

1. August 8, 2022 - Agenda And Correspondence

Documents:

[AUGUST 8, 2022 - COUNCIL AGENDA.PDF](#)

[AUGUST 8, 2022 - COUNCIL CORRESPONDENCE.PDF](#)

[12.1.16 - AVICC LEGISLATIVE REFORM INITIATIVE WORKSHOP.PDF](#)



## ***AGENDA***

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

**Monday, August 8, 2022  
1:30 p.m.**

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

Page #	Item #	Description
	1.	<b>CALL TO ORDER</b>
1 - 2	2.	<b>IN-CAMERA SESSION</b>
	3.	<b>ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY</b> <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	<b>ADOPTION OF AGENDA</b>
	5.	<b>DISCLOSURE OF INTEREST</b>
	6.	<b>CONFIRMATION OF MINUTES</b>
3 - 14	1.	Regular Council Meeting Minutes of July 25, 2022
	7.	<b>COMMITTEE REPORTS</b>
15 - 20	1.	Development and Planning Services Committee Meeting Minutes of August 2, 2022
21 - 24	2.	Active Transportation Task Force Meeting Minutes of August 2, 2022
	8.	<b>COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE</b>
25 - 32	1.	Board in Brief - July 2022



9. **STAFF REPORTS**
- 33 – 34 1. Director of Corporate Services – Staff Appointments
- 35 – 36 2. Director of Corporate Services – 2022 Council Meeting Cancellation
- 37 – 38 3. Director of Engineering & Public Works – 2022/2023 BC Active Transportation Infrastructure Grant
- 39 – 42 4. Director of Engineering & Public Works – Award of RFP for Engineering Services for Source Protection Plan
- 43 – 54 5. Director of Development Services – Bill 26 Amendments and Additional Options to Streamline Processes
10. **INTRODUCTION OF BYLAWS**
- 55 – 78 1. City of Salmon Arm Zoning Amendment Bylaw No. 4544 [ZON-1247; 1197665 BC Ltd./Matejka Property Management and Developments Inc.; 2710 30 Avenue NE; R-1 to R-8] – First and Second Readings
- 79 – 86 2. City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549 – First, Second and Third Readings
11. **RECONSIDERATION OF BYLAWS**
- 87 – 104 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 [OCP4000-50; Wonderland Investments Inc.; 50 30 Street NE; MR to HR] - Second Reading
- 105 – 108 2. City of Salmon Arm Zoning Amendment Bylaw No. 4531 [ZON-1242; Wonderland Investments Inc.; 50 30 Street NE; R-4 to R-5] – Second Reading (*See item 11.1 for Staff Report*)
- 109 – 132 3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4539 [OCP4000-51; Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; LR to MR] – Second Reading
- 133 – 136 4. City of Salmon Arm Zoning Amendment Bylaw No. 4540 [ZON-1246 Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; R-1 to R-4] - Second Reading (*See Item 11.3 for Staff Report*)
12. **CORRESPONDENCE**
- 137 - 138 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS**
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
19. OTHER BUSINESS
- 139 - 140 1. Statement Relating to Bus Bench Advertising Contract
20. QUESTION AND ANSWER PERIOD

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
141 - 184	1.	Development Permit Application No. DP-444 [BDGA Development Company Inc.; 4400 and 4600 Canoe Beach Drive NE; Form and Character]
185 - 208	2.	Development Variance Permit Application No. VP-556 [1348074 BC Ltd./Meise, R. & E./Franklin Engineering Ltd.; 2790 20 Avenue NE; Servicing requirements]
209 - 222	3.	Development Variance Permit Application No. VP-550 [NTL Developments Ltd./Franklin Engineering Ltd.; 1681 10 Street SE; Servicing requirements]
	23.	STATUTORY PUBLIC HEARINGS
	24.	RECONSIDERATION OF BYLAWS
	25.	QUESTION AND ANSWER PERIOD
223 - 224	26.	ADJOURNMENT

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Item 2.

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1), (e), the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and (g) litigation or potential litigation affecting the municipality; of the Community Charter, Council move In-Camera.

### Vote Record

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

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

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Item 6.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of July 25, 2022, be adopted as circulated.

### Vote Record

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

Opposed:

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

## REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on Monday, July 25, 2022.

### PRESENT:

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

Chief Administration Officer E. Jackson  
Chief Financial Officer C. Van de Cappelle  
Director of Corporate Services S. Wood  
Director of Development Services K. Pearson  
City Engineer J. Wilson  
Deputy Corporate Officer C. Boback (participated remotely)

### ABSENT:

Councillor D. Cannon

### 1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:00 p.m.

### 2. IN-CAMERA SESSION

0333-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Pursuant to Section 90(1) (e), the acquisition, disposition or expropriation of land or improvements and (g) litigation or potential litigation affecting the municipality if the council considers that disclosure could reasonably be expected to harm the interests of the municipality, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.

Council returned to Regular Session at 2:19 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

Addition of Submission Item 23.1 – S. Kiegerl - email dated July 25, 2022 - ZON-1238

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of July 11, 2022

0334-2022

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of July 11, 2022, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of July 18, 2022

0335-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of July 18, 2022 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Engineering & Public Works – 10 Avenue SW Storm Upgrade – Detailed Design Proposal Award

0336-2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council approve the Award for the Design of 10 Avenue SW storm extension to Gentech Engineering Inc. for the total quoted price of \$32,575.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the project detailed design and to authorize sole sourcing of the same to Gentech Engineering Inc.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

2. Manager of Permits and Licensing – Licensing of Special Events on City Property - 2022

0337-2022

Moved: Councillor Lavery

Seconded: Councillor Eliason

1) Salmon Arm Folk Music Society (Roots and Blues Festival)

Location: Fall Fair Grounds

Five (5) Alcohol Serving Areas and Hours of Licensed Operation

Main Beverage Garden and Wine Lounge (patron area)

- August 19, 2022 – 3:00 PM to 11:30 PM
- August 20, 2022 – 11:00 AM to 11:30 PM
- August 21, 2022 – 11:00 AM to 11:30 PM

Barn Stage and Beverage Garden (patron area)

- August 19, 2022 – 3:00 PM to 11:30 PM
- August 20, 2022 – 11:00 AM to 11:55 PM
- August 21, 2022 – 11:00 AM to 11:55 PM

Tasting Bar Lounge (patron area)

- August 19, 2022 – 6:00 PM to 8:00 PM
- August 20, 2022 – 1:00 PM to 6:00 PM
- August 21, 2022 – 1:00 PM to 6:00 PM

VIP Lounge (private access area)

- August 13, 2022 – 3:00 PM to 8:00 PM
- August 14, 2022 – 4:00 PM to 11:45 PM
- August 15, 2022 – 10:30 AM to 11:45 PM
- August 21, 2022 – 10:30 AM to 11:45 PM

Volunteer Party (private access area)

- August 21, 2022 – 11:00 PM to 3:00 AM (Aug. 22, 2022)

2) Salmon Arm and Shuswap Lake Agricultural Association (Barn Dance)

Location: Fall Fair Grounds

Hours of Licensed Operation

- September 09, 2022 – 6:30 PM to 11:30 PM
- September 10, 2022 – 6:30 PM to 11:30 PM

3) BC Bike Race (Team Event)

Location: Klahani Park

Hours of Licensed Operation

- September 18, 2022 – 11:30 AM to 5:30 PM

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

3. Director of Engineering & Public Works - Monitoring Equipment - Hach Phosphate Analyzer Purchase

0338-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council approve the purchase of a new Phosphate Analyzer for process monitoring at the Wastewater Treatment Plant from Hach Canada., for the quoted amount of \$24,794.25 plus shipping and applicable taxes;

AND THAT: the 2022 Budget contained in 2022-2026 Financial Plan Bylaw be amended to redirect additional funding to the WPCC- Phosphate Analyzer in the amount of \$8,000.00, from the WPCC - Plant Improvements Project;

AND FURTHER THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Hach Canada.

CARRIED UNANIMOUSLY

4. Chief Financial Officer - West Bay Connector Trail Project Management & Financial Support

0339-2022

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council supports the request from the Shuswap Trail Alliance to manage the West Bay Connector Trail Plan Project on behalf of the Neskonlith Indian Band and Adams Lake Indian Band;

AND THAT: Council supports the request to leverage the City's BC Rural Dividend Grant funding for the West Bay Connector Trail Plan - Phase 1, in the amount of \$100,000.00 to be utilized, if successful, in conjunction with the Neskonlith and Adams Lake Indian Band's Active Transportation Planning Grants for the West Bay Connector Trail Plan.

CARRIED UNANIMOUSLY

5. Director of Engineering & Public Works - Purchase Recommendation For Replacement of Unit #82

0340-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council approve the purchase of the replacement of Unit #82, Backhoe with a used Wheeled Excavator, from Great West Equipment for the quoted amount of \$277,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Highway Closure Bylaw No. 4427 [Kearl, R.; Portion of 18 Street NE (South of 11 Avenue NE)] - First, Second and Third Readings

0341-2022

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Highway Closure Bylaw No. 4427 be read a first, second and third time;

AND THAT: final reading of City of Salmon Arm Highway Closure Bylaw No. 4427 be subject to:

- 1) Advertising in accordance with Section 26 and 94 of the Community Charter;
- 2) Payment of \$89,000.00 to the City of Salmon Arm prior to September 30, 2022; and
- 3) Approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4527 [ZON-1240; Green Emerald Investments Inc./1306085 Alberta Ltd./Arsenault, G.; 1511 and 1561 10 Avenue SW; C-3 to C-6] - First and Second Readings

0342-2022

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4527 be read a first and second time.

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

CARRIED UNANIMOUSLY

3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 [OCP4000-50; Wonderland Investments Inc.; 50 30 Street NE; MR to HR] - First Reading

0343-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 be read a first time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4531 [ZON-1242; Wonderland Investments Inc.; 50 30 Street NE; R-4 to R-5] - First Reading

0344-2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4531 be read a first time.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS - continued

5. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4539 [OCP4000-51 Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; LR to MR] - First Reading

0345-2022

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4539 be read a first time.

CARRIED UNANIMOUSLY

6. City of Salmon Arm Zoning Amendment Bylaw No. 4540 [ZON-1246 Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; R-1 to R-4] - First Reading

0346-2022

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4540 be read a first time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

12. CORRESPONDENCE

1. Informational Correspondence

9. T. Kutschker, Director, Shuswap District Arts Council- email dated July 20, 2022 - Request to support the Loud and Proud Celebration

0347-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize the Loud and Proud Celebration Committee to host the Loud and Proud Celebration, at the intersection of Hudson and McLeod, in front of the Salmon Arm Art Gallery on Saturday, October 15, 2022, from 4 p.m. to 10 p.m. subject to the provision of adequate liability insurance;

AND THAT: Council contribute \$5,000.00 to the Salmon Arm Pride Project Loud and Proud Celebration, to be funded from Council expenses.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence

2. B. Hall, Lead Pastor, Shuswap Community Church - letter dated June 15, 2022 - Rental Request for Marine Peace Park on September 4, 2022
3. P. Leslie, Director and P. Weir, Social Chair, Salmon Arm Citizens Patrol - letter dated July 14, 2022 - BBQ at Blackburn Park Gazebo on August 27, 2022
4. C. Truscott, President, Salmon Arm Sockeyes - email dated July 18, 2022 - Year End Celebration at Blackburn Park on August 11, 2022

0348-2022

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Council authorize the Shuswap Community Church to work with City staff to hold an outdoor service in Marine Peace Park on September 4, 2022, 7 a.m. to 1 p.m., subject to the provision of adequate liability insurance;

AND THAT: Council authorize the Salmon Arm Citizens Patrol to hold their outdoor BBQ in Blackburn Park Gazebo on August 27, 2022, 2 p.m. to 7 p.m., subject to the provision of adequate liability insurance;

AND FURTHER THAT: Council authorize the Salmon Arm Sockeyes to hold their end of the year celebration in Blackburn Park Gazebo on August 11, 2022, 6 p.m. to 8 p.m., subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

8. A. Morris, KAIROS - Salmon Arm - email dated July 19, 2022 - Requesting letter to the Prime Minister regarding Nuclear Weapons Non-Proliferation Treaty

0349-2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council provide a letter to the Prime Minister and Minister of Foreign Affairs urging Canada make nuclear arms control and disarmament a national priority and work towards achieving an international consensus that will save the Non-Proliferation Treaty when it comes up for review at the United Nations.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

15. COUNCIL STATEMENTS

0350-2022      Moved: Mayor Harrison  
                      Seconded: Councillor Flynn

THAT: \$500.00 be allocated from 2022 Council Initiatives for Council Expenses for Council's participation in the 2022 Salmon Arm Fall Fair Parade.

CARRIED UNANIMOUSLY

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Released from In-Camera - T. Kutschker, Director/Curator, Shuswap District Arts Council, Salmon Arm Arts Centre & Art Gallery - letter dated June 28, 2022 - Safe Space for Salmon Arm Pride Project 2022

0053-2022 (ic)      Moved: Councillor Wallace Richmond  
                              Seconded: Councillor Cannon  
                              THAT: Council approve the Shuswap District Arts Council, Salmon Arm Arts Centre & Art Gallery to use the building located at 31 Hudson Avenue NE for the Salmon Arm Pride Project Arts and Awareness Festival for the month of October 2022, provided that there are no changes to the use of the building prior to the event, and subject to the provision of adequate liability insurance and in accordance with the Public Health Officer's guidelines.

2. IN-CAMERA SESSION - continued

0351-2022      Moved: Councillor Wallace Richmond  
                      Seconded: Councillor Lindgren  
                      THAT: Pursuant to Section 90(1) (e), the acquisition, disposition or expropriation of land or improvements and (g) litigation or potential litigation affecting the municipality if the council considers that disclosure could reasonably be expected to harm the interests of the municipality, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 3:22 p.m.

Council returned to Regular Session at 4:03 p.m.



14. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report April to June 30, 2022

Staff Sergeant West, Salmon Arm RCMP Detachment, provided an overview of the quarterly policing reports from April to June 30, 2022 and was available to answer questions from Council.

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:24 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

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

Chief Administration Officer E. Jackson  
Director of Corporate Services S. Wood  
Director of Development Services K. Pearson  
City Engineer J. Wilson

ABSENT:

Councillor D. Cannon  
Councillor C. Eliason

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1238 [Lepp, L. & T.; 1091 60 Street NW; A-2 to A-3]

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

Lepp, L., the owner, was available to answer questions from Council.

23. STATUTORY PUBLIC HEARINGS - continued

1. Zoning Amendment Application No. ZON-1238 [Lepp, L. & T.; 1091 60 Street NW; A-2 to A-3]

Submissions were called for at this time.

S. Kiegerl - email dated July 25, 2022 - ZON-1238

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:06 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4523 [ZON-1238; Lepp, L. & T.; 1091 60 Street NW; A-2 to A-3] - Third and Final Reading (See item 23.1 for Staff Report)

0352-2022      Moved: Councillor Flynn  
                    Seconded: Councillor Lindgren  
                    THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4523  
                    be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0353-2022      Moved: Councillor Wallace Richmond  
                    Seconded: Councillor Lavery  
                    THAT: adjourn the Regular Council Meeting of July 25, 2022.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:11 p.m.

CERTIFIED CORRECT:

Adopted by Council the      day of      , 2022.

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

\_\_\_\_\_  
MAYOR

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Item 7.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of August 2, 2022 be received as information.

### Vote Record

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

Opposed:

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

## DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Tuesday, August 2, 2022.

### PRESENT:

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

Chief Administrative Officer E. Jackson  
Director of Corporate Service S. Wood  
Director of Development Services K. Pearson  
Manager of Roads & Parks D. Gerow  
City Engineer J. Wilson  
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 Permit Application No. DP-444 [BDGA Development Company Inc.; 4400 and 4600 Canoe Beach Drive NE; Form and Character]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-444 be authorized for issuance for Lots 1 and 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 in accordance with the Development Permit drawings attached as Appendix 6 to the Staff Report dated July

5. REPORTS - continued

1. Development Permit Application No. DP-444 [BDGA Development Company Inc.; 4400 and 4600 Canoe Beach Drive NE; Form and Character] - continued

25, 2022, subject to the receipt of a Landscape Plan, Landscape Estimate and Irrevocable Letter of Credit for 125% of the Landscape Estimate.

M. Claeys, BDGA Development Company Inc., the applicant, outlined the application and was available to answer questions from the Committee.

M. Lamerton and A. Waters, agents for the applicant, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-556 [1348074 BC Ltd./Meise, R. & E./Franklin Engineering Ltd.; 2790 20 Avenue NE; Servicing requirements]

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-556 be authorized for issuance for Lots 1 and 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP121728 reducing the upgrade of 20 Avenue NE fronting to the RD-3 Road Standard for the subject property as follows:

1. waive the requirement to replace the existing BC Hydro Lease Light; and
2. reduce the number of Davit street lights to be installed from three lights to one light.

J. Wickner, Franklin Engineering Ltd., agent for the applicant, outlined the application and was available to answer questions from the Committee.

The motion was split and amended as follows:

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: the number of Davit street lights to be installed be reduced from three lights to two lights – one fronting the subject property and one on the north side of 20 Avenue NE.

CARRIED UNANIMOUSLY

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Issuance of Development Variance Permit No. VP-556 be withheld subject to the owner/developer providing a cash in lieu payment to the satisfaction of the City Engineer for the installation of underground conduits for hydro and telecommunication services.

CARRIED UNANIMOUSLY

5. REPORTS - continued

2. Development Variance Permit Application No. VP-556 [1348074 BC Ltd./Meise, R. & E./Franklin Engineering Ltd.; 2790 20 Avenue NE; Servicing requirements] - continued

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: reduce the upgrade of 20 Avenue NE fronting to the RD-3 Road Standard.

CARRIED

Councillor Lavery Opposed

Motion as amended:

CARRIED UNANIMOUSLY

3. Development Variance Permit Application No. VP-550 [NTL Developments Ltd./Franklin Engineering Ltd.; 1681 10 Street SE; Servicing requirements]

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-550 be authorized for issuance for Lot A, Section 11, Township 20, Range 10, W6M, KDYD, Plan 11982 which will vary the following provisions of Subdivision and Development Servicing Bylaw No. 4163:

1. Section 4.11.4 - extend the maximum permitted cul-de-sac length from 160 metres in length in Urban Development Areas to 330 metres for the future 9 Avenue SE.

J. Wickner, Franklin Engineering Ltd., agent for the applicant, outlined the application and was available to answer questions from the Committee.

DEFEATED UNANIMOUSLY

4. Zoning Amendment Application No. ZON-1247 [1197665 BC Ltd./Matejka Property Management and Developments Inc.; 2710 30 Avenue NE; R-1 to R-8]

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

G. Simmons, 1197665 BC Ltd., the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION



7. IN-CAMERA

8. ADJOURNMENT

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee meeting of August 2, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:44 a.m.

---

Mayor A. Harrison, Chair

Minutes received as information by Council at their Regular Meeting of       day of       , 2022.

