project No. 1599043 - TES Guidelines Review Information | N |
| 8. | J. Kornelsen, Principle Investigator, Associate Professor, Department of Family Practice, University of British Columbia (UBC) - Co-Director, Centre for Rural Health Research - email dated January 17, 2020 - UBC Rural Evidence Review Project - Follow Up              | N |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 12.2

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: \_\_\_\_\_ and \_\_\_\_\_ be authorized to attend the Federation of Canadian Municipalities (FCM) Convention in Toronto, ON from June 4 - 7, 2020;

AND FURTHER THAT: Council approve June 3 and 8, 2020 as travel dates for the FCM Convention.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS



[HOME](#) > [EVENTS & TRAINING](#) > [ANNUAL CONFERENCE AND TRADE SHOW](#)

# Annual Conference and Trade Show

[Program](#)

[Trade show](#)

[Registration](#)

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**Join us for FCM's 2020 Annual Conference and Trade Show—June 4-7 in the heart of downtown Toronto!**

Just months after the federal election, FCM's 2020 Annual Conference and Trade Show is a fantastic opportunity to showcase how empowering local leaders with modern fiscal tools and a seat at the table builds better lives.

Learn from dozens of engaging workshops and study tours. Hear from Canada's top federal political leaders. Meet industry experts at our ever-popular trade show. And of course, network with thousands of your municipal colleagues.

As Canada's largest gathering of municipal leaders, this is one event you won't want to miss.

At the conference you will:

- **Learn** best practices and gain new insights to tackle your municipality's challenges.
- **Network** with more than 2,000 delegates from across the country.
- **Influence** the municipal agenda while hearing from federal party leaders.
- **Exchange** and share knowledge that can help strengthen your community.
- **Achieve** your municipality's full potential and raise your community's profile.

Metro Toronto Convention Centre, South Building  
222 Bremmer Blvd, Toronto ON M5V 3L9

## Conference Code of Conduct

The Federation of Canadian Municipalities is committed to the highest standard of respect and dignity at each one of its events. All delegates, speakers, sponsors, exhibitors and

volunteers at the 2020 Annual Conference and Trade Show must comply with FCM's Code of Conduct. The code mandates that attendees conduct themselves in a safe and welcoming manner—free from harassment or discrimination. This core ethical standard applies to all facets of the conference, on-site or off-site, including but not limited to social events, study tours, workshops, plenaries, and political meetings where delegates are in attendance.

FCM does not tolerate harassment of any kind. Should you be subject to—or witness any—inappropriate or threatening behaviour or language, please notify registration staff. Anyone found to be acting in such a manner will have their registration revoked and asked to leave the premises immediately.



24 Clarence Street  
Ottawa, Ontario  
K1N 5P3  
T. 613-241-5221  
F. 613-241-7440  
Email: [info@fcm.ca](mailto:info@fcm.ca)

Follow Us

Focus areas

Item 14.1

## CITY OF SALMON ARM

Date: January 13, 2020

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

**NAME:** Tracey Kutschker, Curator, Salmon Arm Art Gallery

**TOPIC:** Salmon Arm Art Gallery Update

#### Vote Record

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

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



## 2019 Exhibition Highlights

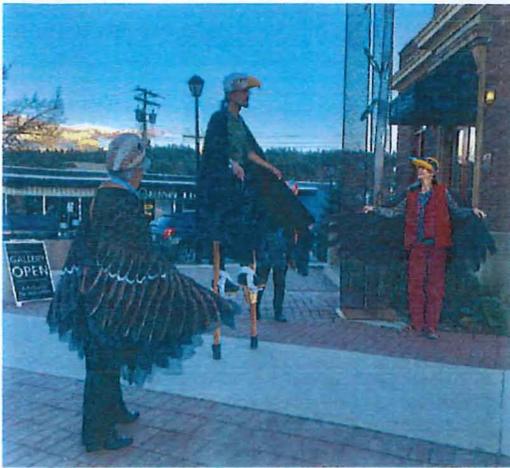
January/February  
In Dialogue with the Collection

March/April  
Kids These Days



# 2019 Exhibition Highlights

April/May  
Flight



# 2019 Exhibition Highlights

June/July  
A Seat at the Table  
Papermaking Workshops



# 2019 Exhibition Highlights

June/July

A Seat at the Table and Secwepemc Feast



# 2019 Exhibition Highlights

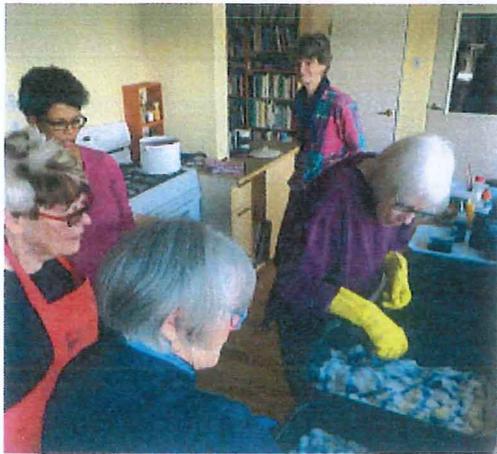
August/September

Devenir



# 2019 Exhibition Highlights

October to December  
The Little Lake: workshops



# 2019 Exhibition Highlights

October to December  
The Little Lake  
Installation and  
BC Culture Days



# 2019 Exhibition Highlights

October to December  
The Little Lake

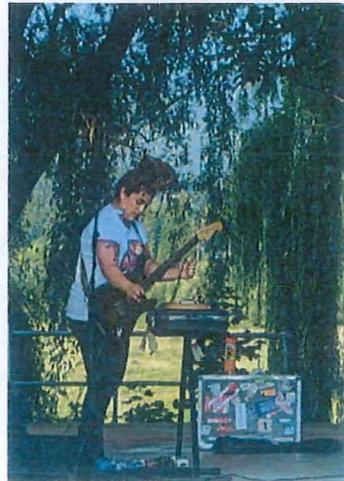


## Exhibition Attendance and Donations

Exhibition Attendance and Annual Door Donations



# Wednesday On the Wharf



# Wednesday On the Wharf

Wednesday on the Wharf Attendance & Donations



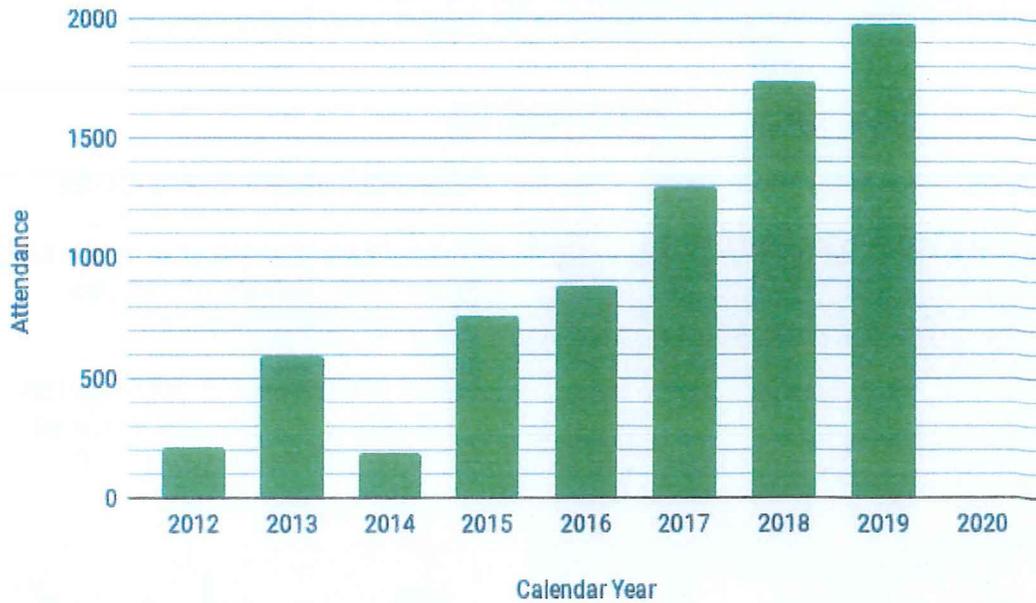


# Education - School Tours



# Education - School Tours

School Tour Attendance by Calendar Year



## Gallery 150



## Pro-D for Artists



## Sixixaya Stories Box



## 3-Year Focus

*This slide from 2018 presentation*

2015 to 2017: **First Nations** engagement, building a bridge to Truth and Reconciliation

2018 to 2020: **Climate Change**

This (in addition to Indigenous Relations) was identified at the 2017 Canadian Museums Association National Conference in Ottawa as the biggest issue facing Canadians.

## Projects

### Front Steps



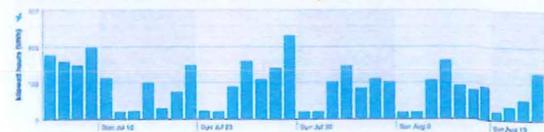
### Photovoltaic panels for Arts Centre

48 panel system installed is about \$24,000  
Will produce 15,000 kWh per year.

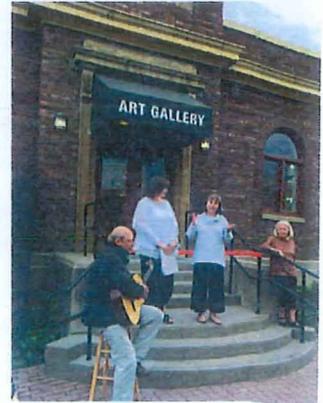
(Sweet Spot Solar Energy, Kamloops BC)

Current consumption is approximately 23,000 kWh per year. New insulated roof should bring that down 10% - 20%.

Daily consumption for Jul 12 - Aug 16, 2017



# Front Steps



# Solar Installation



JANUARY 17 to FEBRUARY 15  
SheShe: Julie Oakes

February 22 - March 28  
20/20 Open Exhibition

April 4 - May 16  
Resistance & Revolution: Multi-media work by TRU and OC Salmon Arm students

May 23 - June 27  
The Forecast: 7 artists using photography and mixed media on climate change

July 4 - August 8  
Walking at 6000': paintings by Lisa Figueroa and audio work by Phil McIntyre-Paul

August 14 - September 24  
Sound Machines: 7 multi-media artists with interactive and experimental sound art

October 3 - November 14  
Dust to Dust: 15 multi-media artists on death

November 21 - December 19  
Incredibly Small and Ridiculously Expensive

Wednesday On the Wharf  
27th Year  
June 10 to August 26



## Pride Project

Inaugural weekend festival celebrating LGBTQ arts and education

September 25 to 27, 2020

## Sixxaya Stories Box Version 2

Demand throughout district is so high that we will be developing a second touring version of this audio/visual cultural asset.

## Kume Publication

Artwork and stories from A Seat at the Table



Item 14.2

## CITY OF SALMON ARM

Date: January 13, 2020

### **Presentation 4:15 p.m. (approximately)**

**NAME:** Staff Sergeant West, Salmon Arm RCMP Detachment

**TOPIC:** Quarterly Policing Report October - December 2019

#### **Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Mayor and Council City of Salmon Arm

Date

January 21, 2020

**RE:** Salmon Arm RCMP Detachment  
Quarterly Policing Report – October 1 through December 31, 2020

Dear Mayor and Council,

My report this quarter covers the time period from October 1 through December 31, 2020 with a comment on the calendar year end.

#### Detachment News

Over the past three months our detachment has experienced two vacancies. A regular member is named for one position and is currently in the relocation process. We continue to expand training for our administrative staff. Office Staff are taking courses that are offered at the Pacific Region Training Center. The training will add to our efficiency moving forward.

Over the year our detachment responded to 7680 calls for service. Of those calls for service 5210 or 67% were within the city.

Over the quarter the detachment members attended 1340 calls for service within the city. In 2018 in the same period we responded to 1179 calls for service within the city which is a 14% increase over 2018 and a 16% increase over 2017 numbers.

Our traffic contacts over the quarter were as follows:

- Over 320 Documented traffic stops.
- 21 reportable and injury collisions.
- 26 Impaired Drivers were removed from the roads.

Investigative highlights this past quarter:

- The culmination of an investigation into a home invasion which lead to the arrest of three

Canada

RCMP GRC 2823 (2002-11) WPT

Παγε 1 οφ/δε 4

persons known to be violently collecting drug debts.

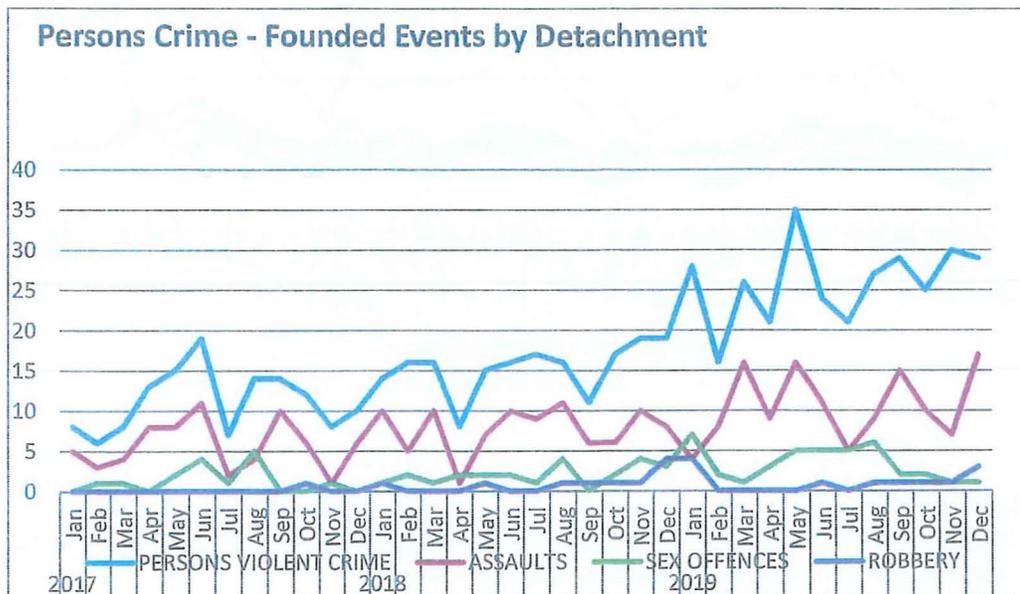
- Arrest of a male with a loaded shotgun in his car who's intentions were unknown.
- Federal Drug trafficking charges being pursued against one known dealer in the community who's products were tested and contain carfentanyl.
- Officers continue to investigate a hoax where a package made to look like a bomb was left at a local business which lead to an evacuation of the building.

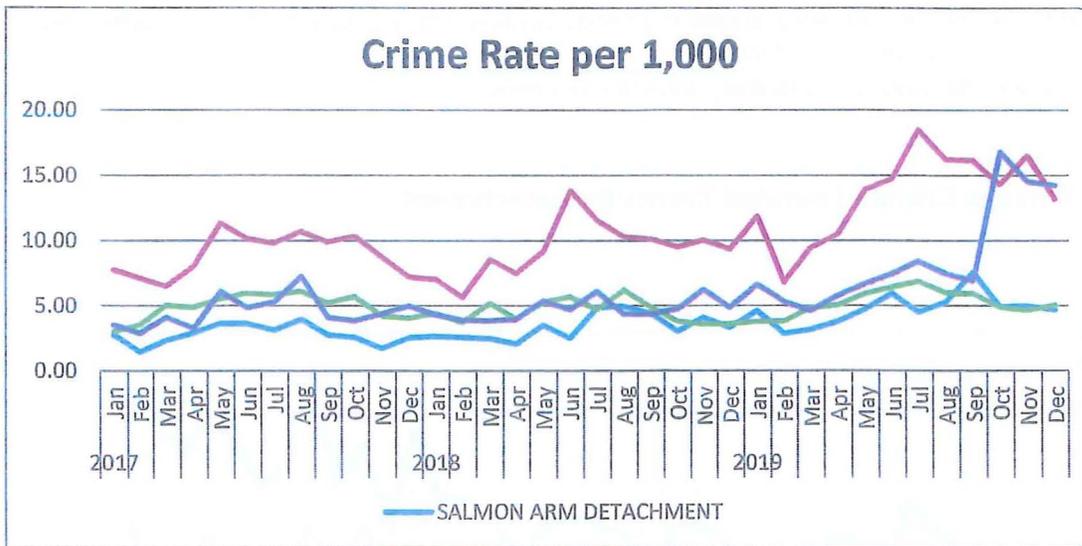
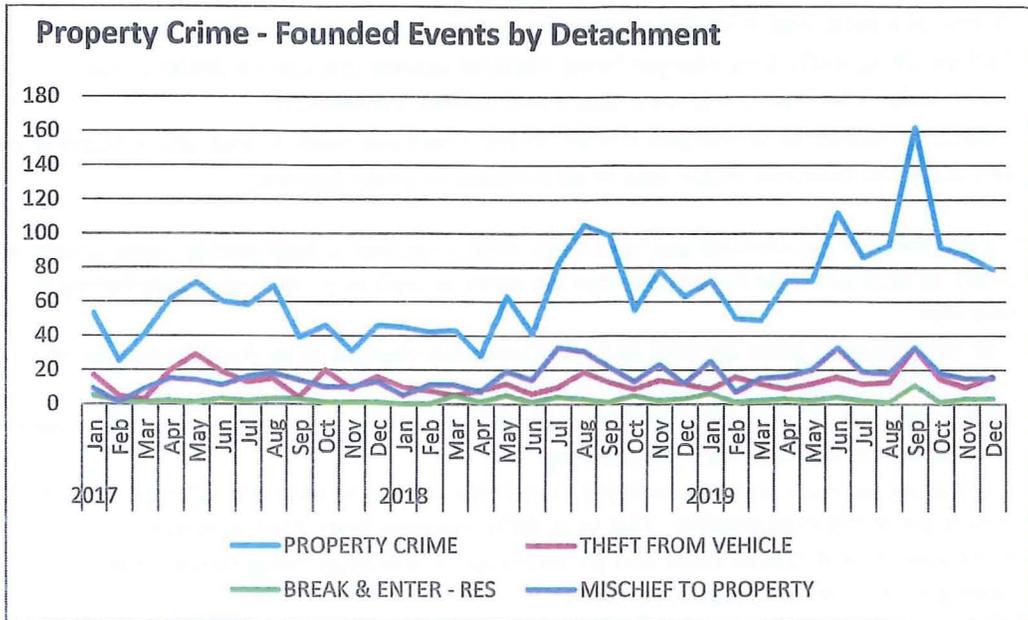
Over the past year our detachment has been busy with a number of high profile cases within the Municipality as well as in the Provincial area we serve as well as proactively contributing to crime reduction.

- Our investigative team arrested and has forwarded charges in an April homicide and Crown Council now has conduct of that prosecution.
- Our investigative team has conducted search warrants in two child pornography cases and those investigations are progressing.
- Our victim services person continues to provide support to over 400 Clients, 232 of which are in the municipality. This is an 88% increase from 2016 numbers.
- In excess of 1400 traffic stops and prosecutions or warnings being issued over the calendar year for our detachment alone.
- Over 53 curfew checks of priority offenders.

I have attached the following graphs to provide council with a snapshot of our property crime picture as well as persons offences.

I have also included my customary statistics synopsis.





Overall our Detachment:

Continues to look forward to on line crime reporting and any efficiencies it may hold. The date for implementation will follow our mandatory records projects.

Operationally, we continue our efforts to make the community safer and residential and business break and enters continue to remain low as do reportable collisions. Reportable collisions are down due to a number of factors such as highway improvement and adjustment to the threshold for reporting collisions even while general collisions are just up slightly. As our files become more complex the officers here continue to meet the challenge in providing comprehensive legal disclosure to Provincial Crown Council to support the charge approval process.

Yours in Service,

Scott West, S/Sgt.  
NCO i/c Salmon Arm RCMP Detachment



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

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

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

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

January 21, 2020

Dear Mayor Alan Harrison,

**RE: Quarterly Crime Statistics - October / November / December**

CRIME CATEGORIES	CITY Q4 2018	CITY Q4 2019	RURAL Q4 2018	RURAL Q4 2019
Homicide / Attempted Homicide	0	0	0	0
Assaults	19	18	4	8
Sexual Offences	5	2	2	0
Robbery	5	3	1	0
Auto Theft	14	5	5	2
Break and Enters	14	22	10	6
Theft From Motor Vehicle	30	28	7	12
Drug Investigations	10	11	1	0
Motor Vehicle Collisions	52	54	36	24
Motor Vehicle Collisions W Fatality	0	0	1	0
Impaired Driving - CC	11	11	3	3
Impaired Driving - MVA (IRPs)	10	16	0	1
TOTAL PERSONS/VIOLENT CC	59	68	14	14
TOTAL PROPERTY CC	160	207	49	50
TOTAL OTHER CC	53	78	10	10
TOTAL CRIMINAL CODE (CC)	272	353	73	74

TOTAL CALLS FOR SERVICE	1177	1386	447	441
-------------------------	------	------	-----	-----

COMMUNITY	CITY Q4 2018	CITY Q4 2019	RURAL Q4 2018	RURAL Q4 2019
Files with youth negative contacts	12	0	0	0
Mental Health Related Calls	52	69	16	13
Files involving Alcohol / Drugs	167	211	45	42
Domestic Violence	52	47	16	14

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

Yours truly,

Scott West, S/Sgt., NCO I/C

Item 19.1

## CITY OF SALMON ARM

Date: January 27, 2020

Agricultural Land Commission Application No. ALC-383 [Veerman, R. & B.;  
6740 - 56 Street NE; Non-Adhering Residential Use - Additional Residence  
for Farm Use] - For Information

### Vote Record

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

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



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

December 5, 2019

ALC File: 58880

**Brenda Veerman**  
**DELIVERED ELECTRONICALLY**

Dear Brenda Veerman:

**Re: Application 58880 for a non-adhering residential use in the Agricultural Land Reserve**

Please find attached the Reasons for Decision of the Okanagan Panel for the above noted application (Resolution #465/2019). As agent, it is your responsibility to notify the applicant(s) accordingly.

