

1. August 14, 2023 - Council Agenda And Correspondence

Documents:

[2023 08 14 REGULAR COUNCIL AGENDA.PDF](#)
[2023 08 14 INFORMATIONAL CORRESPONDENCE.PDF](#)



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, August 14, 2023
1:30 p.m.**

[Public Session Begins at 2:30 p.m.]
**Council Chambers of City Hall
500 – 2 Avenue NE
Salmon Arm, BC**

Electronic Meeting Link: <https://meet.goto.com/931301501>
 Phone Access: Canada: +1(647) 497-9373 / Access Code: 931-301-501

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
	6.	CONFIRMATION OF MINUTES
3-14	1.	Regular Council Meeting Minutes of July 24, 2023
	7.	COMMITTEE REPORTS
15-20	1.	Development and Planning Services Committee Meeting Minutes of August 8, 2023
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
21-22	1.	Chief Financial Officer – Property Tax Collection – For Information
	10.	INTRODUCTION OF BYLAWS
23-38	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4588 [ZON-1267; Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8] – First and Second Reading

- 39-46 11. **RECONSIDERATION OF BYLAWS**
 - 1. City of Salmon Arm Zoning Amendment Bylaw No. 4594 [ZON-1263; City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20] - Final Reading

 - 47-48 12. **CORRESPONDENCE**
 - 1. Informational Correspondence
 - 49-50 2. E. Armstrong - Letter dated August 3, 2023 - Request for Recommendation - Salmon Arm Youth UBCM Representative

 - 13. **NEW BUSINESS**

 - 51-58 14. **PRESENTATIONS**
 - 1. Presentation 4:00 - 4:15 (approximately)
Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report April to June, 2023

 - 15. **COUNCIL STATEMENTS**

 - 16. **SALMON ARM SECONDARY YOUTH COUNCIL**

 - 17. **NOTICE OF MOTION**

 - 18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**

 - 19. **OTHER BUSINESS**

 - 20. **QUESTION AND ANSWER PERIOD**
- 7:00 p.m.**
- | Page # | Item # | Description |
|---------|--------|---|
| | 21. | DISCLOSURE OF INTEREST |
| | 22. | HEARINGS |
| 59-78 | 1. | Development Variance Permit Application No. VP-587 [Hartwig, T./Forsyth, K./JJH Investment Corp.; 5161 60 Avenue NE; Height requirements] |
| 79-90 | 2. | Development Variance Permit Application No. VP-588 [Rogers, S. & Y.; 4741 56 Street NW; Setback requirements] |
| 91-118 | 3. | Development Variance Permit Application No. VP-589 [Mangold, M.; 841 28 Street SE; Setback requirements] |
| | 23. | STATUTORY PUBLIC HEARINGS |
| | 24. | RECONSIDERATION OF BYLAWS |
| | 25. | QUESTION AND ANSWER PERIOD |
| 119-120 | 26. | ADJOURNMENT |

Item 2

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the *Community Charter*, Council move In-Camera.

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Item 6.1

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of July 24, 2023, be adopted as circulated.

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on Monday, July 24, 2023.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor T. Lavery (participated remotely)
Councillor L. Wallace Richmond
Councillor D. Gonella (participated remotely)
Councillor S. Lindgren (participated remotely)

Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Director of Planning & Community Services G. Buxton
Deputy Corporate Officer R. West

ABSENT:

Councillor K. Flynn

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:31 p.m.

2. IN-CAMERA SESSION

0346-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:32 p.m.

Council returned to Regular Session at 2:21 p.m.

Council recessed until 2:30 p.m.

3. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

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

4. **REVIEW OF AGENDA**

Late Items - 23.1:

- D. & D. Dymond - Email dated July 21, 2023
- TJ Wallis - Email dated July 22, 2023
- J. Sims - Email dated July 22, 2023
- J. Murdoch-Bieber - Email dated July 24, 2023
- P. McIntyre-Paul - Email dated July 24, 2023
- T. Crouch - Email dated July 24, 2023
- D. Bieber - Email dated July 24, 2023
- P. Henderson - Email dated July 24, 2023
- L. Farrell - Email dated July 24, 2023

Mayor Harrison announced that the City will be moving to Stage 3 water usage restrictions on Wednesday, July 26, 2023 and encouraged residents to conserve water to help maintain water reservoir levels for fire protection.

5. **DISCLOSURE OF INTEREST**

Councillor Gonella declared a conflict of interest with Items 12.1.5 and 12.2 as he is an employee of the Salmon Arm Folk Music Society that has sponsorship connections with the groups.

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of July 10, 2023**

0347-2023

Moved: Councillor Gonella
 Seconded: Councillor Cannon
 THAT: the Regular Council Meeting Minutes of July 10, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Downtown Parking Commission Meeting Minutes of June 20, 2023 and July 18, 2023**

0348-2023

Moved: Councillor Lavery
 Seconded: Councillor Lindgren
 THAT: the Downtown Parking Commission Meeting Minutes of June 20, 2023 and July 18, 2023 be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

9. STAFF REPORTS

1. Deputy Corporate Officer - Requests for Use of City Facilities and Spaces - For Information

For information.

2. Manager of Permits & Licensing - Appointment of Bylaw Officer

0349-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Travis Bartsch be appointed as Bylaw Enforcement Officer, in accordance with Section 36 of the *Police Act*;

AND THAT: such appointment be for the term of his contractual employment as Bylaw Enforcement Officer for the City of Salmon Arm.

CARRIED UNANIMOUSLY

3. Chief Financial Officer - SASCU Recreation Centre Budget Amendment Request

0350-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to include an allocation for the replacement of the SASCU Recreation Centre HVAC Direct Digital Control (DDC) system in the amount of \$120,000.00 funded from the Community Centre Major Maintenance Reserve Fund.

CARRIED UNANIMOUSLY

4. Director of Engineering & Public Works - RFP Award for Water Master Plan Update

0351-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council approve the award for Engineering Services for the Water Master Plan update to AECOM Canada Ltd. for \$99,807.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4590 [ZON-1269; City of Salmon Arm; Text Amendment; Accessible Parking Regulations] - Final Reading

0352-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4590 be read a final time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS - continued

- 2. City of Salmon Arm Zoning Amendment Bylaw No. 4568 [ZON-1258; Klatt, S. & A./Green Emerald Construction Inc.; 5131 75 Avenue NE; R-1 to R-8] - Final Reading

0353-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4568 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

- 1. Informational Correspondence

Councillor Wallace Richmond declared a conflict of interest for Item 12.1.5 as she has contract work on the Pride project.

Councillors Gonella and Wallace Richmond declared a conflict and left the meeting at 2:58 p.m.

- 5. J. Broadwell, Manager, Downtown Salmon Arm - Letter dated July 13, 2023 - Request for street closure and extension of Noise Prevention Bylaw - Loud and Proud Concert- October 14, 2023

0354-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council authorize Downtown Salmon Arm to hold the Loud and Proud Concert and permit pedestrian use only of the SW portion of the 100 block of Hudson Avenue NE on Saturday, October 14, 2023 from 8:00 a.m. to 11:00 p.m. and an extension of the Noise Bylaw to 12:00 a.m. on Sunday, October 15, 2023, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

Councillors Gonella and Wallace Richmond returned to the meeting at 2:59 p.m.

- 6. J. Booth, Education and Outreach Program Coordinator, Columbia Shuswap Invasive Species Society - Email dated July 18, 2023 - Request to use Marine Peace Park - Interactive Trailer - August 14, 2023

0355-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council authorize the Columbia Shuswap Invasive Species Society and the Invasive Species Council of BC to place their interactive trailer at Marine Peace Park on August 14, 2023 from 9:00 a.m. to 3:00 p.m., subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

Councillor Gonella declared a conflict and left the meeting at 3:07 p.m.

2. Rotary Club of Salmon Arm – Walking Track Proposal

0356-2023

Moved: Councillor

Seconded: Councillor

THAT: Council support in principle the Rotary Club of Salmon Arm Walking Track Proposal as outlined in the letter dated June 30, 2023;

AND THAT: the proposal, including updated quotes, maintenance and operational costs, be included in the 2024 budget for consideration.

CARRIED UNANIMOUSLY

Councillor Gonella returned to the meeting at 3:24 p.m.

13. NEW BUSINESS

The Meeting recessed at 3:22 p.m.

The Meeting reconvened at 3:29 p.m.

14. PRESENTATIONS

1. S. Desautels, Executive Director, Salmon Arm Chamber of Commerce – Q2 Report

S. Desautels, Executive Director, Salmon Arm Chamber of Commerce, provided an overview of the Q2 report and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Shuswap District Arts Council – City Representative Appointment

0357-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council appoint Councillor Cannon as the City representative to the Shuswap District Arts Council.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

The Meeting recessed at 3:49 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor L. Wallace Richmond
Councillor D. Gonella (participated remotely)
Councillor K. Flynn (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor T. Lavery (participated remotely)

Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Planning and Community Services G. Buxton
Director of Engineering and Public Works R. Niewenhuizen
Deputy Corporate Officer R. West

ABSENT:

21. **DISCLOSURE OF INTEREST**

22. **HEARINGS**

23. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]**

The Director of Planning and Community Services explained the proposed Zoning Amendment Application.

Councillor Flynn left the meeting at 7:03 p.m. and returned at 7:06 p.m.

Councillor Lindgren left the meeting at 7:06 p.m. and returned at 7:07 p.m.

Cheryl Roepcke, Regional Operations Manager, Interior, and Tyler Baker, Director Regional Development, BC Housing, provided an overview of the proposed shelter and were available to answer questions from Council.

Late Items:

- D. & D. Dymond – Email dated July 21, 2023
- TJ Wallis – Email dated July 22, 2023
- J. Sims – Email dated July 22, 2023
- J. Murdoch-Bieber – Email dated July 24, 2023
- P. McIntyre-Paul – Email dated July 24, 2023
- T. Crouch - Email dated July 24, 2023
- D. Bieber – Email dated July 24, 2023
- P. Henderson – Email dated July 24, 2023
- L. Farrell – Email dated July 24, 2023

The Chair read the names of people who submitted correspondence and was included in the published Council agenda package.

The Chair called a first time for submissions.

23. STATUTORY PUBLIC HEARINGS - continued

1. Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]

W. Raspberry expressed concerns about the building location, however was in support of the proposal and additional units.

J. Vanderhoek expressed concerns about safety and security, criminal activity, and the impact on the neighbourhood's character.

J. Foulkes expressed concerns about the building location, which negatively impacts safety and security and neighbourhood's character.

M. Rollier expressed concerns about the building location, which negatively impacts safety and security and property values.

J. Neustaeter expressed concerns about building location, which negatively impacts property values. He expressed concerns with the length of lease agreement.

T. Berry asked if the list of properties the City considered would be made public, and was concerned that the plan in place for a zoning change was vague and it was giving away prime industrial property.

B. Jordan expressed concerns about the lack of transparency and communication with neighbourhood residents as well as the negative impacts on safety and property values.

K. Johnston expressed concerns about communication as the tent encampment was short term and now this is a long term proposal. He expressed concerns about the buildings location, which negatively impacts safety and security as well as increases the noise in the neighborhood.

J. Young expressed concerns about building location. He stated there was a lack of answers to questions asked at the public meeting. He read a letter from R. Dale who expressed concerns about the negative impact of safety, security and property values.

T. Crouch expressed concerns about the public hearing process and the steps taken for 1st and 2nd reading of the proposed bylaw.

J. Gilfillan spoke in support of the proposal and expressed the need for education, understanding and resources to help the unhoused.

A. Bahen spoke in support of the proposal and expressed the need for resources and compassion.

A. Lockington spoke in support of the proposal and expressed concern for outdoor weather conditions for the unhoused should the proposal be delayed.

N. Van Ringen-Cannon spoke in support of the proposal and the importance of providing assistance for the unhoused.

M. Kriese spoke in support of the proposal and expressed concerns about public stigma surrounding the unhoused and the need for education and awareness.

23. STATUTORY PUBLIC HEARINGS - continued

1. Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]

S. Moore spoke in support of the proposal and the importance of showing respect and dignity to those that are in recovery.

A. Rivet, spoke in support of the proposal and the importance of providing a space that can provide dignity and hope to the unhoused.

S. Hiebert was in favour of the proposal but not the location as it negatively impacts the security of the neighbourhood. She was concerned with security, staff to resident ratio and litter at the proposal shelter.

N. Kolotylo expressed concerns about safety and security of his business, customers and volunteers and inquired about the status of the encampment if the proposal is not approved.

The hearing recessed at 8:46 p.m.

The hearing reconvened at 9:01 p.m.

S. Thompson expressed concerns about building location. She had concerns about the proposed shelter rules and what happens if the demand at the shelter is greater than the availability of space.

R. Hennig expressed concerns about the building location, as there are 200 people in the neighborhood.

S. Tyler expressed concerns about building location and that many of the unhoused do not want shelter or support.

The Chair called a second time for submissions.

K. Wickner, expressed concerns about process issues and the difficulty to find information. She also spoke to the need for education, awareness and a long term plan.

W. Raspberry expressed concerns about the requirement to be in close proximity for services and his preference for a shorter term of lease.

D. Allard spoke in support of the proposal but was concerned about the building location as it increases criminal activity.

Councillors were provided an opportunity to ask questions of speakers or staff.

B. Jordan asked how much money has been invested in the proposal.

J. Young expressed concerns about missing details as to the operation of the project.

A. Rivet expressed the need to provide housing.

J. Neustaeter inquired about removing the homeless encampment from the shelter area.

K. Johnston recognized the need for a shelter and expressed concern about the building location.

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

0360-2023

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of July 24, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:09 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of August, 2023.

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Item 7.1

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor Gonella

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of August 8, 2023 be received as information.

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, and by electronic means on Tuesday, August 8, 2023.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor K. Flynn
Councillor L. Wallace Richmond (participated remotely)
Councillor D. Gonella (participated remotely)

Chief Administrative Officer E. Jackson
Director of Planning & Community Services G. Buxton
City Engineer G. Bau
Planner M. Smyrl
Planner M. Paiement
Executive Assistant B. Puddifant

ABSENT:

Councillor D. Cannon

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Development Variance Permit Application No. VP-587 [Hartwig, T./Forsyth, K./JH Investment Corp.; 5161 60 Avenue NE; Height requirements]

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-587 be authorized for issuance for Lot 2,

5. REPORTS - continued

1. Development Variance Permit Application No. VP-587 [Hartwig, T./Forsyth, K./JH Investment Corp.; 5161 60 Avenue NE; Height requirements] - continued

Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322, which will vary Zoning Bylaw No. 2303 as follows:

- 1. Section 35.7 - Maximum Height of Residential Buildings - Increase the maximum permitted height of a residential building from 10m (32.8 ft) to 12.29m (40.32 ft) as shown in Appendix 4 of the Staff Report dated July 20, 2023.

T. Hartwig, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-588 [Rogers, S. & Y.; 4741 56 Street NW; Setback requirements]

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-588 be authorized for issuance for Lot 3, Section 29, Township 20, Range 10, W6M, KDYD, Plan KAP85703 which will vary Zoning Bylaw No. 2303 as follows:

- 1. Section 41.11.1 - Parcel Line Setback from 6.0m (19.7 ft) to 5.53m (18.1 ft) for a non-agricultural accessory building as shown in Appendix 6 of the Staff Report dated July 26, 2023.

CARRIED UNANIMOUSLY

3. Development Variance Permit Application No. VP-589 [Mangold, M.; 841 28 Street SE; Setback requirements]

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. VP-589 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP62934, which will vary Zoning Bylaw No. 2303 as shown in Appendix 4 of the Staff Report dated July 27, 2023 and as follows:

- 1. Section 6.10.4 - Minimum Setback of Principle Building - Reduce the exterior side parcel line setback from 6m (19.7 ft) to 4.3m (14.1 ft).

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

CARRIED UNANIMOUSLY

5. REPORTS - continued

4. Zoning Amendment Application No. ZON-1267 [Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8]

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

G. Petznick, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. Development Variance Permit Application No. VP-590 [Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8] See Item 5.4 for Staff Report

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-90 be authorized for issuance for Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 13.10.2.2 – Minimum Parcel Width – Reduce the minimum parcel width from 20.0m (65.6 ft) to 19.39m (63.62 ft) as shown in Appendix 7 of the Staff Report dated July 27, 2023;

AND THAT: issuance of Development Variance Permit No. VP-590 be withheld subject to the adoption of the Bylaw that would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

G. Petznick, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee meeting of August 8, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:31 a.m.

Mayor Alan Harrison

Minutes received as information by Council at their Regular Meeting of _____, 2023.

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Item 9.1

CITY OF SALMON ARM

Date: August 14, 2023

Property Tax Collection
For Information

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council
 From: Chelsea Van de Cappelle, Chief Financial Officer
 Date: August 2, 2023
 Subject: Property Tax Collection

FOR INFORMATION

Listed below are the current tax collection percentages and associated tax and penalty revenues for 2023 and 2022, as of July 6, 2023.

	<u>2023</u>	<u>2022</u> (As of September 2022)
Revenue	\$ 39,579,185.98	\$ 37,625,940.50
Collection to Due Date	<u>37,353,194.67</u>	<u>33,370,811.89</u>
Outstanding Balance	<u>\$ 2,225,991.31</u>	<u>\$ 2,255,128.61</u>
 Percentage Collected	 94.4%	 94.0%
 Penalty Revenue	 \$ 190,704.20	 \$ 225,512.86
Less: Penalty Reversal (Due to deferment applications & adjustments)	(15,354.27)	(41,829.26)
Less: Penalty Reversal (Due to HOG applications & adjustments)	<u>(544.50)</u>	<u>(5,264.66)</u>
Adjusted Penalty Revenue	<u>\$ 174,805.43</u>	<u>\$ 178,418.94</u>

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Home Owner Grants (HOG) Claimed before Due Date	5,885	5,804	5,484	5,765

The statistics presented will continue to fluctuate throughout the remainder of the year; although not significantly, as the City continues to process deferment and HOG adjustments from the Province and Supplemental Assessments through BC Assessment.

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

Item 10.1

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4588 be read a first and second time.

[ZON-1267; Petznick, G. & M.; 1581 16 Street NE; R-1 to R-8]

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: July 27, 2023

Subject: Zoning Bylaw Amendment Application No. 1267 / Variance Permit Application No. VP-590 (Parcel Width)

Legal: Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179

Civic Address: 1581 – 16 Street NE

Owner/Applicant: G. & M. Petznick

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

AND THAT: Development Variance Permit No. VP-590 be authorized for issuance for Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179, which will vary Zoning Bylaw No. 2303 as follows:

Section 13.10.2.2 – Minimum Parcel Width – Reduce the minimum parcel width from 20.0 m (65.6 ft) to 19.39 m (63.62 ft), as shown in Appendix 7 of the staff report dated July 27, 2023.

AND FURTHER THAT: issuance of the Variance Permit be withheld subject to the adoption of the bylaw that would amend Zoning Bylaw No. 2303 by rezoning Lot B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

PROPOSAL

This proposal seeks to rezone the subject parcel from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone) and to vary Section 13.10.2.2 of the Zoning Bylaw to allow for the development of a detached suite. The variance would reduce the minimum parcel width of a parcel containing a detached suite without a lane or second street frontage from 20.0 m (65.6 ft) to 19.39 m (63.62 ft).

BACKGROUND

The subject parcel is located at 1581 16 Street NE (Appendix 1 & 2). The subject parcel is designated Medium Density Residential in the Official Community Plan (OCP) and is zoned R-1 (Single-Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The surrounding area is largely comprised of R-1 zoned parcels containing single family dwellings. There is one other property on 15 Avenue NE zoned R-8 (Appendix 4), approximately 65 meters away (1460 15 Avenue NE).

Adjacent land uses include the following:

North:	Single family dwellings	Zoned R-1
South:	Recently constructed single family dwelling	Zoned R-1
East:	Single family dwelling	Zoned R-1
West:	Recently constructed single family dwelling	Zoned R-1

The subject parcel is approximately 0.17 ha (0.42 ac) in area and is currently vacant. Site photos of the subject parcel are attached in Appendix 5. A single family dwelling and a detached suite over a garage are being proposed. The proposed site plan is attached as Appendix 6.

The subject parcel is affected by natural terrain. There are steep slopes greater than 30% on the property. The topography limits the buildable areas on the site but would not limit the development as proposed.

Policy 8.3.25 of the OCP supports detached 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 area meets the requirement for the R8 zone. The parcel width is approximately 19.39 m and therefore meets the requirements for the R8 zone. However, it does not meet the requirements for a detached suite, minimum of 20.0 m parcel width. A variance permit application has been submitted, requesting to vary Zoning Bylaw No. 2303 Section 13.10.2.2 minimum parcel width from 20.0 m to 19.39 m.

Zoning Bylaw No. 2303 defines parcel width as the shorter of two measurements across the lot, one on a line parallel to and 10.0 m to the rear of the front parcel line, the other on a line parallel to and 20.0 m to the rear of the front parcel line, provided that the front parcel line shall not be less than one-half of the minimum parcel width requirement. The measurement of parcel width for the subject property is shown in Appendix 7.

A minimum parcel width helps maintain the character of a neighbourhood by creating parcels of similar size and appearance. It also helps ensure that access to and from the parcel is safe and not disruptive to the neighbourhood.

For approval of the development of a detached suite, conditions must be met including sufficient space for an additional off-street parking stall, required setbacks, and other regulations listed in Section 4.2 of the Zoning Bylaw, which can be confirmed at the time of Building Permit.

COMMENTS

Fire Department

No Fire Dept. concerns.

Building Department

No concerns with rezoning or variance request. At the time of Building Permit Development Cost Charges would be applicable for the detached dwelling and charged the Residential Unit A rate (currently \$6064.31).

Engineering Department

No engineering concerns with rezoning or variance request.

Ministry of Transportation and Infrastructure

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the Transportation Act.

BC Hydro

No concerns.

Fortis BC

No concerns.

Telus

No concerns.

Shaw

No concerns.

Public Consultation

ZON-1267: Pursuant to the Local Government Act and the City of Salmon Arm Zoning Bylaw notices are mailed to landowners within a 30 m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advise those with interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. R-8 rezoning for parcels < 0.4 ha do not require the post of a Notice of Development sign. It is expected that the Hearing for this application will be held on August 28, 2023.

VP-590: Pursuant to the Local Government Act and the City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30 m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on August 28, 2023.

The notices for these applications will be combined so the Public Hearing is held on the same date.

Planning Department

Staff have no concerns with the rezoning as it is supported by the OCP. The irregular shape of the parcel allows for rationale to consider and support the variance request (which is minor in scope). Other parcels in the city have developed with the detached garage/suite/carriage house in the front yard which appear to be well-integrated with adjacent development.

CONCLUSION

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. A Variance Permit for parcel width will be required for development of the detached suite and staff support the proposed variance request.



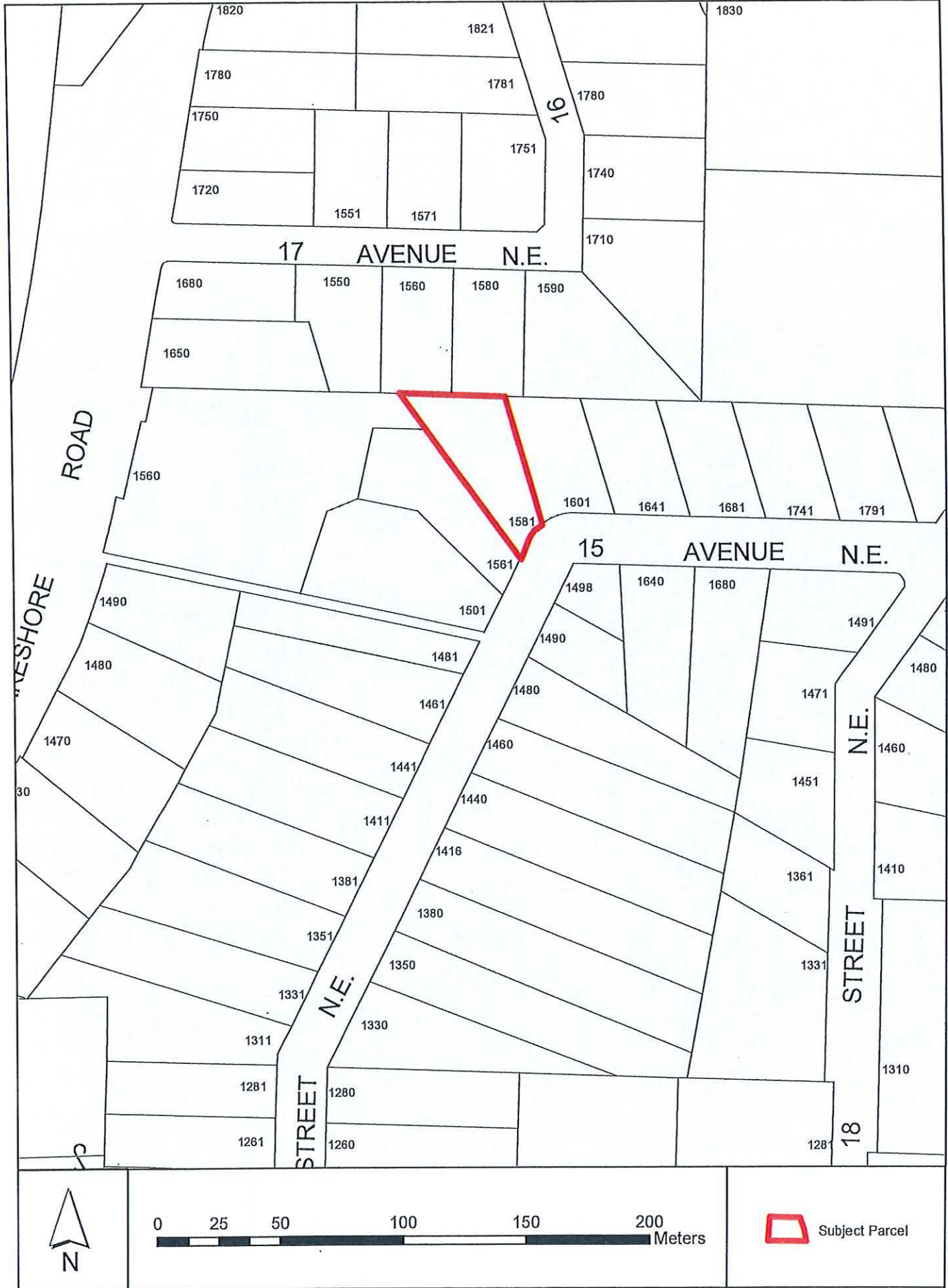
Prepared by: Morgan Paiement
Planner I

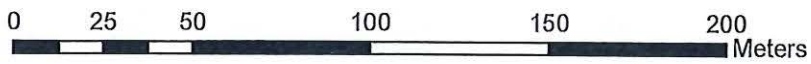
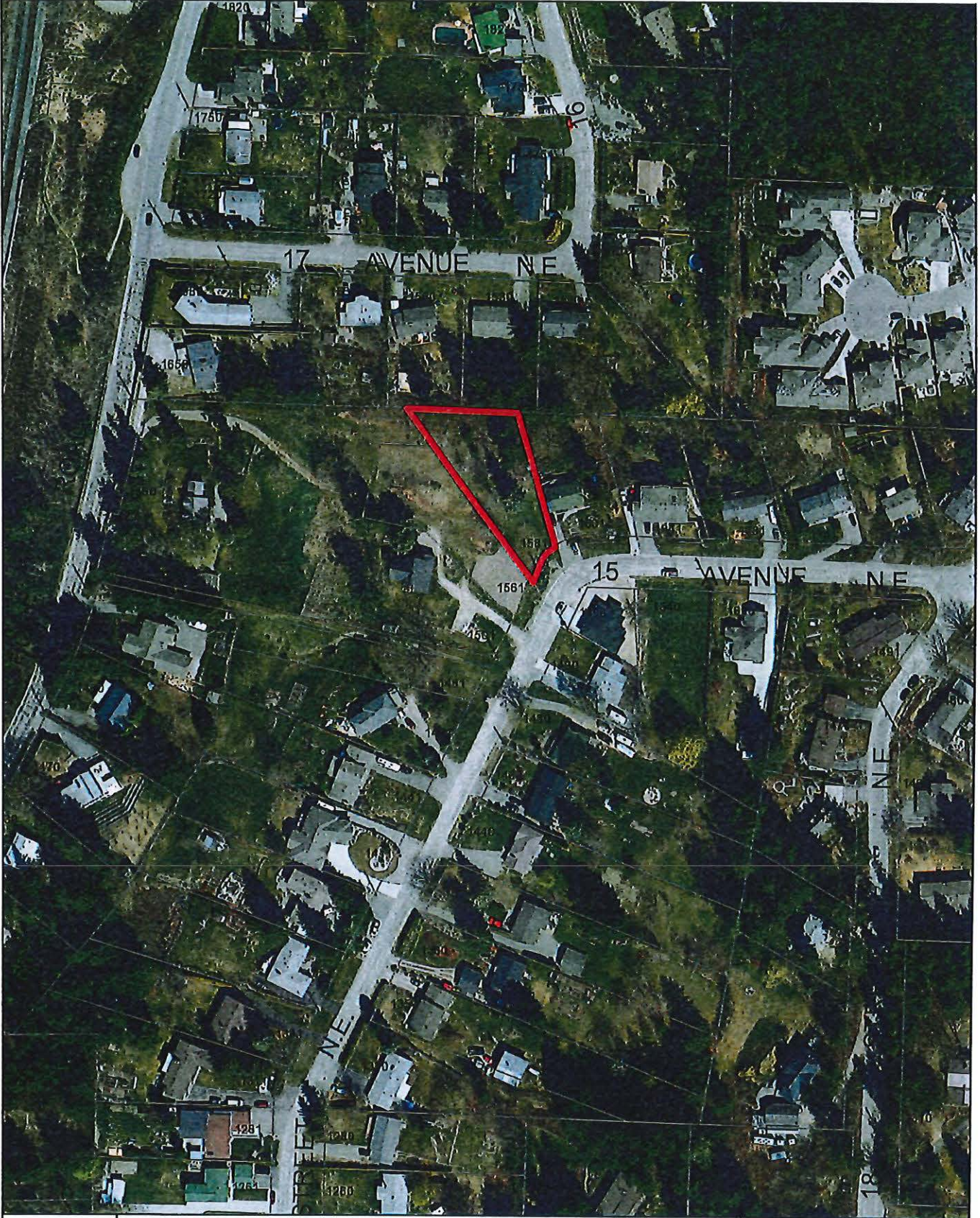