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Item 7.2

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of August 2, 2022 be received as information.

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

Minutes of the Meeting of the **Active Transportation Task Force** held by electronic means on Tuesday, **August 2, 2022** at 10:00 a.m.

### **PRESENT:**

Mayor Alan Harrison  
Councillor Tim Lavery  
Camilla Papadimitropoulos  
Kathy Atkins  
Steve Fabro  
Jenn Bellhouse  
Joe Johnson  
David Major  
Anita Ely  
Marianne VanBuskirk  
Jenn Wilson  
Chris Larson  
Barb Puddifant

City of Salmon Arm, Chair  
City of Salmon Arm, Chair  
Citizen at Large (left the meeting at 10:30 a.m.)  
Citizen at Large  
Citizen at Large  
Shuswap Trail Alliance  
Greenways Liaison Committee  
Shuswap Cycling Club  
Interior Health  
School District No. 83  
City of Salmon Arm, Engineer  
City of Salmon Arm, Senior Planner  
City of Salmon Arm, Recorder

### **ABSENT:**

Louis Thomas  
Cory Sampson  
Gary Gagnon  
Blake Lawson  
Paige Hilland  
Lana Fitt  
Craig Newnes

Councillor, Neskonlith Indian Band  
Councillor, Adams Lake Indian Band  
Citizen at Large  
Citizen at Large  
Social Impact Advisory Committee  
SAEDS  
Downtown Salmon Arm

### **GUESTS:**

The meeting was called to order at 10:03 a.m.

1. **Call to Order, Introductions and Welcome**
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. Approval of Agenda and Additional Items**

Moved: Camilla Papadimitropoulos

Seconded: Joe Johnson

THAT: the Agenda for the August 2, 2022 Active Transportation Task Force Meeting be approved as circulated.

CARRIED UNANIMOUSLY

**4. Approval of minutes from July 4, 2022**

Moved: Kathy Atkins

Seconded: Steve Fabro

THAT: The minutes of the Active Transportation Committee Meeting of July 4, 2022 be approved.

CARRIED UNANIMOUSLY

**5. Presentations**

1. **Sarah Freigang – Urban Systems – Update on Active Transportation project**  
Sarah Freigang, Urban Systems, was unable to attend the meeting. Chris Larson, Senior Planner provided an overview of the Strategy tables provided by Urban Systems. Discussions regarding upcoming Active Transportation survey, pop-up community engagements, actions and strategies and opportunities for community comments.

**6. Old Business / Arising from Minutes**

i) Lakeshore Drive design standards

Councillor Lavery outlined the concern for this area as discussed at the July 4, 2022 meeting of the Task Force. Jenn Wilson, City Engineer outlined the current Bylaw requirements for design standards and was available for questions.

ii) Intersection at 30<sup>th</sup> Street NE and TCH

Councillor Lavery outlined the concerns for this area as discussed at the July 4, 2022 meeting of the Task Force. Jenn Wilson, City Engineer outlined the design process and reviewed upcoming plans for this intersection and was available for questions.

Camilla Papadimitropoulos left the meeting at 10:30 a.m.

**7. Sub-Group Updates**

- a) Interim Ideas Sub-Group – no update

8. New Business

9. Other Business &/or Roundtable Updates, Ideas and Questions

10. Next Meeting

The next meeting of the Active Transportation Task Force will be Tuesday, September 6 at 10:00 a.m. to 12:00 noon.

11. Adjournment

Moved:

Seconded:

THAT: the August 2, 2022 meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:43 a.m.

---

Mayor Alan Harrison , Co-Chair

---

Councillor Tim Lavery, Co-Chair

Received for information by Council the      day of      , 2022.

Item 8.1

## CITY OF SALMON ARM

Date: August 8, 2022

### Board in Brief – July 2022

#### **Vote Record**

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

Opposed:

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



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## #YourCSR - July 2022

July 2022



[Web version](#)

## Highlights from the Regular Board Meeting

### Announcements

A Provincial Order in Council was approved to redefine the boundaries of Electoral Area C and create a new Electoral Area G. Electoral Area G will come into force on November 17, 2022. The 2022 General Local Elections will include an Electoral Area G Director, bringing the new CSR Board to 12 Directors.

Further, the CSR's name has officially changed from Columbia-Shuswap Regional District to Columbia Shuswap Regional District. [View press release.](#)



### Correspondence

**Town of Golden EOF Counterpropositions and Re-application (June 8, 2022)**

Board supported the following Town of Golden resolutions from their June 7, 2022, Regular Council meeting:

THAT Council supports the allocation of \$131,049 from the Golden and Area A Economic Opportunity Fund (EOF) allocation for 2022 to support fundraising and eventual construction of an indoor aquatic centre for Golden and Area A subject to:

- concurrence from Area A Director;
- a successful referendum for a capital loan to offset the capital costs of a new aquatic centre;
- receipt of the annual EOF distribution.

THAT Council supports the allocation of \$131,049 from the Golden and Area A Economic Opportunity Fund (EOF) allocation for 2022 toward the construction of a multi outdoor sport pace adjacent to the Mount 7 Rec Plex in Golden in accordance with the Town of Golden's Rec-Plex Master Parks Plan subject to:

- concurrence from Area A Director;
- receipt of the annual EOF distribution.

THAT Council support the contribution of \$180,000 from the EOF in 2022 as a grant to the Golden Community Economic Development Society for social and CED services provided to the Golden area.

**Business General & Business by Area**

**Shuswap North Okanagan Rail Trail Governance Advisory Committee**

As this motion has been postponed numerous times since January, the Board defeated a motion to send a letter to the Governance Advisory Committee and Technical Operating Committee regarding cost sharing for maintenance of the trail in the future. Another motion can be brought back once a report from the Governance Advisory Committee on this issue is received by the CSRD.

**COVID-19 Policy Update**

The Board will bring back a discussion regarding the CSRD's COVID-19 Proof of Vaccination Policy at the August Board meeting.

**Grant-in-Aid Requests**

No Grant-in-aid applications will go before the Board for approval in the three regular Board Meetings prior to the October 15, 2022 local government elections.

**COVID-19 Safe Restart Electoral Area Grant in Aids**

The Board approved funding of COVID-19 Restart Grants in the amount of \$2,500 to each of the following organizations:

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- Blind Bay Community Society
- Cedar Heights Community Association
- Eagle Valley Rescue Society
- Falkland & District Community Church and Fellowship Society
- Falkland & District Sunday Morners Club
- Falkland Seniors Hall #95
- Field Recreation Advisory Association
- Lakeview Centre Community Society
- Local Food Matters (Golden/Electoral Area A)
- Malakwa United Church Thrift Store
- North & South Shuswap Community Resources Association
- Seymour Arm First Responders
- Silver Creek Community Association
- Sorrento Drop In Society
- Sorrento Memorial Hall Association
- South Shuswap Health Services Society
- Sunnybrae Community Association
- White Lake Community Hall Society

Director Rene Talbot declared a conflict of interest and did not participate.

#### **Electoral Area A: EOF Application – Golden/Area A, Community Economic Development**

With the concurrence of the Town of Golden and the Electoral Area A Director, the Board approved funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Social Services Co-op in the amount of \$180,000 for Community Economic Development Services. [View report.](#)

#### **Electoral Area A: Area A Community Works Fund – Golden and Area Aquatic Centre**

The Board approved using Electoral Area Community Works Funds in the amount of \$250,000 from the Electoral Area A Community Works Fund allocation for construction and engineering costs of the Golden and Area A Aquatic Centre contingent on a successful loan authorization referendum. [View report.](#)

#### **Electoral Area E: Sicamous/Area E Economic Opportunity Fund Application – Malakwa Community Learning Centre**

With concurrence of the District of Sicamous and the Electoral Area E Director, the Board approved funding from the Sicamous and Area E Economic Opportunity Fund in the amount of \$65,000 per year for five years to the Malakwa Community Learning Centre for



building operations beginning in 2023. [View report.](#)

**Electoral Area E: Swansea Point Fire Hall - Statutory Right of Way Agreement**

The Board agreed to waive its policy and grant a Statutory Right of Way to BC Hydro to allow for the electrification of a Telus cellular tower at Swansea Point. [View report.](#)

**Electoral Area C: Sorrento Blind Bay Park Sport Court Painting**

The Board approved using \$40,000 in Electoral Area Community Works Funds to supply and install an acrylic coating to the multi-purpose sport court at the Sorrento Blind Bay Park. They also agreed to enter into an agreement with Tomko Sports Systems Inc. to supply install an acrylic paint surface to the multi-purpose sport court. [View report.](#)

**Electoral Areas C & D: 2022-2027 Transit Agreement for Electoral Area C and a portion of Electoral Area D**

The Board deferred discussion on an agreement with the City of Salmon Arm for the provision of BC Transit Services in Area C and a portion of Area D until the September Board meeting. This will allow time to gather ridership statistics. [View report.](#)

**Salmon Arm Refuse Disposal Site - Bird Control Contract Award**

The Board agreed to an agreement with Shuswap Bird of Prey Ltd. for the provision of bird control services at the Salmon Arm Refuse Disposal Site over a five-year term expiring on June 30, 2027, for a total cost of \$505,716. [View report.](#)

**Administration Bylaws**

**Electoral Area E: Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852, 2022**

The Board gave three readings to the Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852 which will see the train whistles stopped near the Crazy Creek Resort. [View report.](#)

**Electoral Area F: Alternative Approval Process for North Shuswap Health Centre Society**

The Board confirmed an Alternative Approval Process will be used to determine whether the citizens of Electoral Area F (North Shuswap) are willing to pay an additional tax to support the operation of the North Shuswap Health Centre. The Board also approved 284 as the number of electors for the 10 per cent threshold and set the deadline for submission of elector response forms as September 6, 2022. [View report.](#) [View press release.](#)

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**Freedom of Information and Protection of Privacy and Officers Bylaw No. 5853 & 5854, 2022**

The Board approved housekeeping amendments to the bylaws to reflect changes in legislation and staffing including job titles. [View report.](#)



## LAND USE MATTERS

### Agricultural Land Reserve Applications

**Electoral Area C: Agricultural Land Commission (ALC) Application Section 20.3(5) – Non-Adhering Residential Use - Additional Residence for Farm Use LC2590C**

The subject property is located at 935 Platt Road in Tappen. PRT Growing Services Ltd. currently operates a forestry seedling nursery on the subject property and is proposing to add three temporary farm worker housing units to help the company meet its production and harvesting requirements. The Board agreed to make a recommendation to the ALC in favour of approval. [View report.](#)

**Electoral Area C: Agricultural Land Commission (ALC) Application Section 20(2). Non-Farm Use LC2592C**

The subject property is located at 2501 Greer Road, Blind Bay. The applicant would like to expand an area used for outdoor storage that is within the ALR. The existing outdoor storage area was previously approved by the ALC through non-farm use applications. A new application for Non-Farm Use application is required for the proposed expansion. The Board agreed to make a recommendation to the ALC in favour of approval. [View report.](#)



Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the July 21, 2022 meeting:

THAT: contingent upon confirmation and final approval of the Investing in Canada Infrastructure Program Environmental Quality Grant application, and assent of the affected electors, the Board empower the authorized signatories to enter into an agreement with Urban Systems to provide engineering, design and construction oversight for the new Scotch Creek Water System, for a total cost not to exceed \$498,522 plus applicable taxes, this 21st day of April, 2021;

AND THAT: the above resolution be authorized for release from the Closed (In Camera) portion of the April 15, 2021 Board meeting once the Province of BC has provided the CSRD with confirmation of final approval for the grant funding and authorization for the information to be released.

(Note: the Province publicly announced this approval in December 2021)

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, August 18, 2022 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 9:30 AM.

Any scheduling changes to the meeting start time will be noted on the Events tab of the CSRD's website.

In-person attendance is available to the public in accordance with current provincial health orders. Seating is limited and will be first-come, first-served.

The public is strongly encouraged to join the meeting via Zoom. Information on how to register for the Zoom meeting access is on the Events tab of the CSRD website under the Board meeting date.



Columbia Shuswap Regional District  
555 Harbourfront Drive NE, PO Box 978  
Salmon Arm, BC V1E 4P1  
[www.csr.bc.ca](http://www.csr.bc.ca) | 250.832.8194

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Item 9.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: pursuant to Section 148 of the *Community Charter*, Council appoint Rhonda West as Deputy Corporate Officer for the City of Salmon Arm;

AND THAT: pursuant to Section 58(1) of the Local Government Act, Council appoint Rhonda West as the Deputy Chief Election Officer for the 2022 General Local Election.

### Vote Record

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

Opposed:

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



**CITY OF  
SALMON ARM**

---

To: His Worship Mayor Harrison & Members of Council

Date: August 2, 2022

Subject: Staff Appointments

---

**Recommendation:**

THAT pursuant to Section 148 of the *Community Charter*, Council appoint Rhonda West as Deputy Corporate Officer for the City of Salmon Arm;

AND THAT pursuant to Section 58(1) of the Local Government Act, Council appoint Rhonda West as the Deputy Chief Election Officer for the 2022 General Local Election.

**Background:**

Rhonda West has been hired as the Deputy Corporate Officer and requires formal appointments for the new role.

Respectfully Submitted,



Sue Wood

Director of Corporate Services

Item 9.2

**CITY OF SALMON ARM**Date: August 8, 2022

Director of Corporate Services –  
October 24, 2022 Council Meeting Cancellation and  
Suspension of Question and Answer Period  
For Information

**Vote Record**

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

Opposed:

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

**CITY OF  
SALMON ARM**

---

To: His Worship Mayor Harrison & Members of Council  
Date: July 27, 2022  
Subject: October 24, 2022 Council Meeting Cancellation & Suspension of Question and Answer Period

---

**FOR INFORMATION**

During the October 12, 2021 Council meeting, the 2022 Council Meeting Schedule and the 2022 Development and Planning Services Committee Meeting Schedule was approved.

The 2022 General Local Election is October 15, 2022 and the Inaugural meeting is scheduled for November 7, 2022. Staff is recommending that Council consider cancelling the October 24, 2022 Council meeting and staff will begin Council onboarding during this transition period.

In advance of the 2018 Election, Council resolved to suspend question and answer period between June and October.

Staff recommends that the Regular Council meeting scheduled on October 24, 2022 is cancelled and that question and answer period is suspended until after the 2022 General Local Election.

Respectfully Submitted,



Sue Wood  
Director of Corporate Services

Item 9.3

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize submission of a grant application under the BC Active Transportation Infrastructure Grant for the Ross Street Underpass – Phase 2, in the amount of \$500,000.00.

### Vote Record

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

Opposed:

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



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File: 2022-99

TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Jennifer Wilson, City Engineer  
DATE: July 26, 2022  
SUBJECT: **2022/2023 BC Active Transportation Infrastructure Grant**

---

**RECOMMENDATION:**

**THAT:** Council authorize submission of a grant application under the BC Active Transportation Infrastructure Grant for the Ross Street Underpass – Phase 2, in the amount of \$500,000;

**BACKGROUND:**

The BC Ministry of Transportation and Infrastructure have recently announced a new intake for applications for the 2022/2023 Active Transportation Infrastructure (BCAT) grant program, starting September 6, 2022.

The Active Transportation Infrastructure grant is to help develop Active Transportation Infrastructure to support active transportation for all ages and abilities. Funding is available up to a maximum 50% cost-share or \$500,000 whichever is less.

The application deadline for grant applications is October 21, 2022. All applications for funding require a resolution of Council supporting the application.

The City was successful in applying during the 2021/2022 intake of the BCAT grant for the Ross Street Underpass Phase 1, for a grant in the amount of \$500,000. The Ross Street Underpass – Phase 2 project fits the grant criteria by creating a safe, grade separated Active Transportation route under the Canadian Pacific Railway connecting the community to Marine Park, Foreshore Trails and businesses.

**Summary**

Based on the above, staff recommend that a grant application for the Ross Street Underpass - Phase 2 project be submitted through the 2022/2023 BC Active Transportation Infrastructure Grant program.

Respectfully submitted,

  
\_\_\_\_\_  
per: Robert Niewenhuizen  
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, CFO

Item 9.4

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: The proposal for Engineering Services for the Source Protection Plan be awarded to WSP Canada Inc. for \$64,475.00 plus taxes, as applicable;

AND THAT: The 2022 Budget contained in the 2022 to 2026 Financial Plan be amended to reflect additional funding for the Source Protection Plan (water budget) in the amount of \$15,000.00 to be funded from the Water Meter Implementation Plan budget.

### Vote Record

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Anouk Watts, Engineering Co-op Student  
DATE: August 3, 2022  
SUBJECT: **AWARD OF RFP FOR ENGINEERING SERVICES FOR  
SOURCE PROTECTION PLAN**

---

### **STAFF RECOMMENDATION**

**THAT:** The proposal for Engineering Services for the Source Protection Plan be awarded to WSP Canada Inc. for \$64,475.00 plus taxes, as applicable.

**AND THAT:** The 2022 Budget contained in the 2022 to 2026 Financial Plan be amended to reflect additional funding for the Source Protection Plan (water budget) in the amount of \$15,000.00 to be funded from the Water Meter Implementation Plan budget.

### **BACKGROUND**

A Request for Proposals for Engineering Services for the Source Protection Plan was issued on June 10 2022 and one (1) proposal was received on July 4, 2022.

The Source Protection Plan includes:

- Characterization of the drinking water source
- Contaminant source inventory
- Characterization of drinking water risks from source-to-tap
- Recommended actions to improve drinking water protection

No comparative evaluation was completed since only one proposal was received. The proposal met all the scope requirements. WSP originally proposed a fee of \$83,015, however negotiated scope adjustments brought their proposed price down to \$64,475. The original allocated budget for the project was \$50,000 with funding split between water and sewer budgets (50-50%). The Water Meter Implementation Plan had a budget of \$50,000 with the successful proposal costing \$25,000. As a result it is proposed that \$15,000 be reallocated from the Water Meter Implementation Plan to increase the Source Protection Plan budget to \$65,000 (\$25,000 sewer, \$40,000 water).

---

Company	Total Quote	Tax (GST)	Total
WSP Canada Inc.	\$64,475.00	\$3,224.00	\$67,699.00

**STAFF COMMENTS**

We are recommending award of the Source Protection Plan to WSP Canada Inc. for \$64,475.00 plus taxes as applicable, in accordance with their amended proposal submitted. Although their proposal is above the original budget, it was highly comprehensive, thorough and included an engineering team with extensive experience in Source Protection Plans and water system analysis.

Respectfully submitted,



per: Robert Niewenhuizen, AScT  
Director of Engineering and Public Works



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Item 9.5

## CITY OF SALMON ARM

Date: August 8, 2022

### Director of Development Services – Bill 26 Amendments and Additional Options to Streamline Processes For Information

#### Vote Record

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

Opposed:

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

# CITY OF SALMON ARM

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To: His Worship Mayor Harrison and Members of Council

From: Development Services & Administration

Date: August 2, 2022

Subject: Bill 26 Amendments and Additional Options to Streamline Processes

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## For Information

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### Background

In early 2022 Bill 26, *Municipal Affairs Statutes Amendments Act* received Royal Assent. These changes to the *Local Government Act* and *Community Charter* effectively:

- 1) Removes the automatic requirement for a Public Hearing for zoning bylaw amendments that are consistent with the Official Community Plan (OCP);
- 2) Allows Council to delegate its authority to staff in the issuances of 'minor' variances to zoning regulations; and
- 3) Enables local governments to determine their own specific notice methods for public notices.