**Review of Decisions by the Chair**

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

**Request for Reconsideration of a Decision**

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to Mike Phillips at [ALC.Okanagan@gov.bc.ca](mailto:ALC.Okanagan@gov.bc.ca).

Yours truly,

A handwritten signature in blue ink, appearing to read 'Mike Phillips', is written over a horizontal line.

Mike Phillips, Land Use Planner

Enclosures: Reasons for Decision (Resolution #465/2019)  
 Schedule A: Decision Map

cc: City of Salmon Arm (File: ALC-383)



**AGRICULTURAL LAND COMMISSION FILE 58880**  
**REASONS FOR DECISION OF THE OKANAGAN PANEL**

**Non-Adhering Residential Use Application Submitted Under 20.1(2) of the *Agricultural Land Commission Act***

**Applicants:** Brenda Veerman  
Ron Veerman

**Agent:** Brenda Veerman

**Property:** Parcel Identifier: 011-354-283  
Legal Description: Lot 2, Section 32, Township 20,  
Range 9, West of the 6<sup>th</sup> Meridian, Kamloops  
Division of Yale Land District, Plan 1762  
Civic: 6740 56<sup>th</sup> Street Northeast, Salmon Arm, BC  
Area: 4.1 ha

**Panel:** Gerald Zimmermann, Okanagan Panel Chair  
Jim Johnson



## OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act (ALCA)*.
- [2] Pursuant to 20.1(2), the Applicants are applying to the Agricultural Land Commission (the "Commission") to construct an implement/utility shed for storage and livestock with an 89.1 m<sup>2</sup> residential suite attached to it (the "Proposal"). The purpose of the additional residence is for the Applicant's son and his wife to live on the Property and help with the farm operation.
- [3] Section 25(1.1)(b) of the ALCA states that the Commission must not grant permission for an additional residence unless the additional residence is necessary for farm use.
- [4] The issue the Panel considered is whether the additional residence is necessary for farm use.
- [5] The second issue the Panel considered is whether the size and siting of the additional residence would impact the agricultural utility of the Property.
- [6] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are:
- (a) to preserve the agricultural land reserve;
  - (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
  - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.



## **EVIDENTIARY RECORD**

- [7] The Proposal along with related documentation from the Applicants, Agent, local government, and Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.
- [8] The Panel conducted a walk-around site visit on October 29, 2019 in accordance with the *ALC Policy Regarding Site Visits in Applications*, (the "Site Visit"). A site visit report was prepared in accordance with the *Policy Regarding Site Visits in Applications*. The site visit report was certified as accurately reflecting the observations and discussions of the Site Visit by the Agent on November 21, 2019 (the "Site Visit Report").

## **BACKGROUND**

- [9] The Property contains a 130 m<sup>2</sup> (1400 ft<sup>2</sup>) principal residence and a number of structures associated with an existing livestock operation including a barn and multiple animal shelters, cross fences, holding pens, cages and feeders. There are currently no non-agricultural uses on the Property.
- [10] The current livestock operation includes 47 sheep, 2 steers, 2 milking goats, 1 donkey, 3 pigs, 120 chickens, 10 breeding ducks, 2 breeding turkeys, 20 quail and 6 breeding meat rabbits. The Application submits that the Applicants produce meat, eggs, milk, soap, cheese and yogurt from the livestock which they sell at local markets or online in some cases. The Application also submits that the number and type of animals which the Applicants care for fluctuates throughout the year depending on what is available.
- [11] The Application submits that the nature of the farm operation is very labor-intensive and requires significant hands-on work to provide food and water to the livestock. In addition, the regular cleaning of 19 pens and 12 cages is time consuming given that this work is done primarily using hand rakes, shovels and wheelbarrows. Due to the labor intensity of the operation, the Applicants want to have their son and his wife live on the Property in order to help with the farm and eventually take over the operation in the future. The Application



submits that the additional farm help would allow them to triple the amount of chickens which they typically purchase and significantly increase their overall production.

## **EVIDENCE AND FINDINGS**

### **Issue 1: Whether the additional residence is necessary for farm use.**

[12] The Panel relied upon observations made at the Site Visit to evaluate the scale and intensity of the current farm operation. Based on the diversity of livestock on the Property and the hands-on nature of the work related to animal husbandry, the Panel understands the labor intensity required to manage such an operation. In addition, the Panel understands that the Applicants wish to expand the existing operation but would be challenged to do so without additional farm help. By providing an avenue for the Applicant's son and his wife to contribute to the daily operation of the farm, the Panel finds that the additional residence has the potential to support the expansion of the farm and increase the Applicant's ability to produce additional meat, eggs and other farm products. As a result, the Panel finds that in this case, the additional residence is necessary for farm use.

### **Issue 2: Whether the size and siting of the additional residence would impact the agricultural utility of the Property.**

[13] The Panel first considered the proposed location of the additional residence. The Application submits that the additional residence would be situated in an area of the Property which has not historically been included in their BC Farm Classification applications. The Application also submits that by siting the additional residence on the east side of the Property, opposite the existing principal residence on the west side, the livestock will benefit from additional monitoring. While the clustering of residential uses is often encouraged to avoid encroachment into an active farm area, the Panel is amenable to the proposed siting of the additional residence because its construction will not encroach upon an area of the Property which is currently utilized for the farm operation. In addition, the Panel is amenable to the strategic placement of the additional residence opposite the existing principal residence to allow for the additional monitoring of livestock. As the



implement/utility shed is to include areas for both livestock and storage, the Panel understands the benefit of having farm workers in the direct vicinity to observe and tend to the animals.

[14] The Panel then considered the proposed size of the additional residence. The Panel considered the size of the additional residence in conjunction with the size of the existing residential uses on the Property. The Panel acknowledged that the proposed additional residence is of a modest size at 89.1 m<sup>2</sup> and that the total residential area of both residences is ~220 m<sup>2</sup>. The Panel finds that the total residential footprint is minimal and preserves the remainder of the Property to be used for agricultural purposes.

[15] Based on the size and siting of the proposed additional residence, the Panel finds that the Proposal would cause minimal disturbance to the existing farm operation while enhancing the likelihood that the operation is expanded and continued into the future. As a result, the Panel finds that the Proposal would not impact the agricultural utility of the Property.

## **DECISION**

[16] For the reasons given above, the Panel approves the Proposal to construct an 89.1 m<sup>2</sup> residential suite on the Property for the purpose of farm help subject to the following conditions:

- a. Siting of the additional residence in accordance with Schedule A;
- b. Construction of the additional residence is for the benefit of the Applicant and is not transferable should the Property be sold prior to construction of the additional residence;  
and
- c. No expansion of the residential suite beyond 89.1 m<sup>2</sup>

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

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



[19] Resolution #465/2019

Released on December 5, 2019

A handwritten signature in black ink, appearing to read 'G. Zimmermann', with a long horizontal flourish extending to the right.

**Gerald Zimmermann, Panel Chair**

On behalf of the Okanagan Panel



Schedule A: Agricultural Land Commission Decision Map  
ALC File 58880 (Veerman)  
Conditionally Approved Non-Adhering Residential Use  
ALC Resolution #465/2019



	Conditionally Approved 89.1 m <sup>2</sup> additional residence attached to implement/utility shed
	The Property



## PROVINCIAL AGRICULTURAL LAND COMMISSION

### SITE VISIT REPORT

**APPLICATION ID:** 58880 (Veerman)

**PANEL REGION:** Okanagan

**PROPOSAL:** The Applicants are applying to construct a utility shed with an 89.1 m<sup>2</sup> detached suite attached to it for their son and his wife to live and help on the farm (the "Proposal").

**DATE OF SITE VISIT:** October 29, 2019

**ARRIVED AT PROPERTY:** 1:45 pm

**DEPARTED PROPERTY:** 2:15 pm

**COMMISSION REPRESENTATIVES:**

Gerry Zimmerman	Vice Chair, Okanagan Panel
Jim Johnson	Commissioner, Okanagan Panel
Mike Phillips	Land Use Planner

**Application Proponents:**

Brenda Veerman	Applicant
Sarah	Daughter

**OBSERVATIONS:**

- The Commission Representatives accessed the property from the north and followed the driveway up to the principal residence. There is one principal residence on the property.
- The Commission Representatives walked the property from west to east.
- There are several agricultural buildings/accessory buildings for livestock.
- There is a large fenced area for sheep to graze and roam on the south side of the property which abuts onto a forested area.
- There are a variety of animals on the property.
- There is an unused flat open area on the east side of the property where the proposed detached suite is to be located beyond a riding arena.
- There is a 17 tree orchard on the north side of the property.

**DISCUSSION:**

- The Commission Representatives asked the Application Proponents to explain their proposal.
- The Application Proponents explained that they would like to add their son and his wife (Sarah) onto the property in order to help with the farm and so that the young people can contribute to the operation.

- The Commission Representatives asked about the farm operation.
- The Application Proponents explained that they have a variety of livestock which they care for to produce meat, eggs, milk, soap, cheese, yogurt etc. Currently they had roughly 24 sheep, milking goats, angora goats and pigs. However, they had recently sold 40 chickens this year. They also have meat rabbits, lambs, cows and quail at different points throughout the year and depending on what is available to them. They sold 26 lambs in the previous spring.
- The Application Proponents noted that with more help on the farm, they would be able to triple the amount of chickens they buy and increase their production significantly.
- The Commission Representatives asked where the Applicant markets the meat.
- The Application Proponents explained that they sell the livestock live at markets or via Kijiji in some cases. At times, a butcher will be brought on site to minimize disturbance to animals.
- The Commission Representatives noted the large forested area on the south side of the property and asked how big the area was?
- The Application Proponents said it was roughly 3 acres of forest.
- The Application Proponents showed the Commission Representatives the proposed location for the utility/implement shed and detached suite. They explained that there is about a 2 acre area behind the riding arena which is flat and unused. They explained that it has been left in its natural state because the neighbor had some issues with horses escaping onto their property and so they wanted to keep this area treed and outside of their farm operation.
- The Application Proponents explained that the area proposed for the detached suite and utility shed is not encompassed within their farm status application. This area is well-suited for the suite because it allows the son and daughter to monitor livestock on the east side of the property and overlook the pastures.
- The Commission Representatives confirmed the size of the proposed utility shed and detached suite.
- The Application Proponents confirmed that based on the plans created to date, the implement shed would be around 1250 ft<sup>2</sup> and the detached suite would be 960 ft<sup>2</sup>. Some of the servicing details still need to be confirmed but they wanted to get ALC approval prior to further discussions.
- The Commission Representatives asked about accessing the implement shed and detached suite.
- The Application Proponents confirmed that an access road, (two lanes with grass in center) would be developed to allow access to the east side of the property.
- The Application Proponents explained that they could use help for this labor intensive work including caring for the livestock, buildings, pastures, cleaning the pens and cages etc. They also explained that they hope to expand the operation further into the forested area but that they want to do that and everything on their farm in the most natural way possible.

## PHOTOGRAPHS

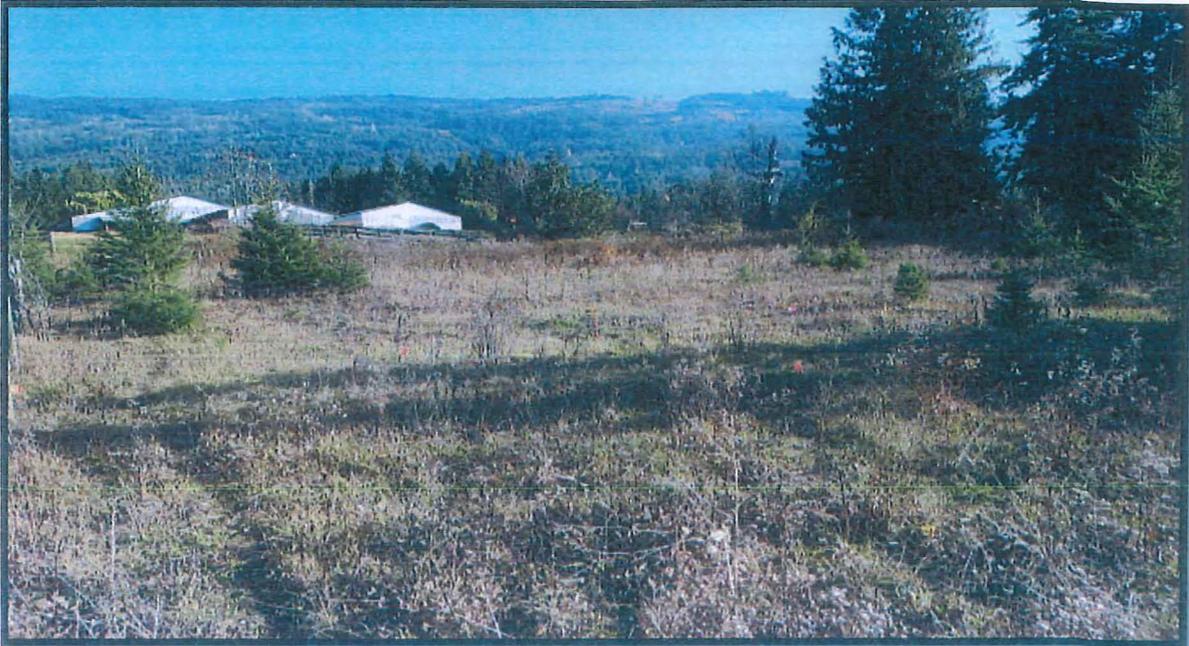
**PHOTOGRAPH 1:** Looking northwest from driveway entrance. This is the principal residence on the property.



**PHOTOGRAPH 2:** Looking south towards livestock, pasture and forested area.



**PHOTOGRAPH 3:** Looking east towards area proposed for implement shed/detached suite.



**PHOTOGRAPH 4:** Looking northeast towards agricultural building and fenced livestock area.



**CERTIFICATION:**

On November 21, 2019, Brenda Veerman confirmed that this site visit report accurately reflects the observations and discussions that occurred on October 29, 2019.

Item 19.2

## CITY OF SALMON ARM

Date: January 27, 2020

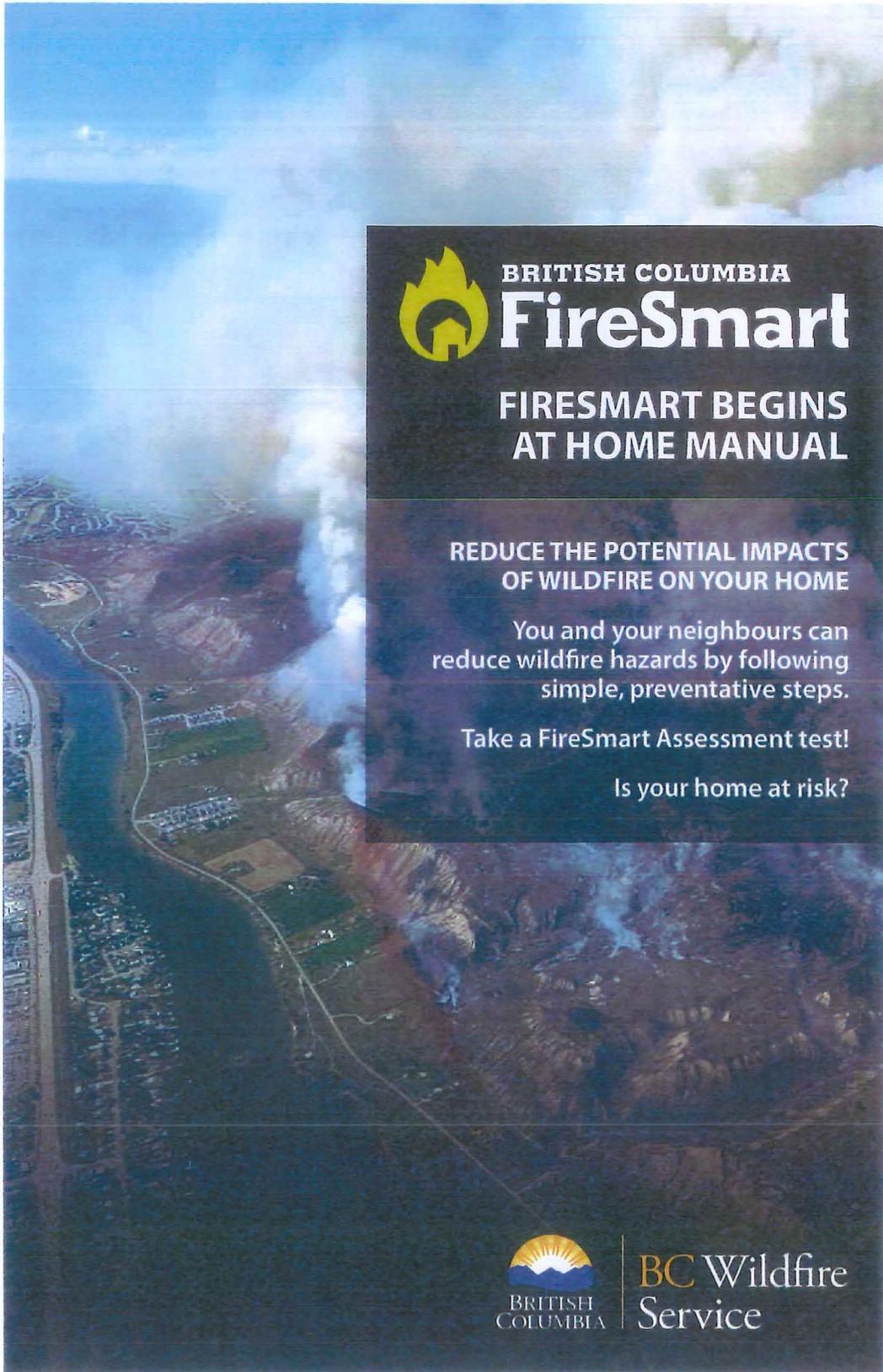
### British Columbia FireSmart – FireSmart Begins at Home Manual – For Information

#### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



 **BRITISH COLUMBIA**  
**FireSmart**

**FIRESMART BEGINS  
AT HOME MANUAL**

**REDUCE THE POTENTIAL IMPACTS  
OF WILDFIRE ON YOUR HOME**

You and your neighbours can  
reduce wildfire hazards by following  
simple, preventative steps.

Take a FireSmart Assessment test!  
Is your home at risk?

  
BRITISH  
COLUMBIA

**BC Wildfire  
Service**

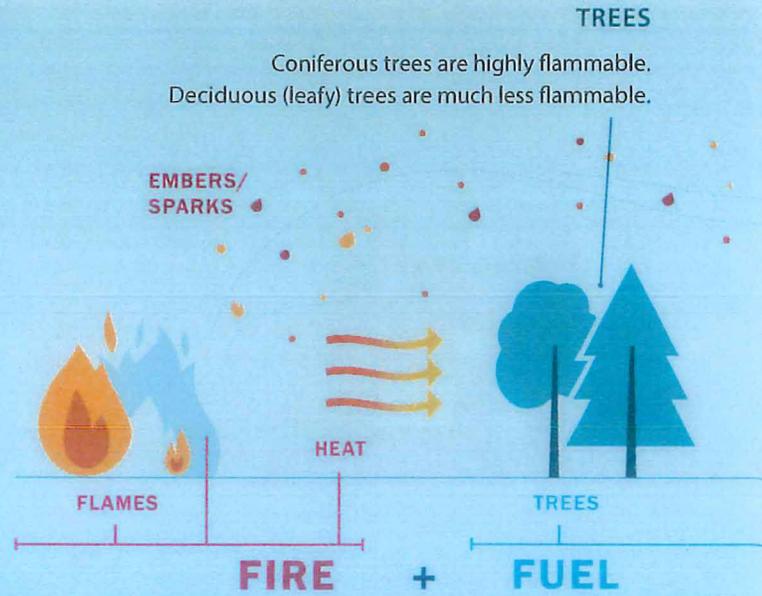


## **WILDFIRE REALITY**

Wildfires are a natural part of British Columbia's wildland ecosystems. Without wildfire, the landscape loses its diversity. Wildfires recycle nutrients, help plants reproduce and create a mosaic of vegetation that provides habitat for a variety of wildlife.

By choosing to extend our communities, resource developments and recreational pursuits into forested areas, we become more exposed to the danger of wildfire. Living where wildfires can occur may put your home at risk, but it's possible to reduce the potential impacts on your home from these natural events. The recommendations in this manual will help reduce the risk of wildfire near your home and neighbourhood and provide a better opportunity for firefighters to defend your home.