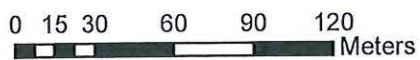
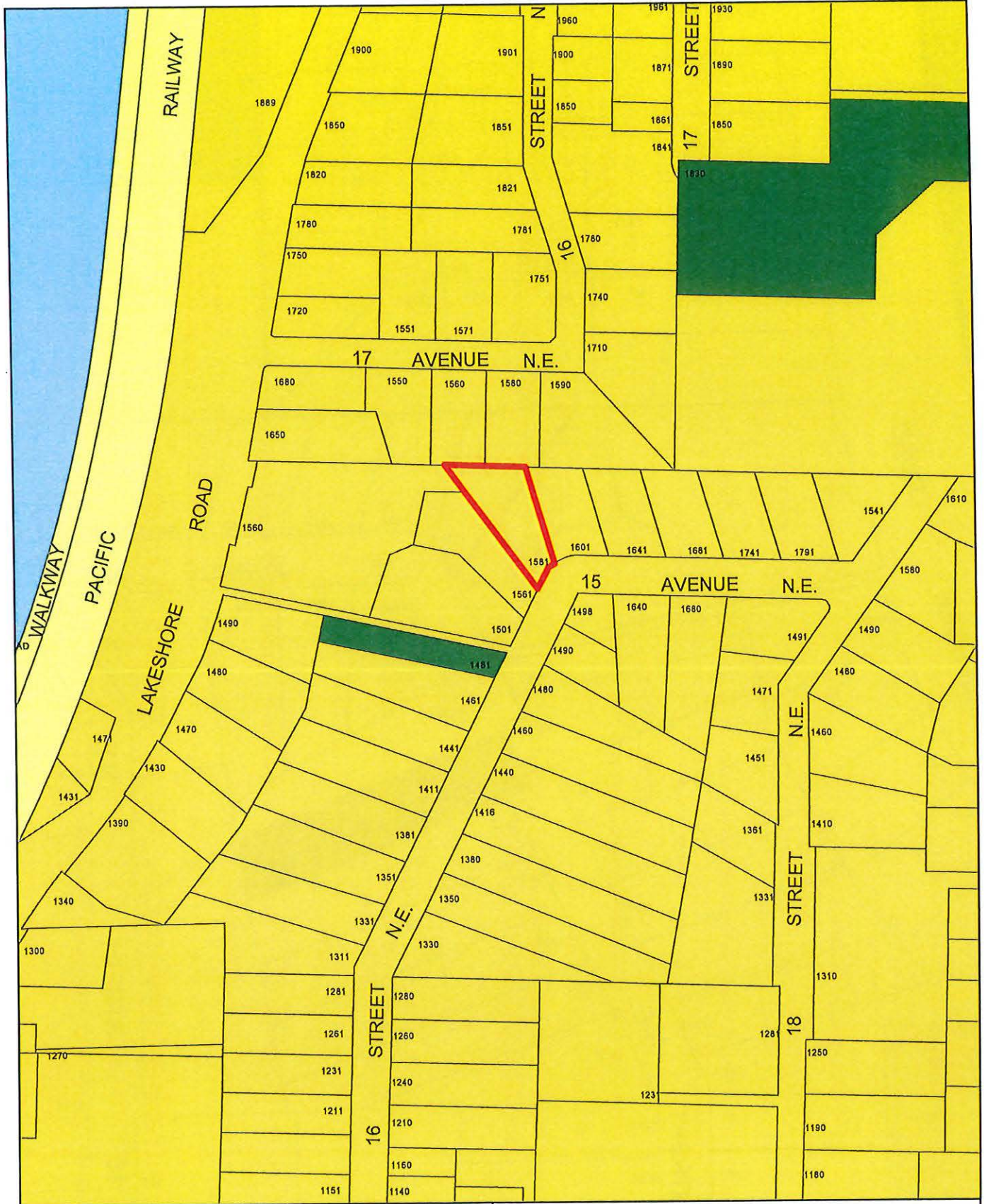
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services

Appendices:

- Appendix 1 – Location Map
- Appendix 2 – Ortho Map
- Appendix 3 – OCP Map
- Appendix 4 – Zoning Map
- Appendix 5 – Site Photos
- Appendix 6 – Site Plan
- Appendix 7 – Parcel Width Measurement

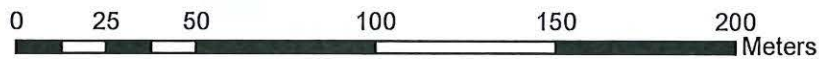
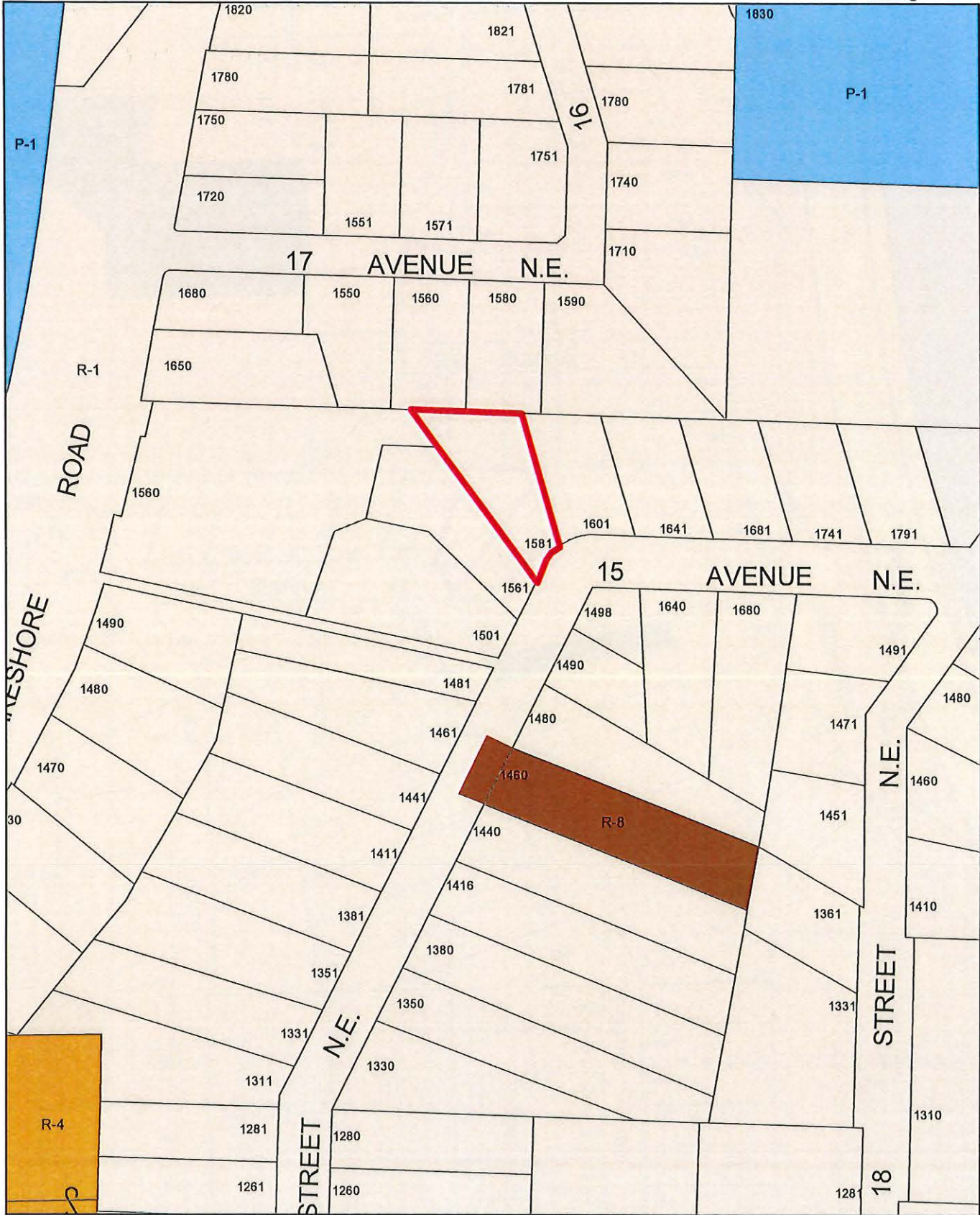






Subject Parcel

- Park
- Environmentally Sensitive Lake Areas
- Residential - Low Density
- Residential - Medium Density





View of subject parcel looking northwest from 16 Street NE.



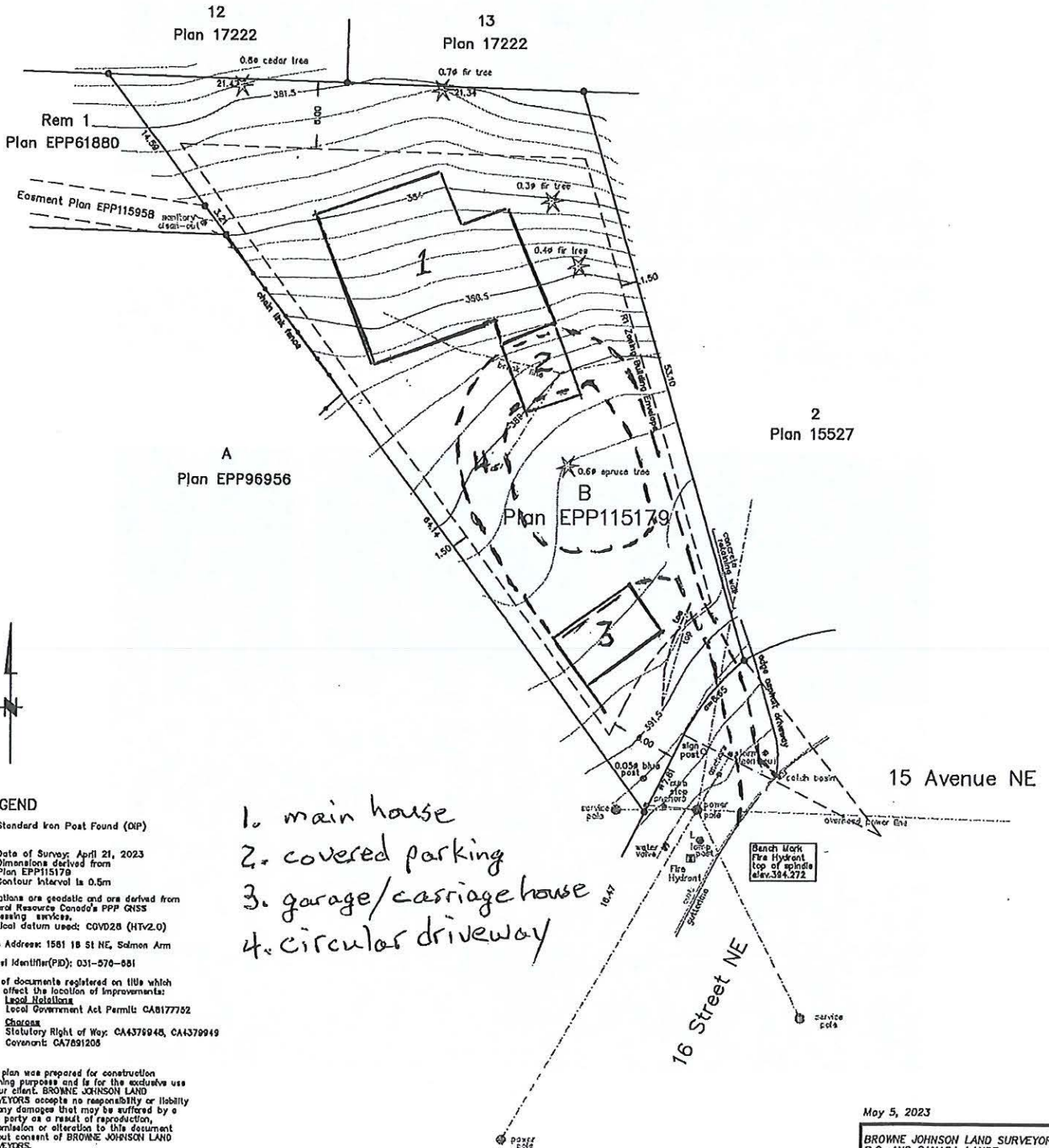
View of subject parcel looking northeast from 16 Street NE.

P32
 Site Plan of Lot B,
 Sec 24, Tp 20, Rge 10,
 W6M, KDYD, Plan EPP115179

Scale 1:250 BCGS 82L.074
 5 0 5 10 15 20 25
 All distances are in metres.

The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:250

0.42 acre



- 1. main house
- 2. covered parking
- 3. garage/carrriage house
- 4. circular driveway

LEGEND

- Standard Iron Post Found (DIP)
- Date of Survey: April 21, 2023
- Dimensions derived from Plan EPP115179
- Contour Interval is 0.5m

Elevations are geodetic and are derived from Natural Resource Canada's PPP GNSS processing services. Vertical datum used: COVD28 (HTV2.0)

City Address: 1581 18 St NE, Salmon Arm
 Parcel Identifier (PID): 031-576-981

List of documents registered on title which may affect the location of improvements:
 Legal Relations
 Local Government Act Permit: CA8177762
 Charges
 Statutory Right of Way: CA4376948, CA4376949
 Covenant: CA7691208

This plan was prepared for construction planning purposes and is for the exclusive use of our client. BROWNE JOHNSON LAND SURVEYORS accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of BROWNE JOHNSON LAND SURVEYORS.

May 5, 2023

BROWNE JOHNSON LAND SURVEYORS
 B.C. AND CANADA LANDS
 SALMON ARM, B.C. 250-832-9701
 File: 145-23 Fb. R126 p. 41
 145-23.raw

*Glenn & Moya Petznick
4230 20th Street NE
Salmon Arm, BC
V1E 0C9*

To The City of Salmon Arm
Development Services Dept.

July 10, 2023

To Whom It May Concern:

With regard to our Request for Variance:

1. The lot is large (approx. 0.42 ac.) and will easily accommodate off-street parking for all vehicles at the residence and suite. When we landscape, we will create either gravel or paved areas for parking, as well as garage space.
2. We would like to have solar generated power again, which we have in our current home. We are currently at net zero, and hope to achieve that again. The location of the carriage house will be better suited than the main house for solar gain. The main house will be quite shaded for portions of the day by the neighbour to the West of us, while the guest suite/garage will have full exposure to the sun.
3. We much prefer that the suite is separate from our home, so that there is a separation from sound transfer, daily interaction, etc. We suggest that this would be more appealing than a connected suite for most potential future purchasers of the property, i.e. the suite is more likely to remain available as a rental unit if it is not "part of" the main house.
4. We learned from a recent report on CBC radio on Friday morning (July 7th) that carriage homes are being encouraged throughout the Province of BC, to help with rental housing availability. There have been contests for the design of the best ideas, and some cities have these designs available to the public at no charge.

Thank you for your consideration of our request.

CITY OF SALMON ARM

BYLAW NO. 4588

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 and by electronic means, on August 28, 2023 at the hour of 7:00 p.m. was published in the _____ and 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 B, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP115179 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4588"

READ A FIRST TIME THIS DAY OF 2023

READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2023

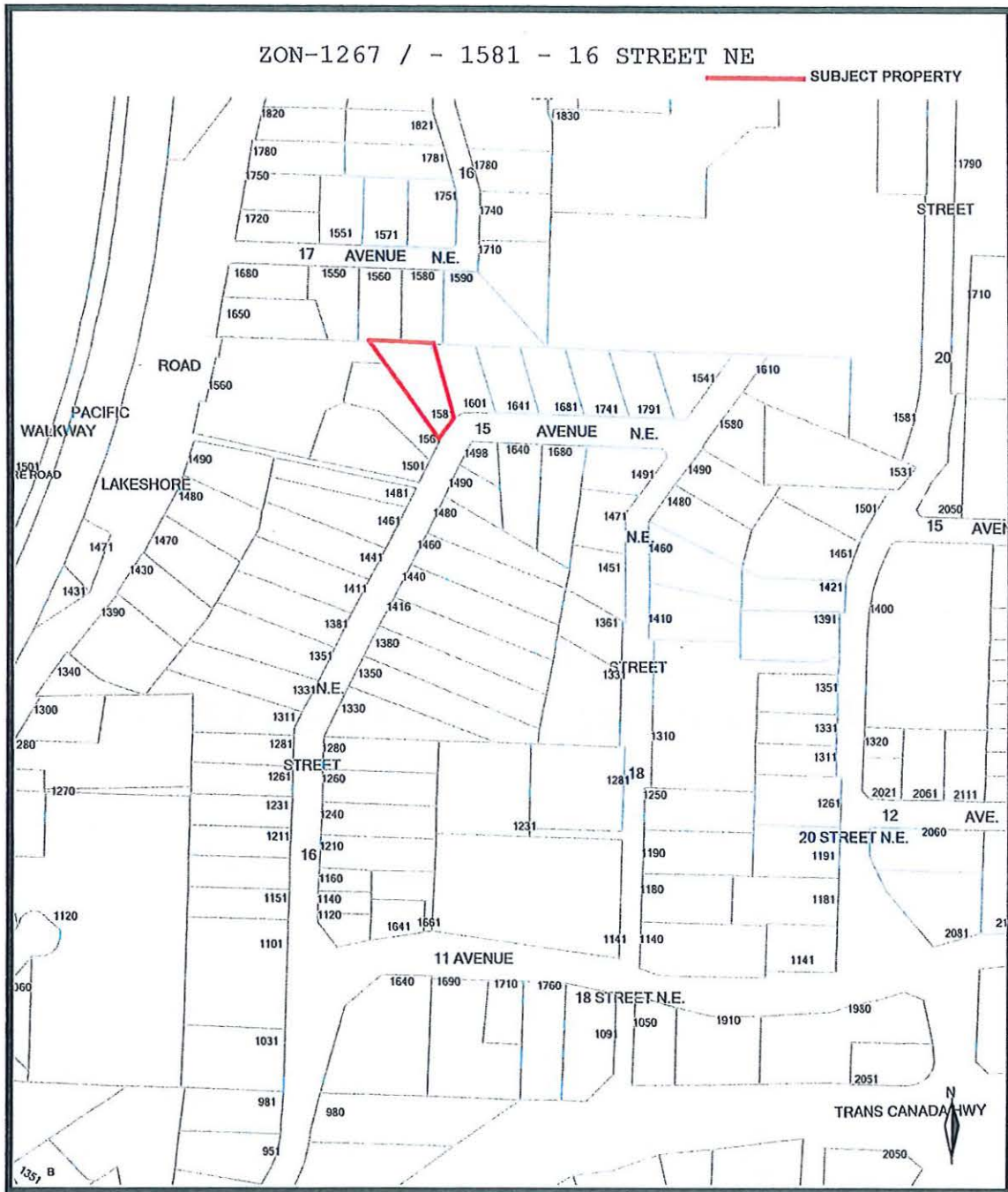
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



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Item 11.1

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4594 be read a final time.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor L. Wallace Richmond
Councillor D. Gonella (participated remotely)
Councillor K. Flynn (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor T. Lavery (participated remotely)

Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Planning and Community Services G. Buxton
Director of Engineering and Public Works R. Niewenhuizen
Deputy Corporate Officer R. West

ABSENT:

21. **DISCLOSURE OF INTEREST**

22. **HEARINGS**

23. **STATUTORY PUBLIC HEARINGS**

1. **Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]**

The Director of Planning and Community Services explained the proposed Zoning Amendment Application.

Councillor Flynn left the meeting at 7:03 p.m. and returned at 7:06 p.m.

Councillor Lindgren left the meeting at 7:06 p.m. and returned at 7:07 p.m.

Cheryl Roepcke, Regional Operations Manager, Interior, and Tyler Baker, Director Regional Development, BC Housing, provided an overview of the proposed shelter and were available to answer questions from Council.

Late Items:

- D. & D. Dymond - Email dated July 21, 2023
- TJ Wallis - Email dated July 22, 2023
- J. Sims - Email dated July 22, 2023
- J. Murdoch-Bieber - Email dated July 24, 2023
- P. McIntyre-Paul - Email dated July 24, 2023
- T. Crouch - Email dated July 24, 2023
- D. Bieber - Email dated July 24, 2023
- P. Henderson - Email dated July 24, 2023
- L. Farrell - Email dated July 24, 2023

The Chair read the names of people who submitted correspondence and was included in the published Council agenda package.

The Chair called a first time for submissions.

23. STATUTORY PUBLIC HEARINGS - continued**1. Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]**

W. Raspberry expressed concerns about the building location, however was in support of the proposal and additional units.

J. Vanderhoek expressed concerns about safety and security, criminal activity, and the impact on the neighbourhood's character.

J. Foulkes expressed concerns about the building location, which negatively impacts safety and security and neighbourhood's character.

M. Rollier expressed concerns about the building location, which negatively impacts safety and security and property values.

J. Neustaeter expressed concerns about building location, which negatively impacts property values. He expressed concerns with the length of lease agreement.

T. Berry asked if the list of properties the City considered would be made public, and was concerned that the plan in place for a zoning change was vague and it was giving away prime industrial property.

B. Jordan expressed concerns about the lack of transparency and communication with neighbourhood residents as well as the negative impacts on safety and property values.

K. Johnston expressed concerns about communication as the tent encampment was short term and now this is a long term proposal. He expressed concerns about the buildings location, which negatively impacts safety and security as well as increases the noise in the neighborhood.

J. Young expressed concerns about building location. He stated there was a lack of answers to questions asked at the public meeting. He read a letter from R. Dale who expressed concerns about the negative impact of safety, security and property values.

T. Crouch expressed concerns about the public hearing process and the steps taken for 1st and 2nd reading of the proposed bylaw.

J. Gilfillan spoke in support of the proposal and expressed the need for education, understanding and resources to help the unhoused.

A. Bahen spoke in support of the proposal and expressed the need for resources and compassion.

A. Lockington spoke in support of the proposal and expressed concern for outdoor weather conditions for the unhoused should the proposal be delayed.

N. Van Ringen-Cannon spoke in support of the proposal and the importance of providing assistance for the unhoused.

M. Kriese spoke in support of the proposal and expressed concerns about public stigma surrounding the unhoused and the need for education and awareness.

23. STATUTORY PUBLIC HEARINGS - continued

1. Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]

S. Moore spoke in support of the proposal and the importance of showing respect and dignity to those that are in recovery.

A. Rivet, spoke in support of the proposal and the importance of providing a space that can provide dignity and hope to the unhoused.

S. Hiebert was in favour of the proposal but not the location as it negatively impacts the security of the neighbourhood. She was concerned with security, staff to resident ratio and litter at the proposal shelter.

N. Kolotylo expressed concerns about safety and security of his business, customers and volunteers and inquired about the status of the encampment if the proposal is not approved.

The hearing recessed at 8:46 p.m.

The hearing reconvened at 9:01 p.m.

S. Thompson expressed concerns about building location. She had concerns about the proposed shelter rules and what happens if the demand at the shelter is greater than the availability of space.

R. Hennig expressed concerns about the building location, as there are 200 people in the neighborhood.

S. Tyler expressed concerns about building location and that many of the unhoused do not want shelter or support.

The Chair called a second time for submissions.

K. Wickner, expressed concerns about process issues and the difficulty to find information. She also spoke to the need for education, awareness and a long term plan.

W. Raspberry expressed concerns about the requirement to be in close proximity for services and his preference for a shorter term of lease.