The amendments are intended to get people into homes faster by reducing development application timelines and decreasing the volume of development applications that Council considers, particularly those applications that may be deemed non-controversial.

There are two additional options for Council to consider that are not related to Bill 26, but that are consistent with the intent of that legislation. One is the option to delegate authority to staff to approve minor Development Permit applications. The second is to eliminate the need to rezone to R8 for a secondary suite.

### Zoning Bylaw Amendment Procedures (Public Hearings & Secondary Suites)

The first option that Council may wish to consider would change the City's zoning bylaw amendment procedures from defaulting to automatic Public Hearing for every application. For instances where the zoning amendment is consistent with the Official Community Plan (OCP), a revised process could reserve the decision on whether to hold a Public Hearing until after Council has received public input. Written input would be received after public advertisement and prior to second reading of the bylaw.

Notification procedures between second reading and third reading may remain the same under the current and proposed process (neighbour notices to 30m radius and notification signage); however, the Public Hearing can be eliminated with Council receiving any written submissions prior to third reading of the bylaw.

Based on the written input received, Council would still have the ability to instruct staff to schedule a Public Hearing and defer third reading until after the Public Hearing. Appendix 1 is a flow chart that illustrates the current procedures for Zoning Bylaw amendments. Appendix 2 illustrates the process should Council enact the Bill 26 amendments. In order to enact the process shown in Appendix 2, development application procedures contained within Zoning Bylaw No. 2303 for zoning bylaw amendments would need to be adopted by Council.

The OCP contains broad statements of objectives and policies to guide decisions on planning and land use management. Very few rezoning applications considered by City Council have required OCP amendments. If Council does not require Public Hearings for rezoning applications consistent with the OCP then this could result in significantly fewer Public Hearings.

In 2021, there were 30 Statutory Public Hearings for rezoning applications, 26 of those zoning applications were consistent with the OCP (4 applications in that year required OCP amendments). It should be noted that 22 of the 30 Public Hearings that were held in 2021 were for R1 (Single Family Residential Zone) to R8 (Residential Suite Zone) applications, and all were adopted by Council. In 2022, there have been 21 rezoning applications, with 12 having advanced to the Public Hearing stage. Of the 12 Public Hearings in 2022, six applications were R1 to R8 rezoning files.

In rare instances it may be unclear whether a rezoning bylaw is "consistent" with the OCP. In that situation, Council may instruct staff to initiate a Public Hearing.

Processing times would not likely be reduced, as rezoning would still require four readings of the bylaw and the same overall application review and approval process.

Another way to streamline development applications that was not identified in the Bill 26 amendments but that meets the spirit and intent of those legislative changes, would be to specifically reconsider the R8 rezoning process and direct staff to prepare zoning bylaw amendments that would allow for secondary suites to be a permitted use in the R1 zone. The R8 zone would be reserved for detached dwellings and subject to the rezoning process.

Appendix 1 outlines the current process for zoning bylaw amendment applications and Appendix 2 shows the process without defaulting all applications to a Public Hearing.

### Delegation of 'Minor' Variances to Zoning Bylaw Regulations

Bill 26 authorizes a council to delegate the consideration of approvals for 'minor' variances to local government staff, subject to a delegation bylaw. The delegation of minor variances applies only to the zoning and sign bylaws – more specifically siting, size and dimensions of buildings, structures and permitted uses; off-street parking and loading space requirements; regulation of signs, screening and landscaping to mask or separate uses. It should be noted that delegated authority would not extend to OCP amendments or servicing bylaws.

Staff completed a comprehensive review of variance permit applications for the last ten years as a baseline for considering the criteria for minor variances. Should Council wish to move in this direction, Staff propose the following criteria to review and issue delegated minor variances to the zoning bylaw:

- 1) The variance application must be for an individual property or development;
- 2) The variance application must not be part of another development application and issuance cannot be conditional on Council approval for a related application;
- 3) The variance request to the siting of the building, structure or use provisions constitutes 20% or less of the required regulation;
- 4) On lots with a 15% slope or greater, *Building Height* may be measured from the average lot grade to the mid-point between the peak and the eave of a building;
- 5) On lands zoned Institutional, Commercial or Industrial parking stall requirements reduced 10% or less than the required total; and
- 6) Staff shall not issue any variance that the delegated authority feels exceeds the scope of their authority.

Appendix 3 compares the application process for the current Development Variance Permit process and introduces the delegated variance permit process. The application

timeline may be reduced from 3 to 4 months to 2 to 3 weeks based on current timelines.

The delegation of power to staff to issue minor variances subject to Council adopted criteria provides an efficient alternative as an option in the issuances of variance permits. Outlined below is a framework that would include criteria for determining what constitutes a 'minor' variance and the guidelines which the delegate (Director of Development Services or Building Official) must consider in deciding to issue or refuse a delegated variance permit. Shifting the authority to consider minor variances from Council to an internal staff review would reduce application time, staff resources and eliminate the notification process. The following is a list of criteria that may be used by staff in determining the thresholds for a minor variance and provides background into each:

1) *Must be for an individual property or development:*

The cumulative effect of multiple variances in an area or within a particular zone is symptomatic of zoning bylaw provisions that require modernizing in order to meet new building technology or design or the need for the development to be considered as a Comprehensive Development Zone. The effects of these types of "blanket" variances warrant broader public input and are not considered 'minor' and should be considered by Council for issuance.

2) *Must not be part of another development application and issuance cannot be conditional on Council approval for a related application:*

The delegated authority to issue minor variances could not be dependent on Council approval of another application. For example, an interior parcel line setback variance in conjunction with the issuance of a Development Permit should be considered by Council so, the entirety of the project is disclosed to Council in their consideration of permit issuance.

3) *The variance request to the siting of the building, structure or use provisions constitutes 20% or less of the required regulation;*

Minor variances tend to be non-controversial. These small encroachments in the setbacks or height of a building sometimes occur as site conditions in the field change during construction stages or irregular lot configurations. The less than 20% threshold would allow staff to consider those types of variances within a measured allotment. For example, a rear yard setback in a residential zone could be reduced from 6.0m to 4.8m for a deck or a 1.5m interior yard setback reduced to 1.2m for an error in the field.

- 4) *On lots with a 15% slope or greater, Height may be measured from the average lot grade to the mid-point between the peak and the eave of a building:*

The majority of building and retaining wall height variances approved by Council are on sloping lots where the resulting building is not appreciably different from those in the surrounding neighbourhood. For example, a single family dwelling that appears as two storeys on one side and three storeys on the opposite side tends to be of the same form and character as the surrounding neighbourhood. However, because the zoning bylaw inherits the stricter definition of height from the BC Building Code and lacks consideration for development in hillside areas, a building in this scenario is calculated as “higher” than typical construction in the neighbourhood when it is generally not.

The flexibility to consider a varied definition of height in hillside development areas would allow for streamlining of Building Permits as community growth is occurring more frequently in hillside areas. The consideration of an amended definition for height also gives flexibility for builders to consider altering roof pitches to fall within the definition. Adjusting the definition to the mid-point between the peak and the eave of the roof encourages developers to consider elongating roof pitches, which in turn minimizes view impact for the surrounding properties.

- 5) *On lands zoned Institutional, Commercial or Industrial parking stall requirements reduced 10% or less than the required total:*

Similar to number 2, on the previous page, the 10% or less than the required stalls would not negatively impact traffic circulation but would allow for more space to be used for amenity areas or internal traffic circulation, leading to better site design without negatively impacting the surrounding area.

- 6) *Staff shall not issue any variance that the delegated authority feels exceeds the scope of their authority.*

This provision would be to ensure that staff could forward any application to Council in the event that the proposal meets the above criteria but could be perceived as controversial and requiring public input. The application would then be forwarded to Council with an accompanying staff report.

Application fees recover the costs of neighbour notifications and the registration of documents with the Land Title Office. A change of process would necessitate a review of the associated fees to ensure they are fair.

### Delegated Authority for Staff to Issue 'Minor' Development Permits

The *Local Government Act* has existing provisions for the delegation of Council authority for the issuance of Development Permits and is enacted in a limited capacity under current processes. All lands within the City are within a blanket type Development Permit Area. Development on lands that are not impacted by a Riparian Area or hazard areas (steep slopes or wildfire interface) may obtain a "waiver" from the requirements of the Development Permit. With the appropriate submissions from professionals and approvals from the province, development on lands affected by Riparian Areas or hazards may obtain a Development Permit, issued by staff, in advance of the issuance of a Building Permit.

The delegation of authority to issue development permits has never been extended to other scenarios; however, staff recognize that there are circumstances in which efficiencies could be realized by issuing 'minor' development permits and would improve application times and the use of staff resources. Currently, Council authorizes the issuance of all Multi-Family, Industrial and Commercial Development Permits. There are limited exemptions in these development permit areas. For example, a development that results in the construction of less than three residential units (a duplex) or a building addition less than 100m<sup>2</sup> of floor area and consistent with the form and character of the existing building is exempt from the issuance of a Development Permit.

There have been situations in which a development proposal was narrowly outside of the scope of the Development Permit exemptions, and staff have processed the application the same as a large scale development. For example, application DP-439 for the storage building at the Rona site approved by Council in 2022. For these types of applications, it is important to consider additions and minor developments in the context of the OCP guidelines for the particular development permit area; however, on a small scale staff feel that delegating this process would assist in the streamlining of development applications. Should staff not approve a minor permit, the applicant's recourse is to have the application reviewed by Council.

### Modernizing Public Hearing Notice Requirements

Bill 26 amendments to the *Community Charter* intend to modernize public notice requirements. City bylaws currently require that notice for Public Hearings for rezoning applications be provided as follows:

- 1) Mailed via Canada Post and hand delivered;
- 2) Two newspaper ads placed in editions of the local paper (placed no more than 10 days before and no less than 3 days before the Public Hearing)



- 3) In the case of zoning bylaw amendments a Notice of Development sign posted on the Subject Property; and
- 4) Posted in the lobby at City Hall and on the City's website.

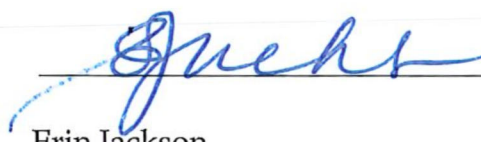
Under the revised legislation, Council may adopt a bylaw to establish alternative means of publishing a notice. The bylaw would need to specify two (2) means of publication. Other means of providing notice could be considered, such as, distributing notices via online newspaper and/or the radio. These means may be more cost effective than the use of newspaper ads, however, staff do not recommend changing the current process unless it is to move publication to a free newspaper such as the Shuswap Market News, which could increase the reach of the information.

### Conclusion

This report provides a summary of the options available to Council for streamlining the City's existing development procedures. While Council is not required to take any action with respect to existing processes, staff are prepared to bring back a more detailed report that speaks to the implementation of those specific changes that Council wishes to consider.

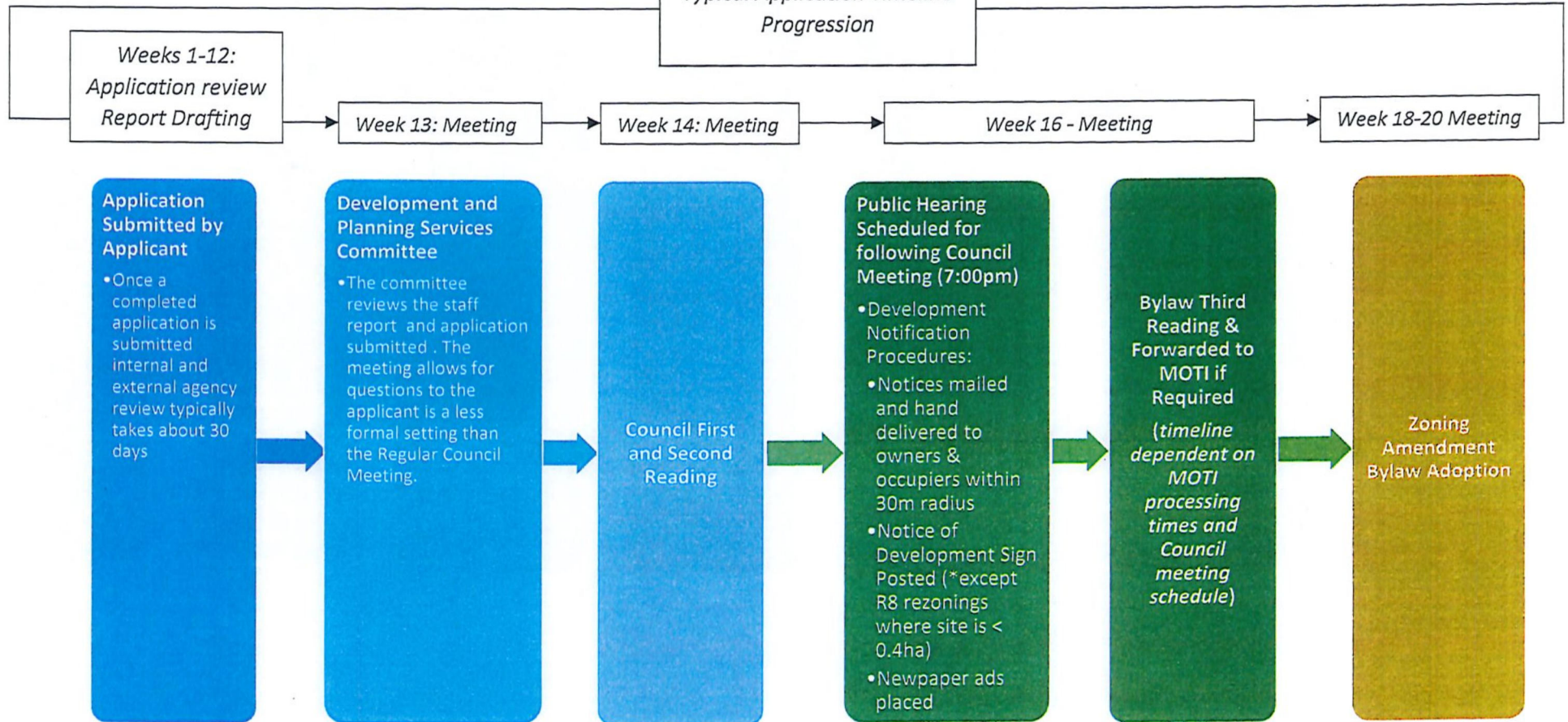
Respectfully submitted,

  
\_\_\_\_\_  
Kevin Pearson  
Director of Development Services

  
\_\_\_\_\_  
Erin Jackson  
Chief Administrative Officer

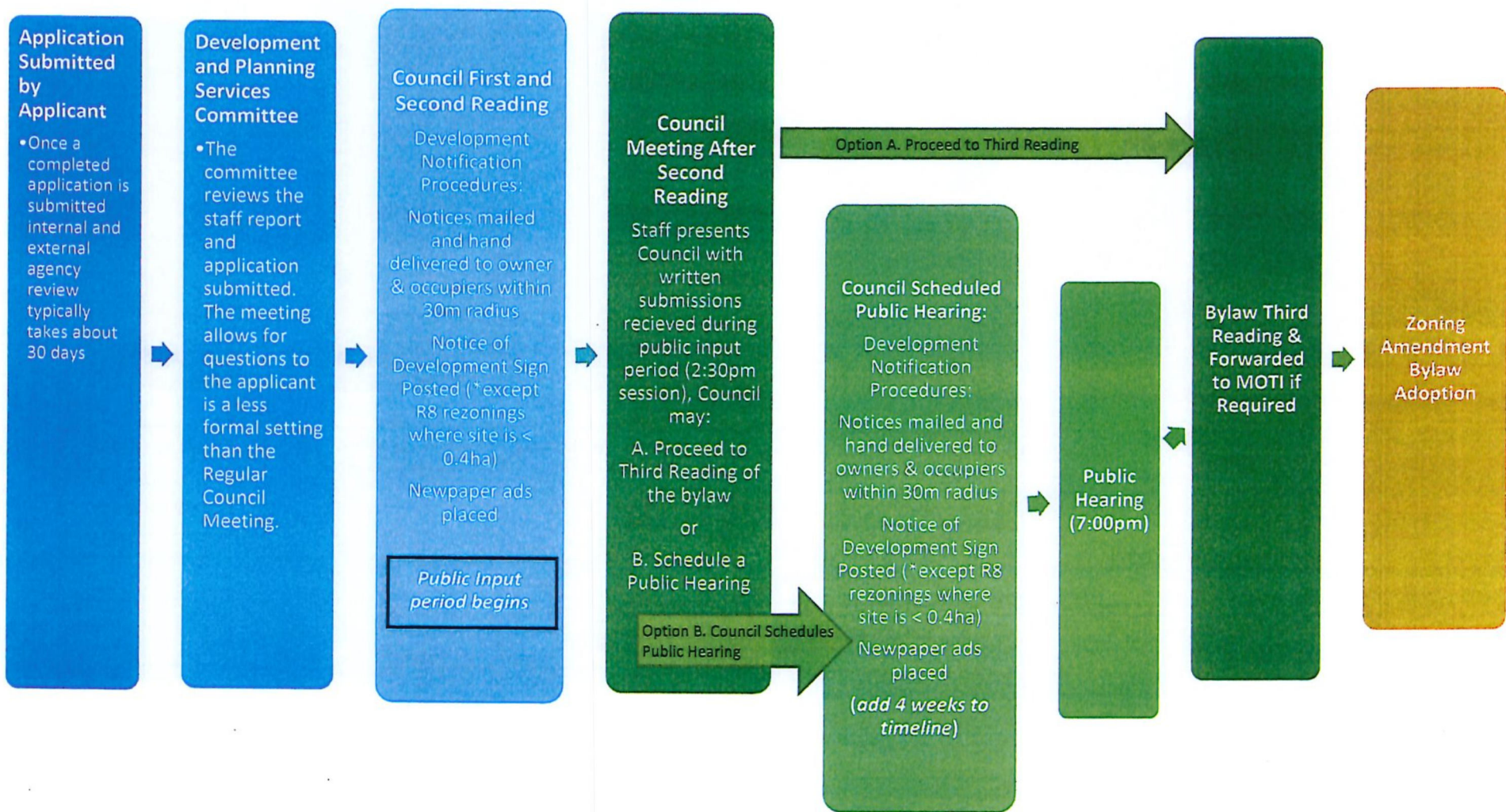
## Zoning Bylaw Amendment – Current Process