## HOW WILDFIRES GROW

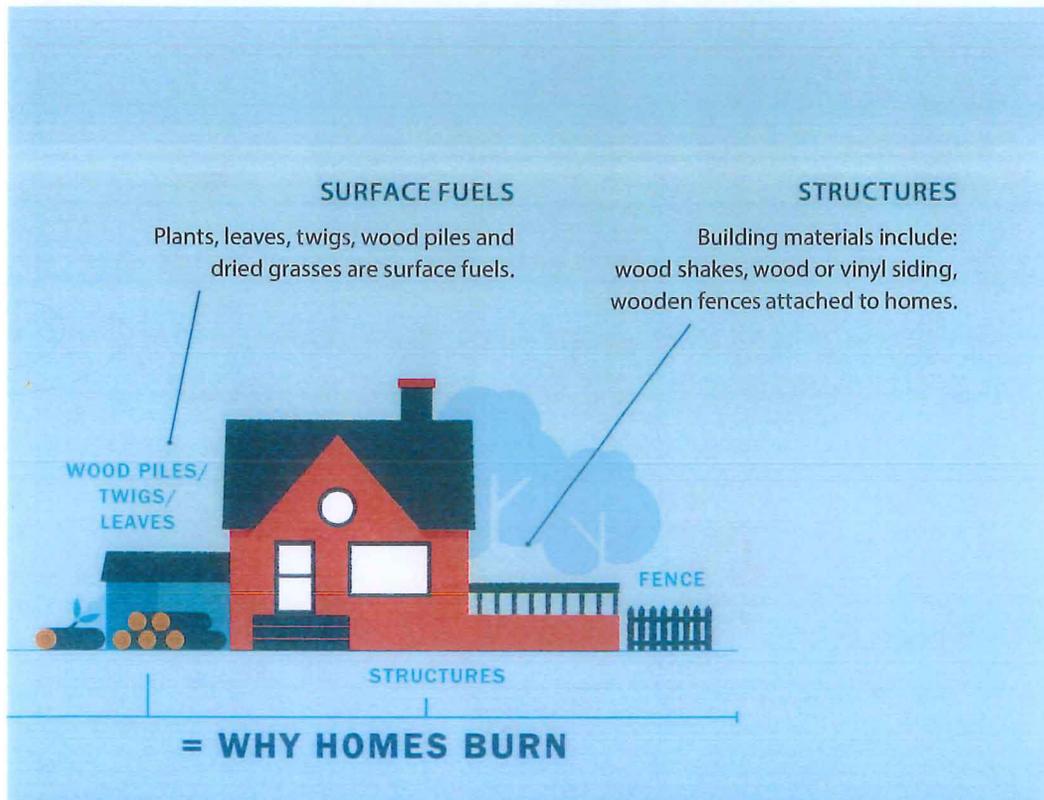


## HOW WILDFIRES SPREAD

### SPARKS/EMBERS

This is the burning debris that can be thrown up to two kilometres ahead of a wildfire. Sparks and embers can ignite materials on or near your home, causing severe damage.





#### EXTREME HEAT

Radiant heat from a wildfire can melt vinyl siding, ignite your home and even break windows. Extreme heat can come from flames within 30 metres of your home.

#### DIRECT FLAME

As wildfires spread toward homes, they ignite other flammable objects in their path. Breaks in this path, especially close to your home, can help reduce this threat.



## FACTORS INFLUENCING WILDFIRE SPREAD

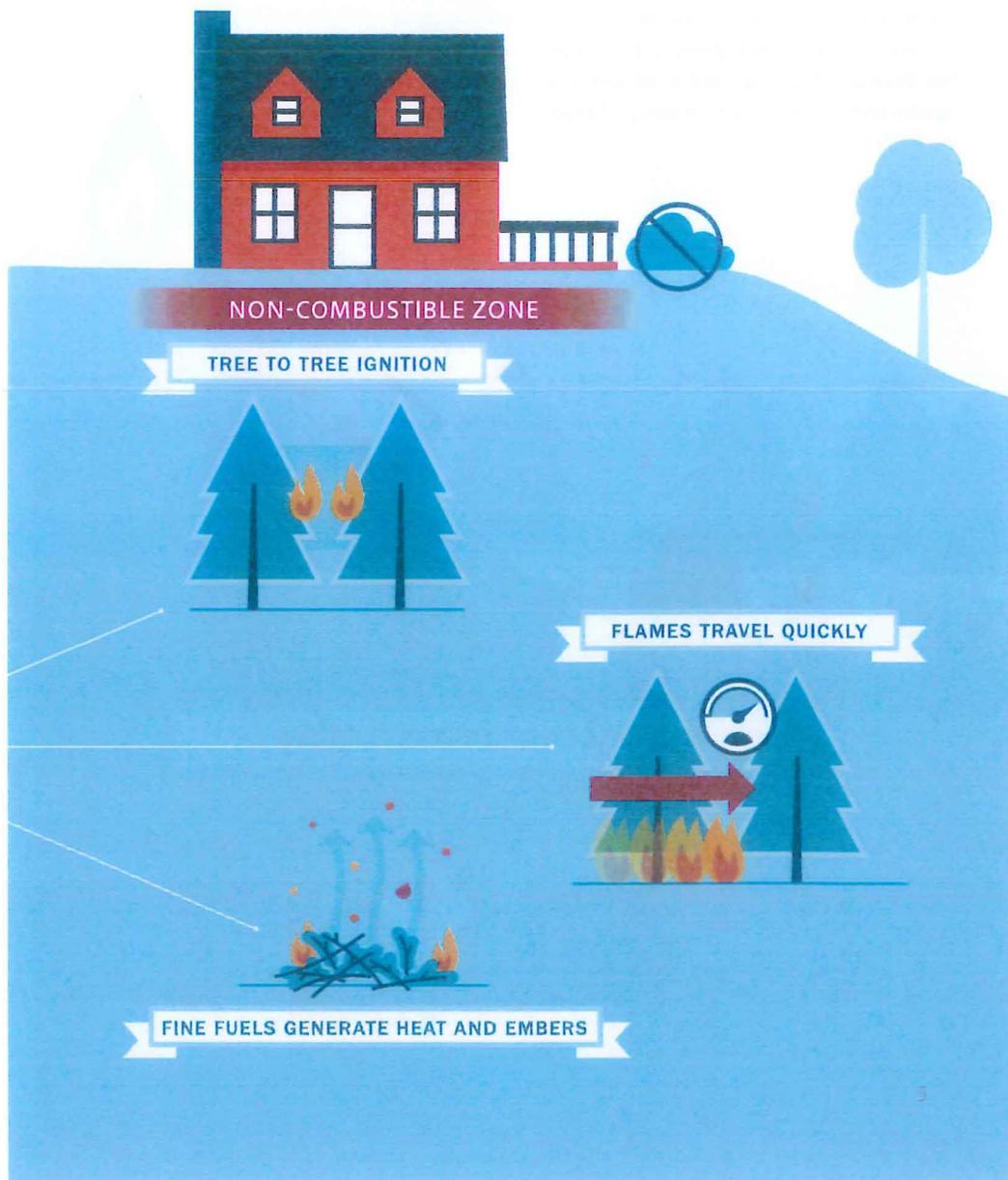
### DENSE, CONTINUOUS FORESTS

Wildfire can spread quickly in forests where trees are in close proximity to each other. Fire spreads quickly and directly from tree to tree and can produce sparks and embers that may travel distances of two kilometres. These embers may land on trees or homes well ahead of the fire and create a multiple fire situation. It is important to be aware of the dangers of sparks and embers when creating a FireSmart property.

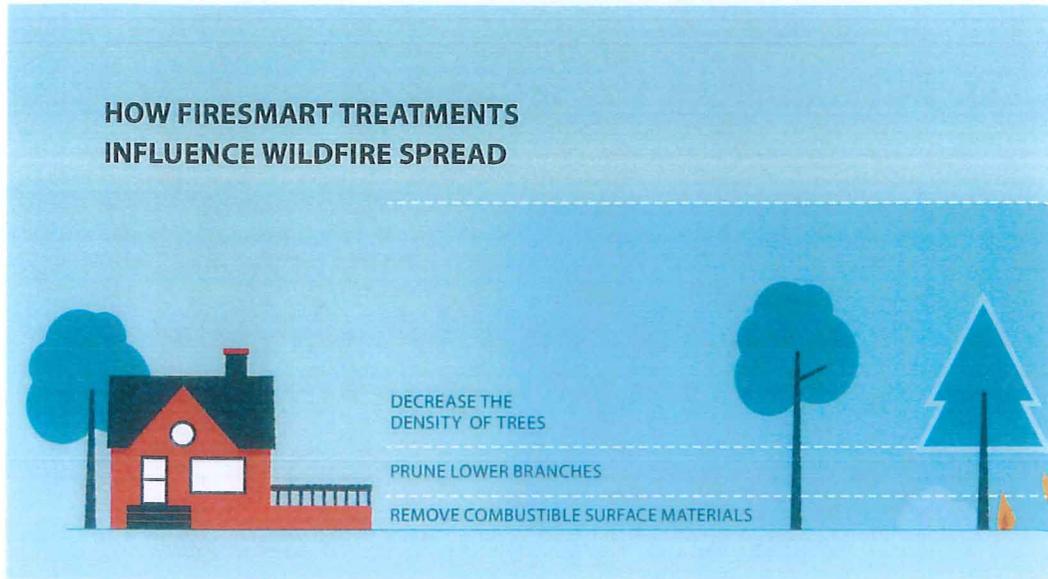


## SLOPE CAN AFFECT WILDFIRE

Fire moves fastest uphill. The steeper the slope, the faster a wildfire will spread. Homes on hills or at the top of hills face the greatest risk from wildfire. If your home is located on a hill, you should consider taking on extra measures suggested in this manual, such as removing trees adjacent to the slope and planting fire-resistant plants. If you are planning on building a new home, consider having your home set back at least 10 metres from the crest of any hills or slopes, as well as the landscaping around it.

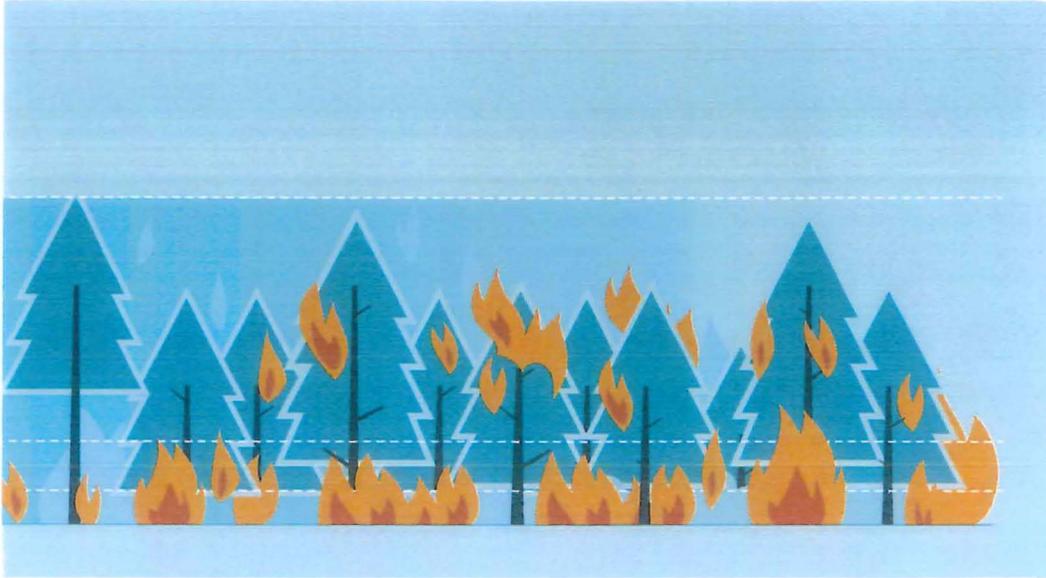


## HOW FIRESMART TREATMENTS INFLUENCE WILDFIRE SPREAD



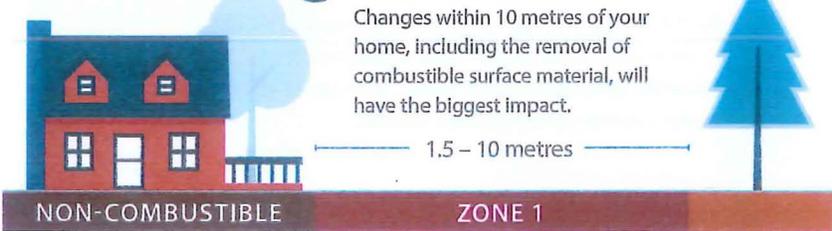
Wildfire can follow a path from a forest or grassland to your home. A wildfire moving from the tops of trees can be slowed if the trees are spaced out. It can be further slowed by flame-resistant plants and shrubs in your yard. Since plants have different flammability, consider spacing out your plants to increase your home's ability to withstand a wildfire.



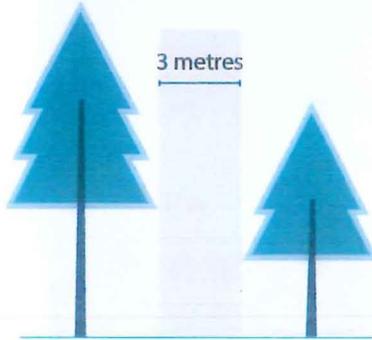


**FIRESMART  
RULES OF THUMB**

**1 YARD SPACING**



Changes within 10 metres of your home, including the removal of combustible surface material, will have the biggest impact.



**2 TREE SPACING**

Spacing trees at least 3 metres apart will help reduce the intensity of a wildfire.

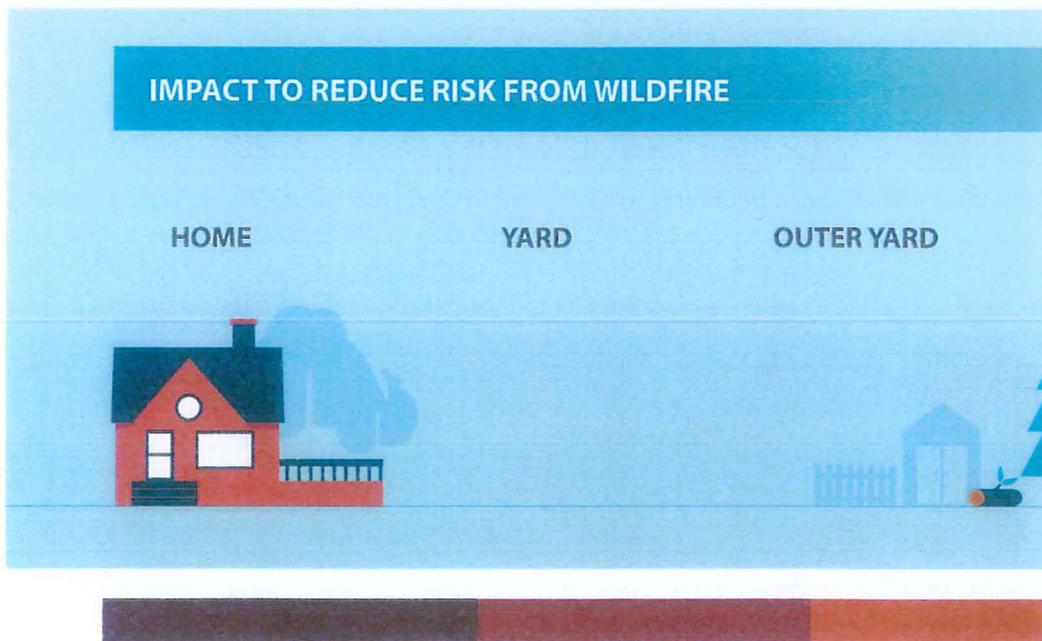


**3 PRUNE TREES**

Prune all tree branches within 2 metres of the ground.

## BEGINNING YOUR FIRESMART JOURNEY

Each section of this manual will help you to focus on changes that can help protect your home from wildfire. Start from your home and work your way outwards. Changes made to the area closest to your home and your home itself have the greatest impact on reducing the risk of wildfire damage.



### NON-COMBUSTIBLE ZONE 0 – 1.5 METRES

A minimum 1.5 metre non-combustible surface should extend around the entire home and any attachments, such as decks.

### ZONE 1 1.5 – 10 METRES

This should be a fire-resistant zone, free of all materials that could easily ignite from a wildfire.

## MAKING THE MOST OF YOUR TIME

Home renovations and upgrades can be costly and time-consuming. FireSmart focuses on what is realistic for you to achieve, in order to limit the risk of wildfire to your home. Integrate FireSmart into your long-term renovations and incorporate regular yard clean-ups to reduce your risk of damage from wildfire.



### ZONE 2 10 - 30 METRES

Thin and prune evergreen trees to reduce hazard in this area. Regularly clean up accumulations of fallen branches, dry grass and needles from on the ground to eliminate potential surface fuels.

### ZONE 3 30 - 100 METRES

Look for opportunities to create a fire break by creating space between trees and other potentially flammable vegetation. Thinning and pruning is effective here as well. These actions will help reduce the intensity of a wildfire.

## NON-COMBUSTIBLE ZONE / HOME 0 – 1.5 METRES

### 1 ROOF

#### Material

Fire-resistant or fire-retardant roofing is referred to as Class A, B or C rated roofing. Options include metal, asphalt, clay and composite rubber tiles. Untreated wood shakes create a dangerous combination of combustible material and crevices for embers or sparks to enter. Refer to manufacturer's guidelines to maintain the fire resistance of your roof.

#### Maintenance

Every inside corner of your roof is a place where debris and embers can collect. Regularly clean your roof of combustible materials.

### 2 CHIMNEY

A spark arrestor on your chimney will reduce the chance of sparks and embers escaping and starting fires.

### 3 GUTTERS

Regularly remove debris from your gutters, since sparks and embers can easily ignite these dry materials. Consider screening your gutters with metal mesh to reduce the amount of debris that can accumulate.

### 4 EAVES AND VENTS

While vents play an important role in removing moisture from attics, they create an opening for sparks and embers. Consider screening your vents with 3-millimetre wire mesh. Open eaves also create a surface that can be affected by embers and direct heat. Properly fitted soffits and fascia help reduce the risk of embers and heat reaching the wooden rafters of your home.



Preparing your home and yard as recommended can help your home survive a wildfire.

### 5 SIDING

Stucco, metal siding, brick/concrete and fibre cement siding offer superior fire resistance. Logs and heavy timbers are still reasonably effective. Untreated wood and vinyl siding offer very little protection against wildfire.

### 6 WINDOWS

Tempered, thermal (double-paned) windows are recommended. Single-pane windows provide little resistance to heat from an advancing wildfire.

### 7 DOORS

All doors into your home should be fire rated and have a good seal. This is true for your garage doors as well as your entry doors.

### 8 DECKS

Embers and sparks can collect under these spaces. Enclose these areas. Sheath in the base of the decks, balconies and houses with fire-resistant material to reduce the risk of sparks and embers igniting your home.

### 9 OTHER

#### ATTACHMENTS TO YOUR HOME

**Fence Lines**  
Wooden fences/boardwalks create a direct path from the fire to your home. Separating your house from a wooden fence with a metal gate can slow the advance of a fire. Remember to cut the grass along your fence line, since long, dry grass can ignite easily.

**Sheds/Outbuildings**  
If these are within 10 metres of your home, give them the same FireSmart considerations as you do your home.



Check for other ignition points in and around your home. Look around your yard for other combustible materials. Consider how close you store combustible lawn furniture or deck storage boxes to your home.

## NON-COMBUSTIBLE ZONE / YARD 0 – 1.5 METRES



### YOUR YARD

Adding a few FireSmart actions to your regular yard work routine will reduce wildfire risks. Changes within 10 metres of your home will have the biggest impact.

Fire embers may seem small, but they should not be underestimated — 50% of home fires caused by wildfires are started by sparks and embers. Regular maintenance and cleaning the corners and crevices of your home and yard (where needles and debris build up) will leave nothing for embers to ignite. Remember to remove any windblown leaves from under decks, as well as any flammable debris on balconies and patios.

# LANDSCAPING DESIGN



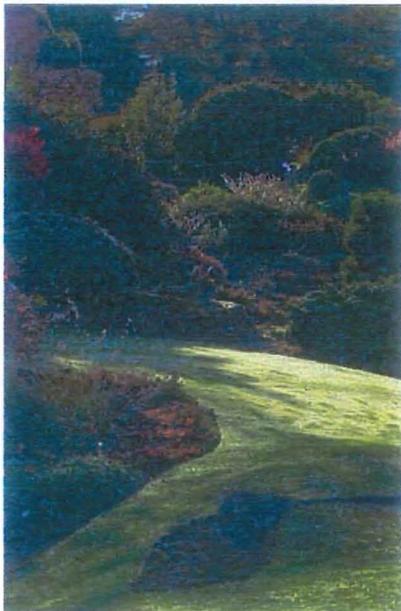
## ZONE 1 / YARD 1.5 – 10 METRES

A FireSmart yard includes smart choices for plants, shrubs, grass and mulch. Selecting fire-resistant plants and materials can increase the likelihood of your home surviving a wildfire.

### LANDSCAPING WITHIN 10 METRES

Plant low-density, fire-resistant plants and shrubs. Avoid having any woody debris present, including mulch, since it can provide places for fires to start.

Make sure that you maintain a 1.5-metre, non-combustible zone around your entire home and any attachments.