D. Allard spoke in support of the proposal but was concerned about the building location as it increases criminal activity.

Councillors were provided an opportunity to ask questions of speakers or staff.

B. Jordan asked how much money has been invested in the proposal.

J. Young expressed concerns about missing details as to the operation of the project.

A. Rivet expressed the need to provide housing.

J. Neustaeter inquired about removing the homeless encampment from the shelter area.

K. Johnston recognized the need for a shelter and expressed concern about the building location.

23. STATUTORY PUBLIC HEARINGS - continued

1. Zoning Amendment Application No. ZON-1263 [City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20]

S. Hiebert expressed concern about the building location and impact on neighbourhood.

T. Crouch asked about the C-20 zoning designation.

M. Rollier asked for clarification on removal of the tents currently at the site.

The Chair called a third time for submissions.

S. Thompson asked if tenants need to be clean use the shelter facility.

S. Kershaw asked if tenants staying 24/7 must make use of supports offered.

J. Nelson asked why Council members did not attend the public meeting and expressed concern should shelter tenants leave the premises in the evening.

The Chair addressed many of the questions posed.

W. Raspberry asked about liability if homeless in tents are "moved along".

N. Kolotylo asked if 25 beds was adequate.

M. Kriese expressed that education and human rights need to be considered.

Councillors were provided an opportunity to ask questions of speakers or staff.

Following three calls for submissions and questions from Council, the Public Hearing closed at 10:09 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4594 [ZON-1263; City of Salmon Arm; 341-361 Fraser Avenue NW; M-2 to CD-20] - Third Reading

Councillor Cannon left the meeting at 10:45 p.m. and returned at 10:47 p.m.

0358-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the time for the Regular Council meeting be extended past 11:00 p.m.

CARRIED UNANIMOUSLY

0359-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4594 be read a third time.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM

BYLAW NO. 4594

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 and by electronic means, on July 24, 2023 at the hour of 7:00 p.m. was published in the July 12, 2023 and July 19, 2023 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 by adding as follows:

- a) A new Section 58 - Comprehensive Development Zones - CD-20 - COMPREHENSIVE DEVELOPMENT ZONE - 20 (attached hereto as Schedule "A" and forming part of this bylaw), is added after Section 57; and
- b) A portion of Parcel A, Block B, Section 14, Township 20, Range 10, West of the 6th. Meridian, KDYD Plan 1523, and a portion of Lot A, Section 14, Township 20, Range 10, West of the 6th. Meridian, KDYD Plan 38914 from the M-2 (Light Industrial Zone) to the CD-20 (Comprehensive Development Zone - 20).

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. 4594".

READ A FIRST TIME THIS 26th DAY OF JUNE 2023

READ A SECOND TIME THIS 26th DAY OF JUNE 2023

READ A THIRD TIME THIS 24th DAY OF JULY 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION
ACT ON THE 31st DAY OF July , 2023



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

BYLAW NO. 4594
SCHEDULE A

SECTION 58 - CD-20 - COMPREHENSIVE DEVELOPMENT ZONE – 20

Purpose

58.1 The purpose of the CD-20 Zone is to accommodate the use of a *community shelter* as defined in the *Zoning Bylaw* on the *parcels* legally described as a portion of Parcel A, Block B, Section 14, Township 20, Range 10, West of the 6th. Meridian, KDYD Plan 1523, and a portion of Lot A, Section 14, Township 20, Range 10, West of the 6th. Meridian, KDYD Plan 38914.

Permitted Uses

58.2 The following uses and no others are permitted in the CD-20 Zone:

- .1 *assembly hall,*
- .2 *community shelter,*
- .3 *congregate housing*
- .4 *public utility,*
- .5 *public use, and*
- .6 *shelter*
- .7 *accessory use.*

Maximum Height of Principal Buildings

58.3 The maximum *height* of *principal buildings* shall be 11.0 metres (36.1 feet).

Maximum Height of Accessory Buildings

58.4 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.68 feet).

Minimum Parcel Size or Site Area

58.5 The minimum *parcel* size or *site* area shall be 0.18 hectares (0.44 acres).

Minimum Setback of Principal Buildings

58.6 The minimum *setback* of the *principal building* from the:

- | | | |
|----|------------------------------------|------------------------|
| .1 | Front parcel line shall be | 3.5 metres (11.5 feet) |
| .2 | Rear parcel line shall be | 1.0 metre (3.3 feet) |
| .3 | Interior side parcel line shall be | 1.0 metre (3.3 feet) |
| .4 | Exterior side parcel line shall be | 3.0 metres (9.8 feet) |

Minimum Setback of Accessory Buildings

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

- | | | |
|----|------------------------------------|------------------------|
| .1 | Front parcel line shall be | 6.0 metres (19.7 feet) |
| .2 | Rear parcel line shall be | 0.6 metre (1.9 feet) |
| .3 | Interior side parcel line shall be | 0.6 metre (1.9 feet) |
| .4 | Exterior side parcel line shall be | 3.0 metres (9.8 feet) |

Community Shelter Parking

58.8

- .1 The minimum number of parking stalls required in the CD-20 Zone shall be 1 stall per 10 shelter beds.

Outside Storage

58.9 Outside storage shall be screened as per Appendix III.

INFORMATIONAL CORRESPONDENCE – August 14, 2023

- | | | |
|-----|--|---|
| 1. | Calendar of Events | N |
| 2. | Building Department – Building Statistics – July 2023 | N |
| 3. | Building Department – Building Permits – Yearly Statistics | N |
| 4. | BC Honours and Awards – Email dated July 26, 2023 - Nominations Open for 2023 Medal of Good Citizenship | N |
| 5. | Shuswap Community Foundation – Letter dated August 1, 2023 – Update on Initiatives and Developments | N |
| 6. | S. Latti – Email dated July 28, 2023 – 22 Marathons for Veterans and First Responders | N |
| 7. | L. Hiebert, Chair, Peace River Regional District - UBCM Resolution - BC Wildfire Service Fire Fighting Equipment | N |
| 8. | K. Atkinson, Chair, BC Forest Practices Board – Email dated August 9, 2023 – Report on Forest and Fire Management in BC: Toward Landscape Resilience | N |
| 9. | J. Ford, UBCM President – Letter dated July 26, 2023 – Canada Community-Building Fund: First Community Works Fund Payment for 2023/2024 | N |
| 10. | B. Schmidt, Director, MUNI-UBCM Convention Coordinator – Email dated August 8, 2023 – Deadline Reminder: 2023 UBCM Convention – Meeting Requests with MACC Staff | N |
| 11. | N. Moore, FASD Key Worker, Shuswap Children’s Association – Email dated July 28, 2023 – Request for City Hall Lights for FASD Awareness Day | A |

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: August 14, 2023

Request for Recommendation
To be a Salmon Arm Youth UBCM Representative

Emily Armstrong

[REDACTED]

Salmon Arm, British Columbia
V1E 2Z5

August, 3rd 2023

Salmon Arm City Council
Box 40
500 2 Avenue NE
Salmon Arm, BC V1E 4N2

Dear City Council,

I wish to attend the UBCM 2023 convention. I heard of the opportunity through my school, SAS-Sullivan. I would be a great fit for the position due too my interested in large scale leadership, and my goal to enhance my personal leadership skills.

I would like to attend the UBCM convention to increase my knowledge of large scale leadership and the constructs around it. I'm curious to see how people navigate complex high-pressure situations with different limitations, perspectives and personalities. I'm drawn to leadership roles, and I wish to further develop my abilities. I intend to observe and interact with our community's leaders to obtain insight into governmental leadership between coworkers with large, diverse responsibilities and outside pressures. By learning these skills through observations and interactions, I will be able to further my own leadership endeavors, as I present new perspectives and insights in the community.

I look forward to hearing from. You can contact me at [REDACTED], call or text my number, [REDACTED]. Thank you for your time and consideration.

Sincerely,
Emily Armstrong

Item 14.1

CITY OF SALMON ARM

Date: August 14, 2023

Staff Sergeant West, Salmon Arm RCMP Detachment
Quarterly Policing Report April to June, 2023



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Date

August 4, 2023

Mayor and Council, City of Salmon Arm

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report – April 1, 2023 to June30, 2023.

Dear Mayor and Council,

My report this quarter covers the time period from April 1, 2023 to June 30, 2023.

Detachment News

At the present time the detachment has seen an additional member come into the detachment as well as two others transferring in to our office. With these transfers our office will be fully staffed. We continue to have 3 members away from patrol duties but 2 of the members are in the office providing support to front line resources where ever they can.

Over this quarter the officers responded to over 2235 calls for service. Of these calls, 1654 were within the City of Salmon Arm. The call volume represents 74% of our total file workload. It is up 9% over 2022 on the Municipal business line.

I am happy to report that extensive backlog of files for review in our records Department is at normal and acceptable level. In doing so our reporting to Statistics Canada is assured to be as accurate as it can be.

I have included my customary statistics broken down by jurisdiction. I have also included copies of crime hotspot maps for the general business district in Salmon Arm as alluded to in the previous council report. While the maps are cluttered they do reveal the beginning of a trend of increasing property crime intensity in the are of the Trans Canada Highway between 5th and 10th and Narcisse Road. At this time this is an apparent trend and includes a number of major retail spaces. 18 of the calls for service relate to one major retail space leading to the hot spot identification. The leading crime types here are mischief and shoplifting.

In general, from January 1 to the end of June 2023 the calls for service in the Rural and City jurisdictions appear to be down by 2% over the year as tabulated by the Southeast District

analysts. The general the increasing Property Crime trend appears to have abated and is driven largely by instances of criminal mischief. In our calls for service we have noted an increase where mental health and instances where alcohol and drugs are involved as part of the reason for calls for service have seen a notable increase within the city. Specific calls for service directly for assessment of a person's mental state are down slightly from 2022 over the same period. All that translates into we are seeing more calls for service that have a mental health component in the investigations but actual calls for RCMP to attend to assess a person's mental wellbeing have gone down just slightly.

In this quarter:

Officers continued to be busy in traffic law enforcement and logged:

- Over 236 Documented traffic stops in the quarter.
 - Which includes 40 high risk driving charges.
- We had 26 collisions with damage over \$10,000 or injuries were reported within Salmon Arm within the quarter.

Community Communication / Engagement

Contact and engagement with community interest groups and committees remains a priority. In the quarter officers attended well over 12 monthly meetings and meetings engaging Government. Our detachment had been engaging the Shuswap Immigration office and provided their clients an information session on human trafficking with a focus on youth. The Detachment Commander and Operation NCO also attended a meeting hosted by Downtown Salmon Arm. One of the pieces of feed back was that the downtown would like to see more of the police and to that end members completed over 12 foot patrols in the downtown area over the quarter while not on other calls for service.

The detachment remains involved in ICAT, Violence in Relationships community partner meetings as well as various other committees.

Investigative highlights and low lights this past quarter:

- Property Crime:
 - Reports of residential break and enter numbered a total of 8 in the quarter which is 2 higher than in 2022 in the quarter.
 - Break and enter reports to business numbered 14 which is 6 lower than the same as the same quarter in 2022.
 - Our officers laid 1 charge in these break and enter investigations and continue to work on others.

Other Highlights:

The RCMP Musical Ride Shows for Canada Day Weekend were a success. I would like to extend special thanks to the Rotary Clubs in the community, The Shuswap Agricultural Society, and the City of Salmon Arm for all their work in hosting this event. The logistics and security for these events means a substantial volunteer commitment from all involved. Feedback to our office was very positive. Knowing all those volunteer hours raised funds which go back into the local

community to support local project, initiatives and supports local people should be a source of pride for volunteers and patrons of the event on a very hot weekend.

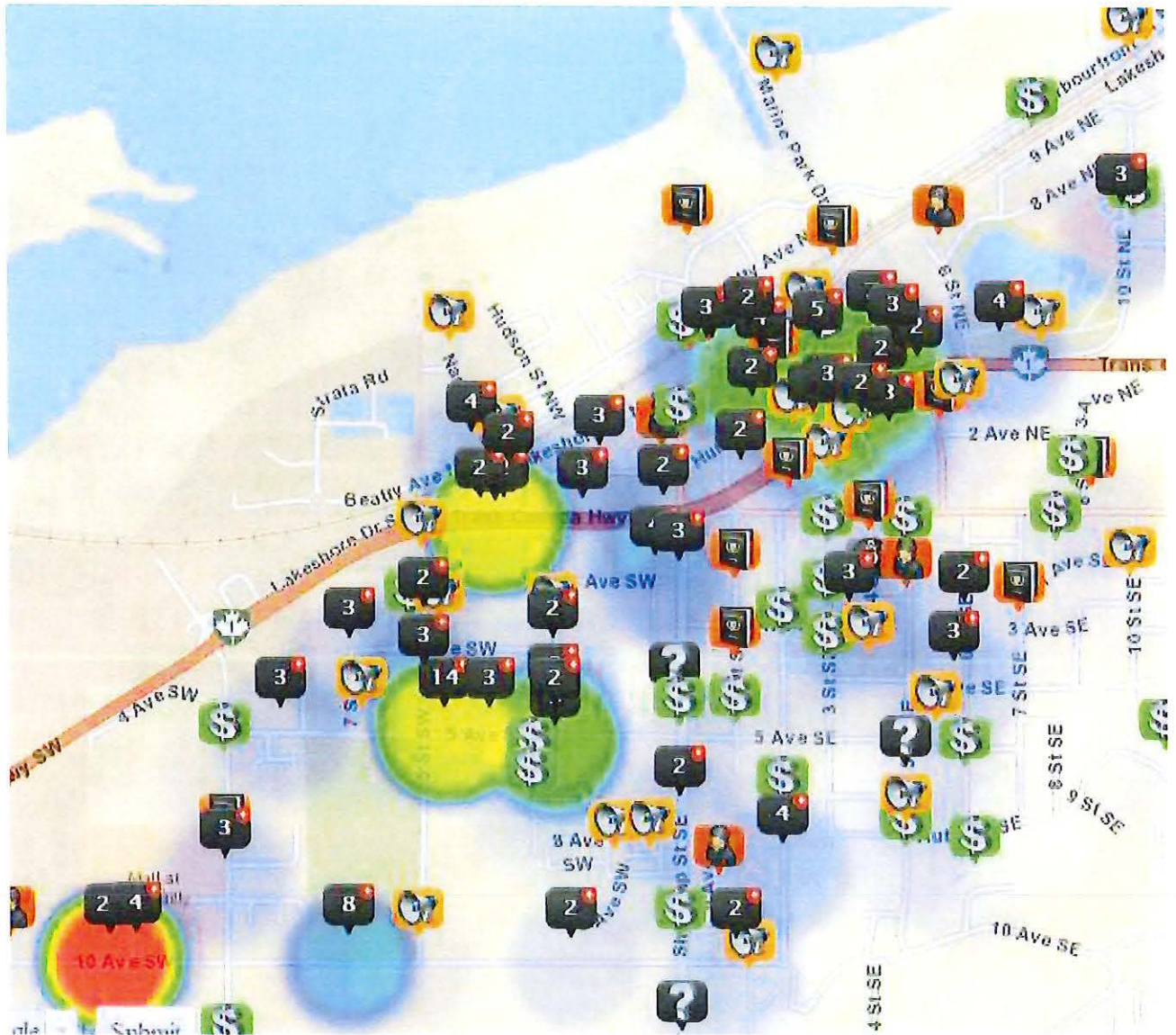
Looking forward:

The City By Law Department and the RCMP have been and will continue to team up to intervene in areas experiencing issues of public order as in the case of the Camping location on Narcisse/ Beatty Road. The relationship and patrols will be augmented through more routine interventions from a dedicated RCMP Reserve Constable which will also include social support agencies when opportunities arise. Presently, the RCMP is making a number of patrols per day in the area and engaging residents of the camp. Where appropriate the RCMP is enforcing the criminal code and have made property seizures in the area.

Yours in Service,

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

2022 Property Crime Mapping - 465 instances
January 1 to June 30 2022





SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 2, 2023

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

June 30th, 2023

Dear Mayor Alan Harrison,

RE: Quarterly Crime Statistics - April / May / June

CRIME CATEGORIES	CITY Q2	CITY Q2	RURAL Q2	RURAL Q2
	2022	2023	2022	2023
Homicide / Attempted Homicide	0	1	0	0
Assaults	32	46	14	8
Sexual Offences	14	7	1	2
Robbery	0	0	1	1
Auto Theft	17	9	9	10
Break and Enters	23	11	17	8
Theft From Motor Vehicle	15	24	13	6
Drug Investigations	14	4	2	1
Motor Vehicle Collisions	33	53	13	19
Motor Vehicle Collisions W Fatality	0	0	1	1
Impaired Driving - CC	5	8	2	6
Impaired Driving - MVA (IRPs)	5	8	3	8
TOTAL PERSONS/VIOLENT CC	69	76	26	23
TOTAL PROPERTY CC	259	256	80	63
TOTAL OTHER CC	139	102	27	21
TOTAL CRIMINAL CODE (CC)	467	434	133	107

TOTAL CALLS FOR SERVICE	1516	1654	577	581
-------------------------	------	------	-----	-----

COMMUNITY	CITY Q2	CITY Q2	RURAL Q2	RURAL Q2
	2022	2023	2022	2023
Files with youth negative contacts	5	0	0	0
Mental Health Related Calls	150	213	29	39
Files involving Alcohol / Drugs	239	313	74	78
Domestic Violence	17	24	10	7

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
 Salmon Arm RCMP Detachment

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Item 22.1

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-587 be authorized for issuance for Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 35.7 - Maximum Height of Residential Buildings - Increase the maximum permitted height of a residential building from 10m (32.8 ft) to 12.29m (40.32 ft) as shown in Appendix 4 of the Staff Report dated July 20, 2023.

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: July 20, 2023

SUBJECT: Variance Permit Application No. VP-587 (Height of Residential Building)
Legal: Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322
Civic Address: 5161 – 60 Avenue NE
Owner: T. Hartwig, K. Forsyth, and JJH Investment Corp.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-587 be authorized for issuance for Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322, which will vary Zoning Bylaw No. 2303 as follows:

Section 35.7 - Maximum Height of Residential Buildings - Increase the maximum permitted height of a residential building from 10 m (32.8 ft) to 12.29 m (40.32 ft) as per the attached Appendix 4.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 5161 – 60 Avenue NE (Appendix 1, 2 & 3). The request is for a variance to increase the 10 m (32.8 ft) maximum height of a residential building to 12.29 m (40.32 ft). The property is approximately 8,093 m² (2 acres) in area. A site plan and building elevations are attached as Appendix 4. The applicant has provided a letter of rationale, attached as Appendix 5. Site photos are attached as Appendix 6.

BACKGROUND

The subject property is designated HC (Highway Service/Tourist Commercial) in the City's Official Community Plan (OCP) and zoned A2 (Rural Holding) in the City's Zoning Bylaw (Appendix 7 and 8).

The proposed residential building contains a single-family dwelling, attached secondary suite, and shop. The majority of the building complies with the 10 m height requirement, however a section of the shop reaches 12.29 m.

Most of the subject property is flat, except the southeast corner of the lot where it slopes down. This area is the opposite side of the proposed shop (the tallest part of the proposed building). This lower elevation results in a lower grade elevation and affects the overall height calculation, creating a larger variance than if the site was flat. The portion of the building that is more than 10 m is the roofline of the shop.

The property is in a rural area and the proposed structure is bordered by undevelopable riparian land on the south and east sides. For this reason, staff believe this small portion of extra height would not result in any visual impact in the neighbourhood.

Adjacent land uses include the following:

North: Bruce Coach Custom Conversions, single-family dwelling	Zoned A2 and C3
South: Randy's Marine Services; pond and wetland	Zoned C3 and A2
East: Vacant land; Canoe Creek	Zoned A2
West: Aspen Grove Motel	Zoned C5

COMMENTS

Fire Department

No Fire Dept. concerns.

Building Department

No concerns with variance.

Engineering Department

No engineering concerns on the variance; however, upon submitting a building permit, a water service upgrade and a water meter will be required.

BC Hydro

No concerns.

Fortis BC

No concerns.

Telus

No concerns.

Shaw

No concerns.

Public Consultation

Pursuant to the Local Government Act and the City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30 m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on August 14, 2023.

Planning Department

The majority of the house is at or below the 10 m height. The impact on adjacent properties would seem to be minimal. The building appears to be well designed and the articulated roofline proposed is a positive design feature.

CONCLUSION

Considering the size of the variance requested, site location, the lower grade elevation in one corner affecting the height calculation, and the context of adjacent development, staff are not concerned with the requested variance.

Since the portions of the adjacent properties near the proposed building site are vacant, staff support the variance request as the proposed increased height does not present any negative impact to the neighbours.



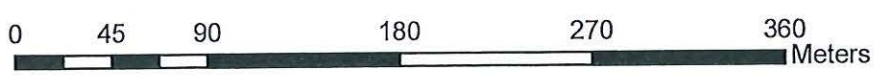
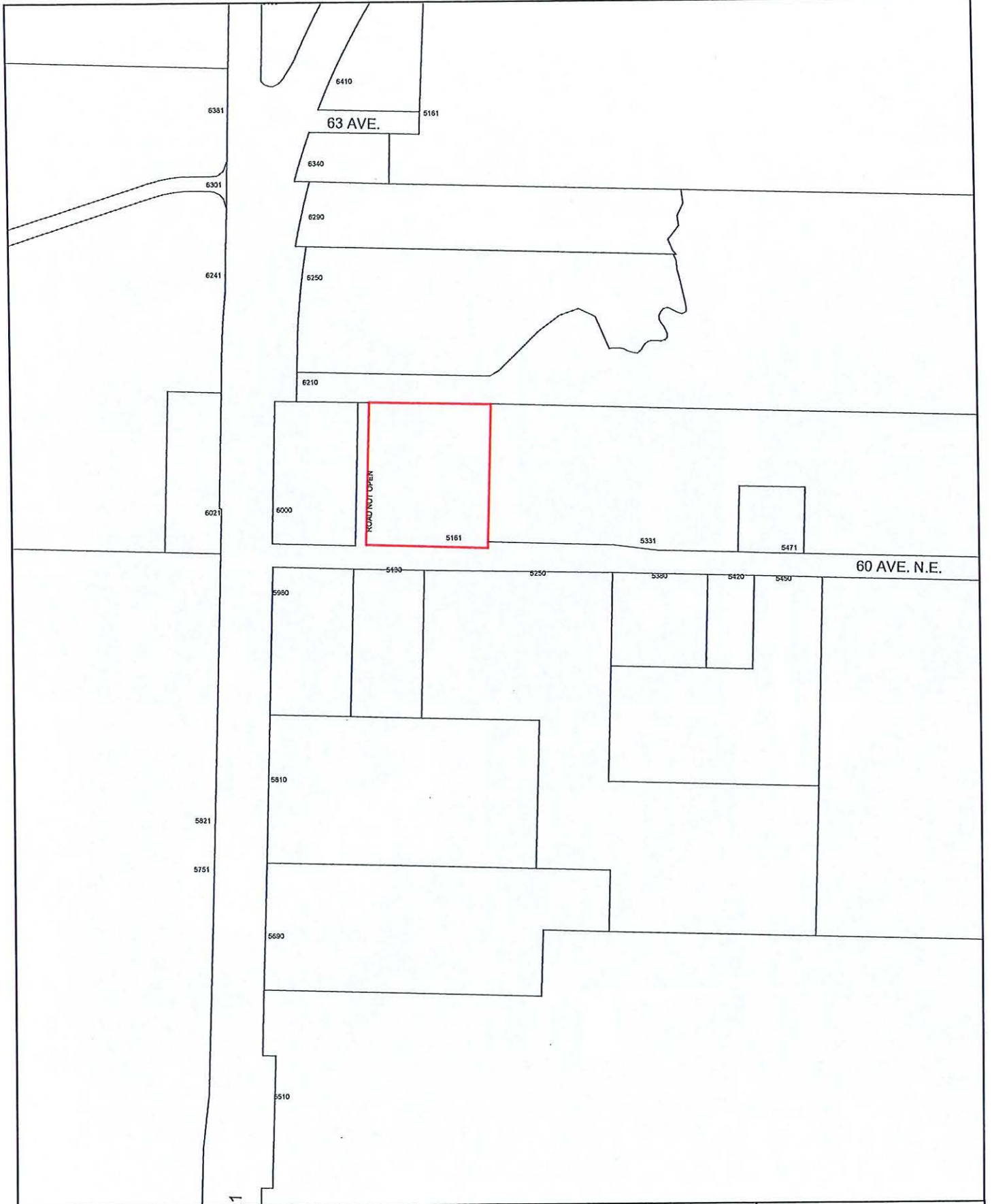
Prepared by: Morgan Paiement
Planner I

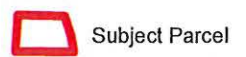
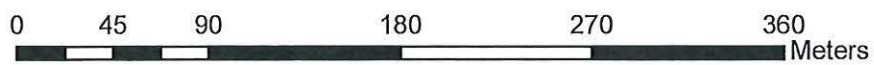
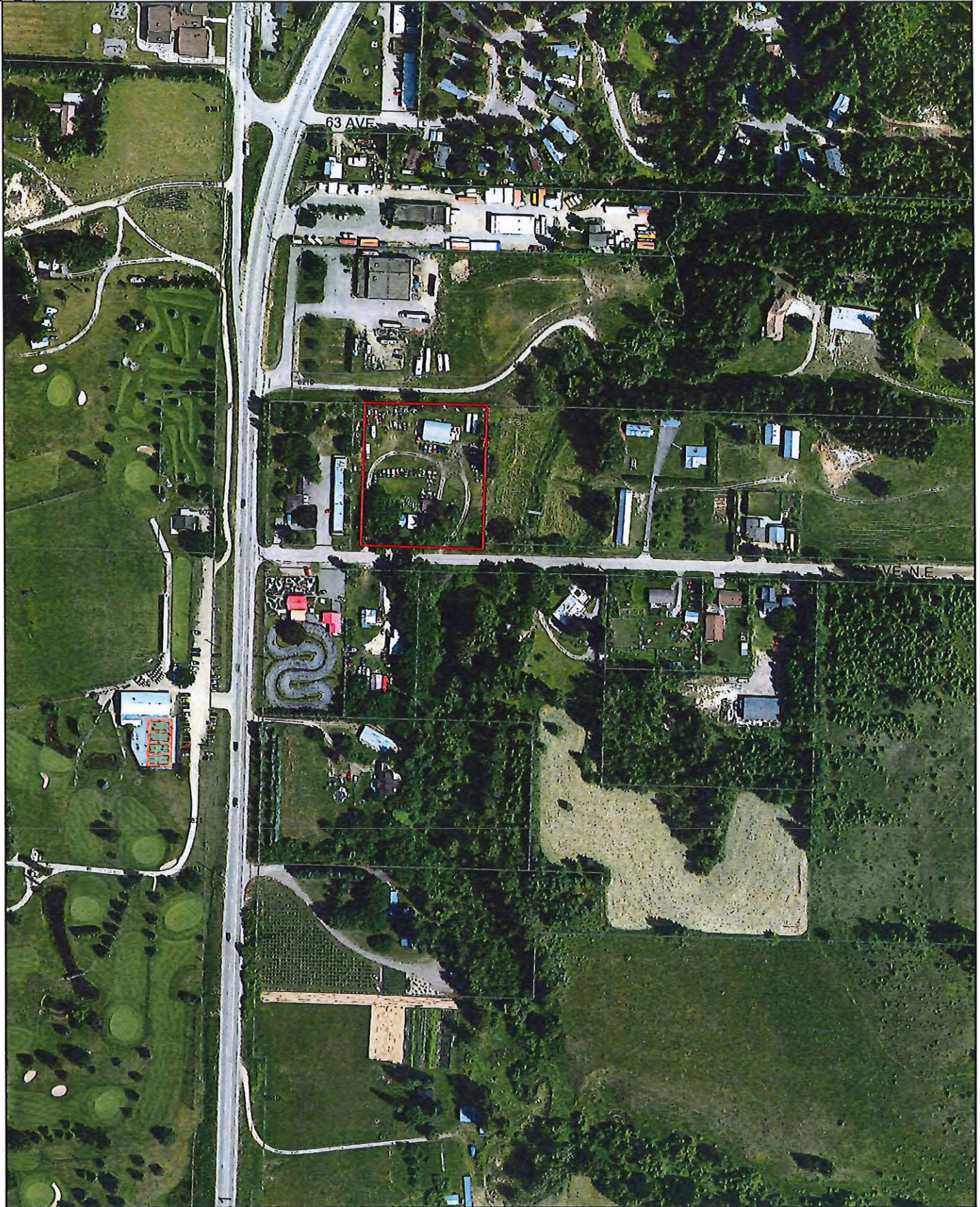


Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services

Appendices:

- Appendix 1 – Location Map
- Appendix 2 – Ortho Map
- Appendix 3 – Subject Property
- Appendix 4 – Sketch Plans
- Appendix 5 – Letter of Rationale
- Appendix 6 – Site Photos
- Appendix 7 – OCP Map
- Appendix 8 – Zoning Map







0 5 10 20 30 40 Meters

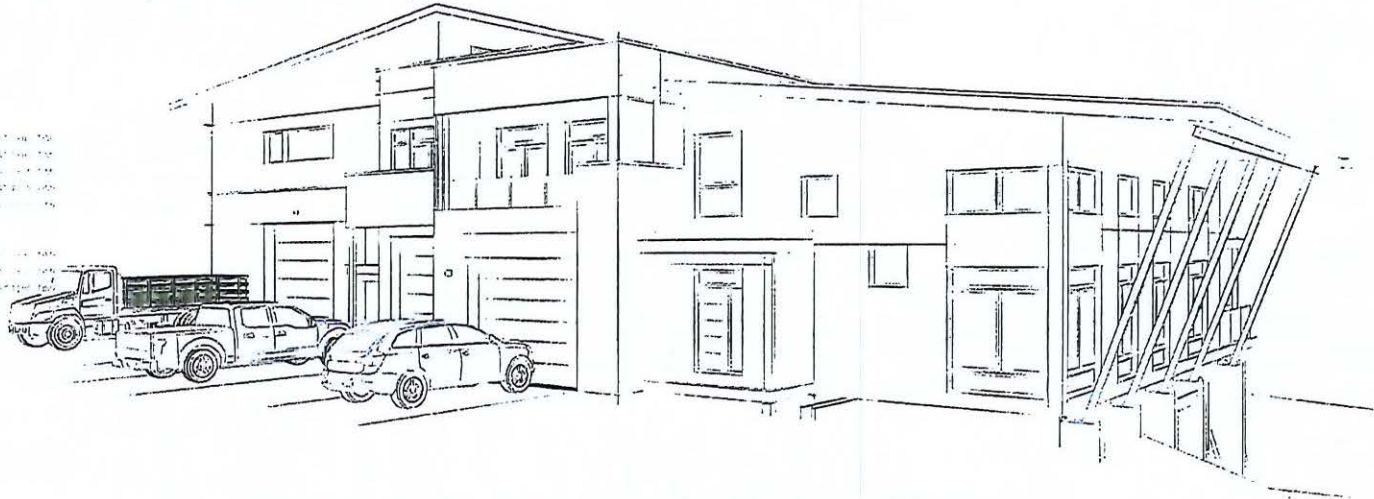
 Subject Parcel

RESIDENTIAL DEVELOPMENT

5161 - 60th Aveune NE, Salmon Arm, BC

DRAWING LIST:

- A0.0 COVER
- A1.1 SITE PLAN
- A2.1 FOUNDATION PLAN
- A2.2 LOWER FLOOR PLAN
- A2.3 MAIN FLOOR PLAN
- A2.4 UPPER FLOOR PLAN
- A2.5 ROOF PLAN
- A3.1 ELEVATIONS
- A3.2 ELEVATIONS
- A4.1 BUILDING SECTIONS
- A4.2 BUILDING SECTIONS
- A4.3 BUILDING SECTIONS
- A5.1 3D VIEWS



*ly comment:
full-size file
can be provided
by email*



ISSUE	DATE

DRAWN BY: P.L.G.
DATE: Feb 2023
SCALE: N/A



ALGO - ARCHITECTURE
PO BOX 2330
SALMON ARM, BC V1C 4R3
Phone: 250-835-1111
E: info@avexarchitecture.ca
W: www.avexarchitecture.ca

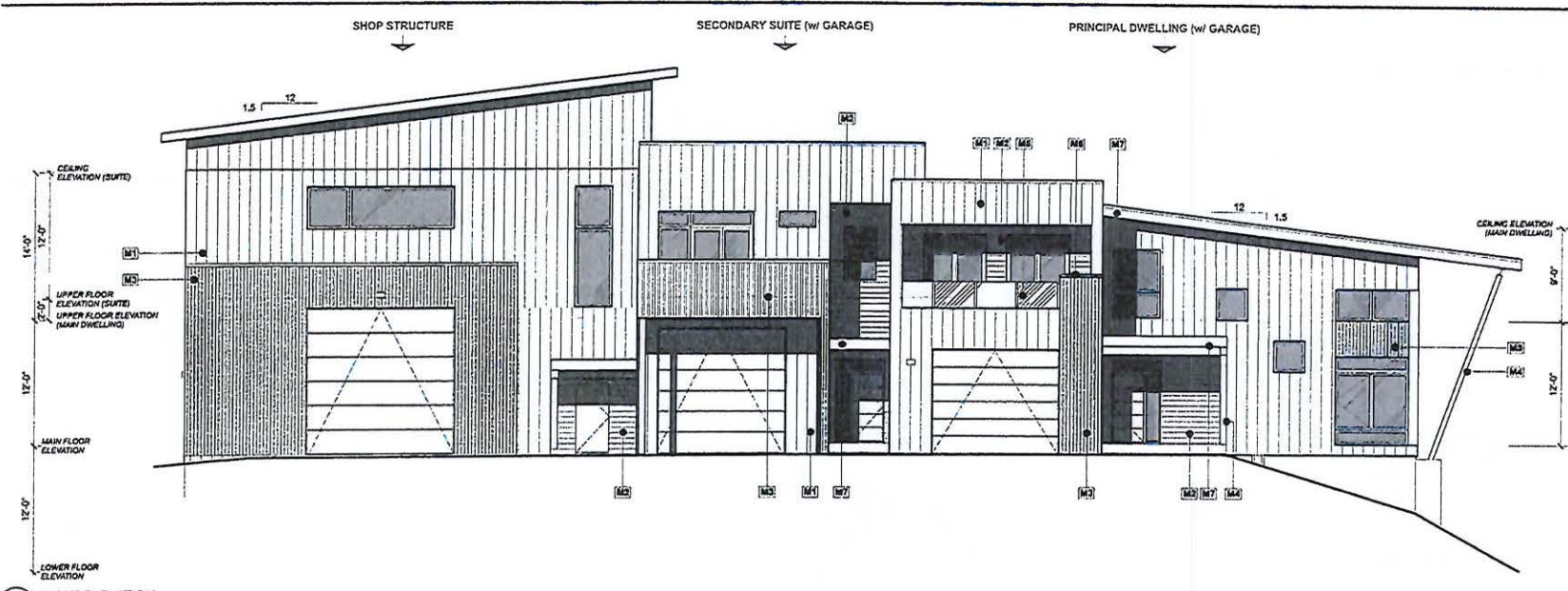
PROJECT: 21-004
RESIDENTIAL DEVELOPMENT

5161 - 60th Avenue NE
Salmon Arm, BC

DRAWING TITLE:
COVER

DRAWING NO:
A0.0

1 of P66



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

EXTERIOR MATERIAL NOTES

- M1 Vertical Wood Siding (Dorset)
- M2 Horizontal Wood Siding
- M3 1/2" x 1/2" Douglas Fir Wood Siding (Clear Finish)
- M4 Solid Dimensional Columns & Beams
- M5 1/2" Glass Sidelight
- M6 Hard Flooring
- M7 Dark Finish
- M8 Fabric Lights
- M9 Hand Made w/ Dark Chromed or Black
- M10 Custom Hardware
- M11 Soft-Pine Plywood Aluminum
- M12 Juniper Bark Roof

DATE: Mar 16, 2023

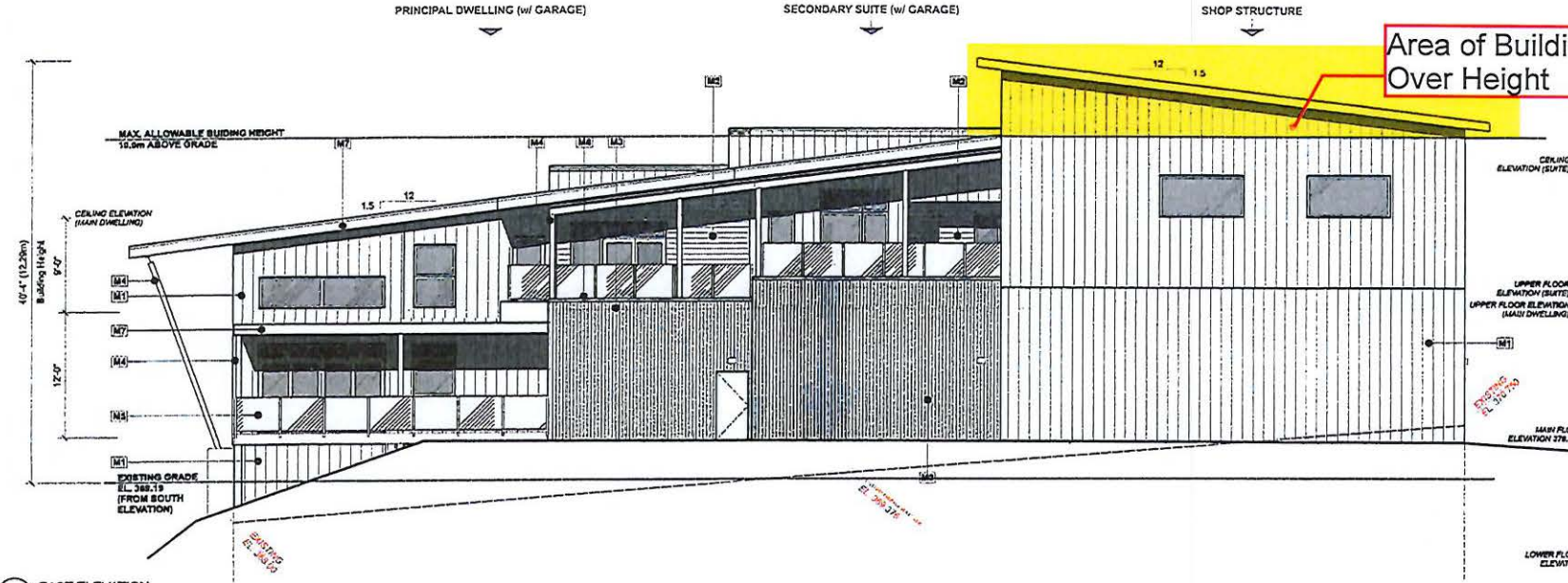
DRAWN BY: P.L.C.

DATE: Mar 2023

SCALE: 1/16" = 1'-0"

AVEX ARCHITECTURE

4166 42nd St NE
 PO BOX 2100
 SAUNDERS BC V7N 4H1
 Phone: 250.426.4444
 Fax: 250.426.4444
 Email: info@avex.ca
 Website: www.avex.ca



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

PROJECT: 21-004
RESIDENTIAL DEVELOPMENT

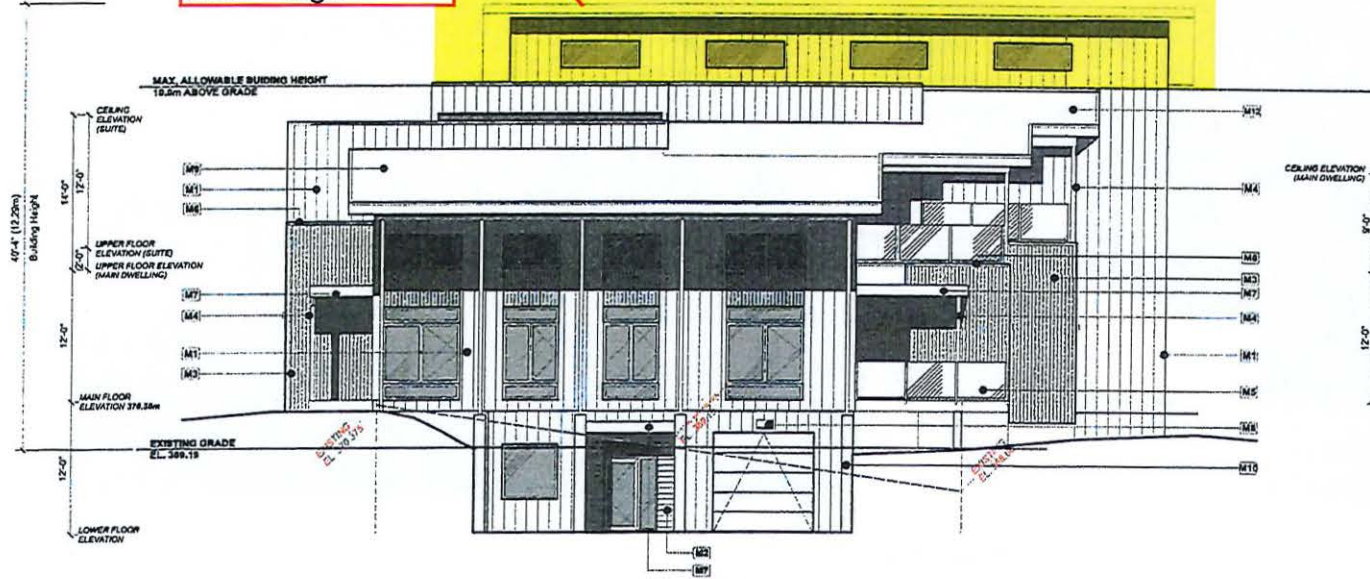
5161 - 62nd Avenue NE
 Salmon Arm, BC

DRAWING TITLE:
ELEVATIONS

DRAWING NO.:
A3.1

P68
193 of 1

Area of Building Over Height



EXTERIOR MATERIAL NOTES

- M1 40mm x 20 Metal Bar Joist Connection
- M2 Horizontal Wood Cladding
- M3 4\"/>



ISSUE	DATE

BRAWN BY: P.L.C.
 DATE: 15th 2023
 SCALE: 3/16\"/>

AVEX
 ARCHITECTURE

4188 - 6th S.E. St.
 P.O. Box 2392
 Victoria, B.C. V8N 4K1
 Tel: 250-363-8888
 Fax: 250-363-8889
 W: www.avexarch.ca

PROJECT: 21-004
RESIDENTIAL DEVELOPMENT

1161 - 60th Avenue NE
 Salmon Arm, BC

BRAWN TITLE:
ELEVATIONS

BRAWN NO.:
A3.2

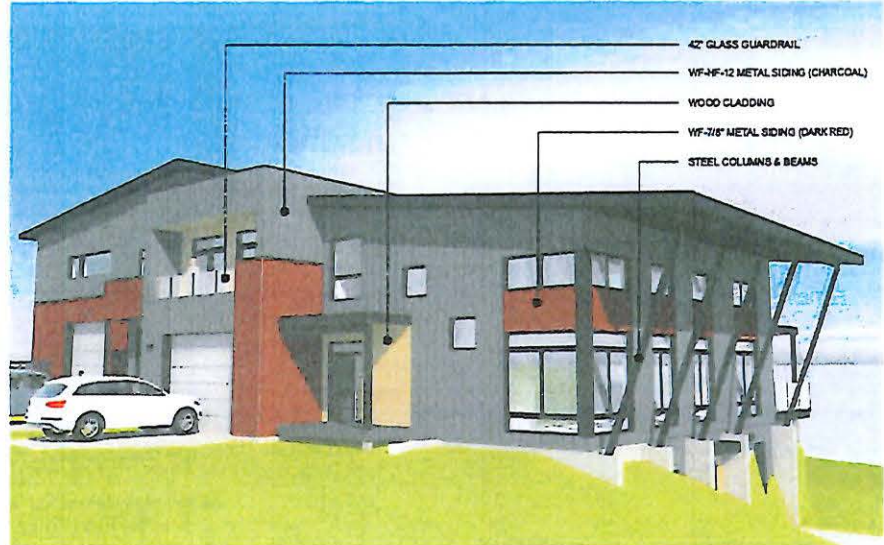
1 SOUTH ELEVATION
 Scale: 3/16\"/>

2 NORTH ELEVATION
 Scale: 3/16\"/>

Handwritten notes: 13th, 14th, 15th



NORTHWEST VIEW

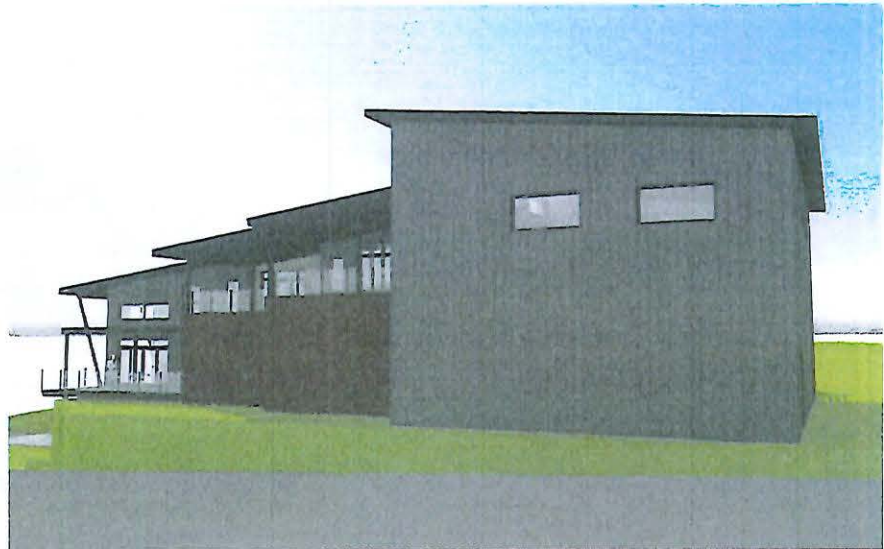


SOUTHWEST VIEW

- 42" GLASS GUARDRAIL
- WF-NF-12 METAL SIDING (CHARCOAL)
- WOOD CLADDING
- WF-7/8" METAL SIDING (DARK RED)
- STEEL COLUMNS & BEAMS



SOUTHEAST VIEW



NORTHEAST VIEW



BRITISH COLUMBIA ARCHITECTS ASSOCIATION
2014-10-15

ISSUE	DATE

DRAWN BY: H.C.G.
DATE: May 2013

SCALE: N/A



4180 40th Street
Vancouver, BC V6N 1C3
Phone: 604.271.1111
Fax: 604.271.1112
www.avexarch.com

PROJECT: 21004
RESIDENTIAL DEVELOPMENT

5161 - 60th Avenue NE
Salmon Arm, BC

DRAWING TITLE:
3D VIEWS

DRAWING NO:

A5.1

P70

09501

Ty Hartwig

On behalf of Ty Hartwig, Kevin Forsyth, Jamie Hodgson
5161 60 Ave NE || Canoe BC, V1E 1Y6
(780) 360-5733 || ty@c3powersports.com

May 17, 2023

To: City of Salmon Arm Development Services
500 2nd Avenue || Salmon Arm, BC V1E 4N2

Dear Chris / team,

As outlined in the attached forms and supporting material, we (the property owners Kevin, Jamie, and I) intend to continue the project on our A2 property 5161 60 Ave NE that we began discussing in 2019 (before covid disruptions postponed progress).

Site elevations and grade plans have been developed by geotechnical professionals. Architectural drawings have been completed and are included with the application. The proposed structure will utilize the natural topography and include a Primary Residence, attached Secondary Suite, and Shop. The structure shall be compliant with both the current A-2 zoning and the OCP-designated C-3 zoning (rezoning will be pursued at a later date), with the exception of maximum height (zoning bylaw no. 2303 paragraph 35.7 / 17.4). A variance is requested.

We feel that this variance is clearly in all parties' best interest for a number of reasons -

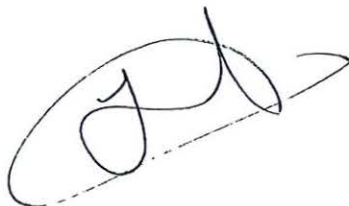
1. Over 95% of the property is flat, and at an elevation approximately equal to the "Main Floor Elevation" shown on the architectural drawings. The southeast corner of the lot, where a portion of the proposed structure will be located, slopes down. This "skews" the existing average elevation lower, and by extension, skews the structure height to higher. This is most clearly illustrated on elevation drawings page A3.1. The entirety of north portion of the structure (the Shop) is far removed from the small sloped area, so its effective "real height" should be considered to be from the Main Floor Elevation to the roof, which is 11m (still >10m, but much less so than as it appears from the 12.29m "theoretical on-paper height").
2. If we consider this "real height" as described, the only portion of the Shop that's >10m is a small area of the roofline (fig 1 below).
3. Since the property is somewhat rural and the proposed structure is bordered by uninhabitable (riparian) land on both the south and east sides, that small portion of extra height would not result in any conflict or clashing with the neighbourhood.

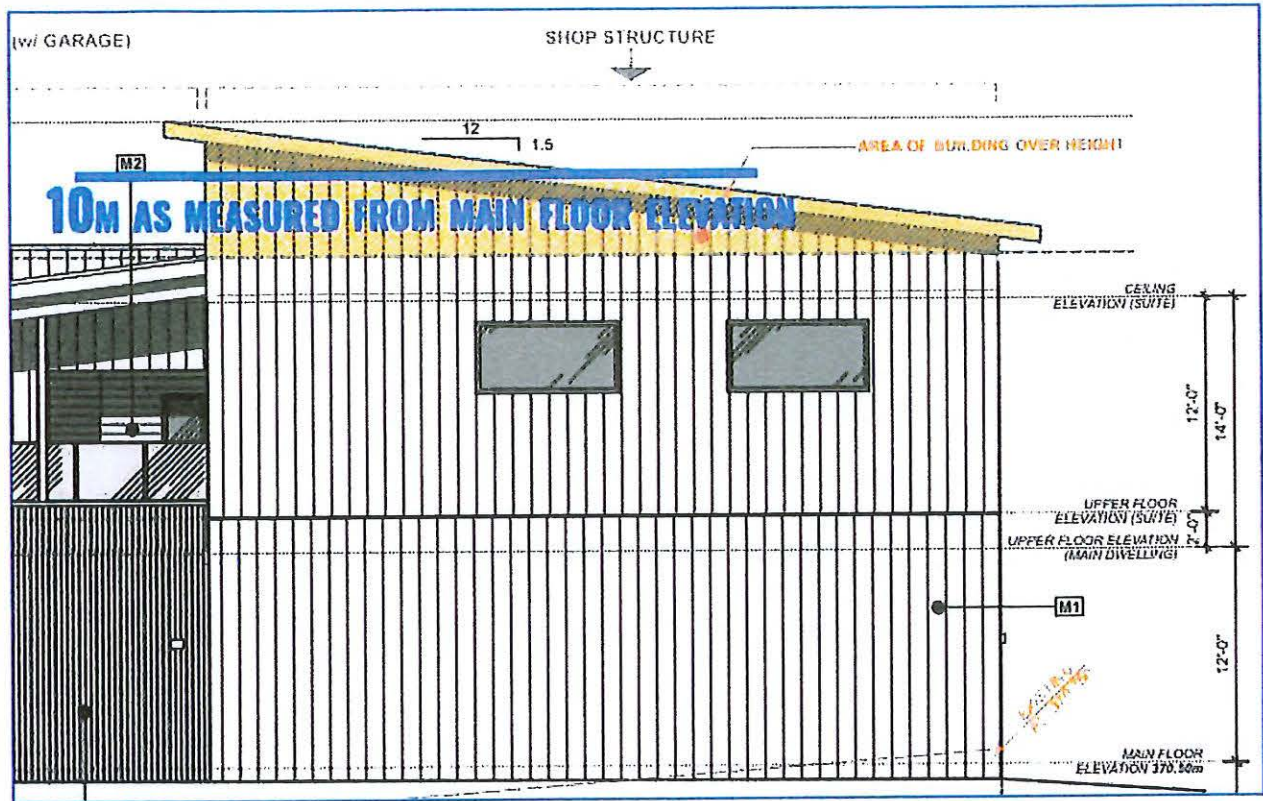
I hope the City would agree.

Any questions or concerns, please feel free to reach out.