### *Typical Application Timeline Progression*

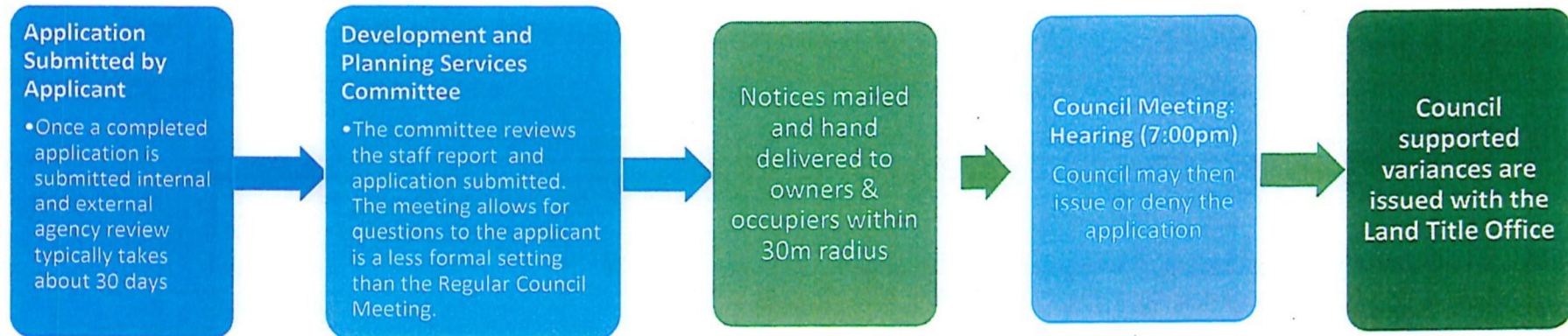




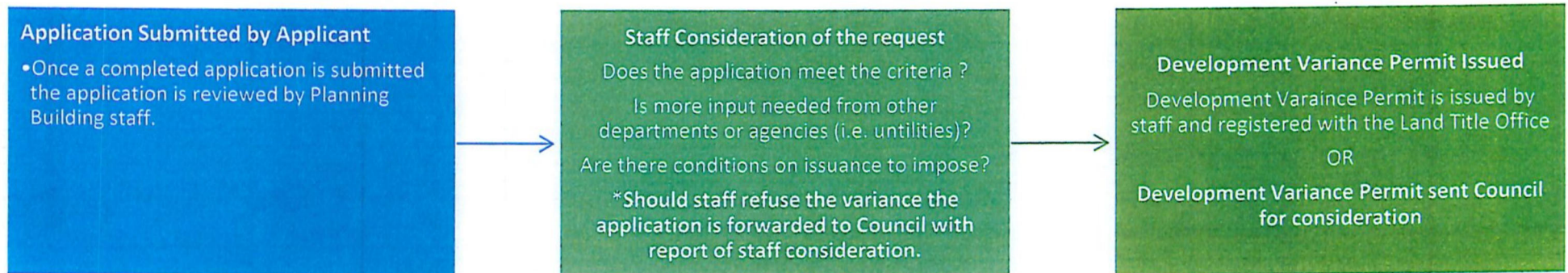
**Zoning Bylaw Amendment Process Without Default Public Hearing**



***Council Issued Development Variance Permit (Timeline: ~3-4 Months)***



***Delegated Development Variance Permit (Timeline: ~2-3 weeks)***





√ = Zone permitted in respective Official Community Plan Designation (a general guide only - not part of either OCP or Zoning Bylaw)															
ZONE	LR	MR	HR	ARA	TC	HC	AR	SRV	AIC	IND	INS	PRK	FR	ESP	
R-1	√	√	√	√											
R-2	√	√	√												
R-3				√											
R-4		√	√												
R-5			√												
R-6	√	√	√												
R-7	√	√	√												
R-8	√	√	√												
R-9	√	√	√												
C-1	√	√	√												
C-2					√										
C-2(A)					√										
C-3						√									
C-4						√									
C-5						√									
C-6					√	√									
C-7					√	√									
C-8						√	√								
C-9	√	√	√				√	√							
CD-1			√												
CD-2					√										
CD-3							√								
CD-4			√												
P-1	√	√	√	√	√	√	√		√	√	√	√		√	
P-2									√						
P-3	√	√	√	√	√	√			√	√	√	√		√	
M-1										√					
M-2										√					
M-3															
M-4										√					
M-5										√					
M-6										√					
A-1							√	√							
A-2							√	√							
A-3							√	√							
EP-1	√	√	√	√	√	√	√	√	√	√				√	

**ZONES**

R-1 Single Family Residential  
R-2 Single Family/Duplex Residential  
  
R-3 Waterfront Residential  
R-4 Medium Density Residential  
R-5 High Density Residential  
R-6 Mobile Home Park  
  
R-7 Large Lot Single Family Residential  
R-8 Single Family/Secondary Suite Residential  
R-9 Estate Residential  
  
A-1 Agriculture  
A-2 Rural Holding  
A-3 Small Holding

C-1 Local Commercial  
C-2 Town Centre Commercial  
C-3 Service Commercial  
C-4 Fuel Service Station Commercial  
C-5 Tourist Commercial  
C-6 Tourist/Recreation Commercial  
C-7 Shopping Centre Commercial  
C-8 Farm Produce Commercial  
C-9 Country Inn Commercial  
  
CD-1 Comprehensive Development  
CD-2 Comprehensive Development  
CD-3 Comprehensive Development  
CD-4 Comprehensive Development

P-1 Park & Recreation  
P-2 Airport  
  
P-3 Institutional  
  
M-1 General Industrial  
M-2 Light Industrial  
  
M-3 Gravel Extraction  
M-4 Abattoir  
  
M-5 Auto Wrecking/Salvage  
M-6 Industrial Holding  
EP-1 Ecological Protection

**OCP DESIGNATIONS**

LR Low Density Residential  
MR Medium Density Residential  
  
HR High Density Residential  
ARA Active Recreational Area  
TC Town Centre Commercial  
HC Highway Service/Tourist Commercial  
AR Acreage Reserve  
  
SRV Salmon River Valley Agriculture  
  
AIC Airside Industrial/Commercial  
IND Industrial  
  
INS Institutional  
PRK Park (Community & Neighbourhood)  
FR Forest Reserve  
ESP Environmentally Sensitive & Passive Areas

Item 10.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4544 be read a first and second time.

[ZON-1247; 1197665 BC Ltd./Matejka Property Management and Development; 2710 30 Avenue NE; R-1 to R-8]

### Vote Record

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

Opposed:

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

**CITY OF  
SALMON ARM**

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To: His Worship Mayor Harrison and Members of Council

Date: July 25, 2022

Subject: Zoning Bylaw Amendment Application No. 1247

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948  
Except Plans 5734, 13562, and 25888

Civic: 2710 – 30 Avenue NE

Owner/Agent: 1197665 BC Ltd. / Matejka Property Management and Developments Inc.

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**MOTION FOR CONSIDERATION**

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562, and 25888 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

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**STAFF RECOMMENDATION**

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

---

**PROPOSAL**

This proposal is to rezone the parcel to R-8 (Residential Suite) to permit the future option for construction and use of *secondary suites*. A subdivision application has been submitted which would split the parcel into 8 lots (Appendix 1). The existing and proposed parcels meet the conditions to accommodate a *secondary suite* (at this stage, 2 of the proposed lots have sufficient area to permit a *detached suite*).

**BACKGROUND**

The subject parcel is located at 2710 – 30 Avenue NE (Appendix 2 and 3), is approximately 1.5 acres in area, and contains a single family dwelling and accessory buildings, intended to be removed. The parcel is designated Low Density Residential and within Residential Development Area A in the City's Official Community Plan (OCP), and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5).

The subject parcel is located in an area largely comprised of R-1, R-8 and A-2 zoned parcels containing single family dwellings and accessory buildings (including suites). There are presently 24 R-8 zoned parcels within the vicinity of the subject parcel. The proposed zoning and subdivision aligns with the existing development to the south and east, and would align with pre-plans for roads and development to extend over land to the south (Appendix 5). Several of the properties located to the area surrounding the subject parcel have A-2 zoning that allows for secondary suites. Site photos are attached as Appendix 6.

***Secondary Suites***

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property as well as the proposed parcels all have potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite* where applicable), including sufficient space for an additional off-street parking stall. *Detached Suites* are permitted on single fronting parcels greater than 700 square metres in area.



COMMENTSEngineering Department

No objections to the proposed rezoning. Comments provided to applicant and attached as Appendix 7.

Building Department

No concerns. Building Permit application required for development.

Fire Department

Fire hydrant and turn around required.

Planning Department

The future development as proposed is an important initial stage in the development of this portion of Residential Development Area A, in particular the large residential area bound within 30 Avenue NE, 30 Street NE, 25 Street NE and 25 Avenue NE (Appendix 4). The development concept including the rezoning and subdivision meets the OCP's Low Density Residential policies. This area has been designated for residential use for decades, with various road network concepts (or pre-plans) proposed, but not yet constructed (Appendix 8). The access road for the proposed development follows the east parcel line. This would form a partially dedicated and constructed roadway, and a potential future option for connection for a road network to provide access for the development of new parcels within the large adjacent residential area, which is generally land-locked. The road pre-plan also suggests a future east-west connection along the south parcel line of the subject parcel, which could also be a component of a future road network.

The road network concept attached as Appendix 8 developed in the 1990's presents one option for this residential area, with the details of the actual future road network to be determined subject to development of adjacent parcels and intent of individual owners. Today, staff view the north-south alignment proposed from 30 Avenue NE as a logical requirement given the position of existing buildings, property lines, infrastructure, and applicable policies.

Through the subdivision process and guided by road network concepts, the *Land Title Act* requires the Approving Officer to consider necessary and reasonable access to land situated beyond the subject parcel to secure access to other properties. As road access is required for the creation of any new parcel, staff note the importance of a future road network within this area to support future development through the enabling of efficient subdivision of these residential lands. While there is no current application over these adjacent lands, a future road network must be considered to provide access (and emergency access) to these lands beyond the subject parcel, and as such is a key element of this subdivision proposal. The road network concept contemplated for this area reiterates the importance of road access in this area. As noted, the details of a future road network are subject to the development of adjacent parcels, the intent of the individual owners, and are not bound to any timeline.

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development and the proposed parcels have more than sufficient area to meet all R-8 Zone requirements including the provision of onsite parking. Any development of a single family dwelling or secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCIP, RPP  
Senior Planner