### CHARACTERISTICS OF FIRE-RESISTANT PLANTS

- moist, supple leaves
- minimal accumulation of dead vegetation
- water-like sap that produces little odour
- low amount of sap or resin material

### CHARACTERISTICS OF HIGHLY FLAMMABLE PLANTS

- aromatic leaves or needles
- accumulations of fine, dry, dead material
- resin or oils
- loose, papery or flaky bark

### PLANTS TO AVOID

- cedar
- juniper
- pine
- tall grass
- spruce

### GRASS

A mowed lawn is a fire-resistant lawn. Grasses shorter than 10 centimetres are less likely to burn intensely.

## LANDSCAPING AND YARD

### BARK MULCH AND PINE NEEDLES

Do not use bark or pine needle mulches within 10 metres of your home, since they are highly combustible. Gravel mulch and decorative crushed rock mulch significantly reduce the risk of wildfire.

### FIREWOOD PILES

Wood piled against a house is a major fire hazard. Moving your firewood pile may be a key factor that allows your home to survive a wildfire. Clean up any such areas regularly, since easily ignited debris often collects here.

### BURN BARRELS AND FIRE PITS

Burn barrels should be placed as far as possible from structures and trees. Keep the area within 3 metres of the burn barrel free of combustible material. Always ensure that your burn barrel has proper ventilation and is screened with 6-millimetre (or finer) wire mesh.

Check with your local government about any specific requirements and restrictions regarding backyard fire pits.

Fire permits for burn barrels and fire pits are required in many jurisdictions.

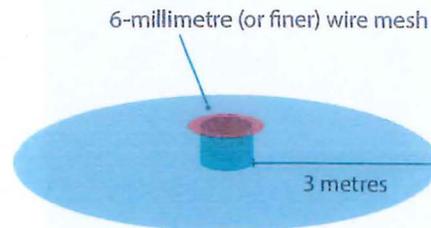
### ON-SITE FIRE TOOLS

Every home should have readily accessible shovels, rakes, axes, garden hoses, sprinklers and ladders to assist in suppressing wildfires.

### POWER LINES

Power lines should be clear of branches and other vegetation. Contact your local utility company to discuss removing any branches or vegetation around overhead electrical installations.

#### BURN BARREL



Firewood piles should be at least 10 metres from your home.



Bark mulch is highly flammable.

## ZONE 1 / YARD 1.5 – 10 METRES



A FireSmart yard can still include trees.

We often choose to live surrounded by the natural environment and trees are a cherished part of our relationship with nature. By following the recommendations in this manual, you can have a lush, green yard that is also resistant to wildfire.

### TREES TO PLANT

Deciduous (leafy) trees are resistant to wildfire and include:

- poplar
- birch
- aspen
- cottonwood
- maple
- alder
- ash
- cherry

## TREES CLOSEST TO YOUR HOME

### MAINTENANCE

- Include debris clean-up in your spring and fall yard maintenance.
- Dry leaves, twigs and branches are flammable and should be removed from your yard and gutters.
- Older deciduous (leafy) trees can have rot and damage that makes them susceptible to fire. An arborist or forester can help you assess the condition of mature trees.

### TREES TO AVOID

Coniferous trees, with cones and needles, are highly flammable and should not be within 10 metres of your home.

- spruce
- fir
- pine
- cedar

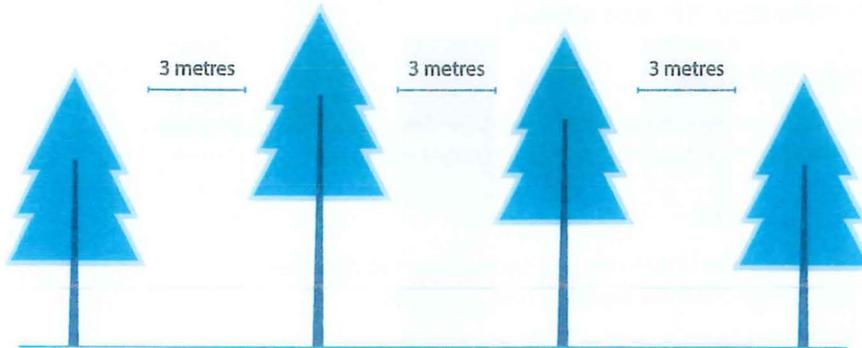
If these trees ignite within 10 metres of your home, the direct flames and intense heat can cause damage or even ignite your home.



## ZONE 2 / YARD 10 – 30 METRES

### CONIFEROUS TREE SPACING

Once fire moves into treetops, it can easily move into neighbouring trees and increase the overall intensity of the fire. Spacing trees at least 3 metres apart will reduce the risk of this happening.



### TREE-TO-TREE SPACING

Measure the distance between the outermost branches of your trees. There should be a minimum of 3 metres between trees.

### REMOVAL OF COMBUSTIBLE MATERIAL

Remove smaller coniferous trees that could act as a "ladder" and allow fire to move into the treetops.

Clean up woody debris on the ground.

## TREES FURTHER FROM YOUR HOME

### TREE PRUNING

A surface fire can climb up into trees quickly. Removing branches within 2 metres of the ground will help stop surface fires from moving into treetops.

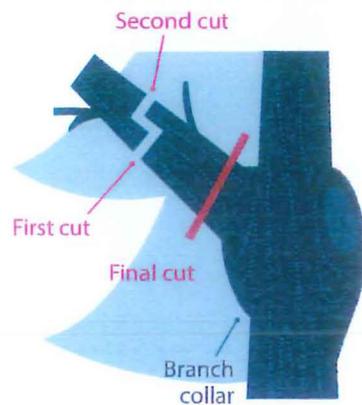
Remove all branches to a height of 2 metres from the ground on coniferous trees within 30 metres of your home. If possible, pruning trees up to 100 metres from your home (Zone 3) is recommended.

### WHEN TO PRUNE

You can prune dead branches at any time of the year, but it is best to prune coniferous trees in the late winter when they are dormant.

### HOW TO PRUNE

- Prune branches close to the tree trunk, but not so close that you damage the main trunk and bark of the tree.
- Never remove more than 1/3 of the canopy of a tree. Doing so can harm the tree.



Prune tree branches within 2 metres of the ground.



## ZONE 3 / LARGE YARDS

### 30 – 100 METRES

Taking FireSmart actions in Zone 3 will influence how a wildfire approaches your home. You can change the dynamics of wildfire behaviour by manipulating vegetation within this zone. FireSmart treatments in Zone 1 and Zone 2 can influence the amount of work necessary in Zone 3.

Just as in Zone 1 and Zone 2, slope is a consideration. If your home is on a slope, consider extending this area further, since fire moves fastest uphill. Consider slope stability when removing trees.

The goal in Zone 3 is to reduce the intensity and rate of spread of a wildfire. This is done by thinning and pruning coniferous trees and reducing excess vegetation and branches.

- Remove low-hanging branches within 2 metres of the ground.
- Space trees 3 metres apart (from branch tips) to reduce the intensity and rate of spread of a wildfire.
- Remove smaller coniferous trees that could act as a "ladder" and allow fire to move into the treetops.
- Clean up woody debris on the ground.

#### ROADWAYS AND DRIVEWAYS

In an emergency, you and your family may need to leave your community while emergency responders enter. In order for this to happen safely and efficiently, consider the following tips:

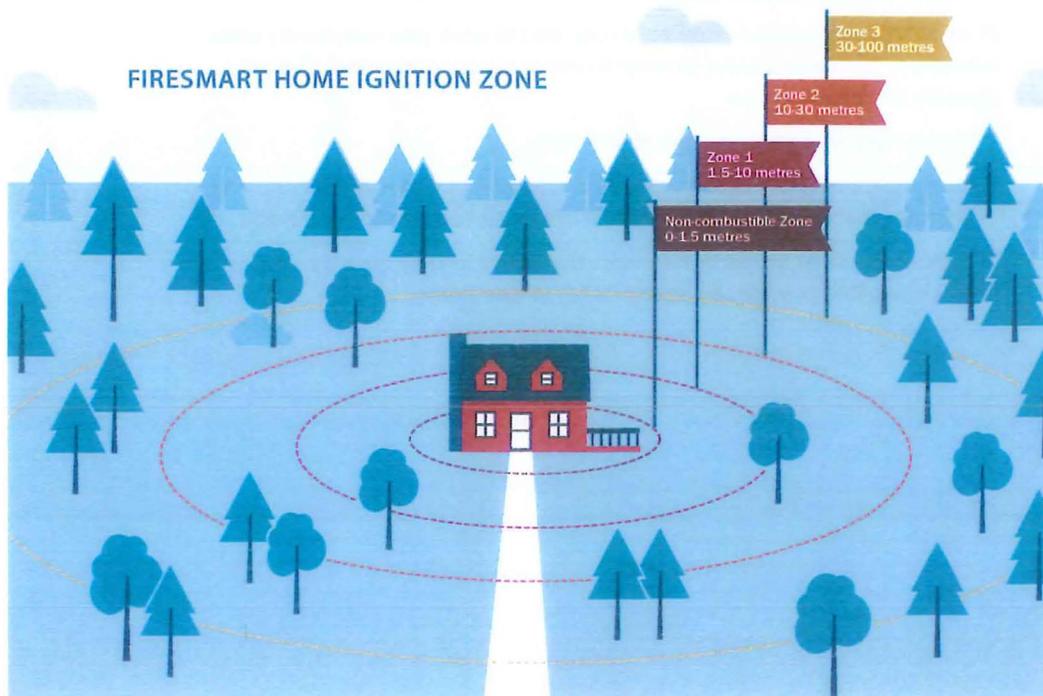
1. Clearly mark your property with your address.
2. Clear vegetation from access routes to and from your home. Target trees and branches that could make it difficult for a firetruck to approach your home.
3. If you have a large property, make sure that your driveway has a turnaround and, if possible, provide two access routes to your home.

## YOUR NEIGHBOURHOOD

- 1 Many of the recommendations in this manual assume that you have direct control over the property within 100 metres of your home. If that is not the case, the FireSmart recommendations still apply. Chat with your neighbours about FireSmart. Shared information, along with mutual co-operation and planning, can help.
- 2 The FireSmart Canada Community Recognition Program recognizes communities that:
  - complete a community assessment and FireSmart plan
  - organize a local FireSmart committee
  - host a FireSmart event, such as a clean-up day
  - contribute in-kind or monetary support toward FireSmart actions
- 3 Are you concerned about your community's wildfire risk? Ask your local government, planning department or fire service how they are integrating FireSmart into their plans.



To learn more, go to:  
[FireSmartCanada.ca](https://www.fire-smartcanada.ca)





## FIRESMART SCORE CARD

### ASSESS YOUR RISK FROM WILDFIRE

Answer the questions below to see what changes will make the greatest difference in reducing your home's risk from wildfire.

HOME (0 – 1.5 metres)		NON-COMBUSTIBLE ZONE
What type of roofing material do you have?	Metal, clay tile or asphalt shingles	0
	Unrated roof assembly (including wood shakes and wood shingle roofs)	30
How clean are your roof and gutters?	No needles or other combustible material	0
	Needles and other combustible material present	3
Are your eaves closed up and vents screened?	Closed eaves and vents with 3 mm screening (e.g. ASTM rated vents)	0
	Open eaves with accumulated combustible debris, vents not screened or operational (e.g. dryer vents)	6
What type of exterior siding do you have?	Ignition resistant or noncombustible (fibre cement board, stucco, log, metals, brick/stone)	0
	Combustible siding or non-ignition resistant siding (vinyl, wood, acrylic stucco)	6
Is exterior siding free of gaps, holes, or other areas where embers could accumulate, lodge, or penetrate?	No gaps or cracks, missing siding or holes	0
	Gaps, cracks or holes	6
Are walls protected from ignition with a minimum 15 centimetres (6 inches) of noncombustible ground-to-siding clearance?	15 centimetre noncombustible vertical ground-to-siding surface	0
	No 15 centimetre noncombustible vertical ground-to-siding surface	30
How fire resistant are your windows or doors?	Tempered glass in all doors and windows and treated Noncombustible Zone and Priority Zone 1	0
	Double pane glass small/medium and treated Noncombustible Zone and Priority Zone 1	1
	Double pane glass large and treated Noncombustible Zone and Priority Zone 1	2
	Single pane glass- small/medium and treated Noncombustible Zone and Priority Zone 1	4
	Single pane glass large and treated Noncombustible Zone and Priority Zone 1	6

HOME (0 – 1.5 metres)		NON-COMBUSTIBLE ZONE	
Have you sheathed-in the underside of your balcony, deck, porch or open foundation?	N/A, no gaps or cracks, solid wood, non-combustible or fire-rated construction with non-combustible surface and no combustible debris under deck	0	
	Gaps or cracks, no solid wood or fire-rated construction with combustible surface and combustible debris under deck	30	
Is your home set back from the edge of a slope?	Building is located on the bottom or lower portion of a hill	0	
	Building is located on the mid to upper portion or crest of a hill	6	
		<b>HOME / SCORE</b>	

YARD (0 – 1.5 metres)		NON-COMBUSTIBLE ZONE	
1.5 metres from furthest extent of home (includes overhangs, extensions and decks)	Noncombustible surface, no combustible debris, materials, fences or plants present	0	
	Combustible surface, combustible debris, fences or plants present	30	
		<b>NON-COMBUSTIBLE ZONE / SCORE</b>	

YARD (1.5 – 10 metres)		ZONE 1	
Where are your woodpiles or other combustible materials stored? (Vehicles, construction materials, debris etc.)	More than 10 metres from home	0	
	Less than 10 metres from home	30	
Where are your unmitigated outbuildings located? (buildings that are not-mitigated to the same standards as the primary home)	More than 15 metres from home	0	
	Less than 15 metres from home	30	

YARD (1.5 – 10 metres)		ZONE 1
What type of forest grows within 10 metres of your home?	TREES	
	Healthy deciduous (i.e. poplar, aspen, birch)	0
	Mixedwood (both conifer and deciduous)	30
	Conifer (i.e. spruce, pine, fir, cedar)	30
What kind of surface vegetation and combustible materials are within 10 metres of your home and outbuildings?	Well maintained lawn (15 centimetres or shorter; low flammability; low growing discontinuous plants with treated Noncombustible Zone (0 – 1.5 metres)	0
	Unmaintained grass (greater than 15 centimetres); flammable plants; continuous plants or tall growing plants; untreated Noncombustible Zone	30
	Twigs, branches, logs and accumulations of tree needles or leaves and other combustible materials	30
		<b>ZONE 1 / SCORE</b>

YARD (10 – 30 metres)		ZONE 2
What type of forest surrounds your home?	TREES	
	Healthy deciduous (i.e. poplar, birch, cottonwood)	0
	Mixedwood (both deciduous and conifer)	10
	Conifer (i.e. spruce, pine, fir, cedar) See Fig. 1, 2*	
	Separated	10
	Continuous	30
What kind of surface vegetation grows within 10 – 30 metres of your home?	None within 10 – 30 metres	0
	Scattered within 10 – 30 metres	5
	Unmaintained grass (greater than 15 cm)	5
	Abundant within 10 – 30 metres	10
Are flammable shrubs well-spaced?	None within 10 – 30 metres	0
	Scattered within 10 – 30 metres	5
	Abundant within 10 – 30 metres	10
	Separated coniferous	10
Are there low tree branches within 2 metres of the ground?	None within 10 – 30 metres	0
	Present within 10 – 30 metres	10
		<b>ZONE 2 / SCORE</b>

## HOME AND YARD HAZARD SCORE

SITE		TOTAL SCORE
Non-combustible and Zone 1 Home and Yard	HOME (0 – 1.5 metres)	
	YARD (0 – 1.5 metres)	
	YARD (1.5 – 10 metres)	
Yard Zone 2	YARD (10 – 30 metres)	

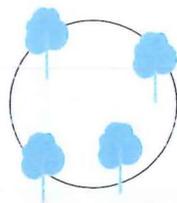
**HAZARD:** Low: <21 Moderate: 21 – 29 High: 30 – 35 Extreme: >35

### HOME CONSIDERATIONS

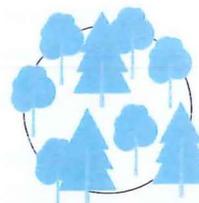
- Have you discussed wildfire damage and loss with your insurance provider?
- Is your roof in poor condition? A roof in poor condition will not provide protection from sparks and embers. Fire resistance deteriorates over time; check manufacturer guidelines to assess roof condition and potential fire resistance.
- Is your chimney clean? Does it have proper clearances, screens and spark arrestors?

### YARD CONSIDERATIONS

- Is the area within 10 metres of buildings free of flammable trees, other vegetation and combustible materials?
- Are large capacity propane tanks within 10 metres of buildings?  
Are they clear of vegetation?
- Is fire suppression equipment readily available? Shovels, rakes, buckets and hoses should be easily accessible.
- Are burn barrels screened and at least 10 metres from combustible materials and buildings?
- Are overhead power lines clear of vegetation? Contact your service provider for assistance with removing trees in close proximity to utility lines.



**FIG. 1 – SEPARATED**  
Trees are widely spaced and crowns do not touch or overlap



**FIG. 2 – CONTINUOUS**  
High stand density where trees are tightly spaced and crowns frequently touch or overlap

## EVACUATION TIPS

### GRAB-AND-GO BAG

---

Bottled water and ready-to-eat food, like high-calorie power bars

Battery-powered or hand-crank flashlight

Small battery-powered or hand-crank radio

Flashlights and extra batteries

Extra batteries

Seasonal clothing and an emergency blanket

Copy of your emergency plan and copies of important documents, such as insurance papers

Pet food, water, leashes and carriers, if applicable

Small first aid kit and personal medications

Toiletries and items such as an extra pair of glasses or contact lenses and solution

Cash in small denominations

Pen and notepad

Whistle

### WHEN YOU LEAVE, REMEMBER TO

---

Make sure you are safe before assisting others

Monitor the radio, television, and/or social media for information from authorities

Do not turn off your home's gas supply

Post easy to see signs for water and gas shut-offs

Follow your household emergency plan

Bring your grab-and-go bags

Close doors and windows

## EMERGENCY CONTACT AND EVACUATION ROUTES

Fill out this form and keep it near your home phone or someplace where everyone in your house can easily find it. Keep a copy in your grab-and-go bag, and rehearse your evacuation route at least once a year.

Visit [bcwildfire.ca](http://bcwildfire.ca) for up-to-date wildfire information in British Columbia.

For more information on how to prepare for a wildfire and other emergencies, go to [preparedbc.ca/wildfires](http://preparedbc.ca/wildfires)

### OUR OUT-OF-TOWN EMERGENCY CONTACT IS:

Name

Relationship

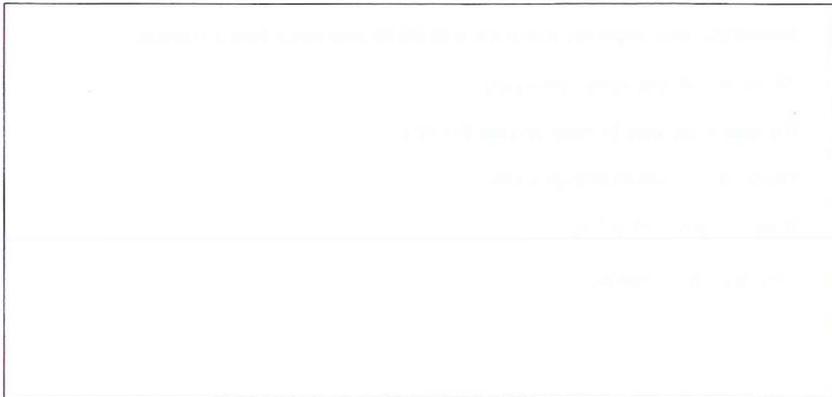
Home Phone

Cell Phone

Address

Email

### OUR EVACUATION ROUTES ARE (SKETCH ROUTES BELOW):





FireSmartCanada.ca



The BC Wildfire Service of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development would like to thank the following:

- Partners in Protection for providing the information used in this manual
- Alberta Environment and Sustainable Resource Development for allowing the use of its FireSmart Homeowner's Manual as a model for this manual
- The BC FireSmart Committee for supporting the production of this publication. (The BC FireSmart Committee includes representation from the BC Wildfire Service, Emergency Management BC, Forest Enhancement Society of B.C., Fire Chiefs' Association of British Columbia, First Nations' Emergency Services Society, Office of the Fire Commissioner, and the Union of B.C. Municipalities.)

Copies of this manual are available at your local fire centre office or online at [firesmartbc.ca](http://firesmartbc.ca)

FireSmart® and the FireSmart logo are registered trademarks of Partners in Protection Association (PIP).

**Waiver:**

British Columbia's Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and the Crown, accept no responsibility of liability for any loss or damage that any person may sustain as a result of the information in, or anything done or omitted pursuant to, this manual.