Best regards,

Ty Hartwig

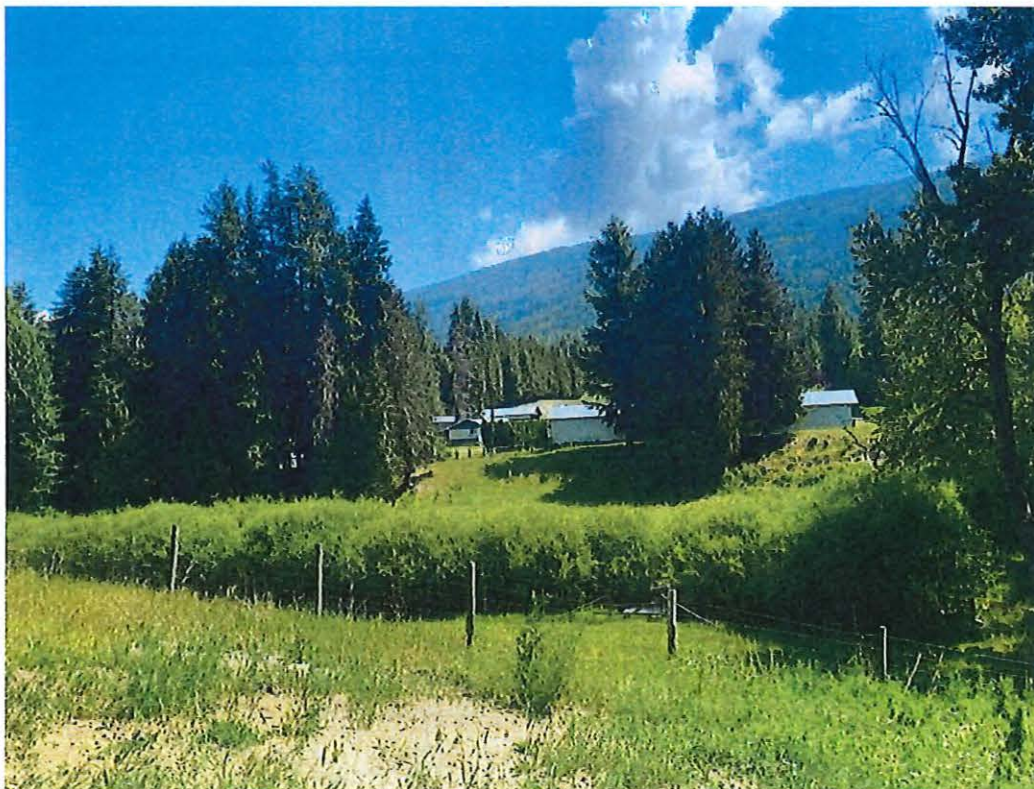




- Fig 1 - Shop roofline, with blue line shown 10m as measured from Main Floor Elevation (which is the elevation of >95% of the lot). Note: please refer to the provided digitally sealed PDF package from Avex Architecture when possible - this screenshot provided for reference only



Looking north from 60 Avenue NE.



Looking northeast from 60 Avenue NE.



Near build site looking northeast.



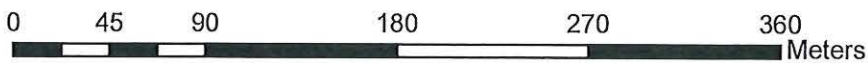
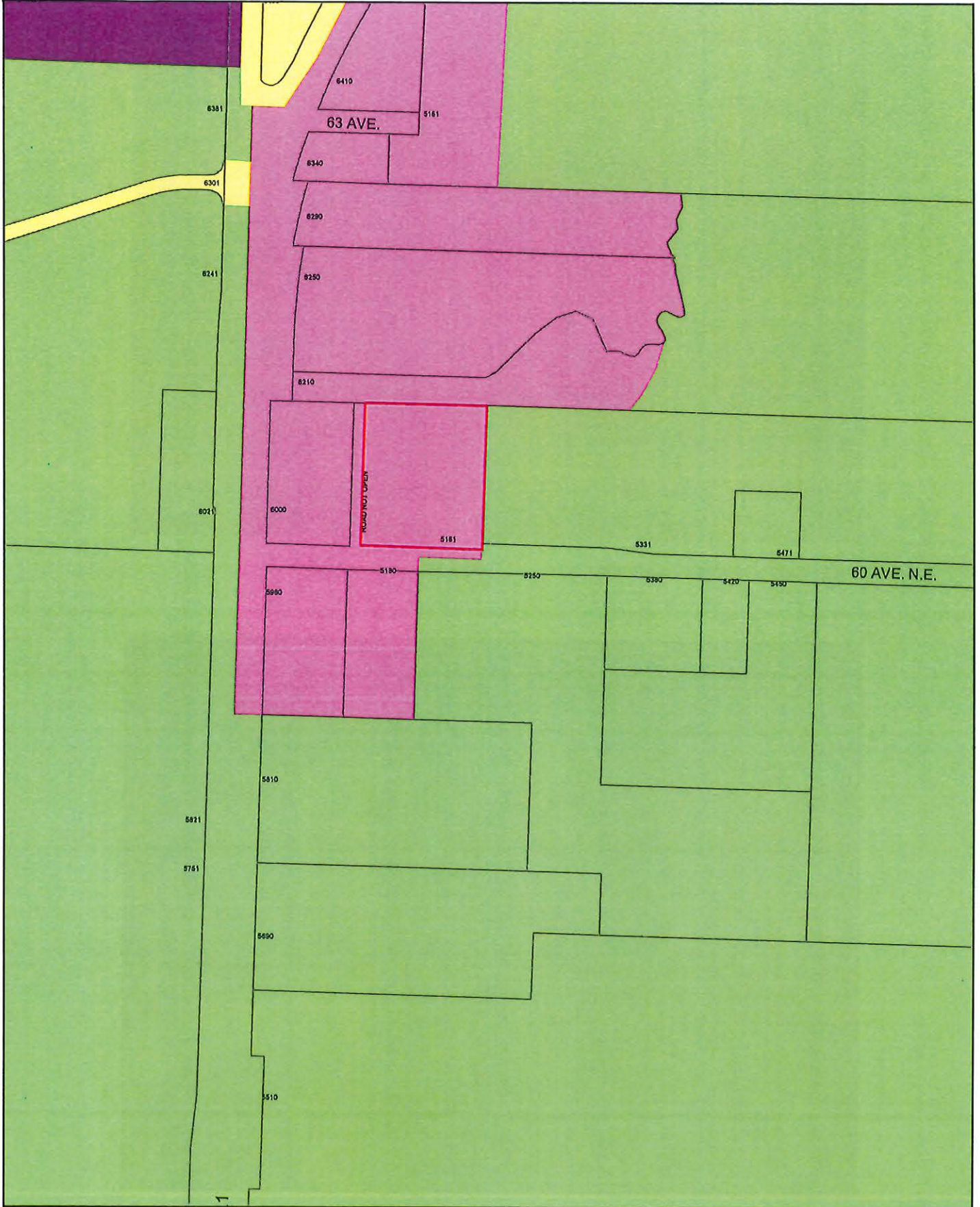
Near build site looking west.



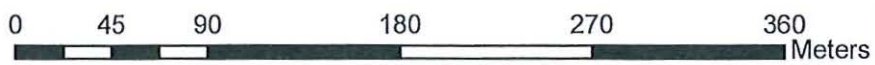
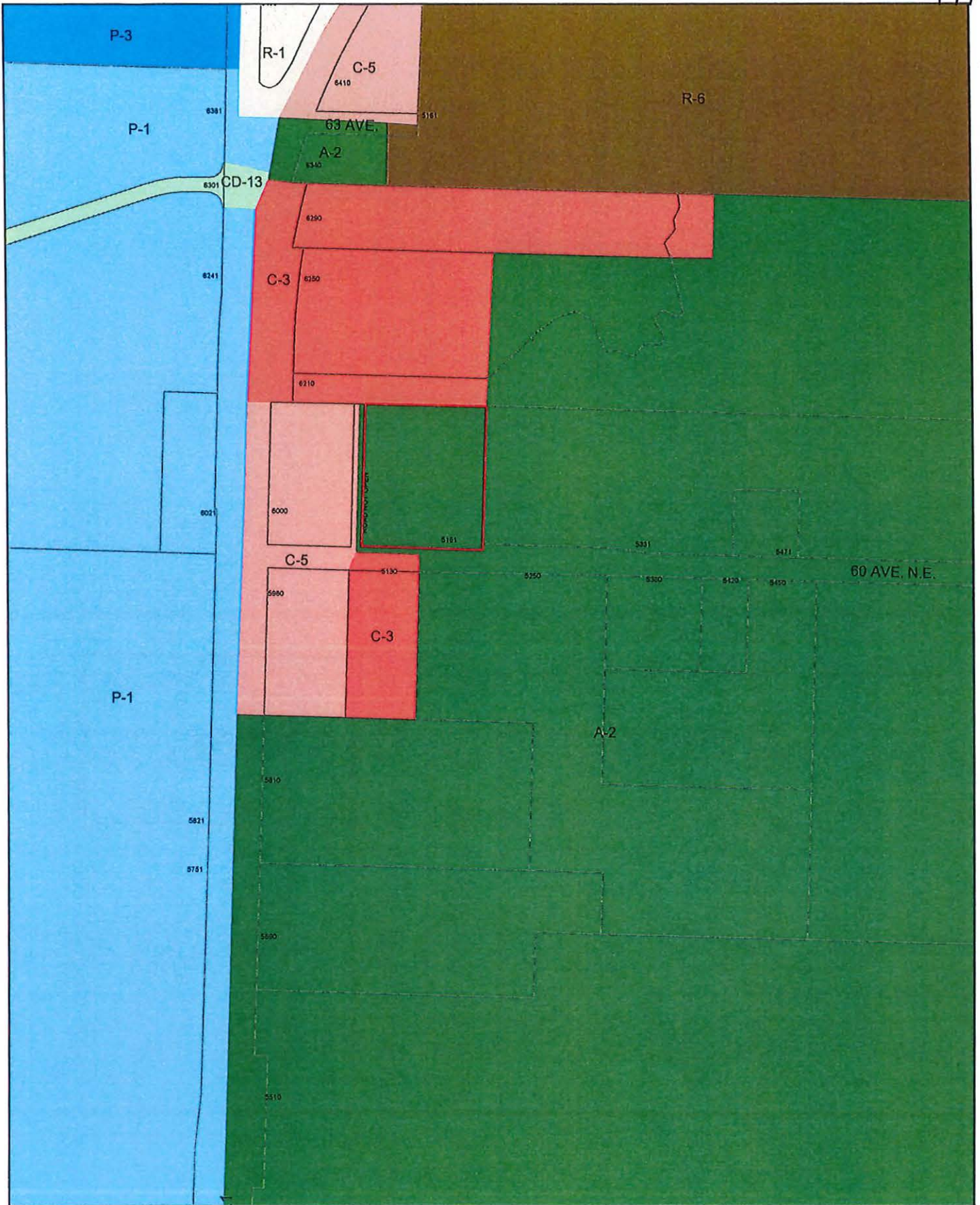
Near build site looking southeast.



Near build site looking south.



- Parcels
- Acreage Reserve
- Institutional
- Residential - Low Density
- Commercial - Highway Service / Tourist
- Subject Parcel



-  Parcels
-  Subject Parcel

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Item 22.2

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-588 be authorized for issuance for Lot 3, Section 29, Township 20, Range 10, W6M, KDYD, Plan KAP85703 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 41.11.1 – Parcel Line Setback from 6.0m (19.7 ft) to 5.53m (18.1 ft) for a non-agricultural accessory building as shown in Appendix 6 of the Staff Report dated July 26, 2023.

[Rogers, S. & Y.; 4741 56 Street NW; Setback requirements]

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: July 26, 2023

SUBJECT: Variance Permit Application No. VP - 588 (Setback)
Legal: Lot 3, Section 29, Township 20, Range 10, W6M, KDYD, Plan KAP85703
Civic Address: 4741 56 Street NW
Owner/Applicant: S. & Y. Rogers

STAFF RECOMMENDATION

THAT: Development Variance Permit No. VP - 588 be authorized for issuance for Lot 3, Section 29, Township 20, Range 10, W6M, KDYD, Plan KAP85703 which will vary Zoning Bylaw No. 2303, as follows:

Section 41.11.1 Parcel Line Setback from 6.0 m (19.7 ft) to 5.53 m (18.1 ft) for a non-agricultural accessory building as shown in Appendix 6 of the report dated July 26, 2023.

PROPOSAL

The applicant is proposing a variance to the interior parcel line setback for a shop that is currently under construction. In the CD-3 zone accessory buildings for non-agricultural uses, such as a garage, must be located at least 6 m from any property line. The building is sited 5.53 m from the interior parcel line.

BACKGROUND

Located in the Gleneden area, the subject property is approximately 1.40 ha in area and is comprised of a single family dwelling (Appendices 1 and 2). The property is designated Acreage Reserve in the Official Community Plan (OCP) and is zoned CD – 3 – Comprehensive Development Zone 3 (Appendices 3 and 4) within Zoning Bylaw No. 2303. The subject property is not in the Agricultural Land Reserve.

Adjacent land uses include the following:

North: CD 3 – Single Family Residence
South: CD 3 – Single Family Residence
East: CD 3 – Single Family Residence
West: CD 3 – Single Family Residence

The site plan and elevation drawings submitted with the Building Permit application are included as Appendix 5. Prior to final inspection of the accessory building a building certificate was required (Appendix 6). At that point, it was found that the building had been constructed closer to the property line than permitted. The Building Permit has been in progress since 2018. The applicant provided a letter of rationale (Appendix 7).

COMMENTS

Engineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Public Consultation

Pursuant to the Local Government Act and City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on August 14, 2023.

Planning Department

Development Variance Permits are considered on a case-by-case basis and in doing so a number of factors are taken into consideration when reviewing a request. These factors include site specific conditions such as lot configuration, negative impact to general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties.

The adjacent parcel to the north would be most affected by the requested variance and given that buildings on that property are not in close proximity to the shared property line, staff do not perceive any negative impact. Furthermore, staff are of the opinion that the location of the garage is not a departure from the general form and character of the neighbourhood and does not have any negative impacts with regard to streetscape or neighbourhood uniformity.

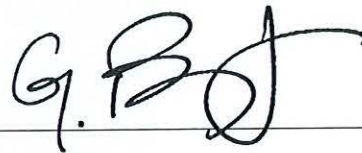
Should Council not support the variance request the applicant would have to remove those portions of the garage that encroach within the setback area. Alternatively, the City could also seek a *Community Charter* Section 57 Notice on Title that would alert future property owners of the encroachment into the setback area.

Conclusion

Staff have no concerns with the variance request and support the issuance of the Development Variance Permit.



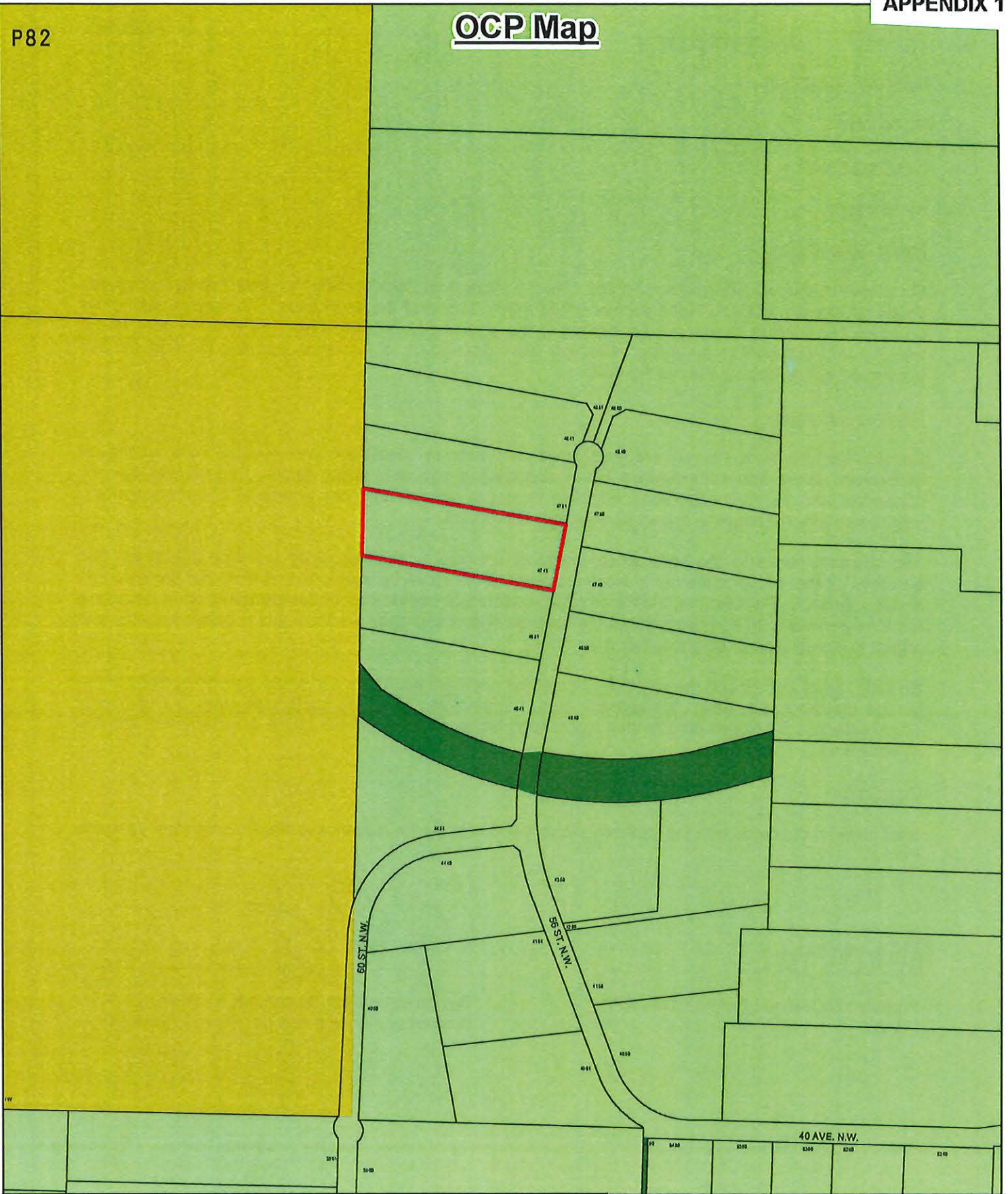
Prepared by Melinda Smyrl, MCIP, RPP
Planner



Reviewed by Gary Buxton, MCIP, RPP
Director of Planning and Community Services

P82

OCP Map



-  Subject Property
-  Acreage Reserve
-  Forest Reserve
-  Park
-  Parcels

Zoning Map

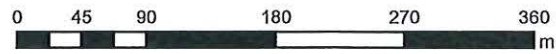
P83



- Subject Property
- Parcels
- A-1
- A-2
- A-3
- P-1

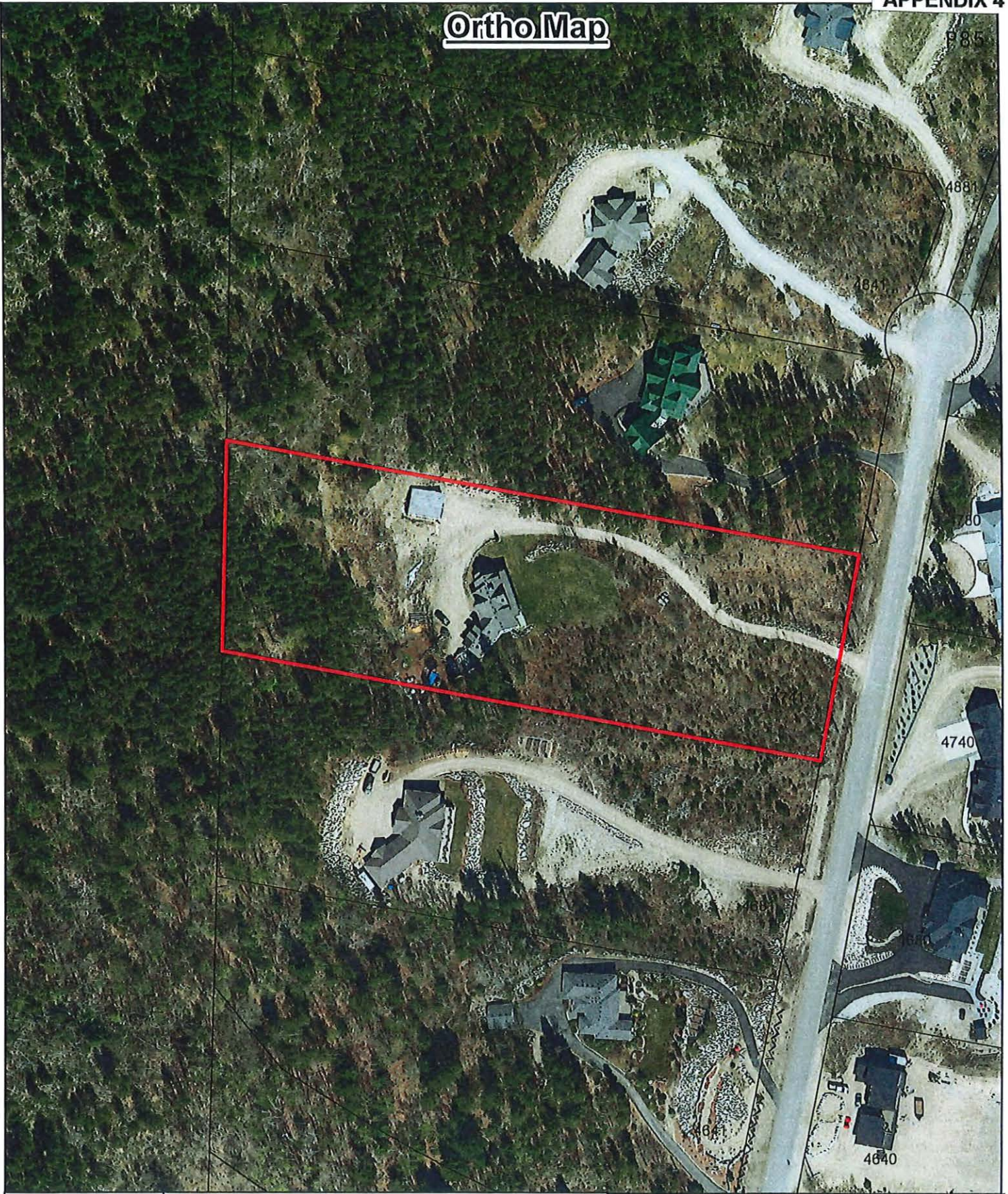
P84


Subject Property Map



-  Subject Property
-  Parcels

OrthoMap



-  Subject Property
-  Parcels

BROWNE JOHNSON LAND SURVEYORS
BRITISH COLUMBIA AND CANADA LANDS

Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701

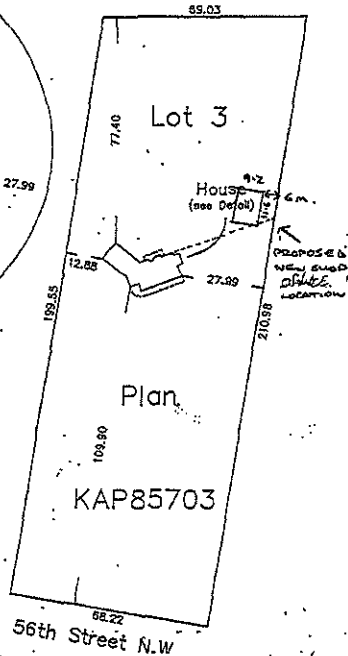
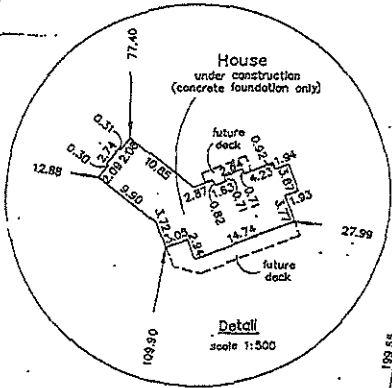
B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION



To: Steven Rogers
971 15th Street S.E.
Salmon Arm, B.C.
V1E 2E3
Your File:

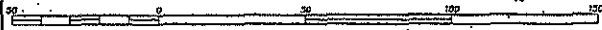
Re: Lot 3, Plan KAP85703,
Section 29, Township 20,
Range 10, W6M, K.D.Y.D.
Parcel Identifier(PID): 027-348-334
Civic Address: 4741 56th Street N.W.

List of documents registered on title which may affect
the location of improvements:
Covenant K0157903, K0157905, L491828,
L4166385, L8153044, L8153046.



**SURVEY CERTIFICATE
REQUIRED FOR
FOUNDATION LOCATION**

Scale 1:1250



All distances are in metres. Dimensions derived from Plan KAP85703. Offsets from property line to building are measured from the foundation.

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

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

This building location certificate has been prepared in accordance with the Manual of Standard Practice and is certified correct this 1st day of October, 2008.

ORIGINAL SIGNED BY
S.D. BROWN, S.L.S., B.C.L.S. B.C.L.S.

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

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

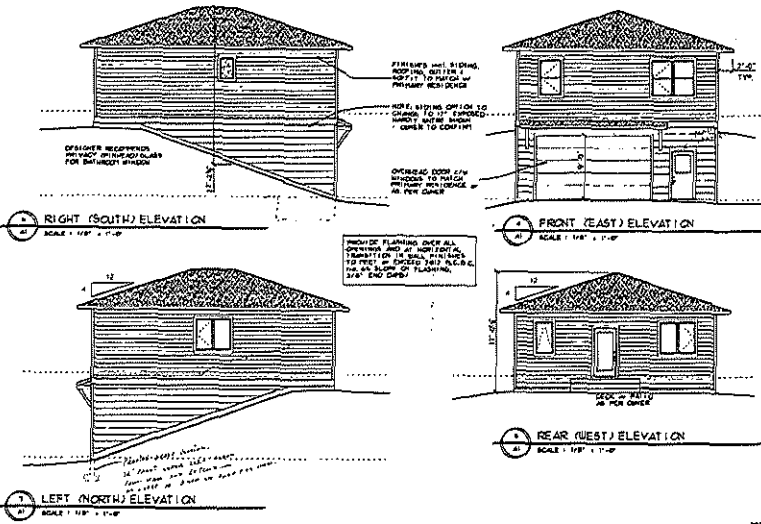
Our File: 549-08 Fx: 509 p.33

NOTICE

12-21-19

THIS SET OF DRAWINGS IS THE PROPERTY OF STILLWATER RESIDENTIAL DESIGN-DRAFTING INC. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR MODIFICATION OF THESE DRAWINGS WITHOUT THE WRITTEN CONSENT OF STILLWATER RESIDENTIAL DESIGN-DRAFTING INC. IS STRICTLY PROHIBITED. THE USER OF THESE DRAWINGS AGREES TO HOLD STILLWATER RESIDENTIAL DESIGN-DRAFTING INC. HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST STILLWATER RESIDENTIAL DESIGN-DRAFTING INC. BY ANY THIRD PARTY AS A RESULT OF THE USER'S USE OF THESE DRAWINGS.

DATE: 2019-01-20
DRAWN BY: J. ROGERS
CHECKED BY: C. ROGERS



GENERAL/STRUCTURAL NOTES

1. CONTRACTOR TO REVIEW AND COMPLETE ALL WORK IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL BUILDING REGULATIONS AND TO OBTAIN NECESSARY APPROVALS PRIOR TO COMMENCEMENT OF WORK.