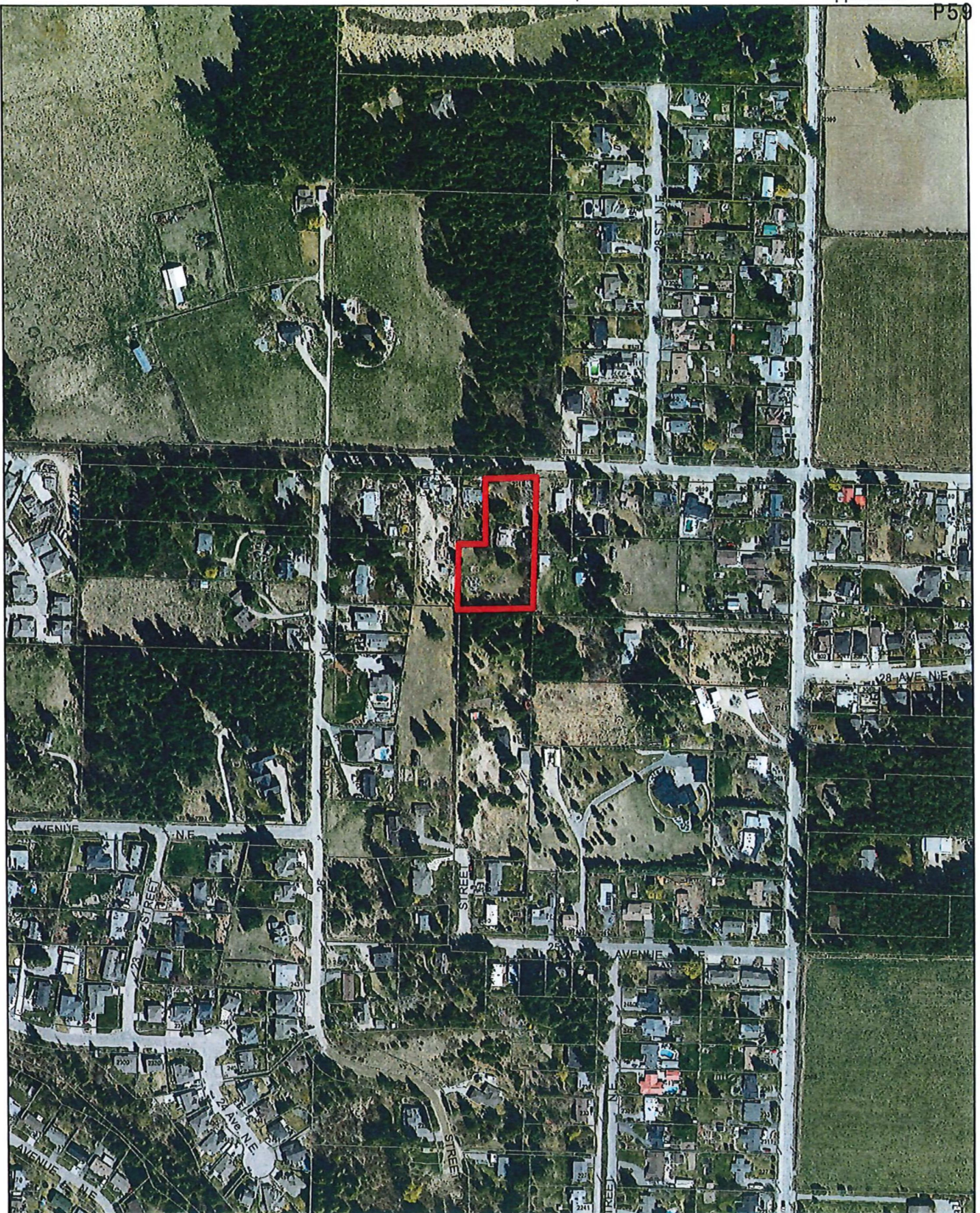


Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services









0 50 100 200 300 400 Meters



Subject Parcel





2761 2771

2630

2650

2710

2750

2790

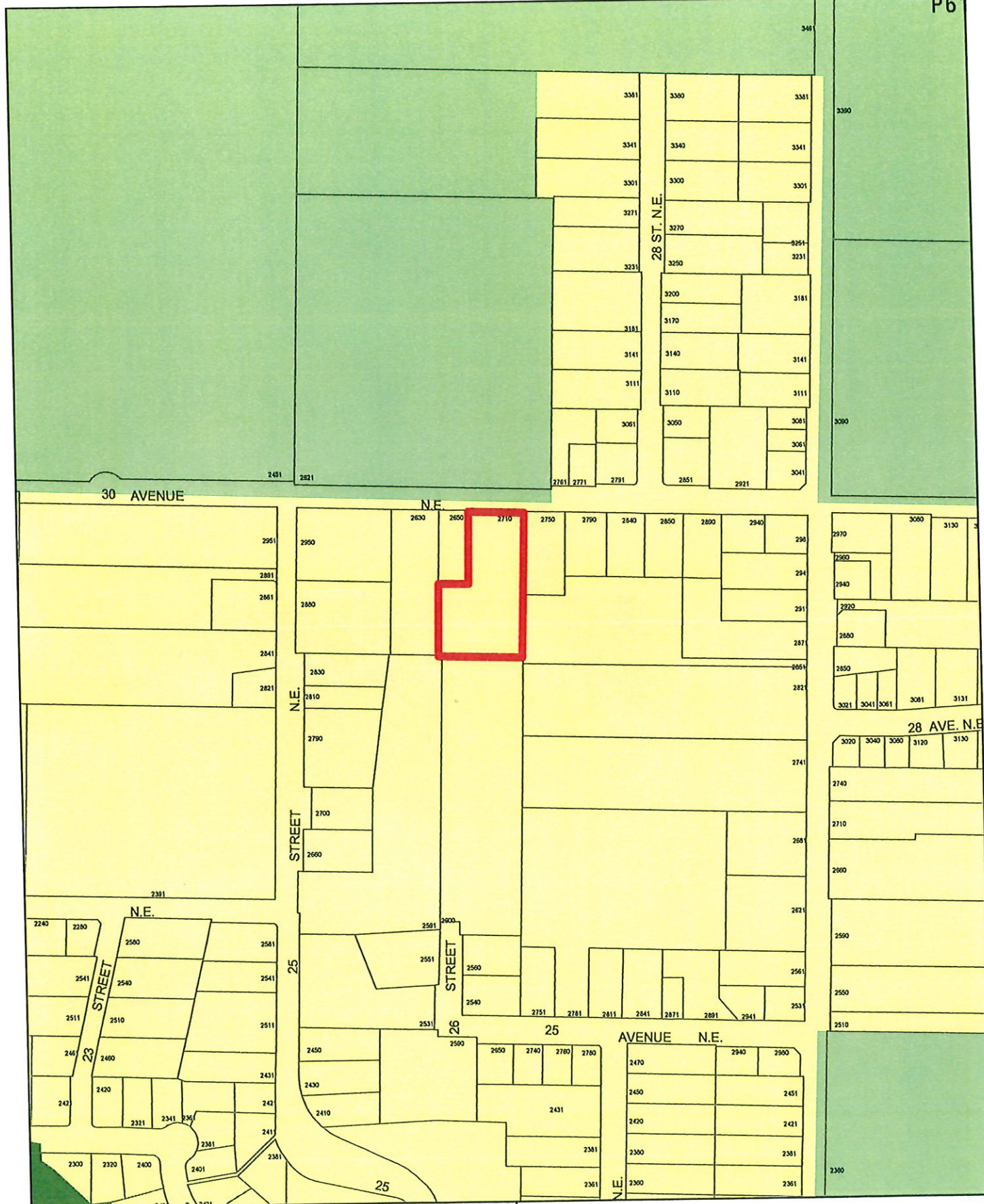


0 10 20 40 60 80 Meters



Subject Parcel





0 25 50 100 150 200 Meters



Subject Parcel



Park



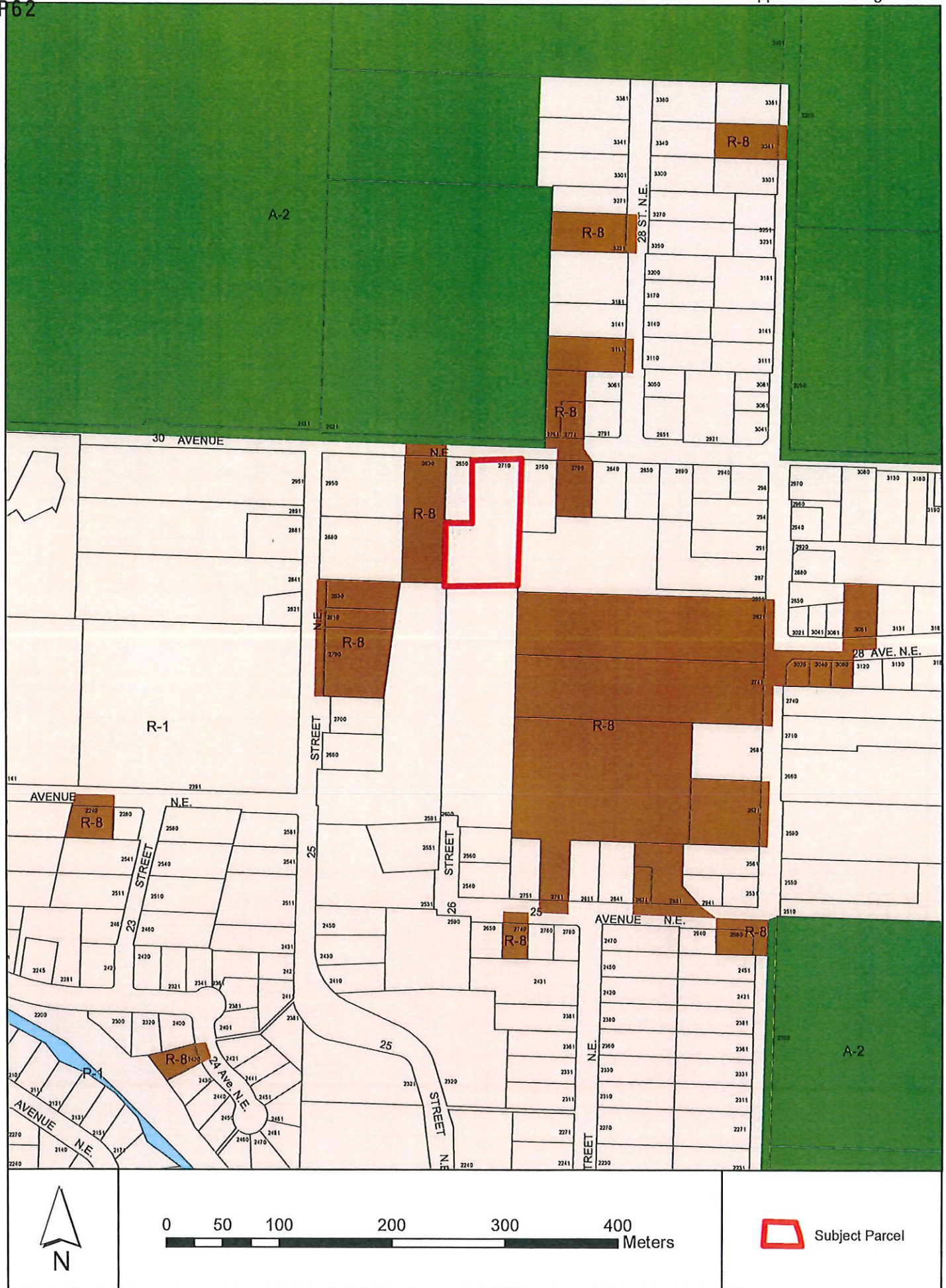
Acreage Reserve



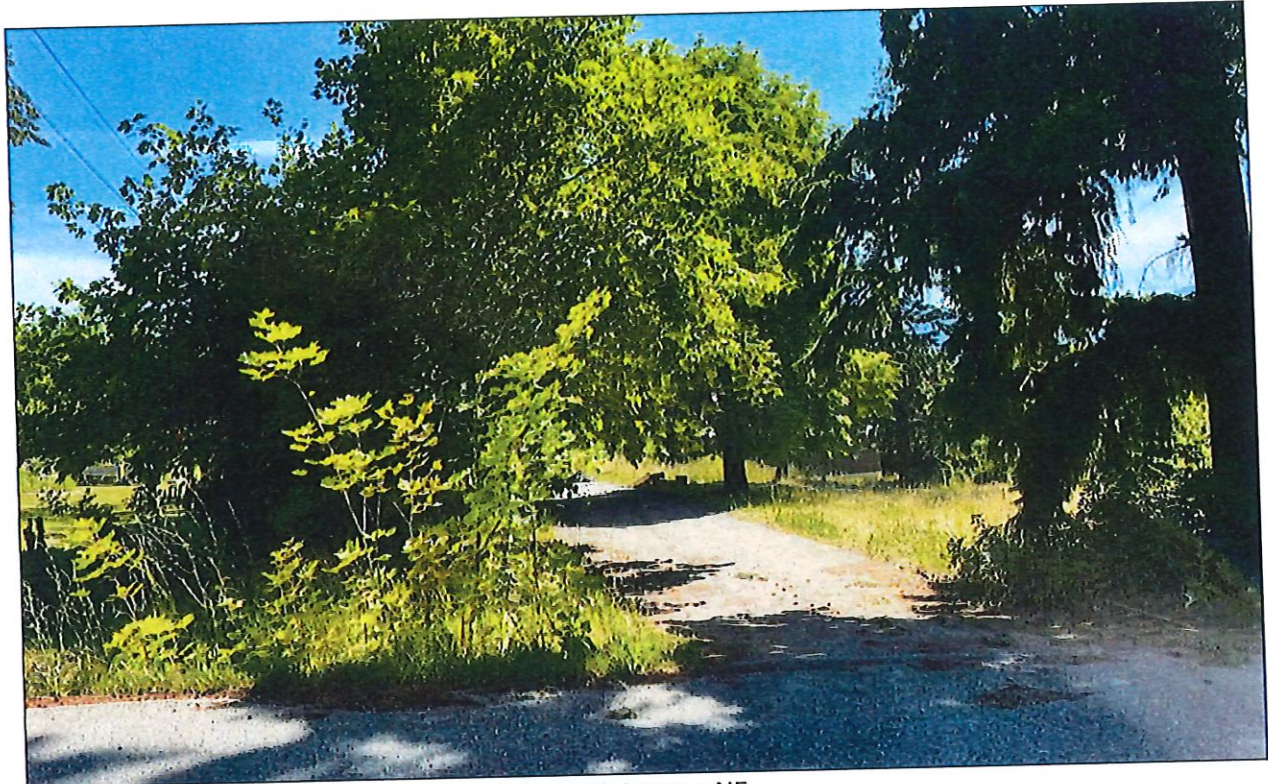
Low Density Residential



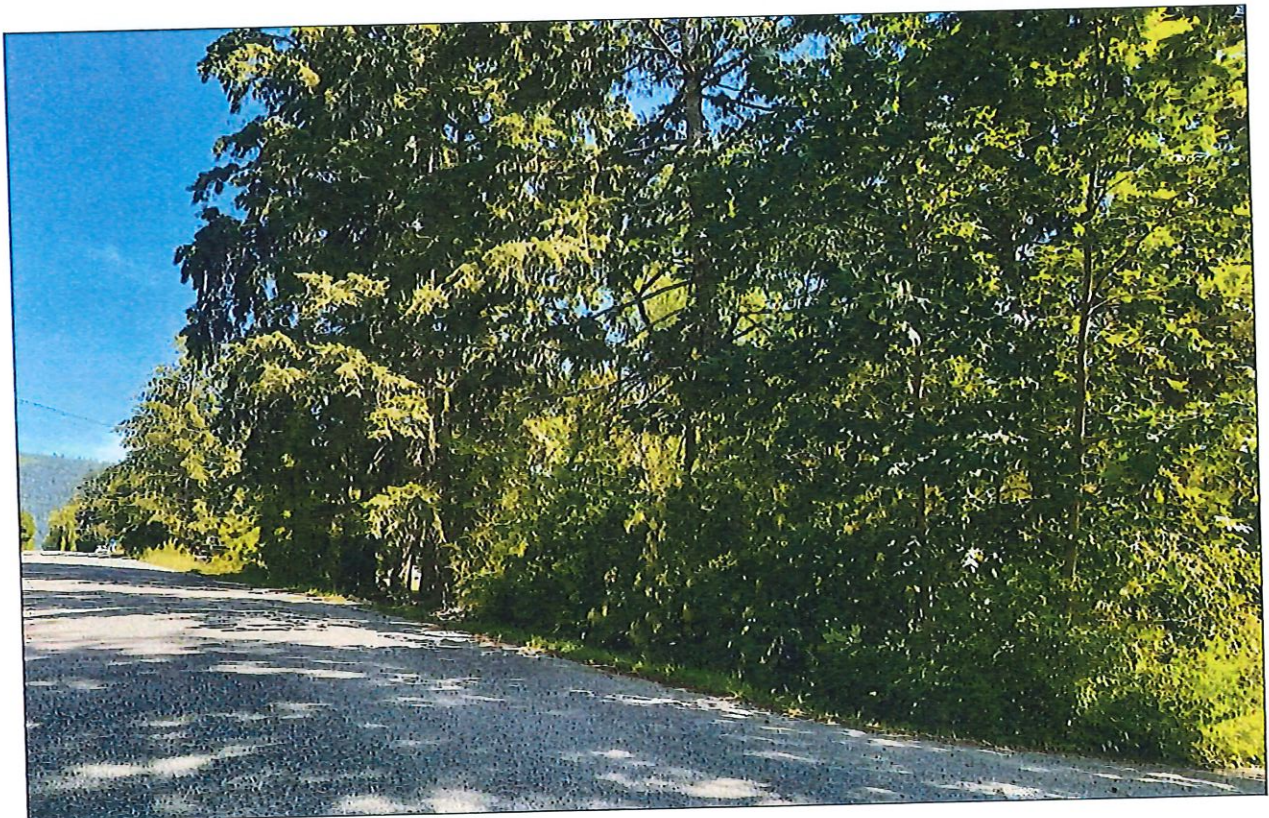
P62







View of subject parcel looking southwest from 30 Avenue NE.



View southeast from 30 Avenue NE.



**CITY OF  
SALMON ARM***Memorandum from the  
Engineering and Public  
Works Department*

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TO:	Kevin Pearson, Director of Development Services
DATE:	July 13, 2022
PREPARED BY:	Chris Moore, Engineering Assistant
APPLICANT:	1197665 BC Ltd. And Matejka Property Management and Development Inc.
SUBJECT:	SUBDIVISION APPLICATION NO. 22-11 and ZON-1247
LEGAL:	Lot A Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888
CIVIC:	2710- 30 Avenue NE

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Further to your referral dated June 15, 2022, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning but are required as a condition of subdivision.**

Comments are based on the Subdivision/Development as proposed in the referral. If the development plans for the property change significantly, comments below may change

**General:**

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

**SUBDIVISION APPLICATION FILE: SUB-22.11 and ZON-1247**

July 13, 2022

Page 2

be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.

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

**Roads / Access:**

1. 30 Avenue NE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 30 Avenue NE is currently constructed to a Rural Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. The proposed road shall be constructed to a 20m wide Urban Local Road standard, in accordance with Specification Drawing No. RD-2. However, since the road straddles the east property line, only 10m right of way is required, the other 10m will come from the adjacent property in the future. As an interim measure, the City will accept a 6m wide road with an offset sidewalk. No parking will be permitted on the future roadway. Additional Right-of-way may be required to accommodate required infrastructure. Owner / Developer is responsible for all associated costs.
4. Since this road is intended to extend to the south in the future, it shall be terminated with a temporary cul-de-sac in accordance with Specification Drawing No. RD-11a.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of proposed roadway and 30 Avenue NE.

**Water:**

1. The subject property fronts a 100mm diameter Zone 3 watermain on 30 Avenue NE. Upgrading this watermain to 150mm diameter across the frontage of the property is required.
2. Extension of a 150mm diameter Zone 3 waterman through the proposed subdivision to the southern boundary is required. Owner / Developer is responsible for all associated costs



**SUBDIVISION APPLICATION FILE: SUB-22.11 and ZON-1247**

July 13, 2022

Page 3

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3. Records indicate that the existing property is serviced by a 19mm service from the 100mm diameter watermain on 30 Avenue NE. The existing service must be abandoned at the main. Owner / Developer is responsible for all associated costs
  4. The proposed parcels are to be serviced each by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meters will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
  5. The subject property fronts onto an undersized water main located within an area of identified fire flow deficiency, according to the 2011 Water Study (OD&K 2012). The Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm the existing watermain servicing the subdivision is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.
  6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
  7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the low density spacing requirements of 150 meters.

**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer that runs along the east, south and west sides of the property lines. No upgrades will be required at this time, however the existing 3m right-of-ways on the south and west property lines shall be increased to 6m.
2. The proposed parcels are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by an unknown size service from the sanitary sewer main on the property west side. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study.

**Drainage:**

1. The subject property does not front on to City storm drainage. Site drainage will be by an Overland and / or Ground Discharge system. Road drainage

**SUBDIVISION APPLICATION FILE: SUB-22.11 and ZON-1247**

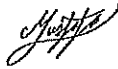
July 13, 2022

Page 4

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2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
  3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
  4. Overland/emergency flow from the proposed roadway will be directed onto private property. Owner's engineer to review overland and emergency flow paths to ensure post-development flows do not exceed pre-development flows onto private property under any storm scenario (6-month – 100-year) and to ensure point-loaded run-off will not create nuisance flooding or erosion.

**Geotechnical:**

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



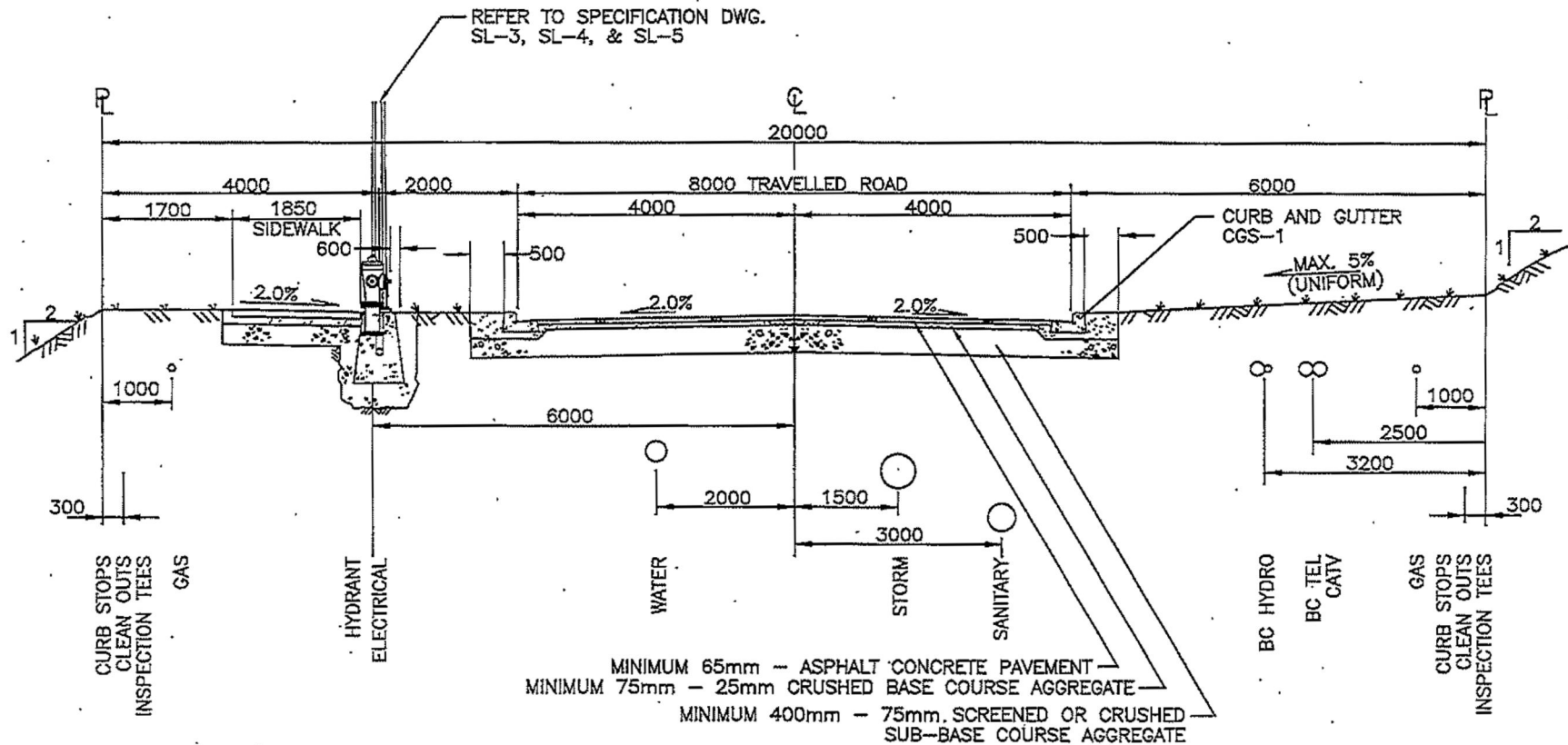
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**Mustafa Zakreel**  
Engineering Assistant



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



# NOTES:

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.



CITY OF SALMON ARM

20m R/W Urban Local Road Cross-Section

No.	Revision	Date
A	ISSUED FOR APPROVAL	07/14/18

Date	Approved
10-11-2016	<i>[Signature]</i>
	City Engineer


SPECIFICATION  
DRAWING No.  
RD-2

Adopted by Council Octo 11, 2016





0 35 70 140 210 280 Meters

 Subject Parcel



## Mayor and Council

First Name                      Karis  
Last Name                      Tegar  
Address:                      [REDACTED]  
Return email  
address:                      [REDACTED]  
Subject:                      Development Plans for 2710 30 Ave NE Salmon Arm  
Body                              Good afternoon Mayor and Council,

My name is Karis Tegar. I am submitting some comments concerning the development application for 2710 30 Ave NE here in Salmon Arm. I live west of the property in discussion at [REDACTED] NE. My property borders the proposed development. I want to be clear that I think city development is an excellent marker of progress for our community. I have been here for over 20 years and I have seen so much positive growth and development in our community.

I have some concerns and comments that I would like to submit for your reflection. This North Broadview neighbourhood is full of low-density, large lot properties. It is why our family and many of my neighbours bought homes here. We enjoy having space around us for outdoor pursuits/hobbies such as gardening, beekeeping, and outdoor play places for our children and their friends to gather. We enjoy having relative privacy and quiet in our outdoor spaces. We enjoy the biodiversity of the area that is achieved from the large, green spaces we live in. We appreciate the safety of our street with less traffic going by. This proposed development of 8 units with the possibility of 8 legal suites would have a negative impact on the aforementioned benefits of our neighbourhood.

1. There would be an increase in traffic and currently there are no sidewalks and minimal street lighting for safety. Even if the developer put in a sidewalk along the frontage of the proposed development, that is a very small section of the street and would provide minimal benefit.

2. In my opinion the proposal has too many homes for the size of lot. It leaves little room for parking if there are also legal or in-law suites

in each home. That could be up to 4 cars per home to find parking for. When I drive through other newer subdivisions in Salmon Arm like Hillcrest or Maplewoods, the streets are littered with parked cars. Perhaps having 4 or 5 houses built on the lot in question would be more reasonable and still offer homes with slightly larger lots and more space for off-street parking.