*Cover photo: BC Wildfire Service*

For more information about the BC Wildfire Service,  
please contact the office nearest you:

Provincial Wildfire Coordination Centre  
BC Wildfire Service  
250 312-3000 (Kamloops)

Kamloops Fire Centre  
250 554-5500 (Kamloops)

Coastal Fire Centre  
250 951-4201 (Parksville)

Southeast Fire Centre  
250 365-4040 (Castlegar)

Northwest Fire Centre  
250 847-6600 (Smithers)

Cariboo Fire Centre  
250 989-2600 (Williams Lake)

Prince George Fire Centre  
250 561-4628 (Prince George)

First Nations' Emergency Services Society of British Columbia  
North Vancouver office:  
604 669-7305  
1 888 822-3388

First Nations' Emergency Services Society of British Columbia  
Kamloops regional office:  
250 377-7600  
1 888 388-4431



FireSmartBC.ca



Emergency Management BC  
BC Wildfire Service



www.bcwildfire.ca  
 To report a wildfire, call:  
 1 800 663-5555  
 or  
 \*5555 on your cellphone

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**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, January 27, 2020 at 7:00 p.m.**

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

**Proposed Rezoning** of Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone)

**Civic Address:** 1791 - 22 Street NE

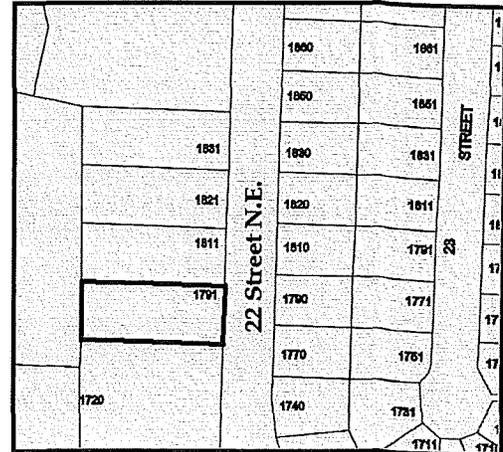
**Location:** South of intersection of 19 Avenue NE and 22 Street NE on West side of 22 Street NE

**Present Use:** Bare Land

**Proposed Use:** Single Family Dwelling with Suite

**Owner / Applicant:** Soley, A. & Tigh, D.

**Reference:** ZON-1162/ Bylaw No. 4365



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from January 14 - 27, 2020, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

# CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: November 27, 2019

Subject: Zoning Bylaw Amendment Application No. 1162

Legal: Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048

Civic: 1791 – 22 Street NE

Owner/Applicant: Soley, A. & Tigh, D.

## MOTION FOR CONSIDERATION

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

## STAFF RECOMMENDATION

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

## PROPOSAL

The subject parcel is located at 1791 – 22 Street NE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a secondary suite within a new single family dwelling which is currently being constructed.

## BACKGROUND

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 & 4). The subject parcel is located in a residential neighbourhood (Lakeview Meadows). There are presently six R-8 zoned parcels in the Lakeview Meadows subdivision. This lot, along with three other lots were created via subdivision in 2017. One of these new lots, the adjacent parcel to the north, was rezoned from R-1 to R-8 in August of this year, to permit a secondary suite in a new house.

The subject parcel is approximately 56 m (184 ft) long and 23 m (75.5 ft) wide with an area of approximately 0.13 hectares (.32 acres). The subject parcel is a relatively large lot and can meet the conditions as specified to permit either a secondary suite or a detached suite within the proposed R-8 Zone.

A house is currently being constructed on the property; site photos are attached as Appendix 5. The applicant wishes to build a secondary suite on the lower level and has provided elevation, site and floor plans (Appendix 6). The lower level floor plan indicates the proposed suite to be 41.2 m<sup>2</sup> (443 ft<sup>2</sup>) and the site plan shows a double car garage and a large driveway. Thus, the size of the suite is within the maximum 90 m<sup>2</sup> (968.8 ft<sup>2</sup>); and, the provision to provide an additional off-street parking stall for the suite can be fulfilled.

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.

COMMENTSMinistry of Transportation & Infrastructure

No comments to date.

Engineering Department

No concerns.

Building Department

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

Fire Department

No concerns.

Planning Department

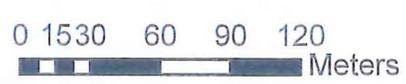
The proposed construction of a single family dwelling with a secondary suite will conform and fit in well with the surrounding neighbourhood. The proposed R-8 zoning of the subject parcel is consistent with the OCP and the plans provided indicate that all R-8 Zone requirements can be met, including the provision of onsite parking. Therefore, this application is supported by staff. Any development of a *secondary 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



Subject Parcel



Subject Parcel



	 Subject Parcel	 Low Density Residential	 Park
		 Medium Density Residential	 Institutional
		 High Density Residential	





View of subject property, facing northeast



View of subject property, facing north

**GENERAL NOTES**

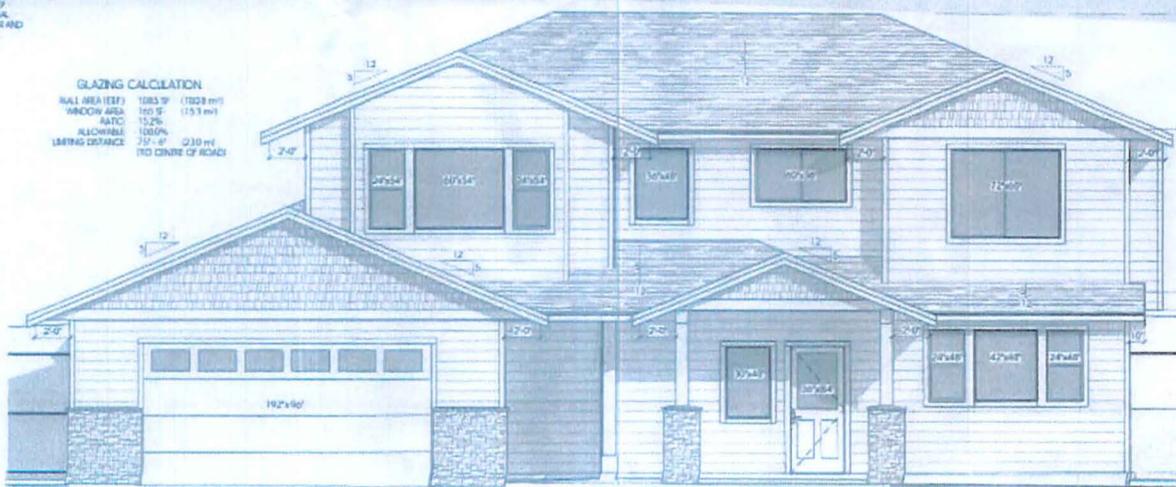
1. ALL CONSTRUCTION MATERIALS & WORKMANSHIP TO BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE IBC BUILDING CODE, PLUMBING CODE, ELECTRICAL CODE, & ALL OTHER CODES ZONING AND REGULATORY THAT APPLY.
2. THE CONTRACTOR AND ALL SUBTRADE ARE RESPONSIBLE FOR THE REVIEW OF ALL DRAWINGS AND THE CORRECTIONS FROM TO CORRECTING WORK OR ORDERING ANY MATERIAL AND SHALL REPORT ANY DISCREPANCIES THAT AFFECT DESIGN TO MRG IMMEDIATELY.
3. ALL FRAMING MATERIAL TO BE SFI #2 OR BETTER.
4. CONCRETE FOOTINGS AND WALLS TO BE MINIMUM 2000 PSI 28 DAYS FLOOR SLABS AND SIDEWALKS TO BE MINIMUM 3000 PSI 28 DAYS.
5. ALL CONCRETE FOOTINGS TO BE PLACED ON ORIGINAL UNDISTURBED GROUND FREE OF ALL ORGANIC FILL OR ROCKY MATERIAL.
6. DAMPROOF FOUNDATION WALLS BELOW GRADE WITH 2 COATS OF BITUMINOUS MEMBRANE OR 1/4" OF COPPER ALUMINUM COMPACTIBLE RL UNDER FLOOR OR GARAGE SLABS OR 1/4" OF 3/4" DRAINPIPE OR OTHER MATERIAL, SUITABLE FOR MOISTURE CONTROL, SHALL BE INSTALLED BETWEEN SLABS.
7. A 1/4" MINIMUM PERMISSIBLE POLYURETHANE BARRIER OR 1/4" OF COPPER ALUMINUM COMPACTIBLE RL UNDER FLOOR OR GARAGE SLABS OR 1/4" OF 3/4" DRAINPIPE OR OTHER MATERIAL, SUITABLE FOR MOISTURE CONTROL, SHALL BE INSTALLED BETWEEN SLABS.
8. ALL FOUNDATION DRAINS TO BE 1/4" PERFORATED PVC WITH FILTER CLOTH AND MINIMUM 4" DRAIN PIPES DRAINED TO NEAREST SERVICES ACCORDING TO LOCAL REQUIREMENTS. DRAINS TO BE 3' AWAY FROM FOUNDATION AT ALL LOCATIONS PERMITTED FOR SERVICES.
9. ALL TRUSSES, JOISTS, BEAMS OR OTHER STRUCTURAL MEMBERS NOT COVERED IN IBC BUILDING CODE TO BE DESIGNED AND ENGINEERED BY TRUSS MANUFACTURER OR STRUCTURAL ENGINEER PRIOR TO ANY FABRICATION.
10. FABRICATION TO BE IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES AND REGULATIONS. CONCRETE WALLS WITH FINISH AND EXTERIOR ROOF TO PLACING FOOTINGS OR RAINING SERVICES WITHIN BUILDING ENVELOPE.
11. ALL ROOF SPACES TO BE VENTILATED WITH SOFFIT AND ROOF VENTS WITH A MINIMUM DETERMINATION AREA OF 1:500 & MINIMUM OF 2% OF VENTS TO BE LOCATED AT ROOF AND MINIMUM 25% TO BE LOCATED AT SOFFIT.
12. DOOR FRAMES AT ENTRANCES AND EXTERIOR SPACES TO DRINKING WATER SHALL BE SOLIDLY BLOCED BETWEEN DOOR FRAME AND TRUSSES AT THE HEIGHT OF THE DOOR TO RESIST BREACHING.
13. ALL GLASS DOORS, SERVICE OR WINDOWS WITHIN 12" OF FINISHED FLOOR TO BE CONSTRUCTED OF SAFETY GLASS.
14. RAINWATER LEAKING NOT ALLOWED ON FLOOR. CONTRACTOR TO DETERMINE EXACT LOCATION SUITABLE TO SITE AND MINIMIZE DAMAGE.
15. ELECTRICAL LOCATIONS TO BE DETERMINED BY ELECTRICAL CONTRACTOR WITH THE APPROVAL OF HOMEOWNER OR GENERAL CONTRACTOR AND IN ACCORDANCE WITH CURRENT ELECTRICAL CODE.

**GENERAL NOTES**

17. APPROVED SMOKE ALARMS TO BE INSTALLED WITH LOCATION APPROVED BY APPROPRIATE LOCAL MUNICIPALITY.
18. REFER TO LAYOUTS AND SPECIFICATIONS FROM STRUCTURAL ENGINEER FOR JOIST SPACING AND ROOF TRUSS MANUFACTURER FOR BEAM POST AND FOOTING LOCATION AND SETS AND INSURE PROPER BEARING IS PROVIDED FOR ALL POINT LOADS. ANY STRUCTURAL SPECIFICATIONS SHOWN ON MRG PLANS ARE ESTIMATED ONLY AND MAY NOT ACCURATELY REFLECT LOADS AND USING OR MAY NOT INCLUDE POINT LOADS OR STRUCTURAL MEMBERS DESIGNED BY OTHERS.
19. MRG RESIDENTIAL DESIGN ACCEPTS NO LIABILITY AND SHALL NOT BE HELD RESPONSIBLE FOR BREACH OR OMISSIONS WITH THE SET OF DRAWINGS THAT MAY RELATIVELY AFFECT CONSTRUCTION IF BREACH OR OMISSION PLEASE CONTACT MRG AT YOUR GREATEST CONVENIENCE.



2 3D VIEW



1 FRONT ELEVATION

**GLAZING CALCULATION**

WALL AREA (SQ FT)	1083.9'	(100.8 m <sup>2</sup> )
WINDOW AREA	160.9'	(15.1 m <sup>2</sup> )
RATIO	15.2%	
ALLOWABLE	100.0%	
LIMITING DISTANCE	75' - 0"	(23.0 m)

1/10 CENTRE OF ROAD

**SHEET LEGEND**

- A1 NOTED
- A2 BASEMENT
- A3 MAIN FLOOR
- A4 BALCONY
- A5 BARRICADE
- A6 SECTION

**FINISHED AREA**

BASEMENT	347.9'
MAIN FLOOR	1349.9'
TOTAL AREA	1697.8'

**OPTIONAL SUITE**

BASEMENT	443.9'
----------	--------

**CONSTRUCTION OPTIONS**

- NO H/WV INSTALLED
- NO SPRINKLER SYSTEM
- FORCED AIR
- ICF FOUNDATION

OFFICE COPY



250.804.5403  
MIDDERBORGH

CLIENT: **SOLEY**

JOB: **RESIDENCE**

1701 22 STREET NE  
SALMON ARM, BC

JOB #: **7613**

REVISIONS:

CONCEPT	SEPT 3 2019
REVISED UPPER	SEPT 5 2019
ATTACHED GARAGE	SEPT 7 2019
DETACHED GARAGE	SEPT 9 2019
PRELIM LAYOUTS	SEPT 10 2019
BASEMENT	SEPT 14 2019
PERMIT	SEPT 18 2019
REVISED GRADE	OCT 3 2019

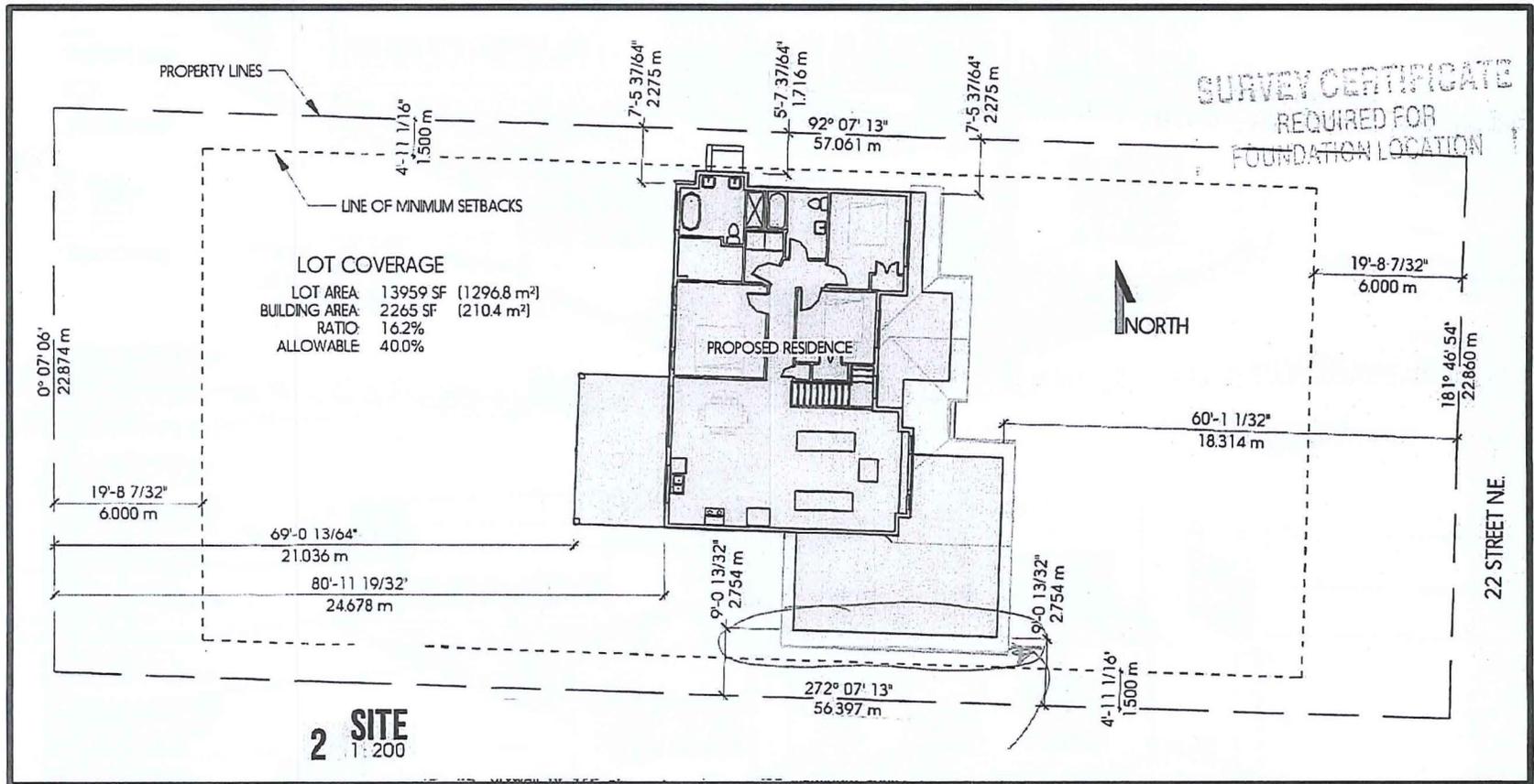
DATE: **OCT 3 2019**

DRAWING: **NOTES/3D**

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

PAGE: **A1**



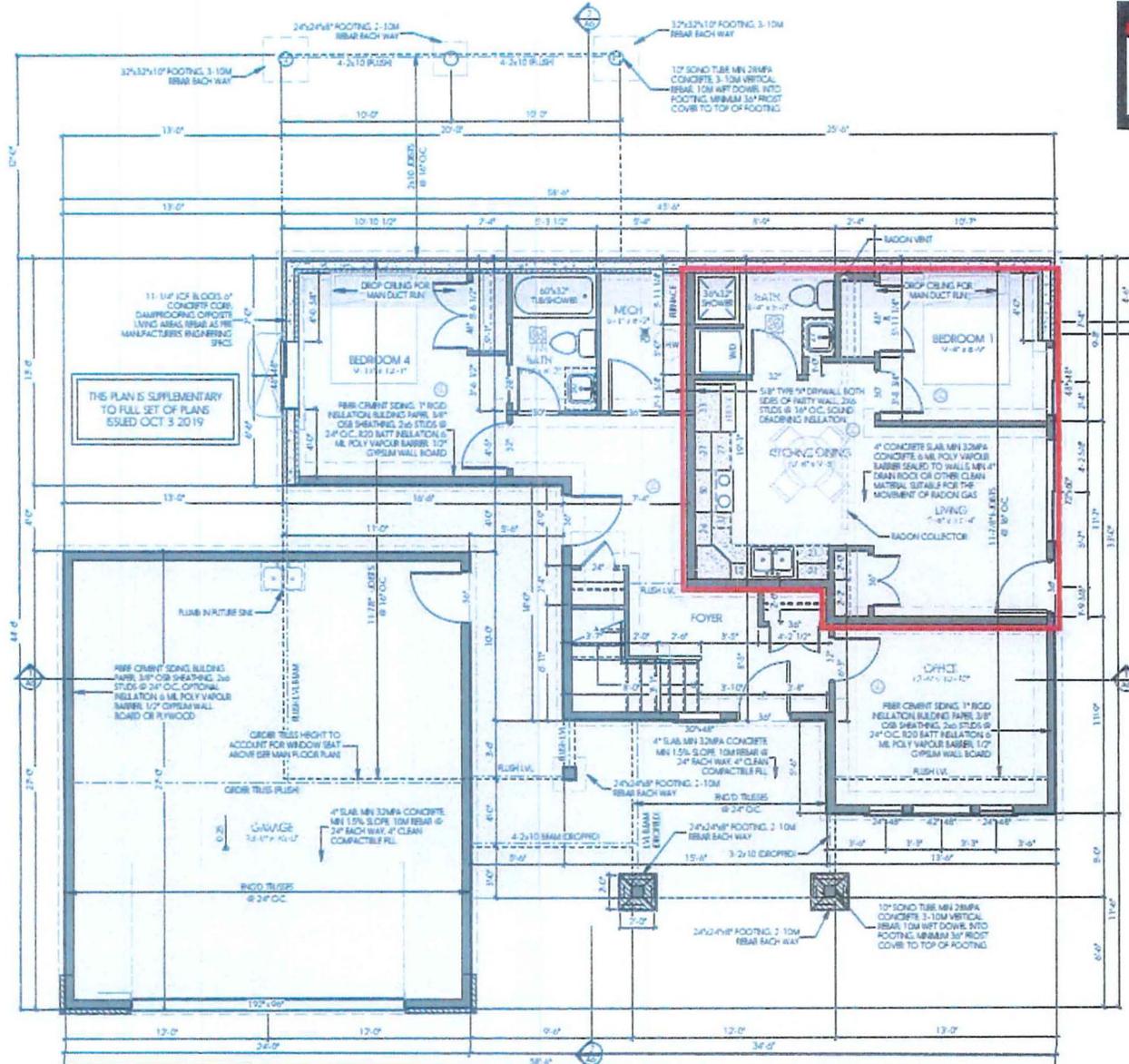


**FLOOR NOTES**

1. FINISH EXTERIOR WALLS INCLUDE EXTERIOR SHEATHING.
2. ALL DIMENSIONS SHOWN ARE TO FINISH AND DO NOT INCLUDE DRYWALL OR OTHER FINISHES.
3. ALL HAZARD TO BE 3'-2X10 IN 2X6 WALLS AND 2'-2X10 IN 2X4 WALLS UNLESS NOTED OTHERWISE.
4. ALL DOORS AND WINDOWS FRAMED 4'-1/2" FROM ADJACENT WALLS UNLESS NOTED OTHERWISE.
5. ALL DOOR SLABS TO MEASURE 80" IN HEIGHT UNLESS NOTED OTHERWISE.
6. NEUTRAL ROOM AREAS ARE CALCULATED FROM THE AREA OF FINISHING WHEREAS THE OVERALL FLOOR AREA IS CALCULATED TO THE OUTSIDE OF EXTERIOR WALLS.