2. ALL FOUNDATION AND DOOR TO REST ON CONCRETE FOUNDATION AS INDICATED ON SHEET 3.3A.2.3.

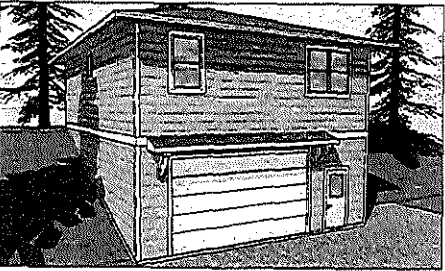
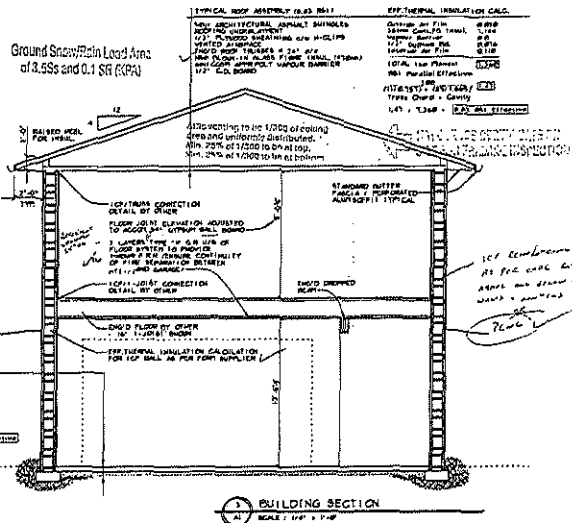
3. ALL HVAC COMPONENTS + VENTILATION TO REST ON CONCRETE FOUNDATION AS INDICATED ON SHEET 3.3A.2.3.

4. CONTRACTOR TO CONSULT WITH STRUCTURAL ENGINEER REGARDING CONCRETE FOUNDATION DESIGN, FOOTING, WALL, AND REINFORCEMENT AND OBTAIN NECESSARY APPROVALS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

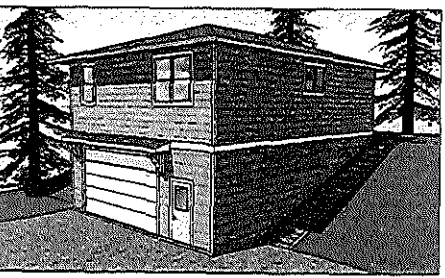
5. PROVIDE DETAILS OVER ALL EXTERIOR FINISHING SURFACES TO BE 3-4\"/>

TYPICAL ROOF ASSEMBLY (R-30 MIN)

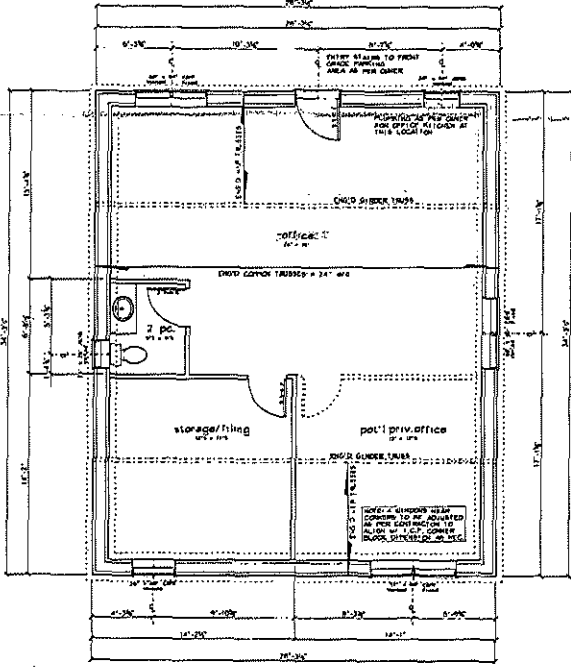
1. 1/2\"/>



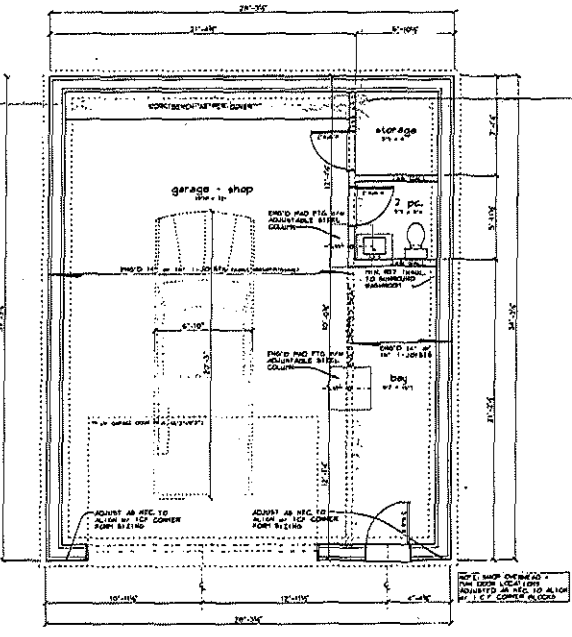
SOUTHEAST PERSPECTIVE



NORTHEAST PERSPECTIVE



UPPER FLOOR PLAN - OFFICE
SCALE: 1/4\"/>

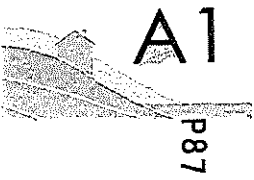






GARAGE/SHOP PLAN - JAN 22
SCALE: 1/4\"/>

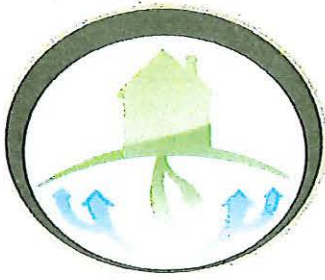
ROGERS OFFICE/SHOP
4741 56 Street NW
Salmon Arm, BC

18-02
20-FEB-2019
D.Lewis

BUILDING PLANS & DETAILS



	BRITISH COLUMBIA AND CANADA LANDS Box 362, Salmon Arm, B.C. V1E 4H5 250-832-9701 office@brownejohnson.com
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE	
To: Steven Rogers 4741 56 St NW Salmon Arm, BC V1E 0B2	Re: Lot 3, Sec 29, Tp 20, Rge 10, W6M, KDYD, Plan KAP85703 Parcel Identifier (PID): 027-348-334 Civic Address: 4741 56 St NW, Salmon Arm
List of documents registered on title which may affect the location of improvements: Covenant: KX157903, KX157905, LA91828, LA166365, LB163044, LB163046	
<div style="color: red; font-weight: bold; font-size: 1.2em;"> Variance request: from 6 m to 5.53 m </div> 	
Note: Building Location Certificate on new construction only. Other structures exist on subject property.	
<div style="display: flex; align-items: center;">  <div> <p>Scale 1:1000</p>  <p>All distances are in metres. Dimensions derived from Plan KAP85703</p> </div> </div>	
The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document. This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries. This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 25th day of April, 2023.	<div style="text-align: center;"> <p>Nicole Bird BTKBAK</p> <p>Digitally signed by Nicole Bird BTKBAK Date: 2023.05.11 10:11:09 -07'00'</p> <p>BCLS</p> </div> <div style="text-align: right; font-size: 0.8em;"> <p>COPYRIGHT © BROWNE JOHNSON 2023 LAND SURVEYORS All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS. THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY or DIGITALLY SIGNED.</p> <p>Our File: 183-23 Fb: 183-23.raw</p> </div>



Shuswap Septic & Site Preparation

Steven Rogers

4741 56th St NW

Salmon Arm BC V1E 0B2

Cell (250) 803-3456

4th July 2023

Business Number – 81499 8811 RT0001

Rationale:

The reason for my variance application is that my newly built shop/office has infringed the 6.0M setback from my property line. Please see Browne Johnson Location Certificate indicating 5.59M and 5.53M. There are no neighbouring buildings within 30M of my shop.



Steven Rogers.

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Item 22.3

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. VP-589 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP62934, which will vary Zoning Bylaw No. 2303 as shown in Appendix 4 of the Staff Report dated July 27, 2023 and as follows:

1. Section 6.10.4 - Minimum Setback of Principle Building - Reduce the exterior side parcel line setback from 6m (19.7 ft) to 4.3m (14.1 ft).



TO: His Worship Mayor Harrison and Members of Council

DATE: July 27, 2023

SUBJECT: Variance Permit Application No. VP-589 (Exterior Side Setback)
 Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP62934
 Civic Address: 841 28 Street SE
 Owner/Applicant: M. Mangold

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-589 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP62934, which will vary Zoning Bylaw No. 2303, as shown in Appendix 4 of the staff report dated July 27, 2023 and as follows:

Section 6.10.4 – Minimum Setback of Principle Building – Reduce the exterior side parcel line setback from 6 m (19.7 ft) to 4.3 m (14.1 ft).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 841 28 Street SE (Appendix 1, 2 & 3). The request is for a variance to decrease the 6 m (19.7 ft) minimum exterior side parcel line setback to 4.3 m (14.1 ft). The property is 654.2 m² (7,041.8 ft²) in area. A site plan and building elevations are attached as Appendix 4. The applicant has provided a letter of rationale, attached as Appendix 5. Site photos are attached as Appendix 6.

BACKGROUND

The subject property is designated LR (Low Density Residential) in the City's Official Community Plan (OCP) and zoned R-1 (Single-Family Residential) in the City's Zoning Bylaw (Appendix 7 and 8).

The proposal is to allow for the construction of a single-family dwelling on the subject property. The construction of the unit entails moving a pre-fabricated building onto the subject property and adding architectural features that align with the general form and character of the neighbourhood. The parcel is an irregular shape. It is narrow and has two frontages. A Variance Permit was previously issued for the same setback in 2017 and has since expired.

Adjacent land uses include the following:

North:	Single-family dwelling	Zoned R1
South:	Single-family dwelling	Zoned R1
East:	Single-family dwelling	Zoned R1
West:	Single-family dwelling	Zoned R1

COMMENTSFire Department

No Fire Dept. concerns.

Building Department

Building permit involves the moving of a previously constructed modular home. \$5000.00 security will be collected at building permit issuance to ensure the dwelling aesthetically conforms to the other dwellings in the neighborhood. No concerns with the variance.

Engineering Department

No concerns.

BC Hydro

No concerns.

Fortis BC

No concerns.

Telus

No concerns.

Shaw

No concerns.

Public Consultation

Pursuant to the Local Government Act and the City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30 m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on August 14, 2023.

Planning Department

Exterior parcel line setbacks ensure that buildings on corner lots are spaced similarly to buildings along either frontage. This enforces a consistent street frontage along both streets. As per the previous application, the requested variance is relatively minor and still allows for sufficient space for parking on the property. Staff support the variance request.

CONCLUSION

Considering the minor nature of the variance requested, site location, and the irregular parcel shape, staff are not concerned with the requested variance.

Morgan Paiement

Prepared by: Morgan Paiement
Planner I

G. Buxton

Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services

Appendices:

Appendix 1 – Location Map

Appendix 2 – Ortho Map

Appendix 3 – Subject Property

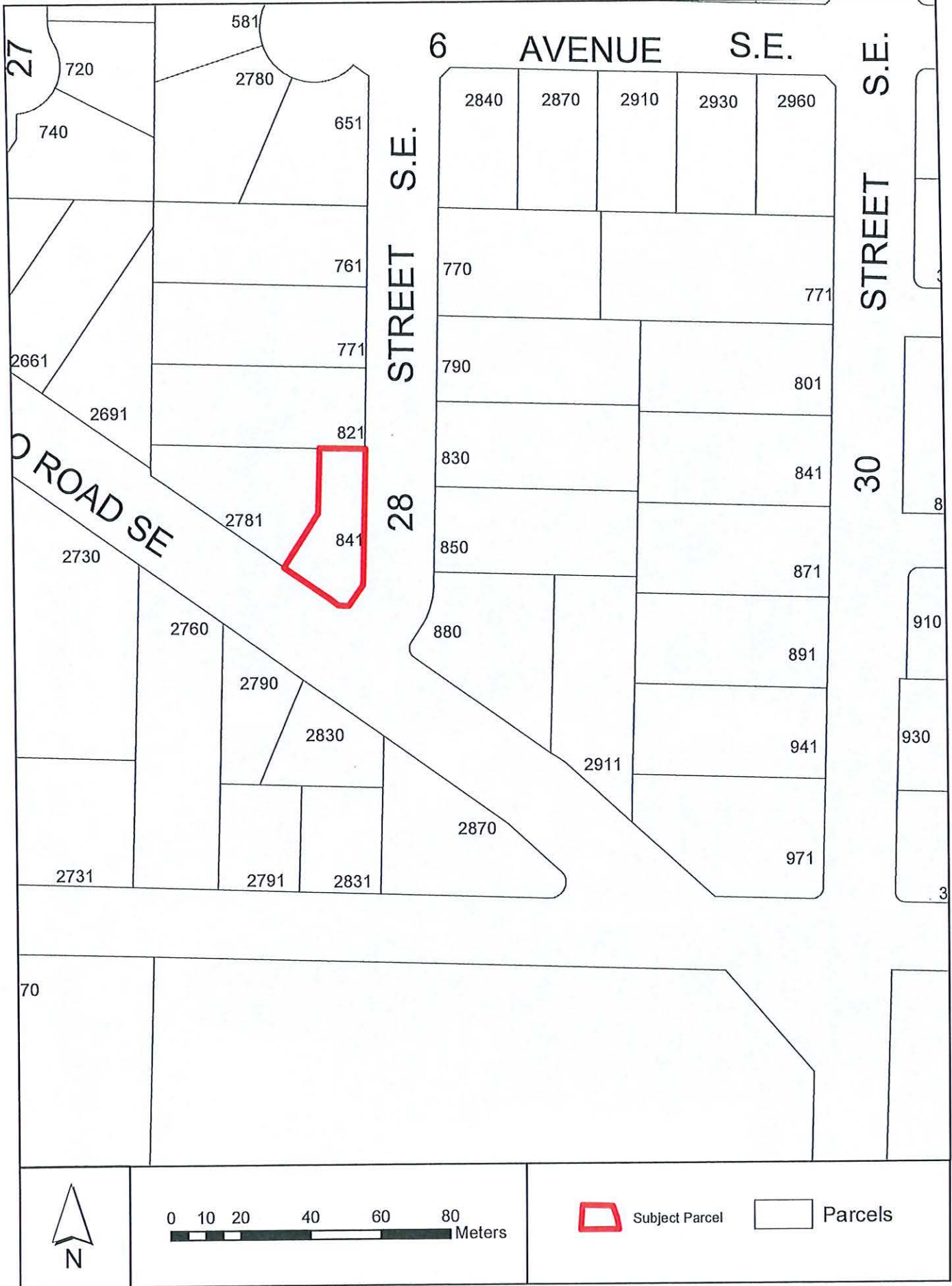
Appendix 4 – Site Plan & Elevation Drawings

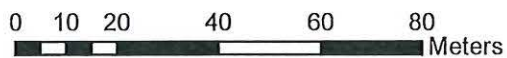
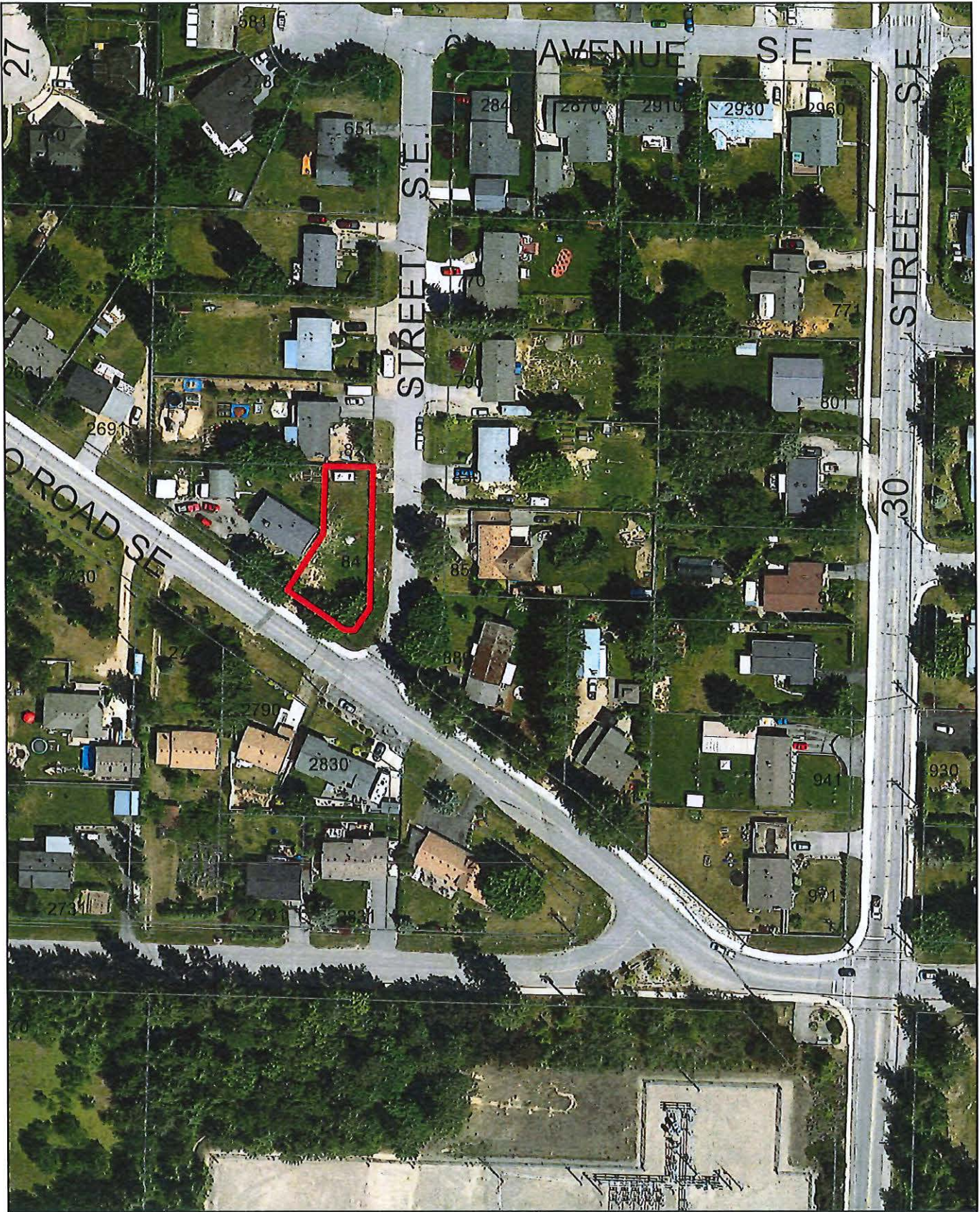
Appendix 5 – Letter of Rationale

Appendix 6 – Site Photos

Appendix 7 – OCP Map

Appendix 8 – Zoning Map

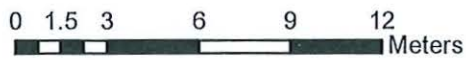




Subject Parcel



Parcels



Subject Parcel



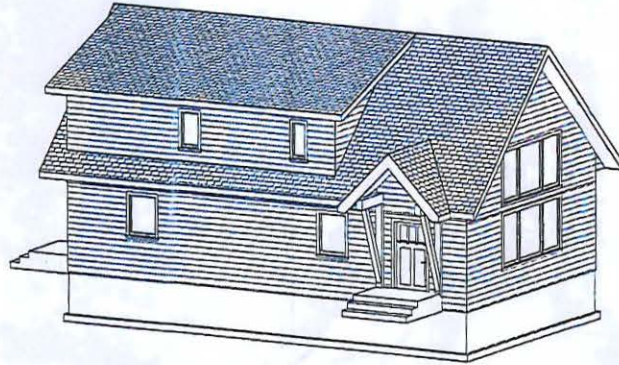
Parcels

MANGOLD RESIDENCE

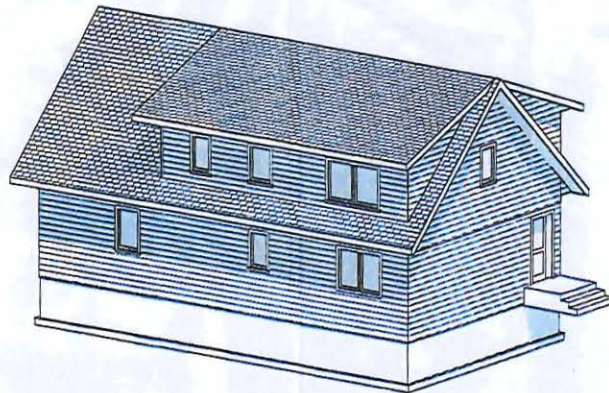
841 28 ST SE SALMON ARM, BC V1E 2H5



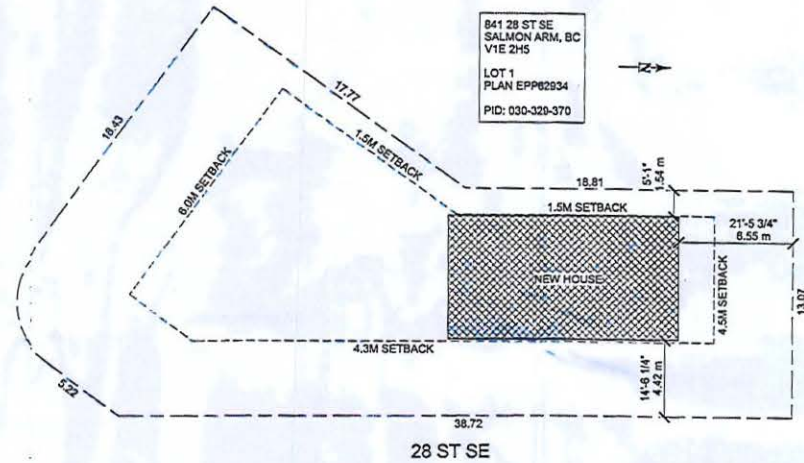
3200 28 ST NE
SALMON ARM, BC
V1E 3K7
250-517-7131
krm@khtmdesign.ca
www.khtmdesign.ca



FRONT AXO VIEW
SCALE NTS



REAR AXO VIEW
SCALE NTS



SITE PLAN
SCALE 1:250

AREA SCHEDULE

AREA	AREA - SQFT
MAIN FLOOR	1516.59
UPPER FLOOR	654.93
BUILDING FOOTPRINT	1819.59
LOT AREA	7287.67

DRAWING INDEX

A0.0	COVER PAGE, SITE PLAN
A1.1	MAIN FLOOR PLAN
A1.2	LOWER FLOOR PLAN
A2.1	ELEVATIONS 1
A2.2	ELEVATIONS 2
A3.1	FOUNDATION PLAN
A4.1	MAIN FLOOR FRAMING
A4.2	ROOF FRAMING
A5.1	SECTIONS 1
A6.2	SECTIONS 2
A6.1	GENERAL NOTES, BUILDING CODE

PROJECT:
MANGOLD RESIDENCE
841 28 ST SE
SALMON ARM, BC
V1E 2H5

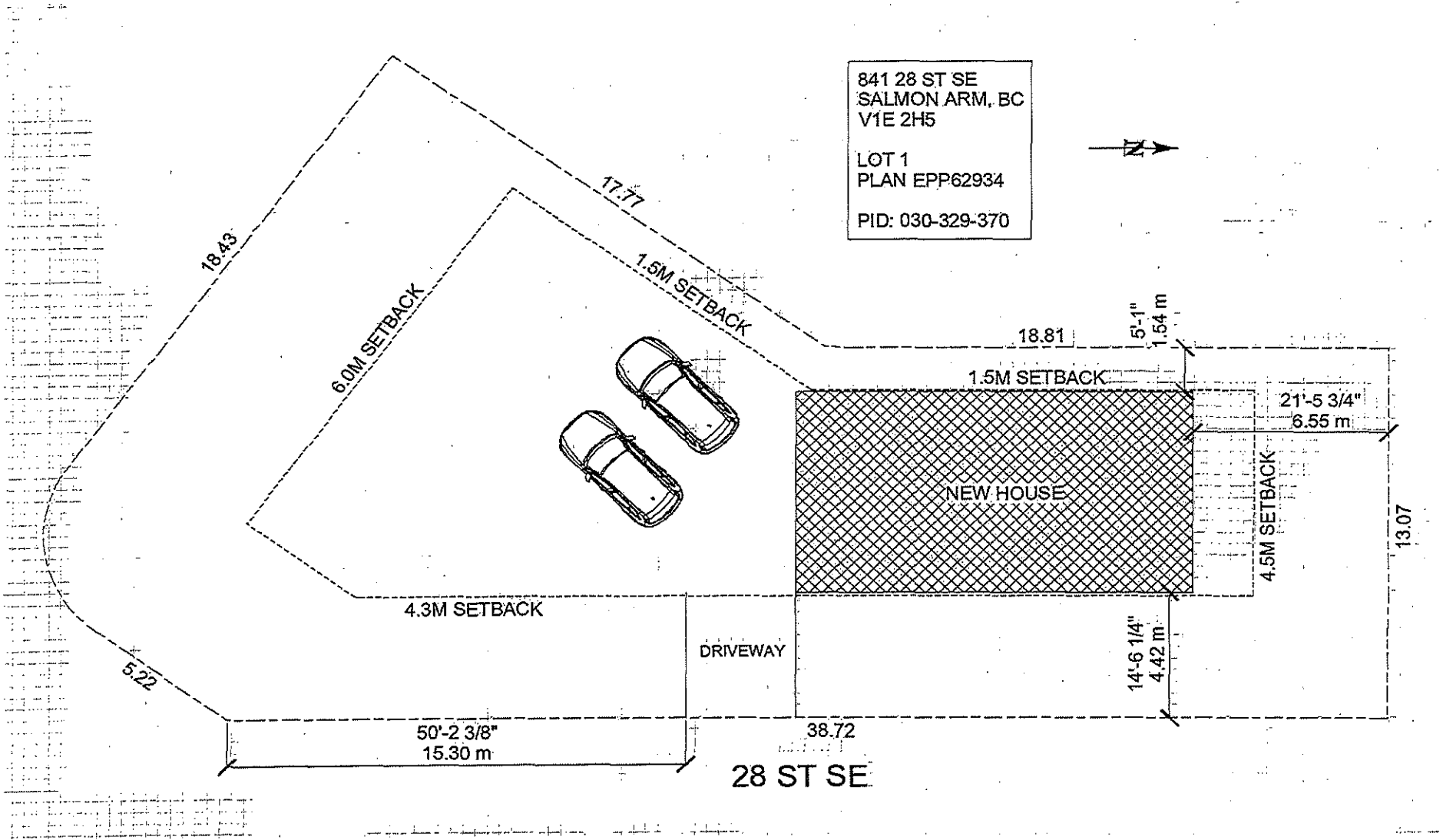
SHEET NAME:
COVER PAGE, SITE PLAN

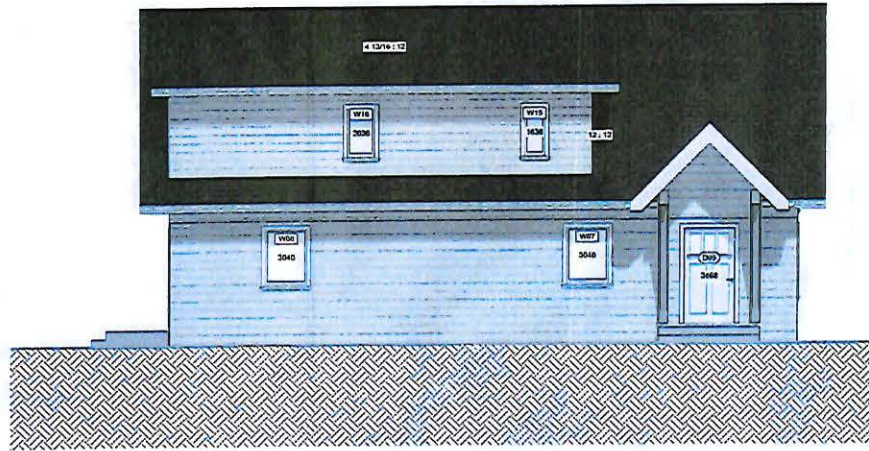
3/9/23 ISSUED FOR REVIEW

DATE: 3/9/2023
DRWN BY: 104M

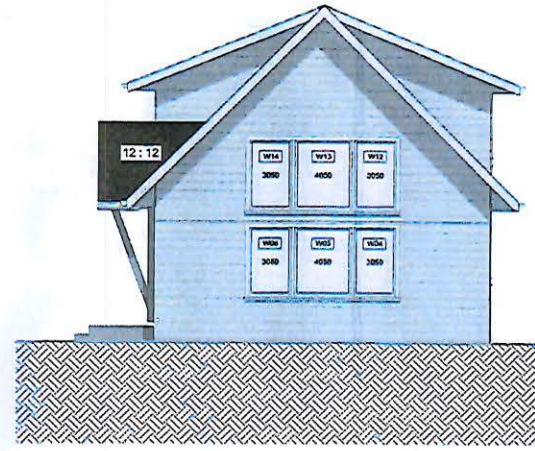
THESE DESIGN AND DRAWINGS ARE THE EXCLUSIVE PROPERTY OF KHM DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT CONSENT.