3. This proposed development sets a precedent for the area. I am concerned that this could open the door to more small lot development that leads to awkward and poorly planned spaces. It would be lovely if Salmon Arm could continue to have a diversity of housing/lot options. To be able to walk or bike to Uptown Askew's for groceries and have my children walking to and from school, while still enjoying a rural setting is what makes this area of town so special for us. Our family bought in this area because we wanted to raise our family in a quiet, less busy part of Salmon Arm.

4. I understand that a road is proposed for the east side of the property. Perhaps this is to open up access to a land-locked lot further east, but it seems a shame to cut down all the mature trees along the east side of the lot in question and a road in that location makes for poorly designed lots. Two of the proposed lots would have long pan-handle driveways which seems like a waste of land. Perhaps there is a better design for the proposed subdivision that puts the road further west?

There may be other ideas or considerations to ponder as the process moves along, but I wanted to open the conversation, so that council is aware of the concerns for our neighbourhood if this proposed development is approved.

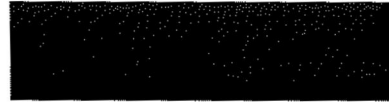
Respectfully,

Karis Tegart

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.*



Tuesday 2nd August 2022

Dear Mayor Harrison and Councillors,

**Re 2710 30th Avenue North East, Salmon Arm, rezoning and associated issues.**

That was a very interesting and enlightening meeting this morning, I just have a few comments and questions relating to the above mentioned proposed development project.

1. I have no problem with the increased density classification for the subject property. As we all know, housing is in short supply and densification is necessary.

2. My problem occurs with potential access road placement and construction

- At this time the proposed access road off 30th Avenue NE is to be constructed abutting immediately onto our western boundary. It is also suggested that this road be constructed as half a road with the idea this can be widened at a later date by taking land from our western boundary.

- We are vehemently opposed to this idea. There is plenty of space on the subject property to build the required 18 m road without encroaching onto our property now or at any time in the future.

- I am wondering what authority City Hall has in suggesting a subdivision plan that requires the encroachment of neighbouring land in order to build an access road. The subject property is about 1.5 acres, any building of roads should take place within the space that is available.

- My husband, John Crook, has had various written conversations with Kevin Pearson about this issue and we were under the impression that land cannot be taken by the City for a road right of way construction unless the owners are wanting to subdivide, we have absolutely no intention of subdividing. I did have a chance to speak to Mr Pearson after the meeting this morning and asked him why the road could not be constructed totally on the subject property, unfortunately I did not get a satisfactory answer....just "we can't "

- As it stands right now, the proposed road access off 30th Avenue North East would clear cut our western boundary. The avenue of mixed trees, maples and evergreens borders the neighbouring property with many of the feeder roots and drip lines on our property. These trees provide a valuable heat reducing and shading aspect to our house as well as providing essential bird and wildlife habitat. With climate change global/warming in evidence, it is getting more and more essential that we try to protect our cooling green canopy



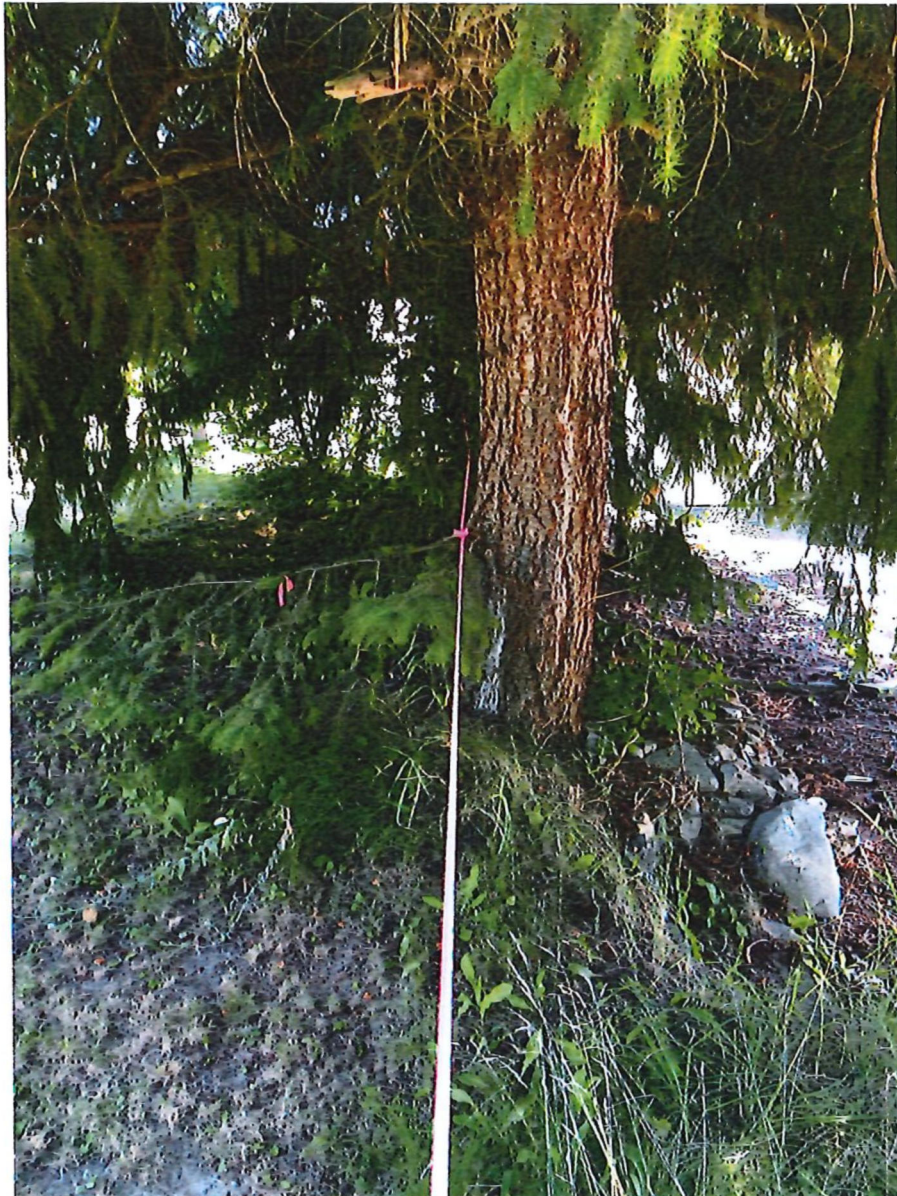
- I see from Appendix 8 Conceptual Road Pre Plan that there is absolutely no indication of any road right of way though the subject property from 30th Avenue North East to the interior parcels of land. Certainly the proposed road right of way was a complete surprise to George and Kathy Johnston, the previous owners, who at one stage thought they would build a smaller house fronting directly onto 30th Avenue North East. They were told by the City this was not possible and at that stage they decided to move.

As I said I have no issue with the matter of densification but I do have real concerns over the placement of the road access and the fact that we could have a city lien on our property.

If we can get the road placement and construction issue sorted out then I would welcome new neighbours.







We do not want to subdivide, we love this land and the space around us and have every intention, in the fullness of time, in leaving the house to our granddaughter.

Your sincerely

Janey Crook

## CITY OF SALMON ARM

### BYLAW NO. 4544

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

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WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on August 22, 2022 at the hour of 7:00 p.m. was published in the 2022 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562, and 25888 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. 4544"

READ A FIRST TIME THIS	DAY OF	2022
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READ A SECOND TIME THIS	DAY OF	2022
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READ A THIRD TIME THIS	DAY OF	2022
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ADOPTED BY COUNCIL THIS	DAY OF	2022
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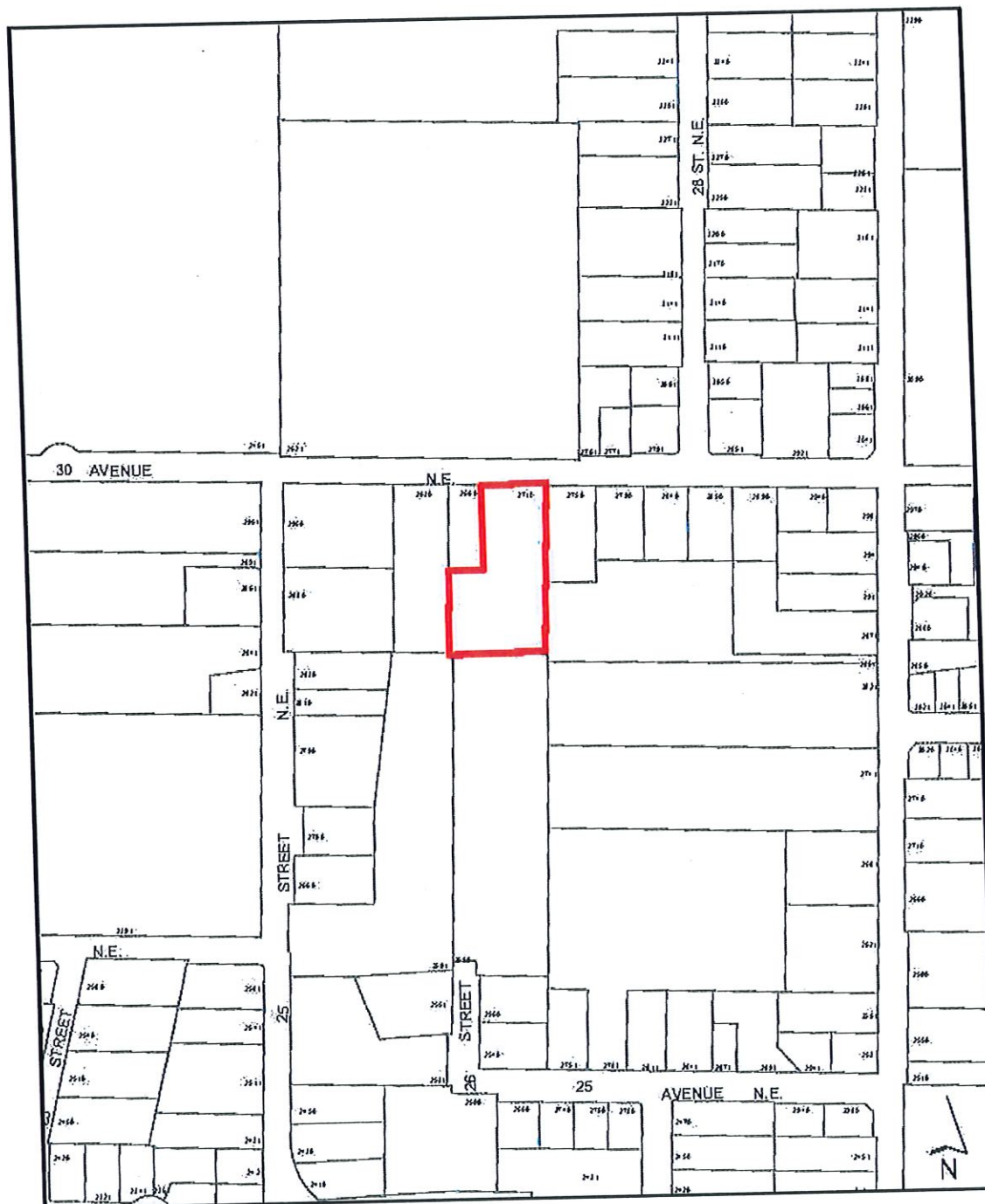
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MAYOR

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CORPORATE OFFICER

Schedule "A"



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Item 10.2

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549 be read a first, second and third time;

AND THAT: the 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect the acquisition of property located at 881 30 Street NE for \$530,000.00 funded from Short Term Capital Borrowing.

[Property Acquisition – 881 30 Street NE]

### Vote Record

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

Opposed:

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



**CITY OF  
SALMON ARM**

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To: His Worship Mayor Harrison and Members of Council  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Date: July 29, 2022  
Subject: Property Acquisition – 881 - 30 Street NE (Salmon Arm, BC)

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**Recommendation:**

THAT: Bylaw No. 4549 cited as the "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549", be given three (3) readings;

AND THAT: The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect the acquisition of property located at 881 – 30 Street NE for \$530,000.00 funded from Short Term Capital Borrowing.

**Background:**

Council recently authorized staff to enter into negotiations to acquire the property located at 881 – 30 Street NE. The negotiated purchase price is \$530,000.00 which will be funded from short term borrowing.

The subject property is one of several required for the proposed 9 Avenue/30 Street NE intersection design. The 9 Avenue/30 Street NE intersection improvement project has been identified in the City's draft 20-year financial plan for completion in 2029, dependent on funding and property acquisition.

There is a single family dwelling and an accessory building on the subject property. The accessory building would likely need to be removed to accommodate the new road design.

Official Community Plan Land Use: High Commercial  
Zoning: R-1 Single Family Residential

The western rear yard (approximately ¼ of the lot's gross area) and a small portion of the adjacent Nico's Nurseryland property is where 9 Avenue would divert southward and then over two additional lots, and then eastward to line up with the 8 Ave. NE intersection. The outcome of the intersection would have the remainder of 9 Avenue NE physically closed and barricaded to traffic where it now intersects with 30 Street NE. Subject to a Road Closure Bylaw and Ministry of Transportation and Infrastructure approvals, and access/egress negotiations with Tim Horton's, the remainder of the existing 9 Avenue portion of road could be amalgamated with the subject property.

Present Lot Area: 1,220 m<sup>2</sup>  
Less Road Dedication 330 m<sup>2</sup>  
Addition of 9th Ave. 330 m<sup>2</sup> +

### Short Term Capital Borrowing

The City can short term borrow without the assent of electors (referendum/alternative approval process) to a maximum of \$50.00 per capita. This would be approximately \$50.00 x 19,431 people (2021 Census) or \$971,600.00 less any existing short term loans outstanding. The City has \$167,000.00 currently outstanding in short term debt (final payment in 2023 on three (3) Drainage Projects) therefore, the City may borrow up to \$804,600.00. Any monies borrowed must be repaid within five (5) years.

It is recommended that the required \$530,000.00 be borrowed over five (5) years at an annual repayment of \$106,000.00 plus interest. Interest on short term loans are calculated daily, compounded and paid monthly. The current daily floating interest rate is 2.75%. The projected annual repayment of the debt is estimated as follows:

	2022	2023	2024	2025	2026	2027	Total
Principal	\$ -	\$106,000.00	\$106,000.00	\$106,000.00	\$106,000.00	\$106,000.00	\$530,000.00
Interest 2.75%	3,700.00	11,700.00	\$8,700.00	5,800.00	2,900.00	-	\$32,800.00
Total	\$3,700.00	\$117,700.00	\$114,700.00	\$111,800.00	\$108,900.00	\$106,000.00	\$562,800.00

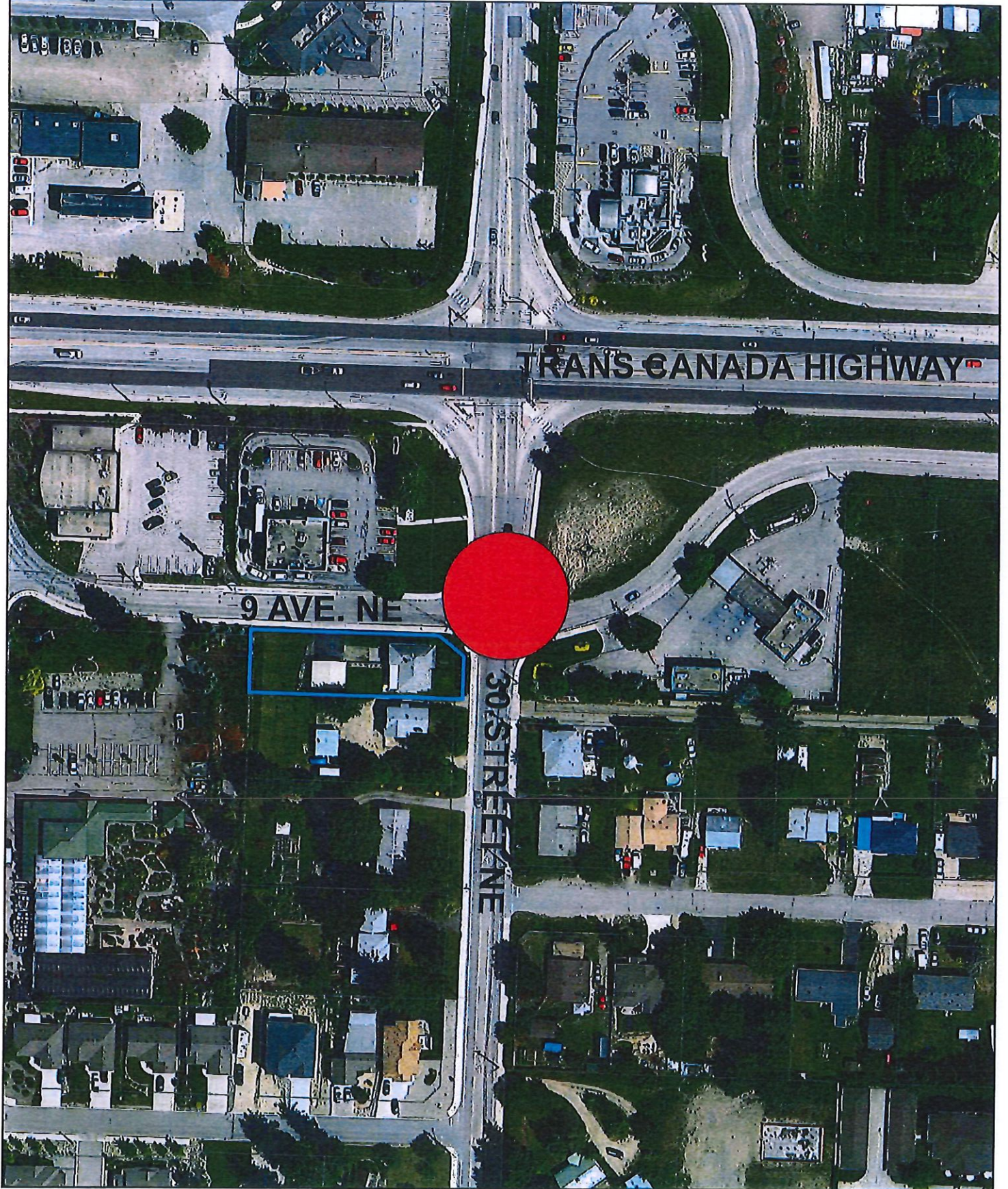
It is anticipated that the repayment of the proposed debt will be funded by new tax revenue associated with development. In 2022, new construction tax revenue was approximately \$378,700.00 (1.70%). It is anticipated that new growth in 2023 will be comparable and therefore there will not be an increase in property tax rates associated with this debt.

Following three (3) readings of City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549, the bylaw will be forwarded to the Inspector of Municipalities for approval prior to adoption. Inspector approval is anticipated to take 6 – 8 weeks.