**BASEMENT AREA**

FINISH	247 SF
CONCRETE	170 SF
MECH	113 SF
GARAGE	548 SF
<b>TOTAL FOOTPRINT</b>	<b>1743 SF</b>



**2 BASEMENT**  
14-1-0

CLIENT	<b>SOLEY</b>
JOB	<b>RESIDENCE</b>
	1791 22 STREET NE SALMON ARM B.C.
JOB #	<b>7613</b>
REVISIONS	
CONCEPT	SEPT 3 2019
REVISED UPPER	SEPT 5 2019
ATTACHED GARAGE	SEPT 9 2019
DETACHED GARAGE	SEPT 9 2019
RELM CAPCUTS	SEPT 10 2019
BASEMENT	SEPT 14 2019
PERMIT	SEPT 16 2019
REVISED GRADE	NOV 4 2019
FINISHED SITE	

DATE	<b>NOV 4 2019</b>
DRAWING	<b>BASEMENT</b>
SCALE	<b>1/4" = 1'-0"</b>
PAGE	

**A2**

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**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, January 27, 2020 at 7:00 p.m.**

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

**Proposed Rezoning** of Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP5318 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

**Civic Address:** 940 - 9 Avenue NE

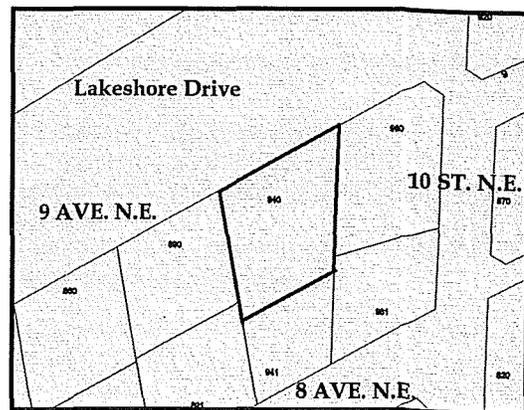
**Location:** West of intersection 10 Street NE and 9 Avenue NE on the South side of 9 Avenue NE

**Present Use:** Single Family Dwelling

**Proposed Use:** Single Family Dwelling with Secondary Suite in existing Accessory Building

**Owner / Applicant:** Ewan, D. & L.

**Reference:** ZON-1163/ Bylaw No. 4366



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from January 14 - 27, 2020, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

Item 23.2/24.2

# CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

Date: December 11, 2019

Subject: Zoning Bylaw Amendment Application No. 1163

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP5318

Civic: 940 – 9 Avenue NE

Owner/Applicant: Ewan, D. & L.

## MOTION FOR CONSIDERATION

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP5318 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone):

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

## STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

## PROPOSAL

The subject parcel is located at 940 9 Avenue NE (Appendix 1 and 2) and presently contains a single family dwelling and accessory buildings. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction of a secondary suite in an existing accessory building.

## BACKGROUND

The relatively large (0.106 hectare) subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in the McGuire Lake area, largely comprised of R-1, R-4, R-7 and R-8 zoned parcels containing single family dwellings with associated accessory buildings. There are currently seven R-8 zoned parcels within the proximity of the subject parcel. The subject parcel was subdivided from the adjacent parcel to the south in 1962.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Development of either a *detached suite* or *secondary suite* within a dwelling would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

The subject parcel easily meets the conditions as specified to permit a *detached suite* within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *detached suite* within an existing accessory building (as shown in the plans attached as Appendix 6).

Staff note that a variance with respect to the rear parcel line setback would be required to permit a *detached suite* in the existing accessory building as proposed. This is due to the minimum setback requirement being slightly more restrictive for a *detached suite* (3 m) as opposed to an *accessory building* (1 m). The existing *accessory building* is presently sited approximately 1.2 m from this parcel line, exceeding the 1 m setback requirement that applies to an *accessory building*, but falling short of the 3 m *detached suite* requirement.

COMMENTSMinistry of Transportation and Infrastructure

No response to date.

Engineering Department

No concerns with rezoning. Only one 6 m wide access onto 9 Avenue NE is permitted.

Building Department

BC Building Code will apply.

As it is proposed to serve the main dwelling, a fire separation will be required between the suite and the garage.

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

Fire Department

No concerns.

Planning Department

Staff note that a variance with respect to the rear parcel line setback would be required to permit a *detached suite* in the existing accessory building as proposed, however the subject property has potential to meet the conditions for the development of a *detached suite*, including sufficient space for an additional off-street parking stall.

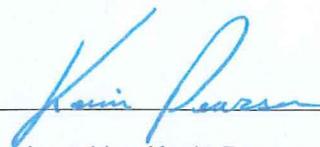
The variance required would have to be addressed through a separate application.

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



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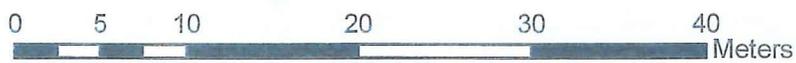
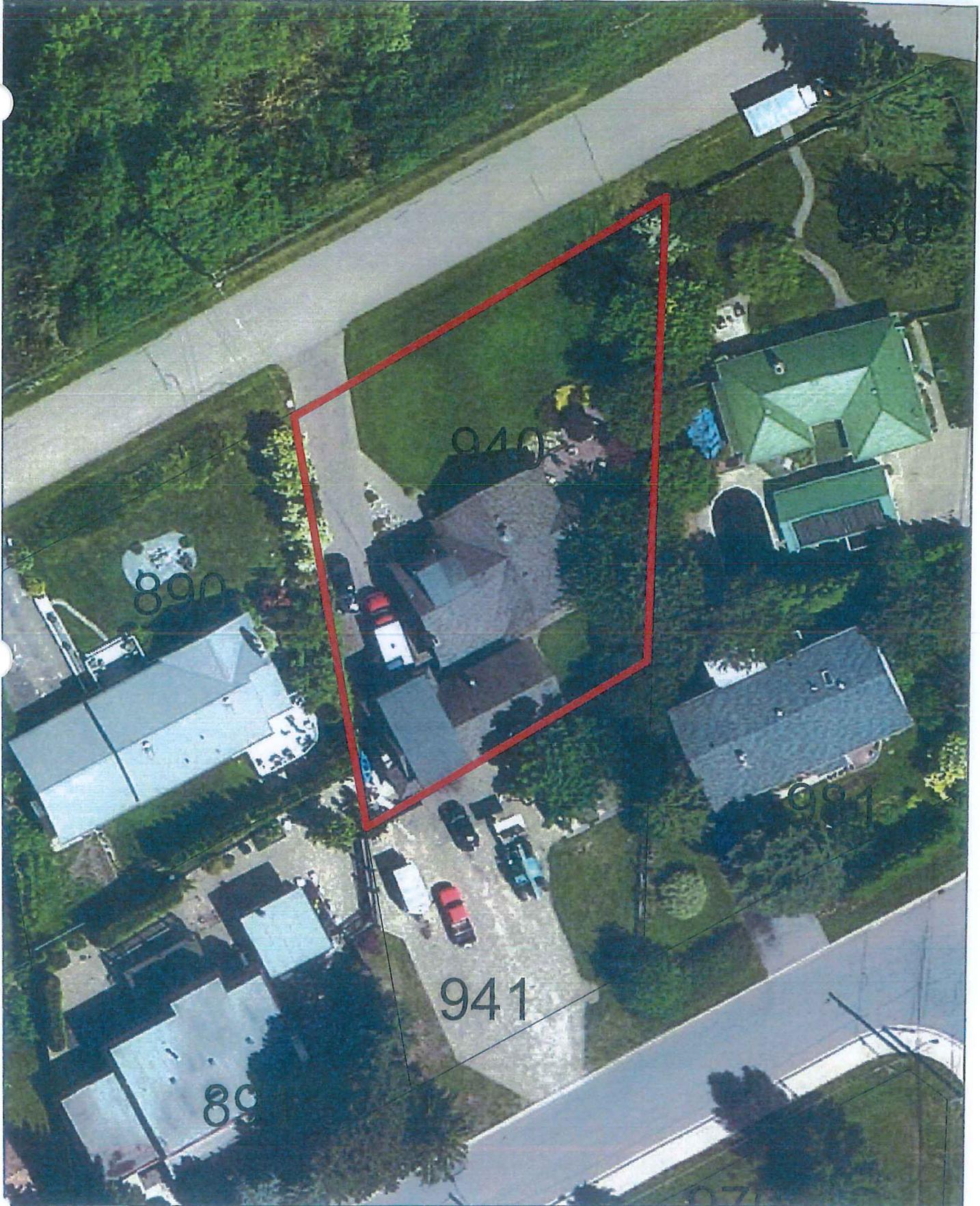
Prepared by: Chris Larson, MCP  
Planning and Development Officer



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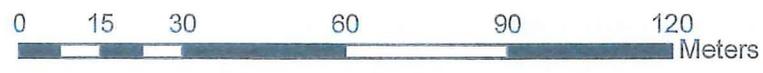
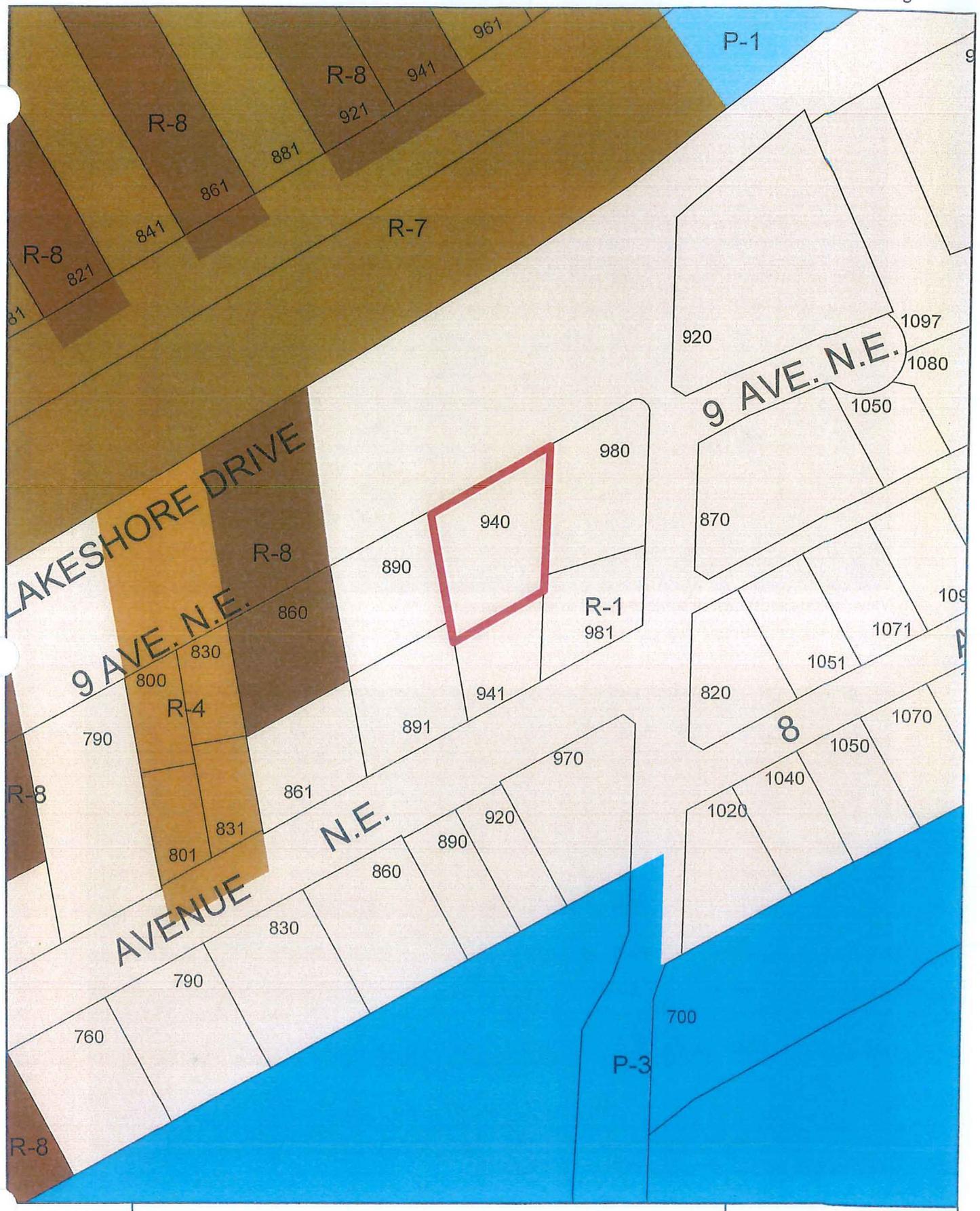
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services





 Subject Parcel

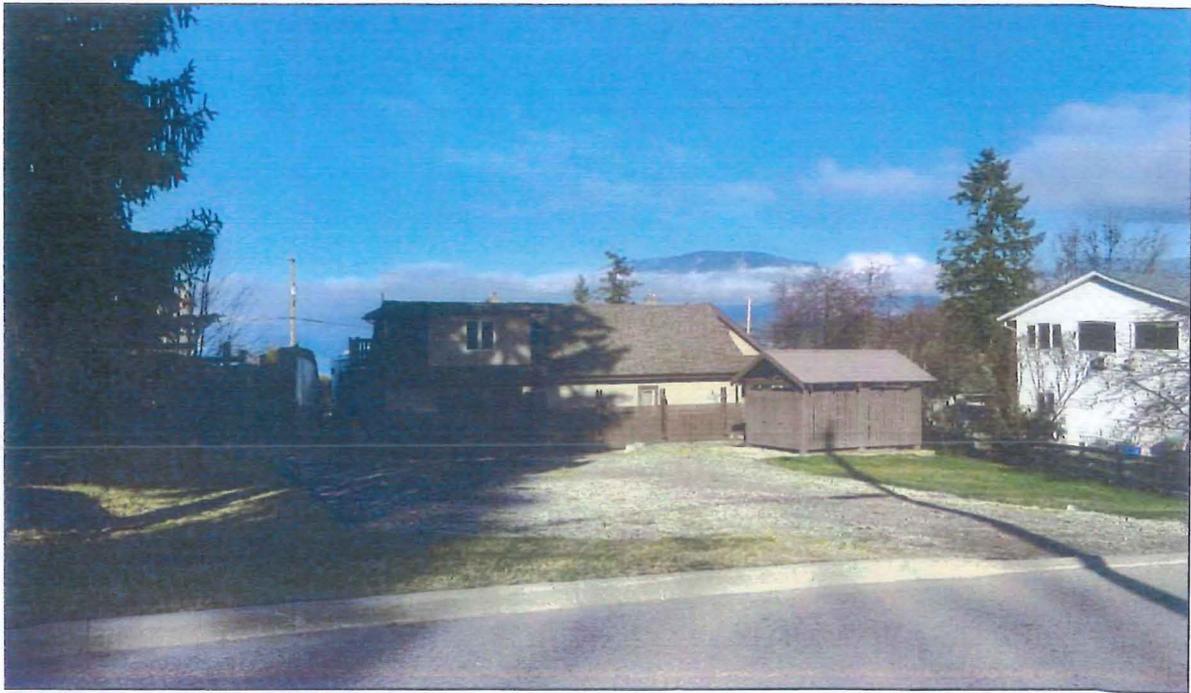




 Subject Parcel



View looking southeast of subject parcel from 9 Avenue NE.



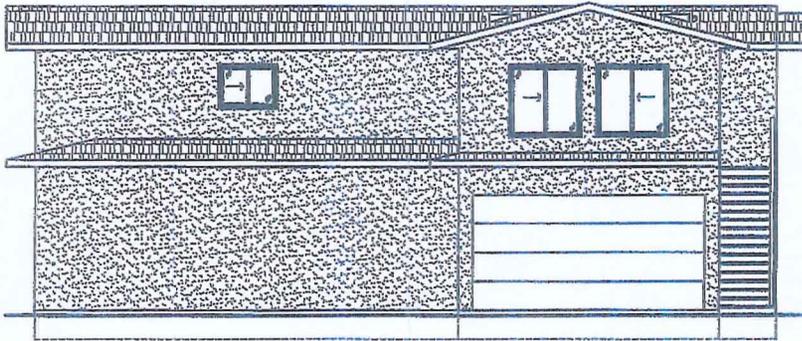
View looking north of subject parcel from 8 Avenue NE.

# 940 - 9th Ave. NE

Appendix 6: Site Plans & Elevations

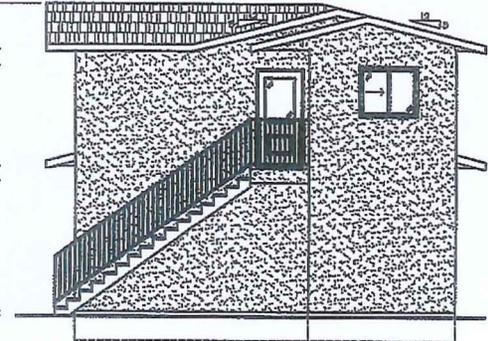


FULL AREA = 17330 SQ. FT. = 1630 SQ. METERS  
 12 METERS FROM PROPERTY LINE EQUALS 7 PERCENT ALLOWABLE COVERAGES  
 THEREFORE 1630 X 7 PERCENT = 114 SQ. METERS ALLOWED  
 ACTUAL COVERAGES = 11 SQ. FT. = 1.11 SQ. METERS



**NORTH ELEVATION**

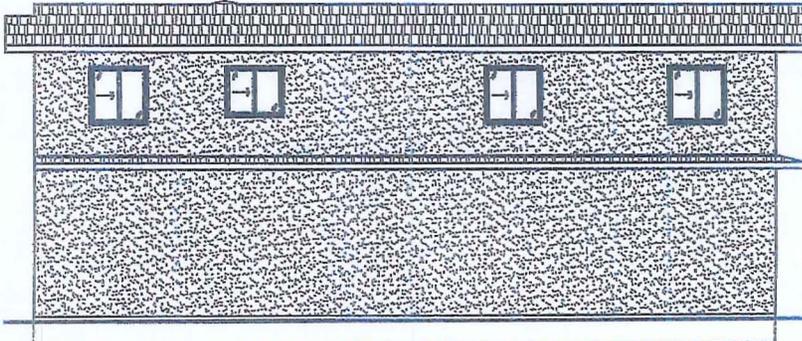
1/4" = 1'-0"



**WEST ELEVATION**

1/4" = 1'-0"

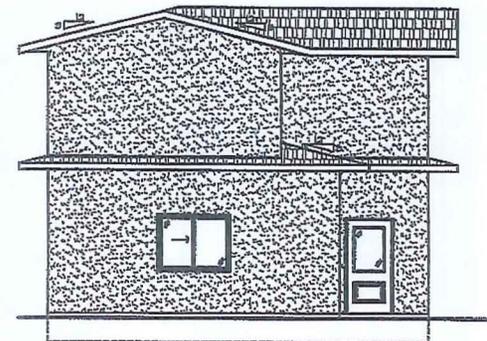
FULL AREA = 14000 SQ. FT. = 1291 SQ. METERS  
 2.0 METERS FROM PROPERTY LINE EQUALS 7 PERCENT ALLOWABLE COVERAGES  
 THEREFORE 1291 X 7 PERCENT = 90 SQ. METERS ALLOWED  
 ACTUAL COVERAGES = 54 SQ. FT. = 5.02 METERS



**SOUTH ELEVATION**

1/4" = 1'-0"

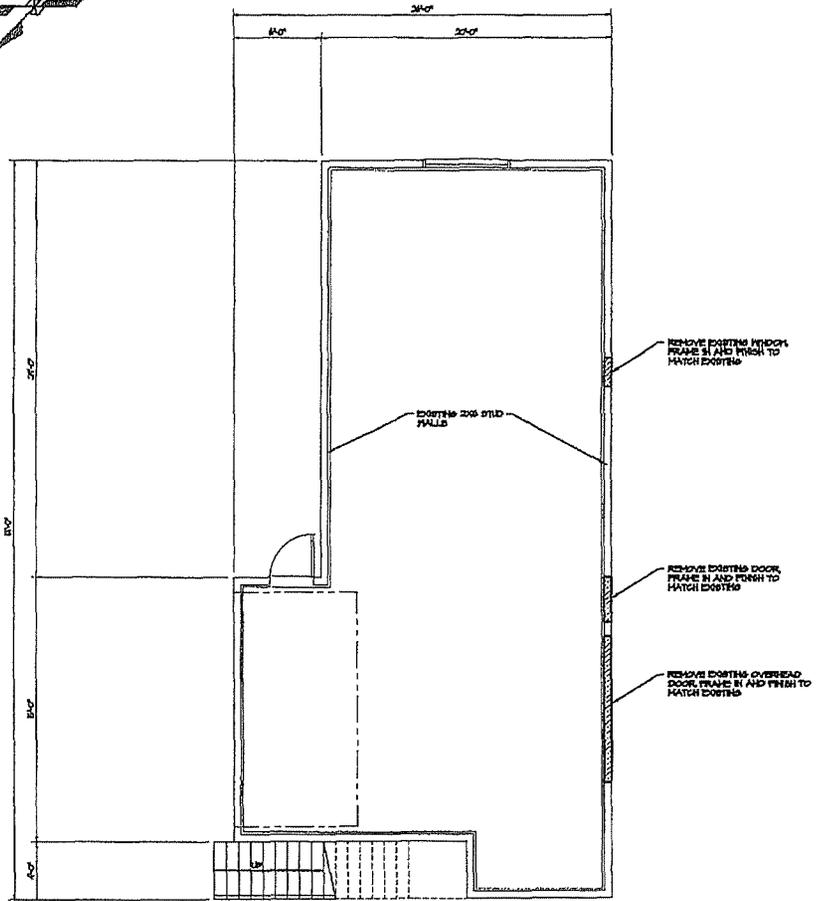
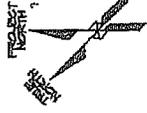
FULL AREA = 8710 SQ. FT. = 805 SQ. METERS  
 12 METERS FROM PROPERTY LINE EQUALS 7 PERCENT ALLOWABLE COVERAGES  
 THEREFORE 805 X 7 PERCENT = 56 SQ. METERS ALLOWED  
 ACTUAL COVERAGES = 22 SQ. FT. = 2.04 METERS