A0.0

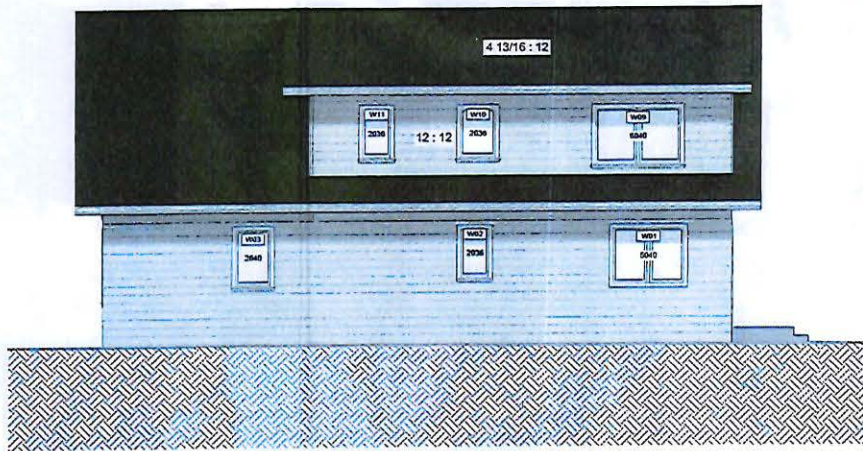




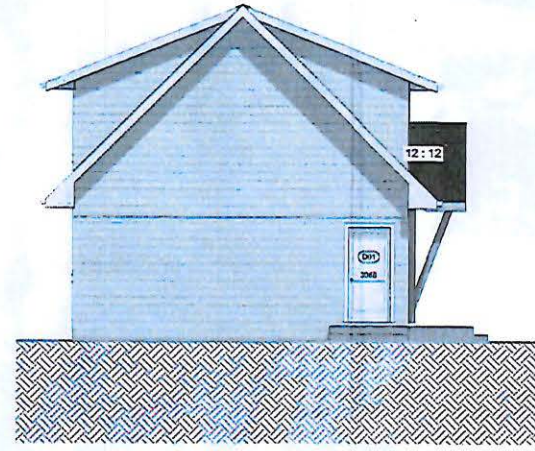
FRONT ELEVATION
SCALE 1/4" = 1'-0"



RIGHT ELEVATION
SCALE 1/4" = 1'-0"



REAR ELEVATION
SCALE 1/4" = 1'-0"



LEFT ELEVATION
SCALE 1/4" = 1'-0"

P100

Letter of Rational

July 14 2023

To the Building Dept., the Mayor and Council of Salmon Arm

My wife and I own the property at 841 28th St SE. We are moving a house on to the property and are planning to renovate it. We are asking for a variance change to allow for this house. We are asking to have the set back changed to allow for the house to be 23' 6" wide along 28th St. This is a small house, only 45' long so there will be lots of room for parking.

We appreciate your consideration and time on this.

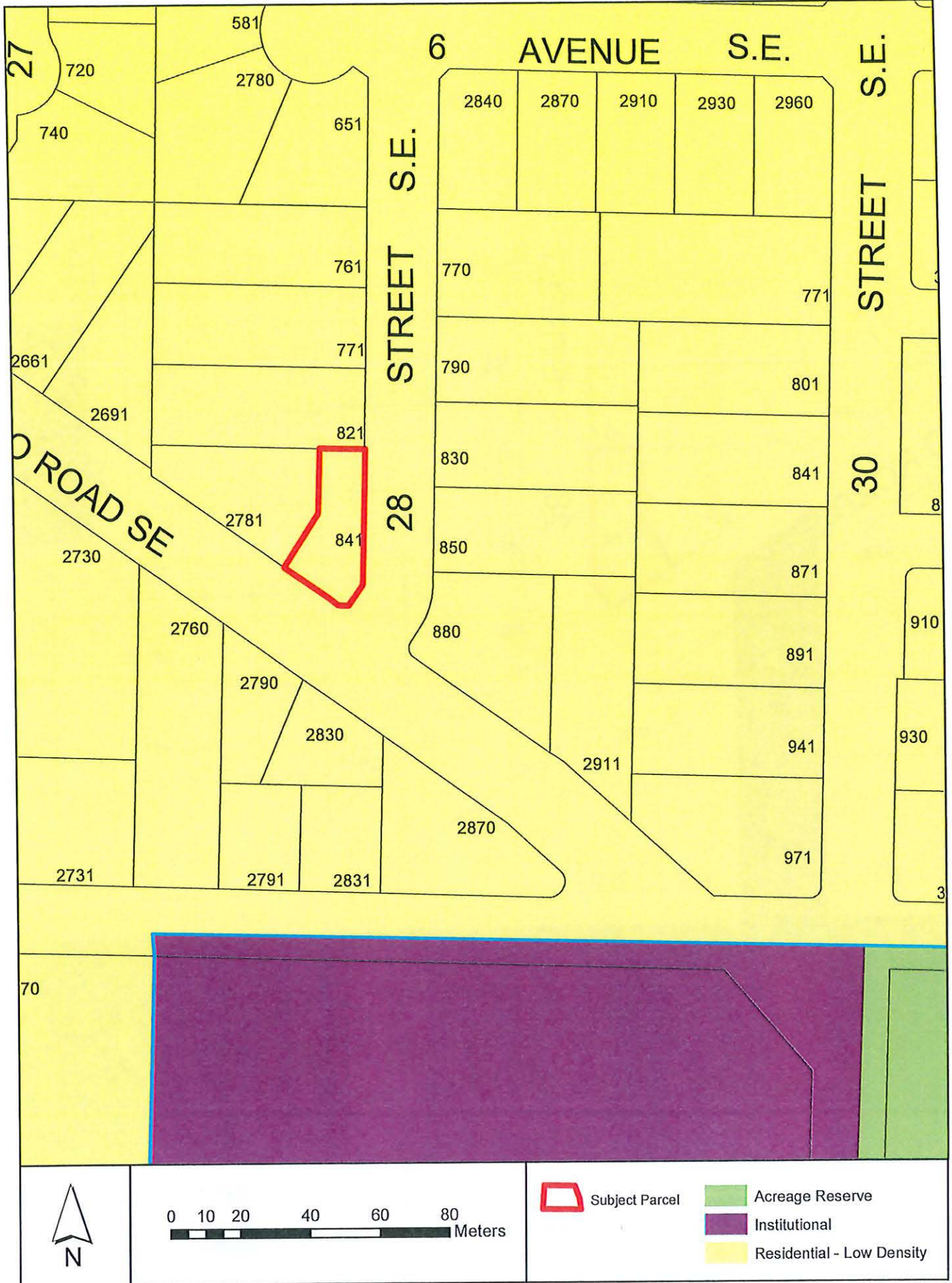
Thank You Mark and Diana Mangold

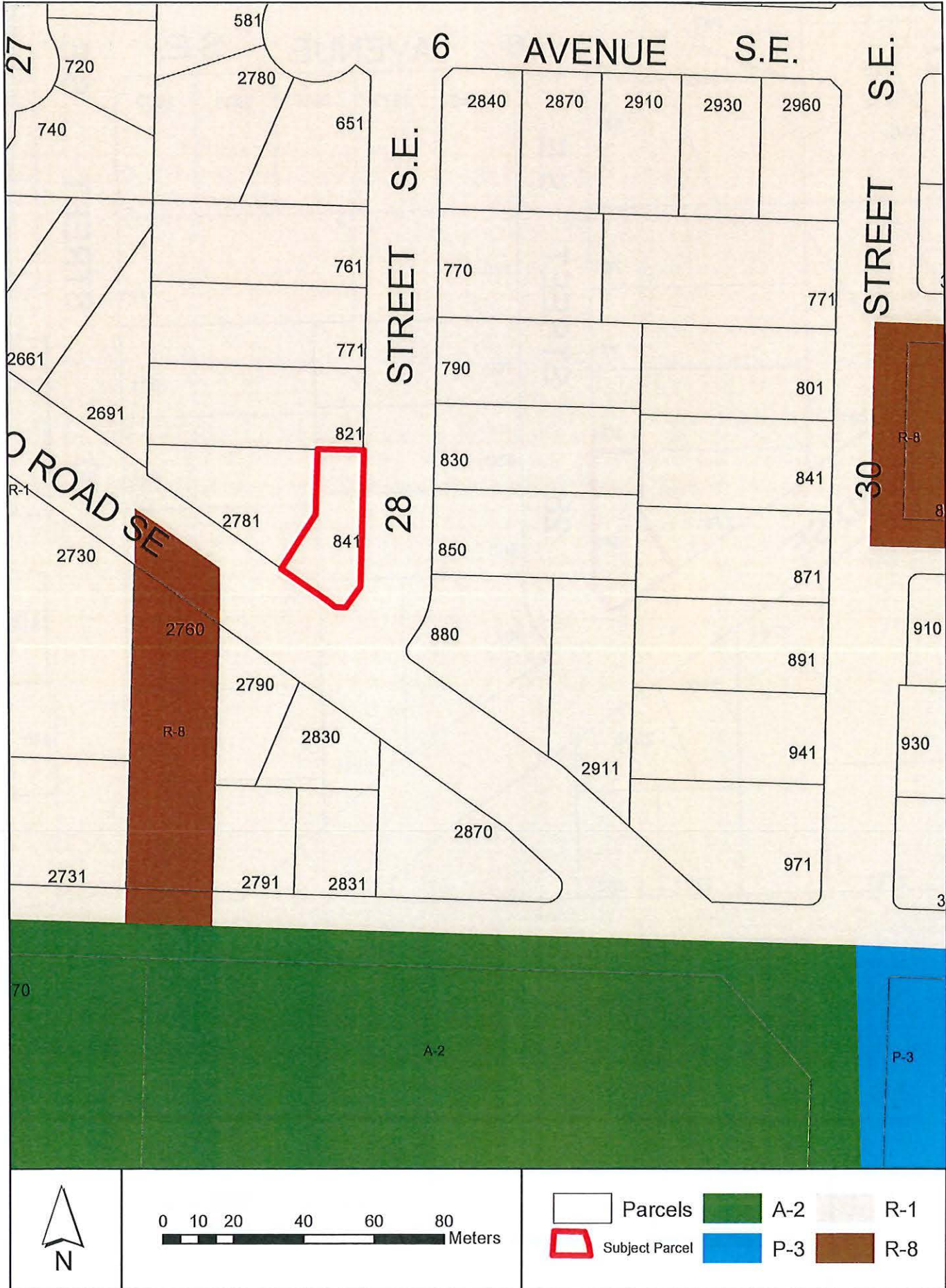


View of subject parcel looking southwest from 28 Street SE.



View of subject parcel looking northwest from 28 Street SE.





Rhonda West

From: Barb Puddifant
Sent: Friday, August 11, 2023 8:06 AM
To: Rhonda West; Morgan Paiement
Subject: FW: [External] Development Variance Permit No. VP-589
Attachments: VP-464 Annotated.pdf; VP-589 Photo.jpg

From: Leila Meyer [REDACTED]
Sent: Thursday, August 10, 2023 9:25 PM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Cc: Braden Marr [REDACTED]
Subject: [External] Development Variance Permit No. VP-589

Dear City of Salmon Arm Mayor and Council,

We are the owners of the property located at 821 28 Street SE. We are responding to the notice of the development variance permit VP-589 at 841 28 Street SE, which is located on the southern side of our front yard. We originally became aware of potential development on this property in 2017 when we received notice of the development variance permit VP-464 (attached). We did not object to that original proposal and we continue to support that original proposal, particularly in light of the current housing crisis.

We have concerns about the current proposal. Not only does it request a reduction in setback to our front yard, but it also includes numerous other major changes from the original proposal, including the type and size of home being placed on the lot, its location, and the positioning of windows directly overlooking our front yard.

The original proposal located the garage at the “far end from Auto Road” which would have placed it on the side closer to our front yard (with the house on the Auto Road end of the property). It also included space for “parking between the garage and the north parcel line” (our property).

~~This~~ property layout was acceptable to us because it would not significantly affect our enjoyment of our front yard.

The original proposal stated that the owners had “designed a unique floor plan for a Ranch/Cottage style house,” which is commonly defined as a single storey. City staff stated that the “size and scale of the proposed house [were] relatively consistent with others in the neighbouring homes.” The current proposal describes that the owners are “moving a house on to the property and are planning to renovate it.” The house described in the current proposal is two-storeys, which is significantly higher (we estimate it to be approximately 20 feet high) than the neighbouring houses (approximately 14.5 feet high), which are all bi-levels.

Also, because the proposed new location for the house is located on the north side of the property, it will cast shadow over our house and the southern side of our front garden, particularly in the winter. Our east-facing living room window is the primary source of sunlight in our house. Reducing the setback as proposed will only increase the shadow cast over our house and yard.

The house shown in the current proposal includes six windows on the north side, which would directly overlook our front yard and living room window. The effect of locating this house so close to our front yard, with overlooking windows, infringes on any sense of privacy in our yard and home. Please see the attached picture (VP-589 Photo), which shows our front yard, living room window, and the excavation of the proposed house location.

We continue to support the original proposal, which addresses all of our concerns because it does not affect our privacy or sun exposure. If the original proposal is no longer possible, we would like to maintain the current property setback because there is plenty of room on the lot for the proposed house without reducing the setback. We would also like assurances that the house on this lot will not contain windows overlooking

our front yard. We sincerely hope that Council will consider our concerns^{P107} when deciding whether to approve this variance.

Best regards,
Braden Marr and Leila Meyer

Attachments:

- VP-464 Annotated.pdf
- VP-589 Photo.jpg



City of Salmon Arm

Development Services Department Memorandum

To: Her Worship Mayor Cooper and Members of Council
 Date: October 4, 2017
 Subject: Development Variance Permit Application No. VP-464
 (Exterior Side Parcel Line Setback)
 Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 22377
 Civic: 2781 – Auto Road SE
 Owner / Applicant: Sipes, J.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-464 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 22377, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.4 – R-1 Single-Family Residential Zone – reduce the minimum building setback from the exterior side parcel line from 6.0 m (19.7 ft) to 3.5 m (11.5 ft) to allow for the construction of a new single-family dwelling, as shown in Schedule A.

STAFF RECOMMENDATION

THAT: The motion for consideration be defeated.

PROPOSAL

Schedule A referred to in the motion for consideration and attached as Appendix 1 is a site plan illustrating the requested variance. The subject property is a new 654 square metre parcel located at 2781 – Auto Road SE, on the corner of Auto Road and 28 Street SE (see Appendix 2 and 3). A letter describing the applicant's intent is attached as Appendix 4, while site photos are attached as Appendix 5.

This application seeks to vary the required 6.0 m (19.7 ft) exterior side parcel setback to 3.5 m (11.5 ft) along the eastern parcel line adjacent to 28 Street SE for the construction of a new house. This request translates into a variance of 2.5 m (8.2 ft).

BACKGROUND

The subject parcel was created through a 2015 subdivision application, which included a conceptual building envelope (Appendix 6) illustrating how future development would not require variances.

The subject parcel is zoned R-1 in the Zoning Bylaw and is designated as Residential - Low Density in the Official Community Plan. For context, adjacent zoning and land uses include the following:

North:	R-1 (Single-Family Residential) Zone	single-family dwelling
East:	R-1 (Single-Family Residential) Zone	road, single-family dwelling
South:	R-1 (Single-Family Residential) Zone	road, single-family dwelling
West:	R-1 (Single-Family Residential) Zone	single-family dwelling (owned by applicant)

This lot is subject to standard setback requirements in the zoning bylaw which specify a 6.0 metre setback from both front and exterior parcel lines. The requested variance would permit the proposed new home to be constructed within the typical setback area on the eastern portion of the parcel.

COMMENTSEngineering Department

See Appendix 7. The Engineering Department recommends denying the request. Considering future road development including sidewalk, a lesser setback variance request of 4.3 metres would allow for 6 metres of clearance between a garage and sidewalk allowing for vehicle parking.

Fire Department

No Fire Department concerns.

Building Department

No BC Building Code concerns with requested variance.

Planning Department

A factor in the approval of the creation of the subject parcel through the 2015 subdivision application was the conceptual building envelope (Appendix 6) illustrating how future development would not require any setback variances. Setback regulations on corner parcels enable adequate separation between buildings sited adjacent to streets for aesthetic, privacy, view preservation, and traffic safety reasons. Remaining consistent with previous variance applications staff does not recommend approval of this application, with the main reasons being:

- The extent to which the requested variance reduces the applicable setback;
- The available space on the subject parcel to accommodate a new home; and
- The primary concern for staff is for future road widening and maintaining unobstructed site lines.

In terms of neighbourhood streetscape design, the subject property is situated within an established residential neighbourhood, with the size and scale of the proposed house relatively consistent with others in the neighbouring homes. Staff note that as existing homes on adjacent parcels conform with (or exceed) setback requirements, the proposed variance will result in the placement of the new home to be out of alignment relative to the existing homes, particularly along the west side of 28 Street SE.

The requested variance would restrict parking in front of the proposed garage. Staff note that the applicant has proposed parking between the proposed garage and the north parcel line to address this.

The requested setback reductions will not impact City utilities, pose any BC Building Code concerns, or restrict future development on neighbouring lots. If approved, Development Variance Permit No. VP-464 will only be applicable to the newly constructed home as shown in Appendix 1: Schedule A.

Option

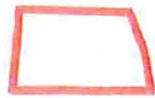
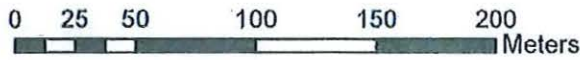
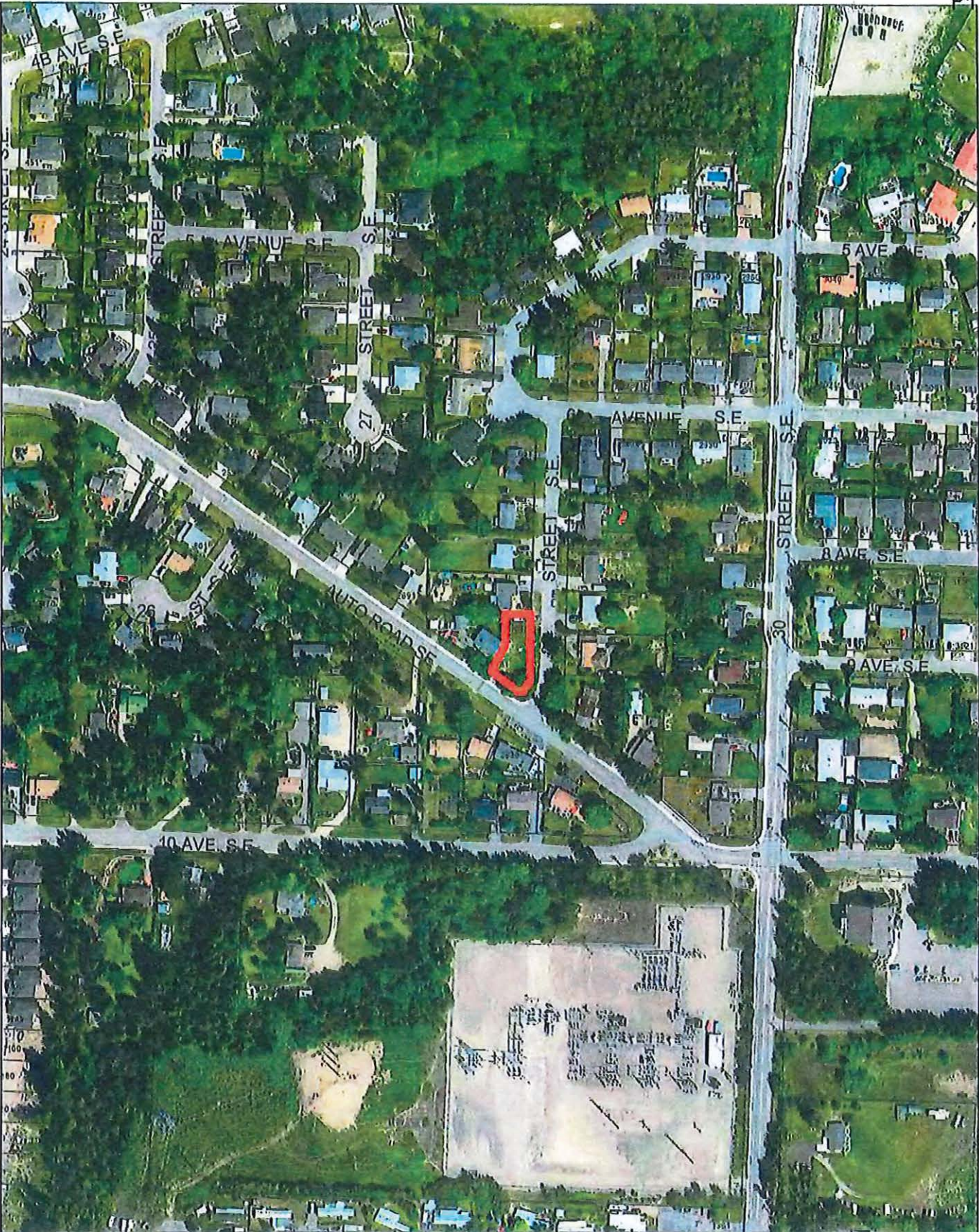
In most situations, staff do not support variances that result in garages being located closer than 5 metres to a parcel line as vehicles parked in front of the garage are likely to extend beyond the property line, interfering with pedestrian and/or vehicular traffic. However, while this proposal is not supported, staff would be amenable to a lesser variance such as a reduction from 6 metres to 4.3 metres based on the reasoning provided by the Engineering Department.



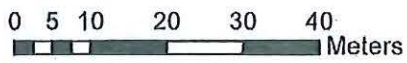
Prepared by: Chris Larson, MCP
Planning and Development Officer



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



Subject Parcel



Subject Parcel

July 3, 2017

To the Building Dept. & the Mayor and Council of the City of Salmon Arm;

My husband and I are interested in buying this piece of property on the corner of Auto Road and 28th Street SE and building a house on it. We like the location of the lot and believe that the Neighbourhood is a nice, quite Neighbourhood that we would like to live in. We would need to ask for a Variance to the Set Backs on the Property though, in order build our home.

The trouble with building on this property is that it is a long narrow, oddly shaped lot. With the set backs that are designated on it now, right in the middle of the property at the narrowest point there is only 14', which makes designing any house nearly impossible. We have designed a unique floor plan for a Ranch/Cottage style house that we feel would work for us, however in order to make it work we would need the Setback off of 28th Street to be 11.5' instead of 20'.

There is a 20' Boulevard from the street to the Property Line, so if the Variance for the Set Back was changed to 11.5', that would still leave 31.5' from the road to our house. We will still be keeping the house 20' from the Property Line on the Auto Road side.

We have designed the house so that the Garage is at the far end from Auto Road so that our driveway will be a long way from the intersection so as to not cause any unnecessary problems there. And we have also planned extra parking space on the right side of the Garage to help avoid any problems with vehicle parking. Our Garage Design is big enough to hold all of our vehicles too.

We really appreciate you considering this Variance and truly hope that you are able to accommodate it.

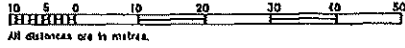
Yours Truly,

Mark & Diana Mangold.

PLAN EPP62934

Subdivision Plan of Part of Lot 1, Sec 13, Tp 20, R 10, W6M, KDYD, Plan 22377

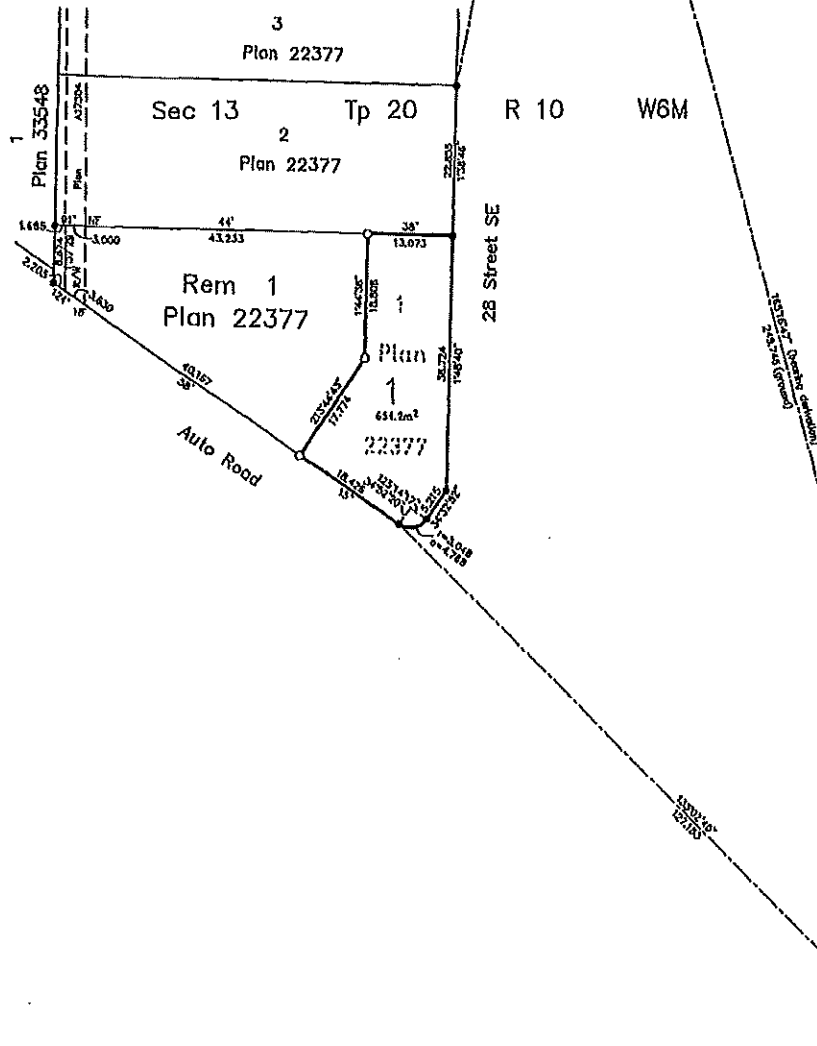
BCGS 82L.064



The intended plot size of this plan is 432mm in width by 580mm in height (C size) when plotted at a scale of 1:500

GNSS 5000
NAD83(CRS) 2002.0
UTM Zone 11
N=3618302.077
E=110518.633
Point Compound
Factor=0.999305
Estimated horizontal
positional accuracy=0.01m

New Survey
June 6, 2016



LEGEND

Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian of UTM Zone 11.