Respectfully Submitted,

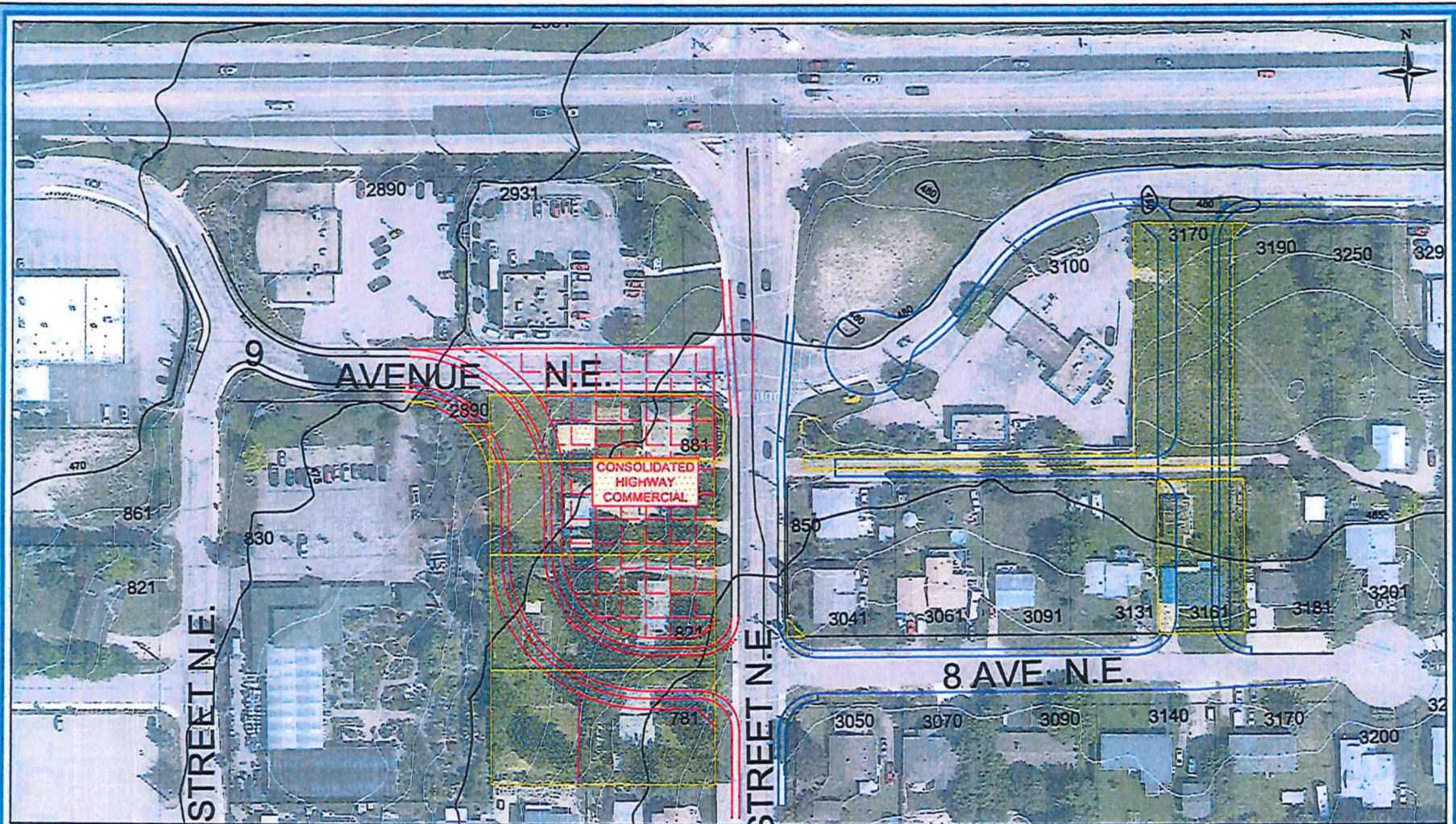
  
Chelsea Van de Cappelle, CPA  
Chief Financial Officer





50 25 0 50 Meters





CITY OF SALMON ARM  
DEPARTMENT OF ENGINEERING & PUBLIC WORKS

20  
Meters



**CITY OF SALMON ARM**

**BYLAW NO. 4549**

**A bylaw to authorize the borrowing of money for the purposes of Capital Works**

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WHEREAS under the provisions of Section 178 of the Community Charter, Council may contract a debt for any purpose of a capital nature, such debt not exceed at any time a total amount equal to Fifty Dollars (\$50.00) multiplied by the most recent census population of the municipality and may, by bylaw, without the assent of the electors, contract the debt by borrowing and make provision for the repayment of the debt and interest thereon;

AND WHEREAS the amount of the existing obligations of the municipality authorized under said Section 178 at the date hereof is \$167,000.00;

AND WHEREAS the Council deems it necessary to borrow the sum of Five Hundred and Thirty Thousand Dollars (\$530,000.00) for the purpose of acquiring property located at 881 - 30 Street NE (Salmon Arm);

AND WHEREAS the approval of the Inspector of Municipalities has been obtained prior to its adoption;

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

1. The Council is hereby authorized and empowered to borrow upon the credit of the City of Salmon Arm from the Municipal Finance Authority, the sum of Five Hundred and Thirty Thousand Dollars (\$530,000.00) to be repaid, with interest, over a term of five (5) years for the purposes hereinbefore recited.
2. The purpose for which the debt is contracted shall be for acquiring the property located at 881 - 30 Street NE (Salmon Arm).
3. The interest on the debt shall be at a rate as prescribed by the Municipal Finance Authority.
4. There shall be raised and levied during the currency of the obligation hereby created by a rate sufficient therefore over and above all other rates upon all land and improvements subject to taxation for general municipal purposes in the municipality for the repayment of the principal in the respective years the amount as follows:

## PRINCIPAL

2023	\$106,000.00
2024	\$106,000.00
2025	\$106,000.00
2026	\$106,000.00
2027	\$106,000.00

5. The Mayor and Chief Financial Officer are hereby authorized to do all necessary acts and things to carry out the intent of this bylaw.
6. This bylaw may be cited as "City of Salmon Arm Short Term Capital Borrowing Bylaw No. 4549."

READ A FIRST TIME THIS DAY OF 2022

READ A SECOND TIME THIS DAY OF 2022

READ A THIRD TIME THIS DAY OF 2022

APPROVED BY THE INSPECTOR OF MUNICIPALITIES PURSUANT TO SECTION 178  
OF THE COMMUNITY CHARTER THIS DAY OF 2022

ADOPTED BY COUNCIL THIS DAY OF 2022

\_\_\_\_\_  
MAYOR

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

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## Item 11.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4530 be read a second time;

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

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

AND THAT: Pursuant to Section 477(3)(a) of the *Local Government Act*, Council has considered this Official Community Plan amendment in conjunction with:

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

[OCP 4000-50; Wonderland Investments Inc.; 50 30 Street NE; MR to HR]

**Vote Record**

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

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

**CITY OF  
SALMON ARM**

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TO: His Worship Mayor Harrison and Members of Council

Date: July 7, 2022

Subject: Official Community Plan Amendment Application No. OCP4000-50  
Zoning Bylaw Amendment Application No. 1242

Legal: Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan 13368  
Civic: 50 – 30 Street NE  
Owner/Applicant: Wonderland Investment Inc.

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**MOTION FOR CONSIDERATION**

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan 13368 from MR (Medium Density Residential) to HR (High Density Residential);
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT:** Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
  - 2) The Liquid Waste Management Plan of the City of Salmon Arm.
- AND THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan 13368 from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone);
- AND FURTHER THAT:** Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval;
  - 2) Confirmation that the building meets Zoning Bylaw and BC Building Code requirements; and
  - 3) Adoption of the associated Official Community Plan Amendment Bylaw.
- 

**STAFF RECOMMENDATION**

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

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## BACKGROUND

The 0.2 hectare (0.5 acre) subject parcel is located at 50 – 30 Street NE (Appendix 1 & 2). The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) as shown in Appendix 3, and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4). This area is comprised of a mix of residential zoned parcels (R-1, R-4, R-5 and R-8), as well as institutional (P-3 and P-1) parcels.

Just recently rezoned from R-1 to R-4, the parcel contains an existing non-conforming 6 unit multi-family building. The proposal is to rezone the parcel from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone) to support bringing the existing non-conforming building into alignment with regulations, including associated BC Building Code upgrades, and to facilitate the future development of additional rental units (13 total).

The site was previously considered by Council in 2017 with an amendment application proposing R-4 (Medium Density Residential Zone) zoning. This application was supported up to final reading, and the conditions for final reading were met in June 2022. At the time of writing this report, the applicant intends to complete the R-4 Zoning in order to initiate construction (up to 10 dwelling units) within the existing building as soon as possible. The proposed R-5 Zoning would allow for an addition of 3 further dwelling units, as shown in the building concept provided (Appendix 5).

Land uses adjacent to the subject parcel include the following:

North: Medium Density Residential (R-4) parcel,  
South: Road (Okanagan Avenue E), with Institutional (P-3) parcel beyond,  
East: Single-Family Residential (R-1) parcel, and  
West: Road (30 Street NE), with Single-Family Residential (R-1) parcels beyond.

A site plan has been provided, indicating that zoning regulations can be met (Appendix 5). Site photos are attached as Appendix 6. The applicant has been in contact with City Building Inspectors, who have advised that building renovations to meet Building Code requirements are subject to full design and supervision by registered professionals.

## OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP and is within Residential Development Area A, the highest priority area for development. In consideration of the High Density/R-5 use of the site and existing building, the proposal appears to align with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types and options.

In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing. OCP Map 11.2 designates a pedestrian corridor (greenway/sidewalk) along the Okanagan Avenue East frontage of the subject property, while OCP Map 12.2 designates a bike route along the 30 Street NE frontage. 30 Street is designated as an Urban Arterial Road (OCP Map 12.1).

As per OCP residential policy, multi-family development is subject to a future Development Permit application. Thus a significant future redevelopment of the site would likely trigger the DP process.

## Local Government Act

Pursuant to Sections 475 and 476 of the *Local Government Act* (consultation during OCP development and amendments) the proposed OCP amendments were referred to the following external organizations:

Adams Lake Indian Band	Appendix 7
Neskonlith Indian Band	No response to date
Economic Development Society	Appendix 8
Interior Health	Appendix 9
School District 83	No concerns

A formal response was received from the Title and Rights and Natural Resources Director of the Adams Lake Indian Band on May 30, 2022, and has been provided to the applicant for their consideration and action moving forward.

The Salmon Arm Economic Development Society recognizes the importance of high-density housing and rental housing and supports the application as presented.

Interior Health is supportive of the proposal noting that it includes aspects or features consistent with some Healthy Communities planning principles.

### COMMENTS

#### Ministry of Transportation and Infrastructure

It is recommended that final reading of the Bylaw be withheld subject to the approval of the Bylaw by the Ministry of Transportation and Infrastructure. Preliminary approval was granted on May 31, 2022.

#### Engineering Department

No concerns. Frontage improvements as per the Subdivision and Servicing Bylaw are required.

#### Building Department

No concerns with rezoning. The applicant has consulted with a registered professional.

#### Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw, notices are mailed to land owners within a 30m 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 an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on August 22, 2022.

#### Planning Department

Keeping in mind the proposed High Density Residential OCP designation, the subject parcel is located in an area well-suited for development as proposed, within a reasonable walking distance to schools, greenspace, the recreation centre and the uptown commercial area.

The maximum residential density permitted under R-5 (High Density) zoning is 100 dwelling units per hectare of land. As the subject property is 0.2 hectares in area, the maximum permitted density under R-5 would be 20 dwelling units assuming the present gross areas of the subject parcel and no density bonus. With a density bonus, the parcel could permit a total of 26 units (130 per hectare). The owner intends to develop an addition to the existing building for a total of 13 rental units as supported by the proposed R-5 zoning, and as appears feasible working within the footprint of the existing building. In order to support the proposal, the owner has registered a covenant on the title of the subject parcel restricting the use to rental multiple family dwelling units, including a clause prohibiting stratification of the building.

Staff note that the existing building has been present for some time and feel that the proposal represents a reasonable balance between growth management principles while respecting existing land uses: the proposed density (13 units) appears sensitive to established neighbouring land uses while representing an increase in present density.

As 30 Street is a Designated Urban Arterial Road, frontage improvements along the subject property would typically be an important consideration, however these improvements are largely in place including sidewalk facilities. Staff note the Okanagan frontage (just over 30 m) would require some upgrading.

Opportunity for on-street parking at this site is very limited, thus it is important that the proposed development meet (or exceed) parking requirements. Additionally, a screened refuse/recycling area is

required. Review at later stages of development (Development Permit and/or Building Permit) will be required to illustrate how the applicant's proposed development would address such requirements relative to the subject parcel.

As previously noted, if rezoned to R-5, a form and character development permit application would almost certainly be required prior to future development to demonstrate how a proposed building addition, lot grading, site and landscape designs will address the various requirements. An addition of 50 square metres or greater triggers a form and character Development Permit application. Review of such an application would proceed through City staff, the Design Review Panel, and Council for consideration of approval.

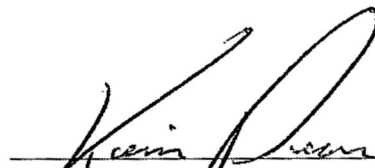
The applicant has submitted a Building Permit application to develop 10 dwelling units within the existing building under R-4 Zoning. As previously noted, a covenant on the title of the subject parcel restricts the use to rental multiple family dwelling units. Should the applicant wish to proceed under R-5 Zoning with a building addition as proposed to support 13 rental dwelling units, this concept would subsequently undergo a detailed review through the Development Permit process as well as the Building Permit process.

### CONCLUSION

Staff recognize the need for a range of diverse housing options within the community, the specific location of the subject parcel, and the opportunity presented in upgrading the existing building. An increase in the supply of rental units within the footprint of an existing building is deemed by staff to be a positive step towards addressing a pressing community need with limited related impact. The proposed High Density OCP land use designation and R-5 zoning of the subject property are therefore supported by staff. Development of future units would require a Development Permit application, a building permit, and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

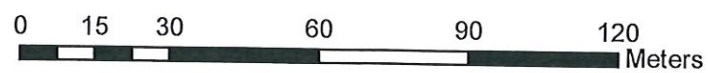
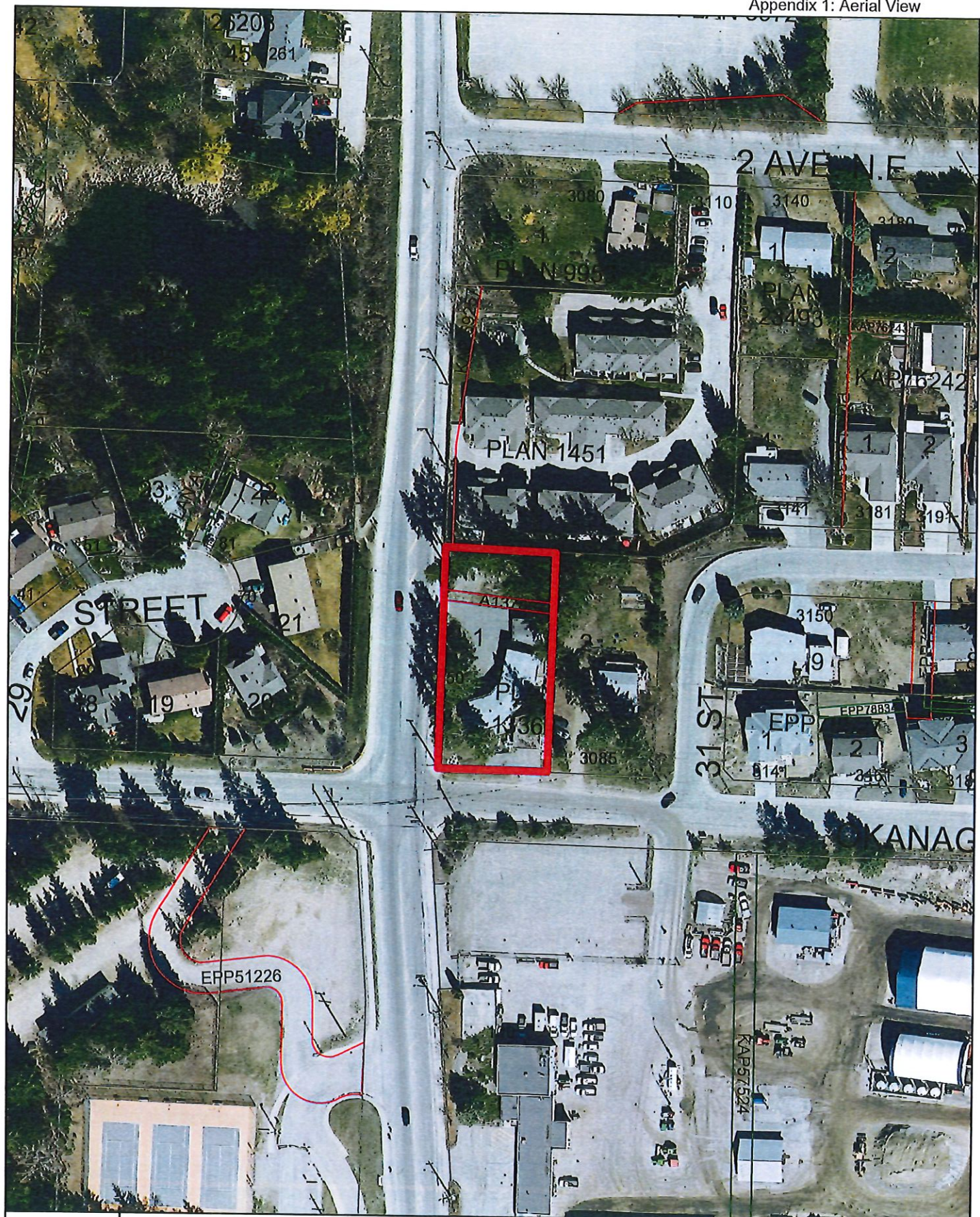