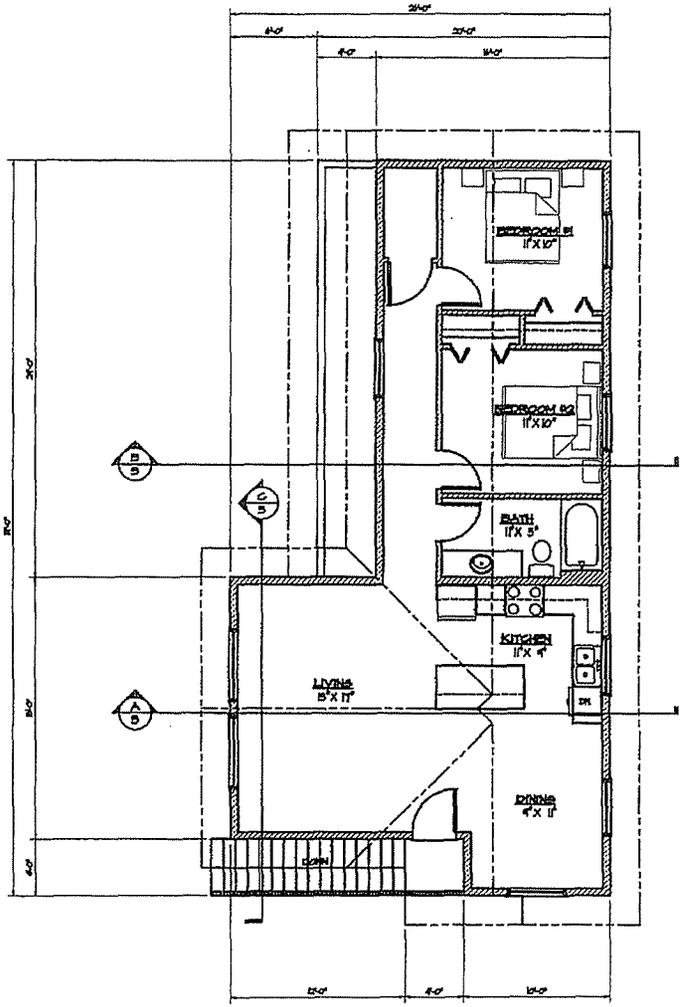
**EAST ELEVATION**

1/4" = 1'-0"

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<p>DATE: 07-14-04</p>	<p>SCALE: 1/4" = 1'-0"</p>	<p>PROJECT: ADDITION TO EXISTING GARAGE</p>		<p>DRAWN BY: B.S.</p>	<p>REVISIONS:</p>
<p>DRAWING NO. 14-086-01</p>			<p>DRAWN BY: B.S.</p>		



**EXISTING MAIN FLOOR PLAN**  
1/4" = 1'-0"



**NEW SECOND FLOOR PLAN**  
1/4" = 1'-0"  
LIVING AREA DIMS: = 896 SQ. FT.

REVISION NO.	DATE	DESCRIPTION



CLERK: LANCE EPWAN & DIANA SCARINI  
640 - 4TH AVE. N.E. SALMON APTS. B.C.  
SCALE: 1/4" = 1'-0"  
DATE: 08/17/2009  
DRAWN BY: JPL  
REVISION NO.  
PROJECT:  
**ADDITION TO EXISTING GARAGE**  
DRAWING DESCRIPTION:  
**NEW SECOND FLOOR PLAN**  
DRAWING NO: 14-066-02

THIS DRAWING, INFORMATION AND SUBJECT MATTER, HERE OF ARE THE CONFIDENTIAL, EXCLUSIVE AND PROPRIETARY OF PEDERSON ARCHITECTS & DESIGN LLC, AND ARE NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER FOR ANY PURPOSES WITHOUT THE WRITTEN CONSENT OF PEDERSON ARCHITECTS & DESIGN LLC.

3840 - 381 AVE. N.E.  
SALMON APTS. B.C. V2E3K4  
TEL: 778.224.2222  
FAX: 280.402.6484  
WWW.PEDERSONARCHITECTS.COM



**CITY OF SALMON ARM**  
**NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 27, 2020** at 7:00 p.m.

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

**Proposed Rezoning** of Lot 25, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

**Civic Address:** 1664 - 10 Street SE

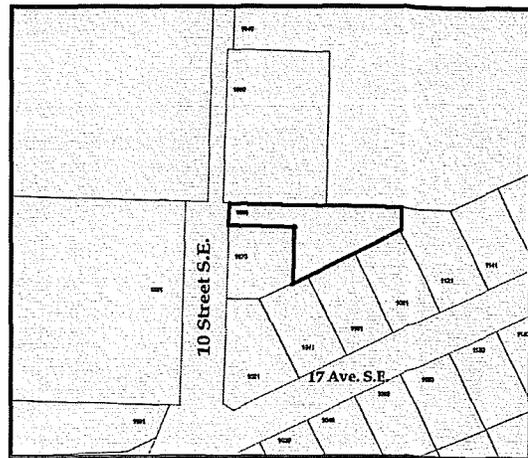
**Location:** North of intersection 10 Street SE and 17 Avenue SE on the East side of 10 Street SE

**Present Use:** Vacant land - [Constructing SFD w Suite]

**Proposed Use:** Single Family Dwelling with Suite

**Owner / Applicant:** Pringle, J. & S.

**Reference:** ZON-1164/ Bylaw No. 4367



The files for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from January 14 - 27, 2020, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4010) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

Item 23.3/24.3

# CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

Date: December 10, 2019

Subject: Zoning Bylaw Amendment Application No. 1164

Legal: Lot 25, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286

Civic: 1664 – 10 Street SE

Owner/Applicant: Pringle, J. & S.

## MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 25, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

## STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

## PROPOSAL

The subject parcel is located at 1664 10 Street SE (Appendix 1) and presently contains a single family dwelling under construction. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction of a *secondary suite* within the single family dwelling.

## BACKGROUND

The relatively large (0.33 acre, 1,350 square metre) subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 2 & 3). The subject parcel is located in the "Byersview" development, in an area largely comprised of R-1 zoned parcels containing single family dwellings with associated accessory buildings. There are currently four R-8 zoned parcels within the proximity of the subject parcel, including a large parcel to the west where future subdivision is anticipated.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. The subject parcel easily meets the conditions as specified within the proposed R-8 zone to permit a *secondary suite*. Site photos are attached as Appendix 4. The intent of the applicant is to develop a conforming *secondary suite* within the single family dwelling (as shown in the site plans attached as Appendix 5). Development of a *secondary suite* within a dwelling as proposed would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

## COMMENTS

Engineering Department

No concerns with rezoning.

Building Department

BC Building Code will apply.

Fire Department

No concerns.

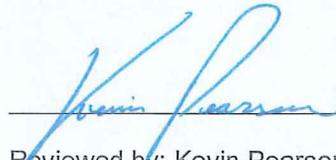
Planning Department

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



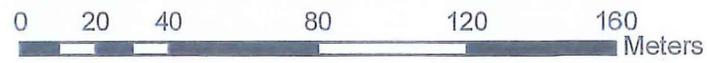
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Prepared by: Chris Larson, MCP  
Planning and Development Officer

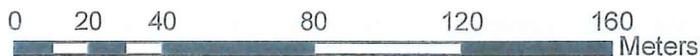
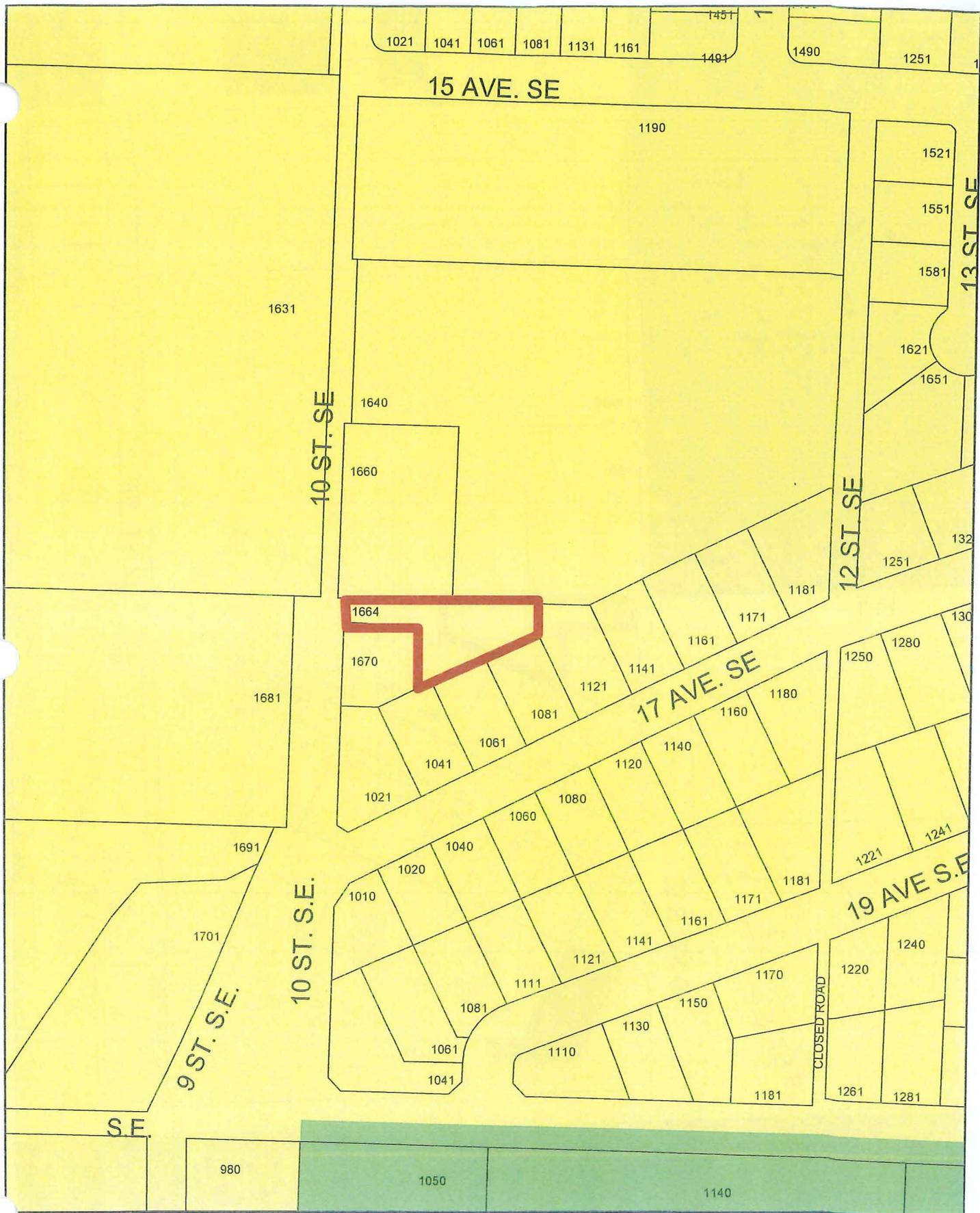


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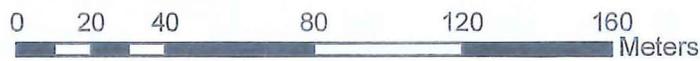
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services



 Subject Parcel

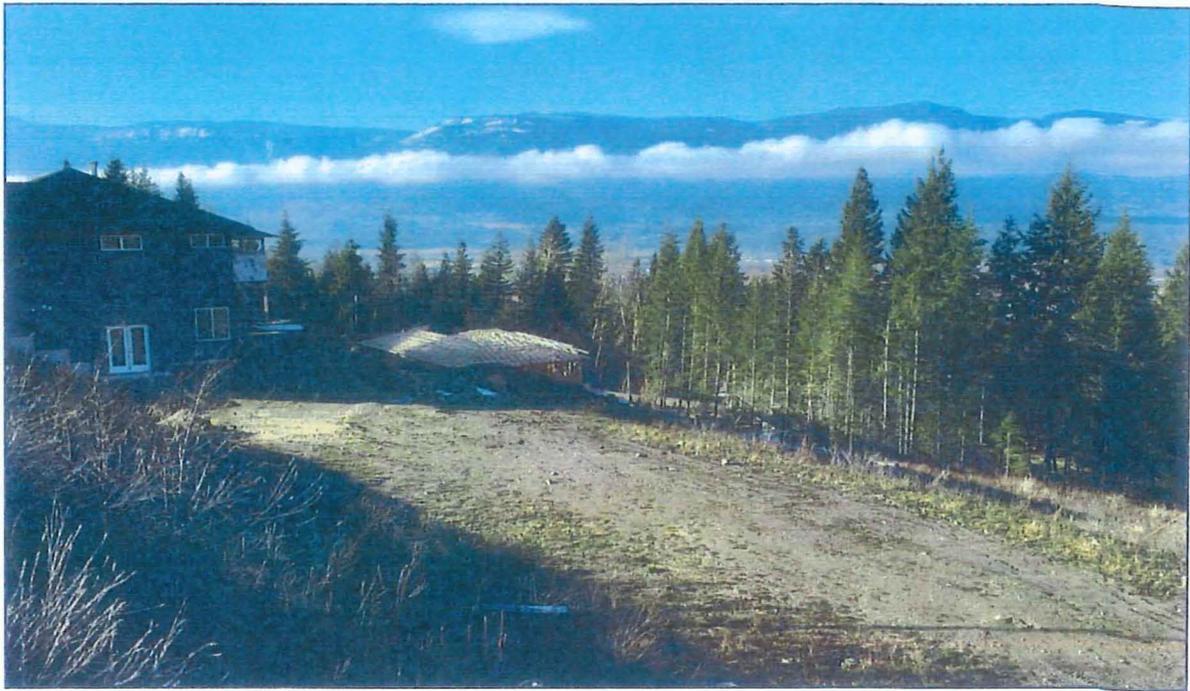


-  Subject Parcel
-  Low Density Residential
-  Acreage Reserve

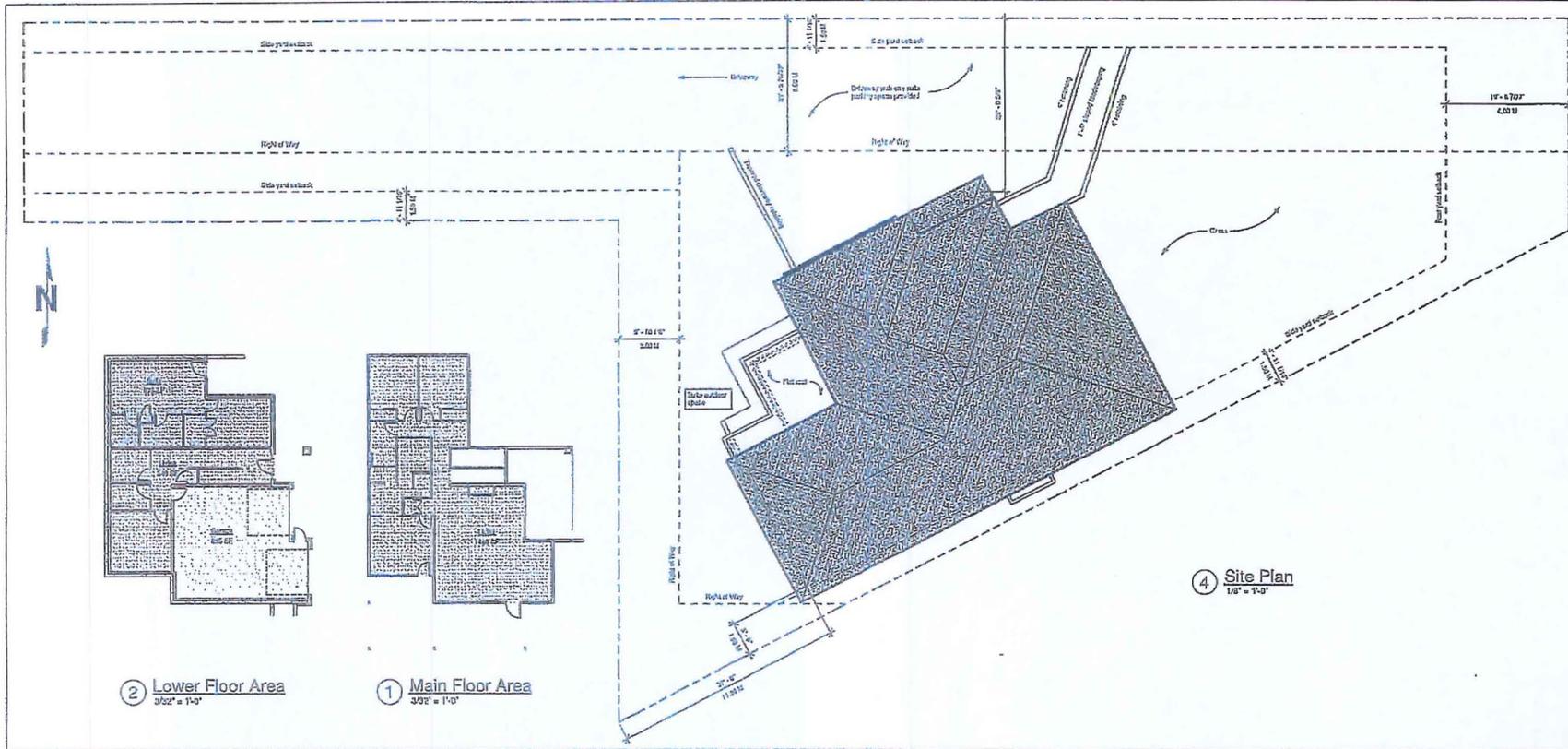




View of subject parcel looking east from 10 Street SE.



View of subject parcel looking west from 17 Avenue SE.



Drawing Index	
Drawing Number	Drawing Name
1	Cover Page and Site Plan
2	Foundation and Details
3	Lower Floor Plan
4	Main Floor Plan
5	Sections and Perspectives
6	Sections and Details
7	Sections and Details

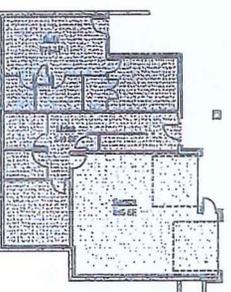
**Legal Address**  
Lot 25

**Civic Address**  
1664 10th St SE  
Salmon Arm BC V1E 2H5

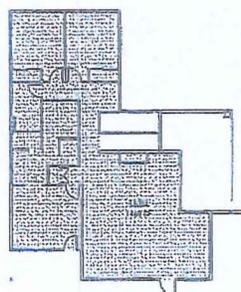
**Zoning**  
R1  
1.5m  
6.0m  
6.0m  
10.0m  
4.5m

Single Family  
Side yard setback  
Front yard setback  
Rear yard setback  
Max height  
Coverage

④ Site Plan  
1/8" = 1'-0"



② Lower Floor Area  
3/32" = 1'-0"



① Main Floor Area  
3/32" = 1'-0"

**General Notes**

- All work to be in accordance with the current residential standards of the National Building Code of Canada, current electrical and plumbing codes and all local building code and bylaws which may take precedence.
- All work shall be performed in all respects to good building practice.
- Written dimensions to be followed. Do not scale from the drawings.
- Site**
  - Building location to be verified by owner prior to construction.
  - Foundations to be poured on undisturbed engineered building pad.
  - All measurements, grades and levels to be verified on site before commencing construction.
- Foundations and Foundations**
  - All dimensions to faces of steel unless otherwise noted.
  - All foundations, beams, columns and supporting foundations to be confirmed by the root truss and floor system supports.
  - Root truss and floor joist layout will be provided by the manufacturer.
  - All suspended slabs and foundations walls over 6' must be designed and/or approved by a professional engineer.
  - All suspended foundations to conform with engineering, soil conditions and best practice.
  - All concrete to have a minimum compressive strength of 28mpa at 28 days. Do not backfill till foundation and floor structure is complete.
  - Engineered steel truss components to be used for the roof system only.
  - Engineered dimensions of steel truss will be provided by the manufacturer.
  - All joists spans must be 7'-0" unless otherwise noted at any span using 2x6 diagonal bracing installed as per H.B.C.C.
  - Flashing to be installed at all penetrations in roof system and changes in roof plane.
  - Flashing to be installed at all changes in horizontal exterior finishes, and over all unperforated openings. Cladding to be installed around all unperforated exterior openings.