This plan shows horizontal ground-level distances, unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.999305. The average combined factor has been determined based on an ellipsoidal elevation of 515.7 metres.

The UTM coordinates and estimated horizontal positional accuracy achieved are derived from differential dual frequency GNSS observations post processed using the Natural Resources Canada Precise Point Positioning Service.

- Standard Iron Post Found
- Standard Iron Post Placed
- △ Traverse Hub Placed

A covenant in the name of the City of Salmon Arm pursuant to Section 219 of the Land Title Act is a condition of approval for this subdivision.

This plan lies within the jurisdiction of the Approving Officer for the City of Salmon Arm

This plan lies within the Columbia Shuswap Regional District

The field survey represented by this plan was completed on the 6th day of June, 2016
Joseph Charles Johnson, BCLS (501)

GNSS 5001
NAD83(CRS) 2002.0
UTM Zone 11
N=3618302.077
E=110518.633
Point Compound
Factor=0.999305
Estimated horizontal
positional accuracy=0.01m

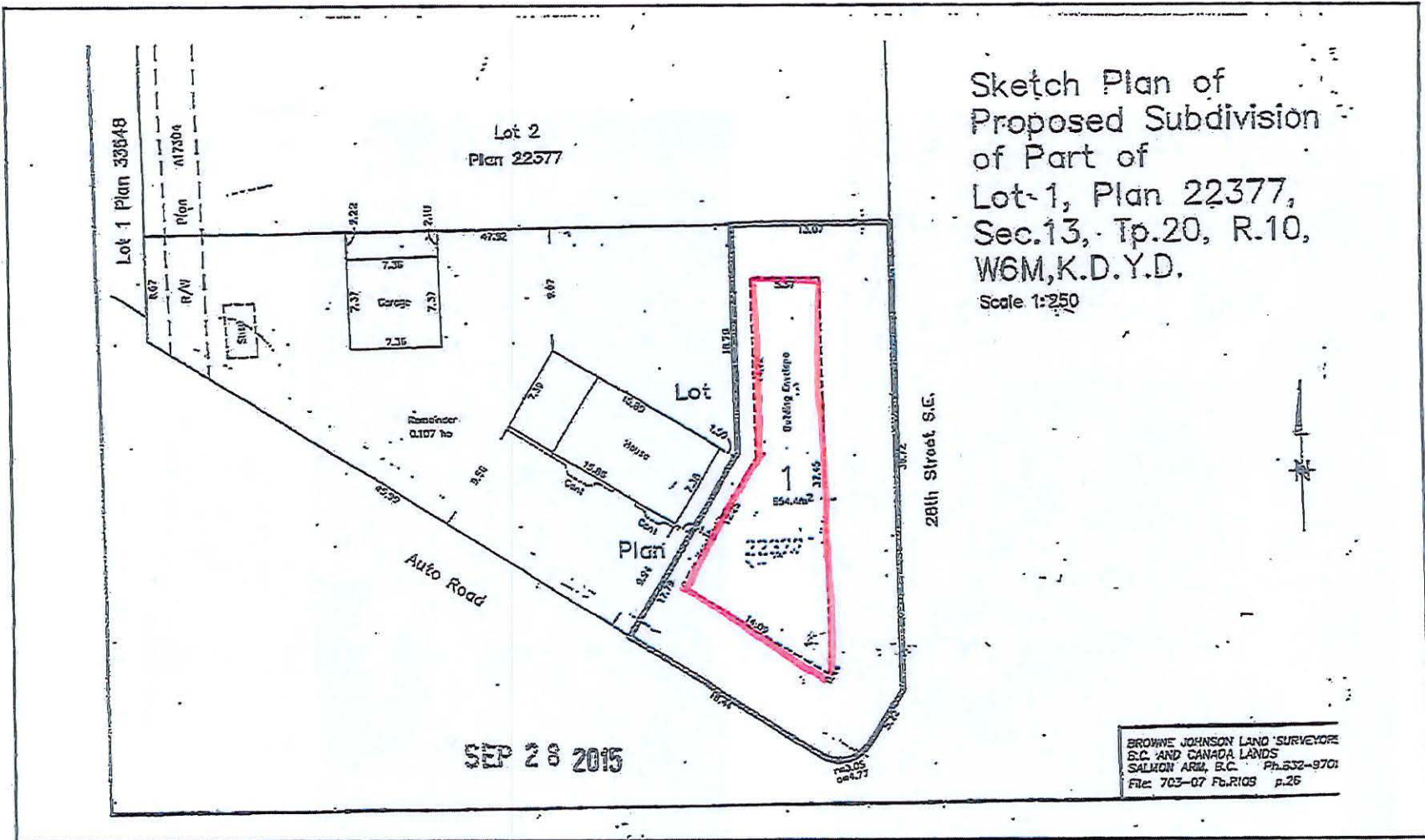
BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
Ffr:228-16 P2.R124 p.11
229-16.16w



View south of subject parcel over adjacent property.




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



Sketch Plan of
Proposed Subdivision
of Part of
Lot-1, Plan 22377,
Sec.13, Tp.20, R.10,
W6M, K.D.Y.D.
Scale 1:250

SEP 28 2015

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph: 532-9701
File: 703-07 Fb.R103 p.26

 <p>44 - 5421 Auto Road, SE Salmon Arm, B.C. V1E 3P8 1.250.803.0246 1.250.803.0258 e. info@okanaganmaterialtesting.com w. okanaganmaterialtesting.com</p>	<p>Client: City of Salmon Arm</p>	<p>Professional Seal:</p>	<p>Logbook:</p>
	<p>Proposed Development Site Plan Proposed Lot Subdivision 2781 Auto Road SE, Salmon Arm</p>		
	<p>Project Number: SA00582 Drawing Number: Figure 3 Date of Drawing: 2016-07-14</p>	<p>Drawn By: DJM Designed By: DJM Scale: N/A</p>	<p>QCMI</p>

Appendix 6: Building Envelopes





P118

Item 26

CITY OF SALMON ARM

Date: August 14, 2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Regular Council Meeting of August 14, 2023, be adjourned.

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Item 12.1

INFORMATIONAL CORRESPONDENCE – August 14, 2023

- | | | |
|-----|--|---|
| 1. | Calendar of Events | N |
| 2. | Building Department – Building Statistics – July 2023 | N |
| 3. | Building Department – Building Permits – Yearly Statistics | N |
| 4. | BC Honours and Awards – Email dated July 26, 2023 - Nominations Open for 2023 Medal of Good Citizenship | N |
| 5. | Shuswap Community Foundation – Letter dated August 1, 2023 – Update on Initiatives and Developments | N |
| 6. | S. Latti – Email dated July 28, 2023 – 22 Marathons for Veterans and First Responders | N |
| 7. | L. Hiebert, Chair, Peace River Regional District - UBCM Resolution - BC Wildfire Service Fire Fighting Equipment | N |
| 8. | K. Atkinson, Chair, BC Forest Practices Board – Email dated August 9, 2023 – Report on Forest and Fire Management in BC: Toward Landscape Resilience | N |
| 9. | J. Ford, UBCM President – Letter dated July 26, 2023 – Canada Community-Building Fund: First Community Works Fund Payment for 2023/2024 | N |
| 10. | B. Schmidt, Director, MUNI-UBCM Convention Coordinator – Email dated August 8, 2023 – Deadline Reminder: 2023 UBCM Convention – Meeting Requests with MACC Staff | N |
| 11. | N. Moore, FASD Key Worker, Shuswap Children’s Association – Email dated July 28, 2023 – Request for City Hall Lights for FASD Awareness Day | A |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

COMMUNITY EVENTS

City Parks & Spaces

August 2023

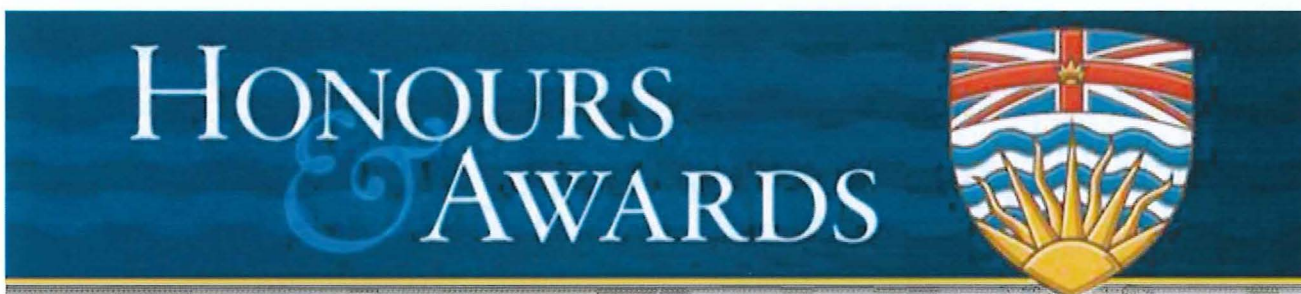
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31	1 Travelling Tots Playgroup Tuesday Youth ride	2 Shuswap Children's Association @ Klahani Park	3	4	5 Minor Baseball Zone Qualifier @ Blackburn Park Downtown Farmer's Market	6 Minor Baseball Zone Qualifier @ Blackburn Park
7 BC DAY City Hall Closed	8 Travelling Tots Playgroup Tuesday Youth ride	9	10	11	12 Downtown Farmer's Market	13
14 Invasive Species Interactive Trailer @ Marine Peace Park	15 Travelling Tots Playgroup Tuesday Youth ride	16 Shuswap Children's Association Summer Bash @ Blackburn Park & Gazebo	17 Roots and Blues Kickoff Concert Downtown	18 31 st Annual Roots and Blues Festival	19 Downtown Farmer's Market 31 st Annual Roots and Blues Festival	20 31 st Annual Roots and Blues Festival
21	22 Travelling Tots Playgroup Tuesday Youth ride	23	24	25	26 Downtown Farmer's Market	27
28	29 Travelling Tots Playgroup Tuesday Youth ride	30	31			

BUILDING PERMITS - YEARLY												
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370
2022	2,742,700	4,614,700	11,785,510	15,199,184	19,664,691	26,059,056	29,452,833	40,073,183	43,982,753	51,601,717	56,752,469	60,172,009
2023	3,950,582	5,205,782	8,532,882	12,340,016	16,985,808	23,285,030	40,678,657					

Rhonda West

From: Rhonda West
Sent: Wednesday, July 26, 2023 9:59 AM
To: Rhonda West
Subject: FW: Medal of Good Citizenship - Call for Nominations

From: BC Honours and Awards HAS:EX <bchonoursandawards@gov.bc.ca>
Sent: July 25, 2023 3:47 PM
Subject: [External] Medal of Good Citizenship - Call for Nominations



Do you know a deserving citizen in your community? Nominate them today!

Nominations are open for the Province's **Medal of Good Citizenship** for 2023. This prestigious medal recognizes people who have made outstanding contributions to their communities without expectation of remuneration or reward. The medal reflects people's generosity, service, acts of selflessness and contributions to community life.

Please nominate someone you feel meets the criteria and share this e-mail with others in your organization and/or community. You can also download or share a promotional poster by clicking [here](#).

Nominations are due by **Monday, September 4, 2023**. Submissions received after this date will be considered for 2024.

For nomination forms and additional information on this honour, [please visit our website](#).

Thank you in advance for your time and support in nominating exceptional citizens in your community.



**SHUSWAP
COMMUNITY
FOUNDATION**

12.1.5

PO Box 624
102-160 Harbourfront Drive NE
Salmon Arm BC, V1E 4N7
Ph: 250- 832-5428
Email: info@shuswapfoundation.ca

August 1, 2023

Dear Fundholders,

We hope this letter finds you in good health and high spirits. We are writing today to provide you with an update on a few of the exciting initiatives and developments taking place at Shuswap Community Foundation (SCF).

First and foremost, the SCF board and staff want to express our deepest gratitude for your continued support and trust in our mission to create positive change within the Shuswap. Your generosity has allowed us to fund a multitude of projects throughout the year, including:

Dolly Parton's Imagination Library - Literacy Alliance of the Shuswap Society. This program promotes reading, early literacy skills, school readiness, and family literacy in the Shuswap.

Bird Viewing Platform and Board Walk - Salmon Arm Bay Nature Enhancement Society. Replacing the existing Beaver Board Walk with an expanded version which includes a larger viewing platform will improve accessibility to this unique Shuswap treasure.

Solar Power for Station 106 Boathouse - Shuswap Lifeboat Society. The installation of solar panels will reduce operating costs and enable the Society to allocate resources towards ensuring safety on Shuswap Lake.

In addition to project funding, the foundation is proud to have forged influential partnerships across the region and the country, particularly through the federal government's Community Services Recovery Fund. This program provided over \$200,000 in support in 2023 to Shuswap community service providers affected by the pandemic.

The Foundation board is also in the process of transitioning to a governance structure. This shift will enable the board to enhance our strategic focus, streamline decision-making processes, and promote transparency and accountability. As part of this change, we are delighted to announce that Roger Parenteau, former Foundation Manager, has accepted the position of Executive Director. With a profound dedication to community development and a strong background in non-profit management, Roger brings a wealth of expertise to his new role. His leadership, along with the support of Foundation administrator, Robyn Keating, will be instrumental in advancing SCF's mission and accomplishing our shared objectives.

Lastly, we want to inform you about an adjustment to our administrative fee. To sustain SCF's operational needs and continue providing quality services to our fundholders and community, we have increased the administrative fee from 1.4% to 1.6%. This adjustment took effect on July 1, 2023, and will enable us to maintain our commitment to excellence as well as continue to provide the support necessary to be an effective funder of grants to the Shuswap community.

CONNECTING PEOPLE OF THE SHUSWAP WITH CAUSES THAT MATTER IN OUR COMMUNITIES

The Shuswap Community Foundation works within Secwepemc'ulucw, the unceded and ancestral home of the Secwepemc People whose deep connection to this land continues to this day.

We truly value your continued partnership and are committed to being transparent in all aspects of our operations. Should you have any questions or require further clarification regarding the projects we have funded, partnerships we have supported, our governance transition, or the administrative fee adjustment, please do not hesitate to reach out to our team. We are here to provide any information or support you may need. With this new structure in place, we are confident in our ability to have a greater impact within the Shuswap and ensure long-term sustainability.

Once again, thank you for your unwavering support of the Shuswap Community Foundation. It is through your generosity that we can continue making a positive difference in the lives of individuals and organizations across the Shuswap. Together, we are building a brighter future for all.

Warmest regards,

The Board and Staff of Shuswap Community Foundation

PS. Don't forget to join us at R.J. Haney Heritage Village and Museum for our Donor Recognition Reception on Thursday, August 31 from 11 am to 2 pm.

From: [Rhonda West](#)
To: [Rhonda West](#)
Subject: FW: [External] Online Form Submittal: Mayor and Council
Date: Friday, July 28, 2023 11:54:25 AM

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Friday, July 28, 2023 11:45 AM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Sachin
Last Name	Latti
Address:	[REDACTED]
Return email address:	[REDACTED]
Subject:	22 MARATHONS for VETERANS & FIRST RESPONDERS
Body	Good day,

My name is Sachin and I am reaching out to you as I will be in Revelstoke from August 2nd to 5th. I will be in the area as I am organizing and planning a charity event.

The charity even is called "Sach-in-Motion's Run to Remember". I will be running from Revelstoke all the way to Victoria, BC by running 22 marathons in 22 consecutive days (Approximately 1000km).

I am doing this to raise awareness and funds for veterans and first responders that suffer with mental health related issues.

I also work for the Federal government as a law enforcement officer and the charity I support is called The Honour House Society, which has a charity number and is recognized by the province.

I have attached the endorsement letter from Honour House and a bit of background what they do and how they help our Heroes.

Furthermore, I have added a few links to various media that I have been featured for this specific cause.

Thank you for the consideration and I look forward to hearing from you soon

<https://www.saanichnews.com/news/b-c-man-to-run-22-consecutive-marathons-across-province-starting-in-revelstoke-328473>

<https://globalnews.ca/news/8356879/run-to-remember-veterans/>

Sach

www.sachinmotion.ca

ig: @sach.in.motion

Would you like a response:

Yes

Disclaimer

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

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



PEACE RIVER REGIONAL DISTRICT

July 31, 2023

UBCM Member local Governments

VIA Email

Re: BC Wildfire Service Fire Fighting Equipment

Dear Mayor and Council / Board of Directors

At its June 29, 2023, Regular Meeting, the Peace River Regional District Chair and Directors endorsed the following resolution and resolved that it be forwarded to the UBCM members for consideration of support:

WHEREAS, the province of British Columbia is prone to wildfires, which pose significant threats to public safety, communities, property, and the environment, and where climate change has contributed to an increase in the frequency, intensity, and severity of wildfires, thereby placing an unprecedented strain on available firefighting equipment;

AND WHEREAS, the Provincial Government has the responsibility to ensure that the BC Wildfire Service has adequate resources, including equipment, to effectively respond to and manage wildfires to safeguard lives, protect infrastructure, and preserve the natural environment, and where the effectiveness and efficiency of the BC Wildfire Service's operations in the containment of wildfires heavily depend on the availability of adequate equipment and resources:

THEREFORE BE IT RESOLVED that the Provincial Government take immediate action to ensure that BC Wildfire is provided with all available firefighting equipment, including Coulson Aviation's Next Gen fire suppression equipment, and any other available Canadian company with aviation firefighting equipment, to combat wildfires during increased demand during peak wildfire seasons;

AND BE IT FURTHER RESOLVED that the Provincial Government explore partnerships with federal agencies, neighboring provinces, and available contractors to enhance equipment sharing and mutual aid agreements, ensuring a more robust response to wildfires and promoting regional collaboration in firefighting efforts.

Yours truly,

Leonard Hiebert

Leonard Hiebert
Chair

Background information on this resolution is enclosed for reference.

diverse. vast. abundant.



PEACE RIVER REGIONAL DISTRICT

BACKGROUND INFORMATION:

Wildfires pose a significant threat to public safety, communities, infrastructure, and wildlife. In British Columbia, wildfires have increased in frequency and severity in recent years. The efficient and effective management of wildfires requires access to a well-equipped and adequately resourced firefighting force, allowing BC Wildfire to respond rapidly to suppress and contain wildfires and sustain firefighting efforts during prolonged operations, minimizing their destructive impact. Inadequate access to firefighting equipment can lead to delayed response times, compromising firefighting efforts, and increased risk to human life and property. Therefore, the Province must ensure that BC Wildfire can access all available firefighting equipment.

REPLY TO: Peace River Regional District at prrd.dc@prrd.bc.ca

Rhonda West

From: Barb Puddifant
Sent: Wednesday, August 9, 2023 11:11 AM
To: Rhonda West; Erin Jackson
Subject: FW: Attn: Mayor & Council, Chief Administrative Officer

Categories: FOLLOW UP

From: FPBoard, Public Access <FPBoard@bcfpb.ca>
Sent: Wednesday, August 9, 2023 11:06 AM
Subject: [External] Attn: Mayor & Council, Chief Administrative Officer

Dear Mayor & Council, and Chief Administrative Officer,

I would like to draw your attention to a special report recently released by the Forest Practices Board, [Forest and Fire Management in BC: Toward Landscape Resilience](#). The report highlights an urgent need to change how BC's forests and landscapes are managed to reduce the risk of catastrophic wildfire. Over 39 million hectares of public land in BC are at high or extreme threat of wildfire, and the negative effects on health, the environment and the economy affect all British Columbians. The Board is calling for urgent action by the provincial government to create a province-wide vision and action plan to improve landscape resilience and reduce the risk of catastrophic wildfire.

This report aims to raise public and policymaker awareness about the broad negative consequences of catastrophic wildfire, the impacts of climate change, and the inability of current forest and fire management policies to solve this problem. The Board recognizes that the level of action required to address catastrophic wildfire will require coordination and cooperation across all levels of government. We encourage you to read the report, consider how a change in how landscapes are managed could benefit your community, and consider your role in effecting this change.

The Forest Practices Board will be a participant in the 2023 UBCM Convention and tradeshow. Please visit our booth to learn more about the Board's work, including the recommendations in the report.

The Forest Practices Board is BC's independent watchdog for sound forest and range practices, reporting its findings and recommendations directly to the public and government. The board audits forest and range practices on public lands and the appropriateness of government enforcement. It can also make recommendations for improvement to practices and legislation. To find out more, please visit our website at <https://www.bcfpb.ca/>

Sincerely,

Keith Atkinson
Chair, BC Forest Practices Board

Please forward to other persons as appropriate. Many thanks!

July 26, 2023

12.1.9

Mayor Alan Harrison and Council
City of Salmon Arm
Box 40
Salmon Arm, BC V1E 4N2

Dear Mayor Alan Harrison and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$436,774.66 is expected to occur in August 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

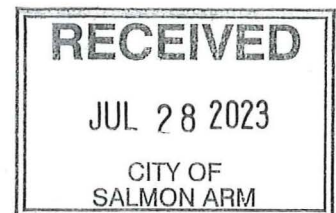
For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Jen Ford
UBCM President

PC: Chelsea Van de Cappelle, Chief Financial Officer



Rhonda West

From: Erin Jackson
Sent: Tuesday, August 8, 2023 10:30 AM
To: Rhonda West
Subject: FW: Deadline Reminder: 2023 UBCM Convention - Meeting Requests with MACC Staff

Importance: High

From: MUNI UBCM Meeting Requests MUNI:EX <MUNI.UBCM.MeetingRequests@gov.bc.ca>
Sent: Tuesday, August 8, 2023 9:56 AM
Subject: [External] Deadline Reminder: 2023 UBCM Convention - Meeting Requests with MACC Staff
Importance: High

Dear UBCM Members,

This is a courtesy reminder regarding the deadline for UBCM Members to request a meeting with provincial government staff from Ministries, Agencies, Commissions, and Corporations (MACCs) at the upcoming UBCM Convention during the week of Tuesday, September 19 to Thursday, September 21, 2023 in Vancouver, B.C.

The deadline for requesting a meeting with **MACC staff** is **Wednesday, August 30**.

To request a meeting with MACC staff, please complete the form located at:
<https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff>.

If you have any questions, please contact the MACC Staff Meeting Coordinator, Sarah Staszkiel, by phone at: 778 405-1784, or the Assistant MACC Staff Meeting Coordinator, Casey Cathcart, by phone at: 778 405-3140. You may also reach out via email at: MUNI.UBCM.MeetingRequests@gov.bc.ca.

Please note:

Provincial staff meetings can also be requested at the Provincial Appointment Desk on-site in Vancouver from **Monday, September 18 to Thursday, September 21**. The Provincial Appointment Desk will be setup in two locations:

Monday and Tuesday, September 18 & 19: Vancouver Convention Centre (VCC) East, Lobby

Wednesday and Thursday, September 20 & 21: VCC East, Exhibition Hall C

Thank you.

Regards,

Birgit Schmidt, Director
 MUNI-UBCM Convention Coordinator
 Local Government Division | Ministry of Municipal Affairs
 Phone: 778 698-3260 | Email: Birgit.Schmidt@gov.bc.ca

*Contact information is provided by CivicInfo BC. To ensure you receive all relevant communications please ensure the contact information for your organization is updated regularly.

Rhonda West

From: Barb Puddifant
Sent: Friday, July 28, 2023 2:21 PM
To: Rhonda West
Subject: FW: City Hall Lights for FASD Awareness Day- September 9th

From: Nadine Moore <NMoore@shuswapchildrens.ca>
Sent: Friday, July 28, 2023 2:20 PM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: [External] City Hall Lights for FASD Awareness Day- September 9th

Hello,

I am writing to inquire if it might be possible for the lights out front of City Hall be red for September 9th, 2023. CanFASD is using the HEX colour: #FF0000 (red) if applicable.

September 9th is nationally recognized as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day. September 9th (9/9) was chosen to highlight the importance of going alcohol-free for the full nine months of pregnancy. It is also a day to help communities promote awareness and understanding of those who have FASD. FASD is estimated to affect about 4% of the Canadian population.

FASD is a diagnostic term used to describe impacts on the brain and body of individuals prenatally exposed to alcohol. FASD is a lifelong disability. Individuals with FASD will experience some degree of challenges in their daily living, and need support with motor skills, physical health, learning, memory, attention, communication, emotional regulation, and social skills to reach their full potential. Each individual with FASD is unique and has areas of both strengths and challenges. FASD is preventable, but like all other alcohol related harms such as addiction, total prevention is not a likely reality as it can oversimplify context in a woman or pregnant person's life. It may also define the issue as a single, easy choice which can erode society's understanding and compassion for an issue with multiple factors.

Other monuments and landmarks across Canada will be lighting up red on September 9th in honour of FASD Awareness Day. You can share with the hashtag #FASDMonth2023. If this is something that is possible, you can also submit the Salmon Arm City Hall to the growing list of national landmarks (e.g., BC Place, Vancouver Convention Centre, Vancouver Sails of Light, Victoria City Hall, CN Tower, Peace Bridge Niagra, and the list goes on <https://canfasd.ca/fasd-awareness-month/canada-rocks-red/#1656093793546-dbb97b58-8c9f>).

Thank you for your consideration to help promote awareness for FASD! Please do not hesitate to contact me with any questions or if you want to discuss further.

Nadine Moore (she/her)

FASD Key Worker

Shuswap Children's Association

PO Box 2579, 240 Shuswap St. NE Salmon Arm, BC V1E 4R5

Direct line: 778-824-1068 Fax: 250-833-0167

www.shuswapchildrens.ca, www.facebook.com/ShuswapChildrensAssociation

*I am available Wednesday-Friday

Every Child Belongs!