**Thermal Performance**

- All new construction must conform to BCBC 2.3.6 thermal performance codes.

**Plumbing, Electrical and Mechanical Systems**

- All plumbing to be designed and installed per current plumbing codes and by a certified plumber.
- Confirm layouts and dimensions with suppliers of all fixtures, hots, washrooms, laundry rooms, utility rooms, in-floor heating, etc.
- All fixtures to be approved by the owner.
- Heating and venting calculations and system design by engineer, supplier or qualified installer.
- Electrical system to be designed and installed by qualified electrician having jurisdiction and to their approval.

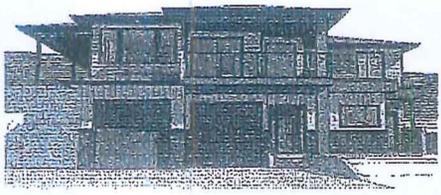
**Local Bylaws and Development Restrictions**

- All construction will be within local bylaw requirements. These include design restrictions, height restrictions, front coverage, water run off containment, water consumption, landscaping, etc.
- Any changes required to these designs should be reported to Meyer Design.
- Fedmeter drainage shall be installed where required by local authorities having jurisdiction and to their approval.

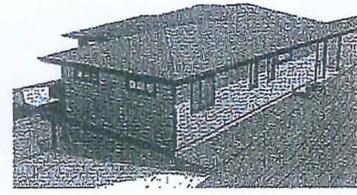
Meyer Design shall not be responsible for any variances from the structural drawings and specifications, or calculations required resulting from conditions encountered at the job site, and it is the sole responsibility of the owner and contractor.

Meyer Design makes every effort to provide complete and accurate construction drawings. However, you assume no liability for errors or omissions in the drawings or specifications. It is the responsibility of all trades and subcontractors to check and verify all dimensions and details before commencing with their portion of the construction. Should any discrepancies be found on these plans please advise Meyer Design so the necessary corrections can be made.

**Proposed Residence for Jeremy and Sarah Pringle**



③ Front Perspective



⑤ Rear Perspective

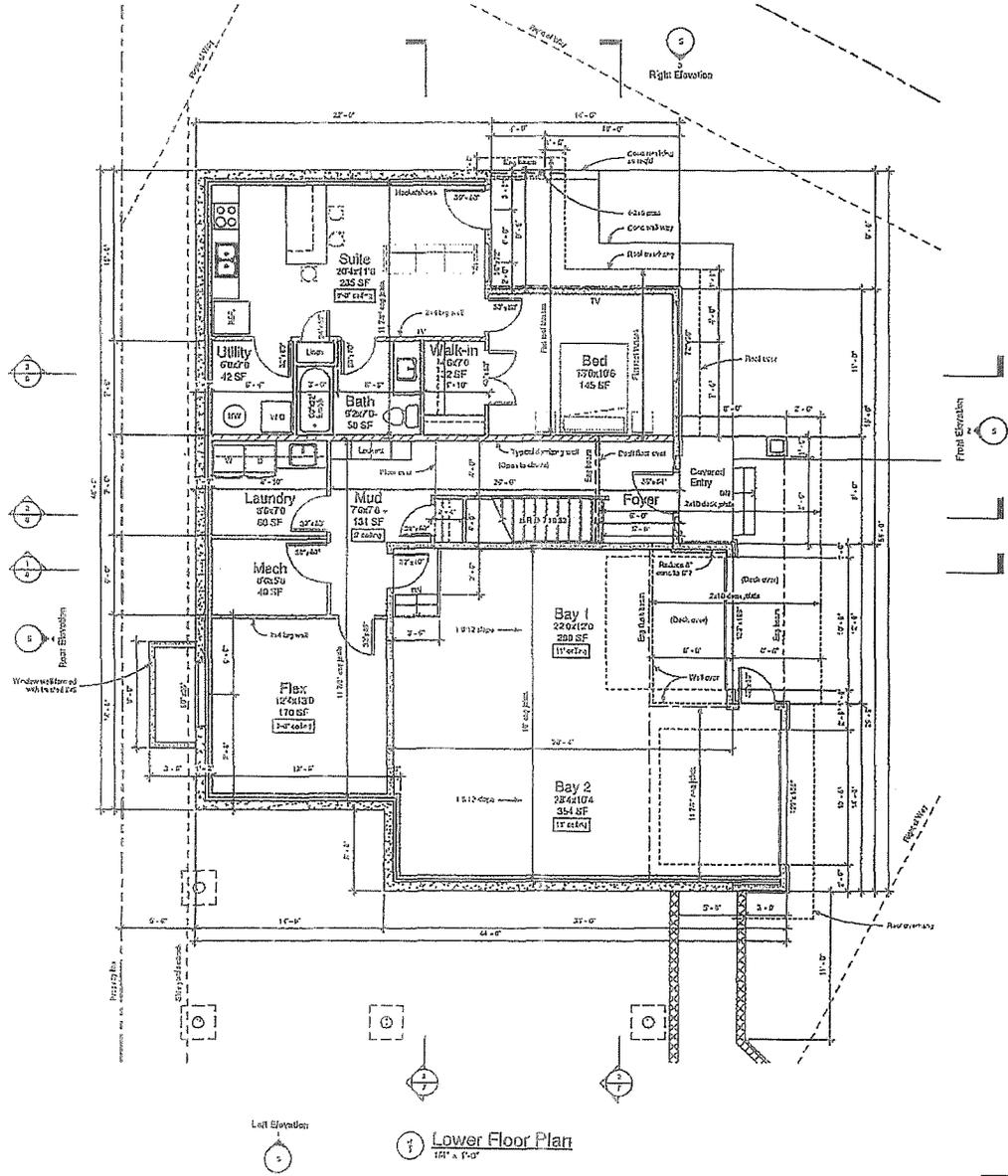
For Permit and Construction v1.1

MEYER DESIGN LTD  
800 Mt Tod Drive  
Coltsburn, BC  
V1B 3V6  
250-503-4578  
Kelly@MeyerDesign.ca  
MeyerDesign.ca

Cover Page and Site Plan	
Project Number	2019-042
Date	Oct 6, 2019
Drawn by	Kelly Meyer
Pringle Residence Lot 25 bylaw only 1664 10th St SE Salmon Arm, BC	1

Appendix 5 - Site Plans

Dimensions are to exterior unless noted otherwise.  
 For more details, see 2" from the corner to 20' or greater of the wall.



Lower Floor Plan  
 121' x 140'

For Permit and Construction v1.1

**M**  
**MEYER**  
 DESIGN LTD

600 Mt Todd Drive  
 Goldstream, BC  
 V1B 2Y6

250-503-4579  
 Kelly@MeyerDesign.ca  
 MeyerDesign.ca

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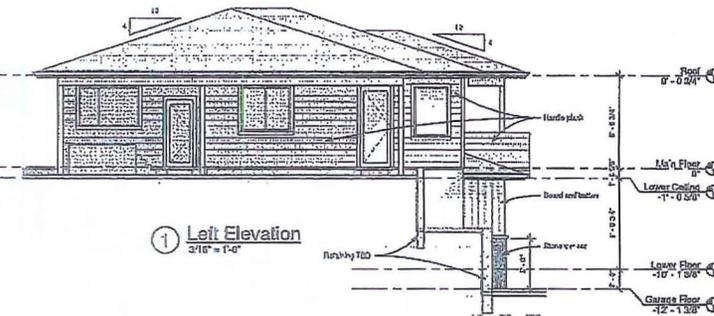
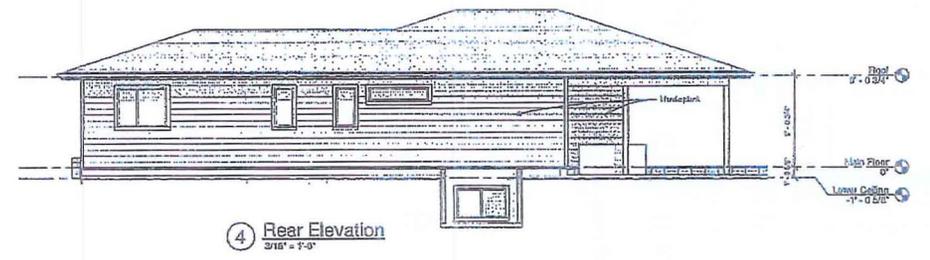
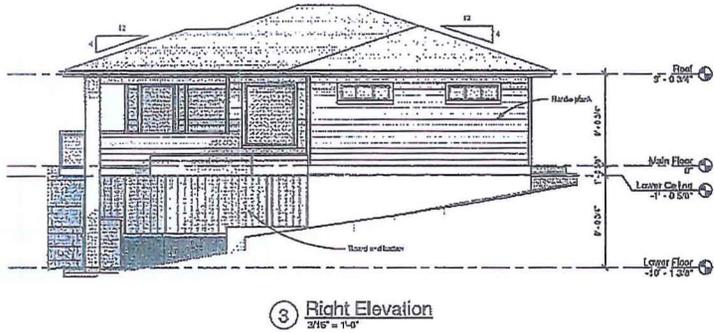
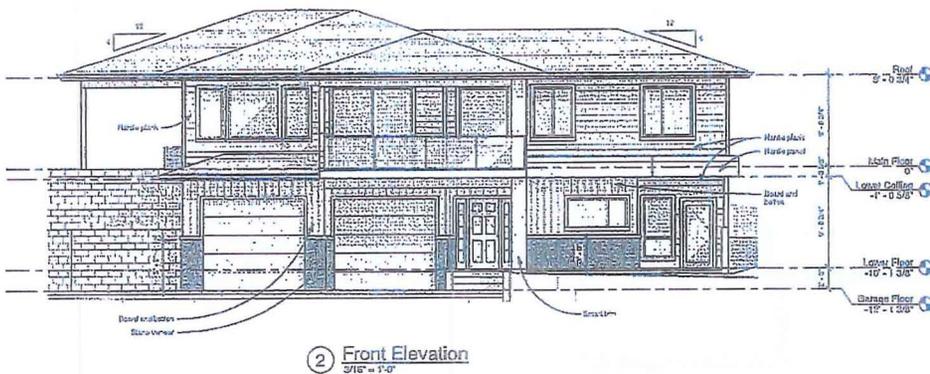
**Lower Floor Plan**

Project No.	2018-043
Dec.	Oct 9, 2018
Drawn by	Kelly Meyer

Pringle Residence Lot 25 Bysanlaw 1024 10th St SE Salmon Arm, BC	3
---	---

Appendix 5 - Site Plans

Dimensions are to the exterior unless otherwise noted.  
 Note for doors, post dimensions are 3" from the corner to the post as indicated on the wall.



**Typical Cladding**

**Main Floor Horizontal Siding**  
 Handed plank - 2" reveal  
 and painted with the exterior and white base coat

**Lower Floor Board and Batten**  
 Handed plank with vertical batten @ 16" o.c.

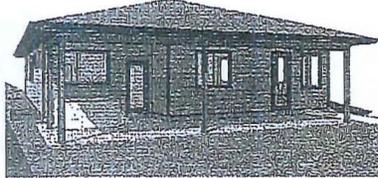
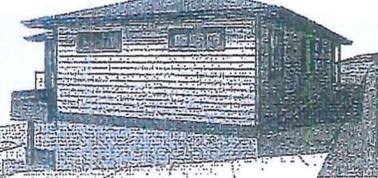
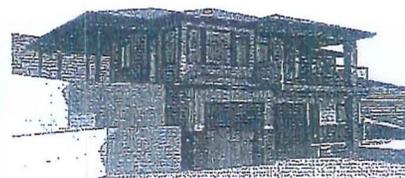
**Stone Veneer**  
 Cultural Stone material per manufacturer  
 Cultural Stone or wood cap (2" high)

**Roofs and Gutters**  
 All pitched roofs are made on gable end  
 Handed plank on flat roof vertical edge  
 2" x 4" metal ridge cap  
 Vertical aluminum soffit (wood soffit optional over eaves and porch)

**Decking and Stairs**  
 Deck with painted material

**Windows and Doors**

All exterior door and window cases, gutters, covers, cornices, and fascias are to be confirmed by the client. Refer to the International Residential Code (IRC) for window and door specifications.  
 The type of window used and manufacturer's specifications must be confirmed and used to be confirmed prior to construction.



5 Front Left Perspective

6 Front Right Perspective

8 Rear Left Perspective

7 Rear Right Perspective

For Permit and Construction v1.1

**M MEYER DESIGNERS LTD**  
 800 Mt Todd Drive  
 Coquitlam, BC  
 V1B 3Y6  
 250-563-4578  
 Kelly@MeyerDesigns.ca  
 MeyerDesigns.com

<b>Elevations and Perspectives</b>	
Project Number	2019-013
Date	Oct 11, 2019
Drawn by	Kelly Meyer
Piling's Residence Lot 25 Byersdown 1654 16th St SE Salmon Arm, BC	
<b>5</b>	

Appendix 5 - Site Plans

Item 24.1

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4365 be read a third time.

[ZON1162; Soley, A. & Tigh, D.; 1791 - 22 Street NE; R1 - R8]

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4365

#### 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 4, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP73048 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.



SCHEDULE "A"

1791 - 22 Street NE/ZON-1162

— Subject Property



Item 24.2

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4366 be read a third time.

[ZON1163; Ewan, D. & L.; 940 9 Avenue NE; R1 - R8]

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4366

#### 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 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan EPP5318 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.

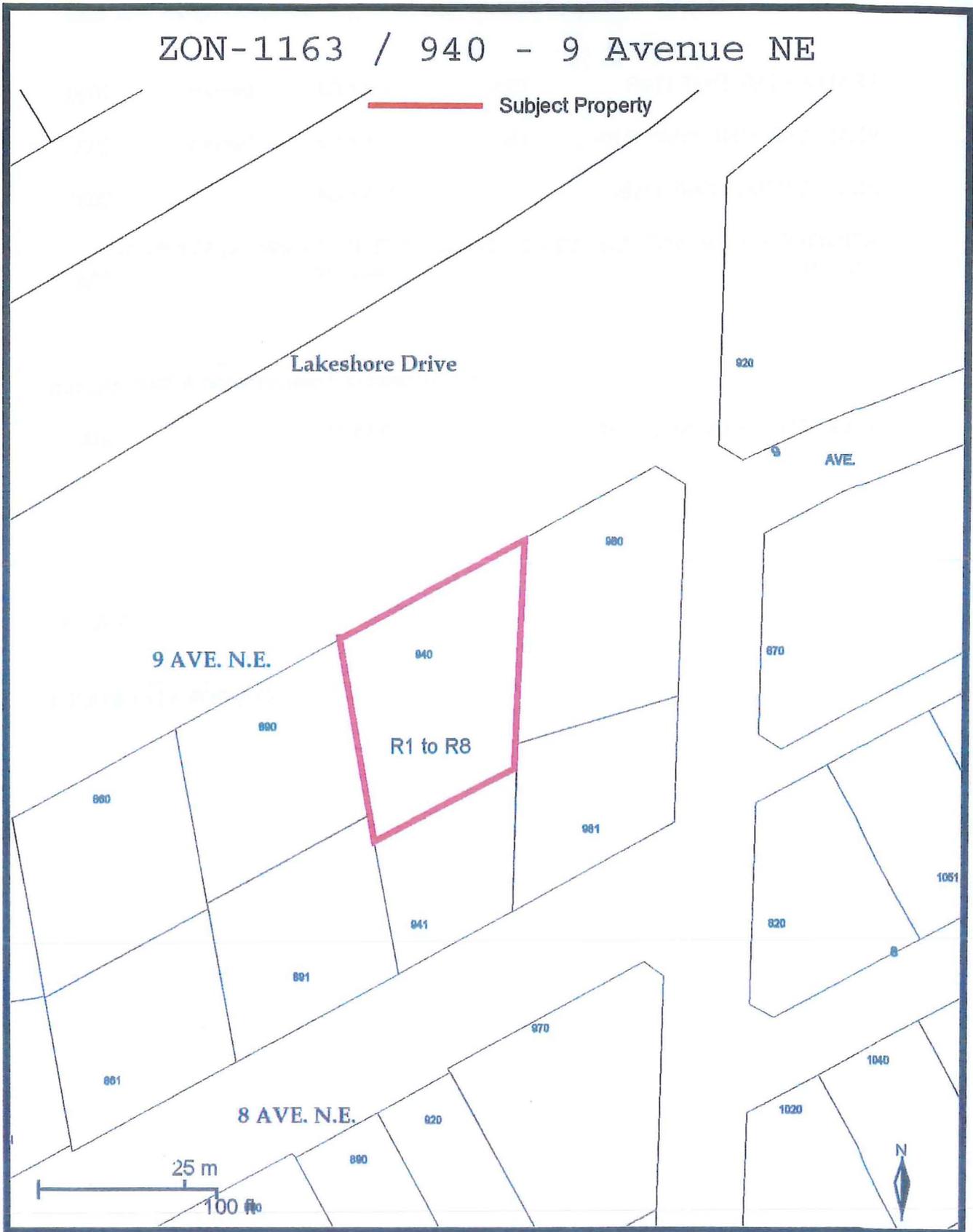
3. ENACTMENT

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.





Item 24.3

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4367 be read a third and final time.

[ZON1164; Pringle, J. & S.; 1664 10 Street SE; R1 - R8]

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4367

#### 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 25, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 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.

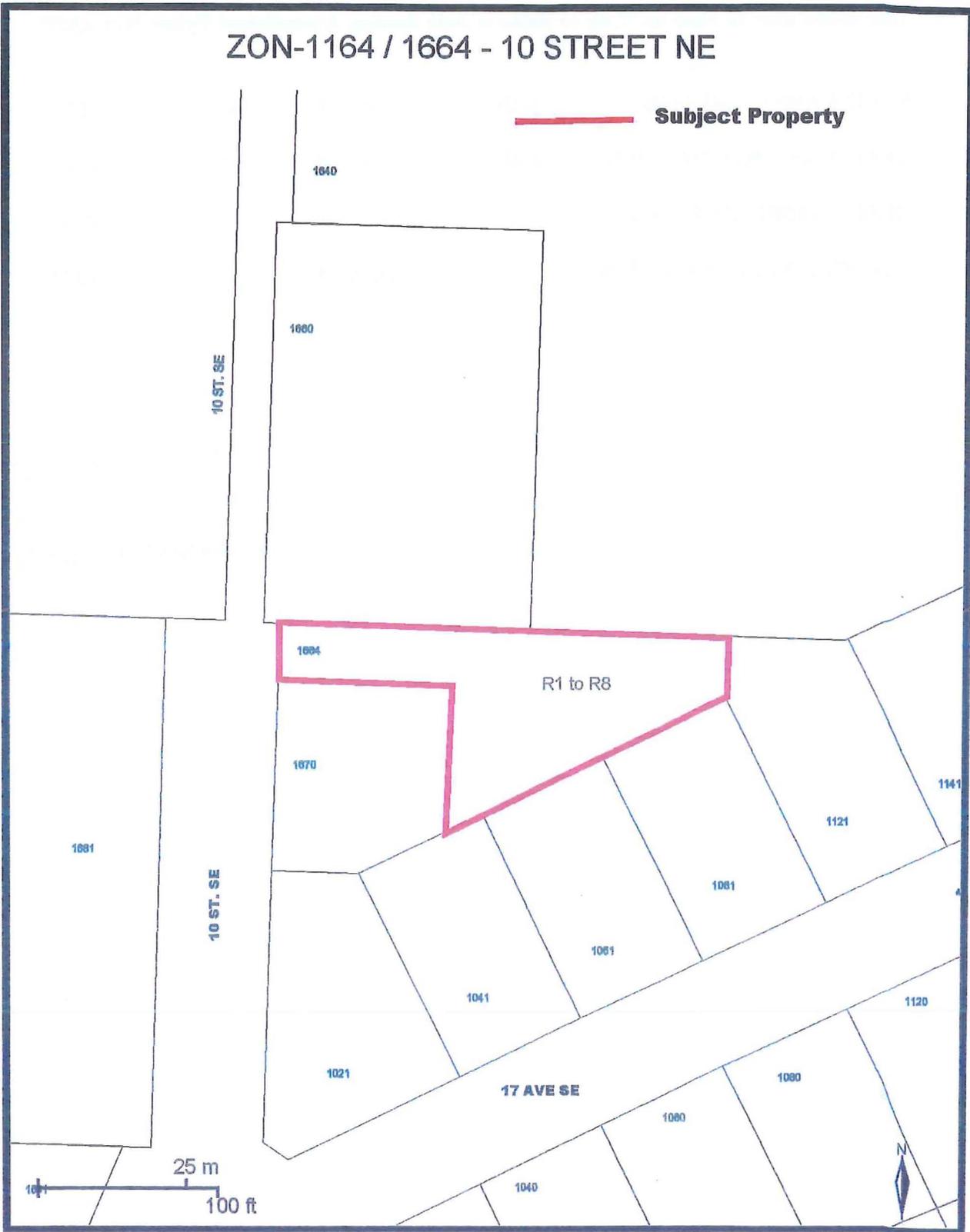
4. EFFECTIVE DATE

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



### ZON-1164 / 1664 - 10 STREET NE

 **Subject Property**



Item 26.

## CITY OF SALMON ARM

Date: January 27, 2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of January 27, 2020, be adjourned.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

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