Prepared by: Chris Larson, RPP, MCIP  
Senior Planner



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






Subject Parcel

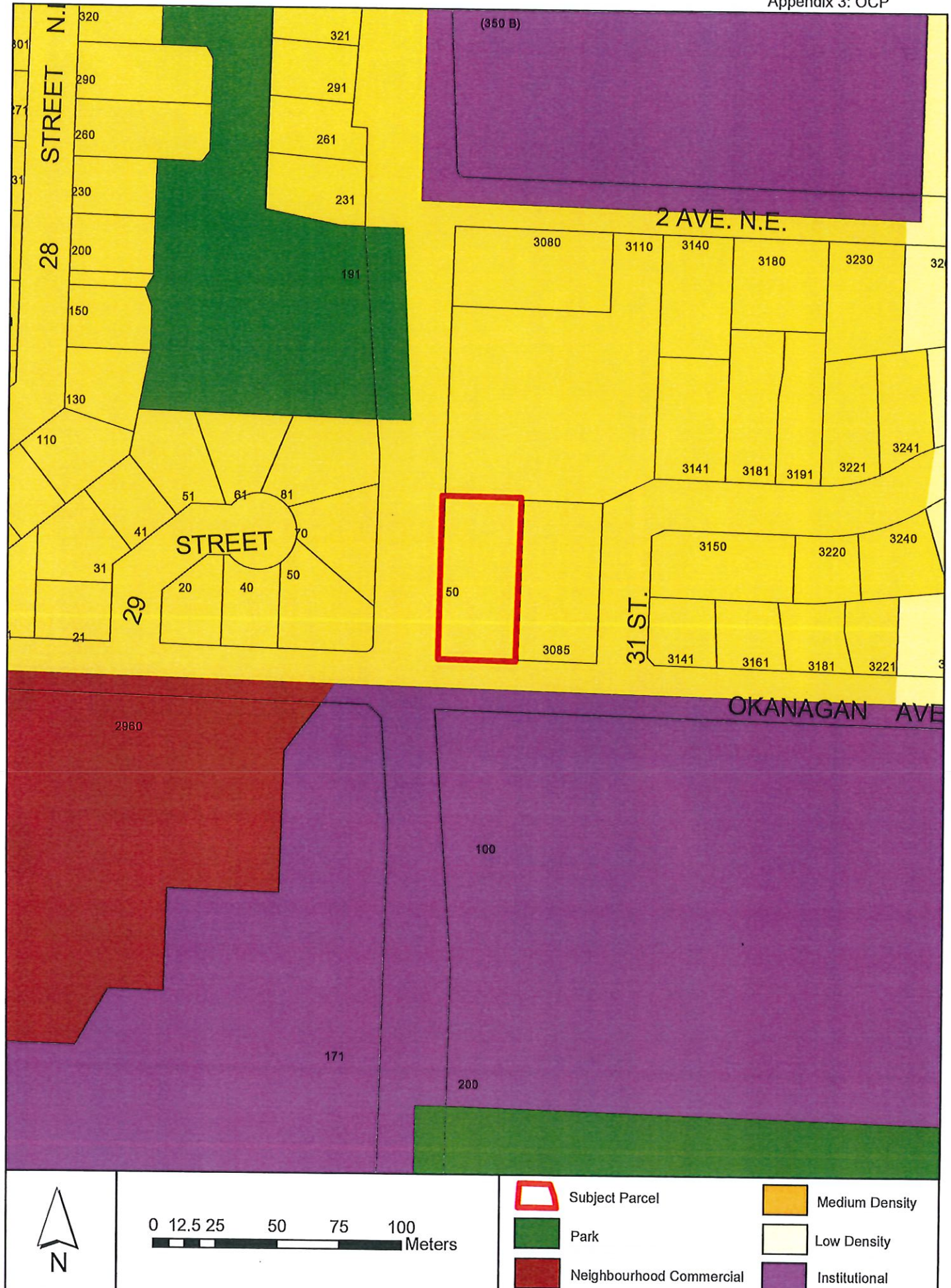




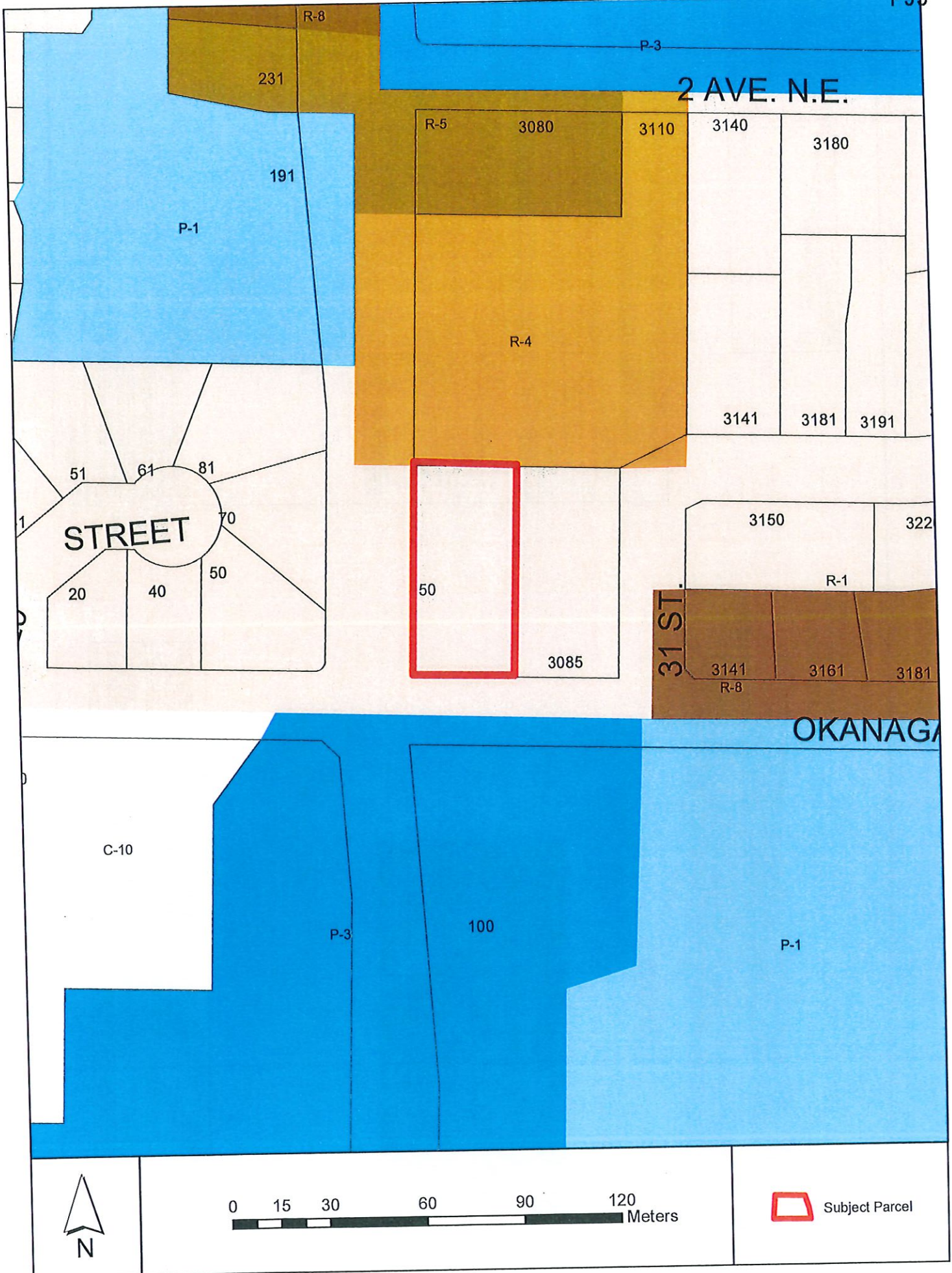
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 Subject Parcel

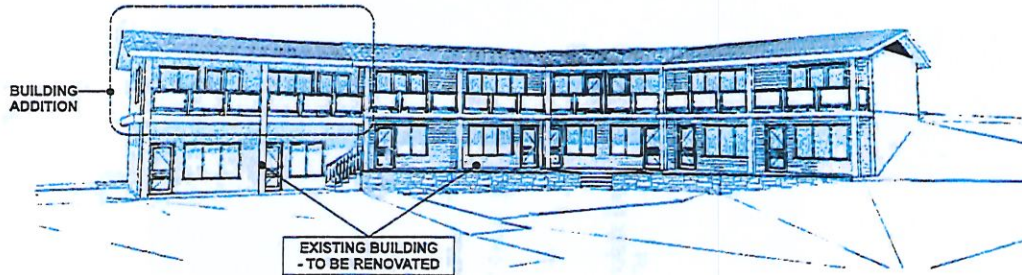












Concept Rendering



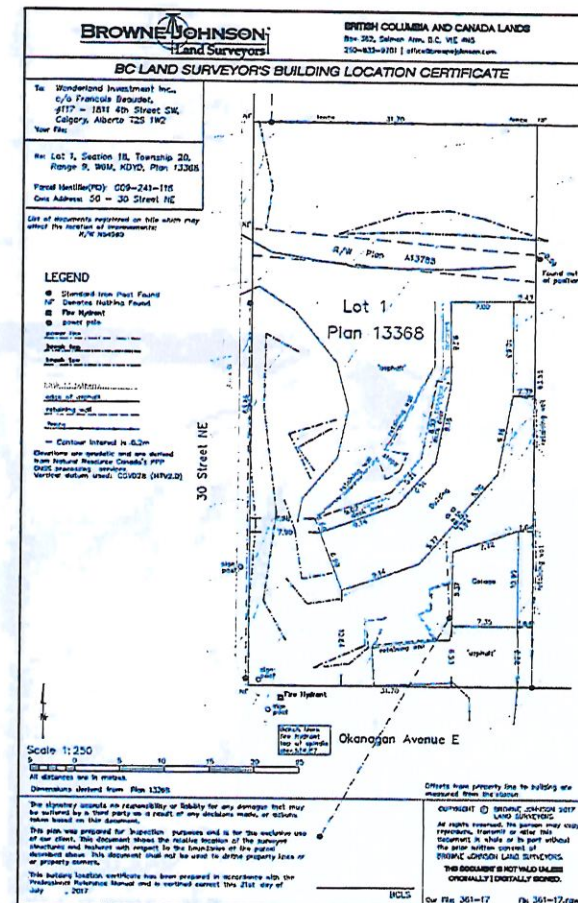
Existing Building

PROJECT INFO			
<b>MUNICIPAL ADDRESS</b> 60-30 STREET NE SALMON ARM, BC	<b>ZONING</b> R-4 - CURRENT R-5 - PROPOSED	<b>EXISTING PRINCIPLE BUILDING FOOTPRINT</b> 2-STORY BUILDING 191.23 m <sup>2</sup> (2,058 ft <sup>2</sup> ) ATTACHED GARAGE 89.22 m <sup>2</sup> (958 ft <sup>2</sup> ) TOTAL PRINCIPLE BLDG 280.45 m <sup>2</sup> (3,016 ft <sup>2</sup> ) CARPORT FOOTPRINT AREA 70.81 m <sup>2</sup> (760 ft <sup>2</sup> ) TOTAL BUILDING FOOTPRINT 351.06 m <sup>2</sup> (3,776 ft <sup>2</sup> )	<b>EXISTING BUILDING GROSS FLOOR AREA</b> MAIN FLOOR AREA 191.23 m <sup>2</sup> (2,058 ft <sup>2</sup> ) 2ND FLOOR AREA 191.23 m <sup>2</sup> (2,058 ft <sup>2</sup> ) NEW UNLABLE AREA 89.22 m <sup>2</sup> (958 ft <sup>2</sup> ) TOTAL BUILDING AREA 461.68 m <sup>2</sup> (4,974 ft <sup>2</sup> ) FLOOR AREA RATIO = 0.22
<b>LEGAL ADDRESS</b> LOT 1: SECTION 18; TOWNSHIP 20; RANGE 9; W8M; K0Y0 PLAN 13368	<b>BUILDING CLASSIFICATION</b> MULTI FAMILY DWELLING 2-STORY ATTACHED Under 800 m <sup>2</sup>	<b>LOT COVERAGE (R-5)</b> MAX LOT COVERAGE R-5 ZONING: 55% CURRENT LOT COVERAGE: 33.1/1024 = 15.4%	<b>MAX. DENSITY (R-5)</b> 40.5 DWELLING UNITS PER ACRE 0.5 ACRES = 40.5 = 20 UNITS Provisions for Rental Dwelling Units: +10 Dwellings per Rental Unit = 4 units 0.50 x 212 = 5.2 = 25 Units Max. Proposed Dwelling Units = 13 Units <b>REQUIRED PARKING</b> 1.25 STALLS PER DWELLING UNIT 13 UNITS x 1.25 = 16.25 STALLS PARKING PROVIDED: 17 STALLS
<b>SITE AREA</b> 2024 m <sup>2</sup> (0.5 ACRES)	<b>CORNER LOT</b> FACING TWO STREETS, NO LANE		

SEE SITE PLAN

# DRAWING LIST

- A1.1 SURVEY & PROJECT INFO
- A1.2 SITE PLAN



Site Survey (2017)  
Scale: 1:250



ISSUE	DATE
As Drawn	May 1, 2017

DRAWN BY: HLDH

DATE: May 2017

SCALE: As noted



4188-40 ST NE  
PO BOX 220  
SALMON ARM, BC V1E 4K3  
Phone: 250-835-1831  
Email: info@avexarchitect.com  
Website: www.avexarchitect.com



PROJECT: 16-012

LAKEVIEW  
APARTMENTS  
RESIDENTIAL  
BUILDING  
RE-DEVELOPMENT

50-22th Street NE  
Salmon Arm, BC

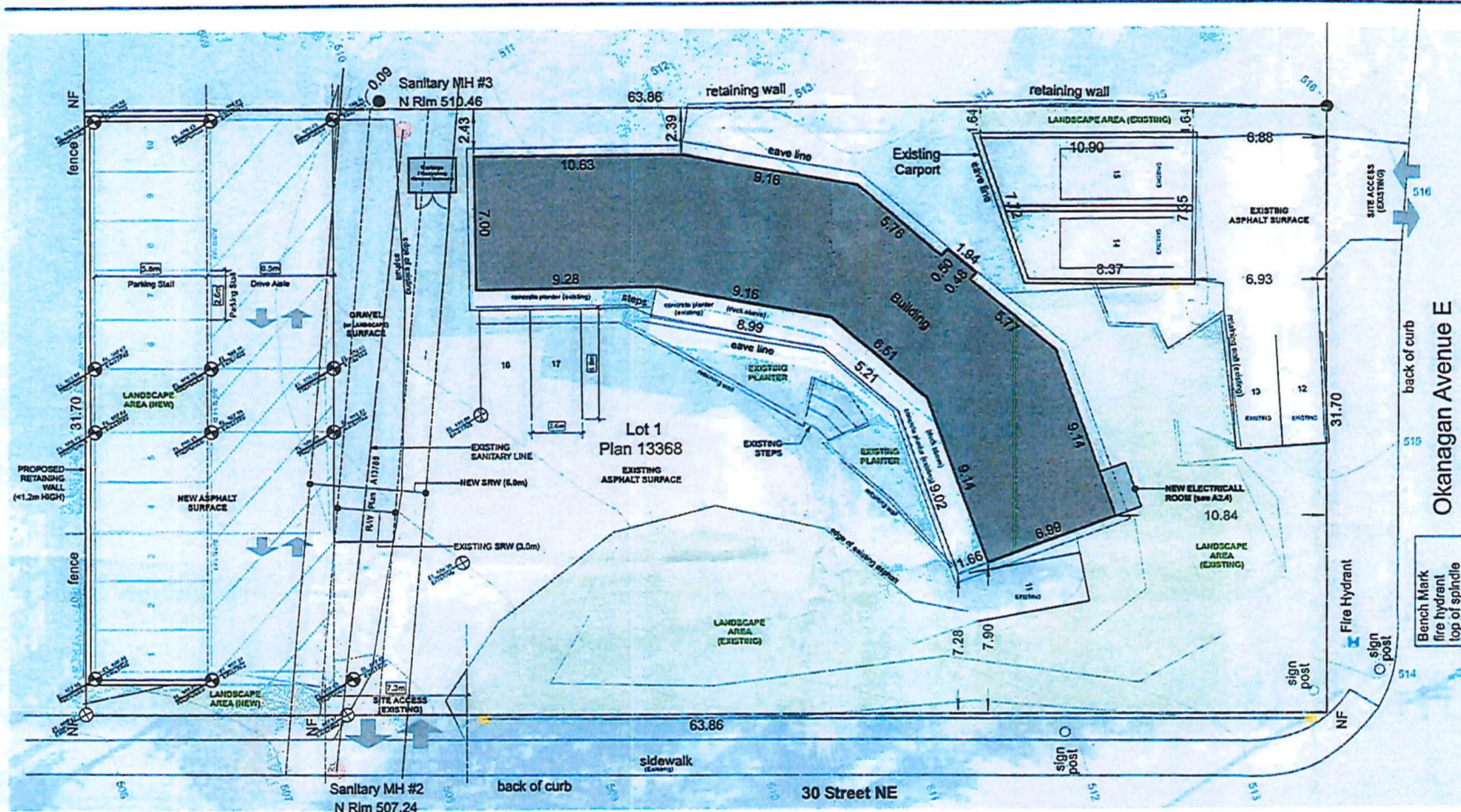
DRAWING TITLE:

SURVEY  
& PROJECT INFO

DRAWING NO:

A1.1





#### SITE PLAN NOTES

1. See Civil drawings for site servicing & detail grading information.
2. See Landscape drawings for detailed landscape design & specifications.
3. All proposed retaining walls to be less than 1.2m tall, with exact lengths to be determined by site conditions.

ISSUE	DATE
1	Mar 12, 2023
2	
3	
4	
5	

DRAWN BY: HLD/DP  
DATE: Mar 2023  
SCALE: AS SHOWN

AVEX - 80 ST STE  
PO BOX 1230  
SALMON ARM, BC V0G 1H0  
Tel: 250.835.1234  
Fax: 250.835.1235  
www.avexarchitect.com

PROJECT: 18-012  
**LAKEVIEW APARTMENTS**  
RESIDENTIAL BUILDING RE-DEVELOPMENT

20 - 20th Street NE  
Salmon Arm, BC

DRAWING TITLE:  
**SITE PLAN**

DRAWING NO:  
**A1.2**





View of subject parcel southeast from 30 Street NE.



View of subject parcel northwest from Okanagan Avenue.





## Adams Lake Indian Band

---

**Project Name:**

OCP-50 / 50 - 30 STREET NE

**FN Consultation ID:**

97284

**Consulting Org Contact:**

Kathy FRESE

**Consulting Organization:**

[City of Salmon Arm](#)

**Date Received:**

Monday, May 30, 2022

Weytk,

Re: the OCP-50 / 50 - 30 STREET NE.

Through a preliminary analysis ALIB has identified some concerns which include:

Archaeological Sites (RAAD) nearby

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

ALIB requires a PFR and CHA be conducted on all Crown Lands, and recommends the same on all Private Lands, associated with this project. Please contact Jen Pooley ([jpooley@alib.ca](mailto:jpooley@alib.ca)) to make arrangements for ALIB crew to visit the project area. ALIB also requires that you create a Chance Find Policy and make all those involved in the project be made aware of it and the possibility of Indigenous cultural heritage values associated with this locale. Notify Jen and Leah Gaze ([lgaze@alib.ca](mailto:lgaze@alib.ca)) directly when there is a payment sent by mail or courier for ALIB Heritage Permits. A template to create the Policy from can be found here:

<https://islandstrust.bc.ca/document/province-of-bc-archaeology-chance-fi...>

Note: this guide is from 2014. Some contact information may be out of date.  
Please share any cultural heritage or environmental reports associated with this project.  
Please use the Messages function on this referral in NationsConnect to otherwise respond to this letter.

Kukstemc,

Dave Nordquist, RPF  
Title and Rights and Natural Resource Director  
Adams Lake Indian Band

---



June 15, 2022

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

Dear Kevin,

**Re: OCP Amendment Application No OCP4000-50**

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 50, 30<sup>th</sup> Street NE, Salmon Arm, from Medium Density Residential to High Density Residential.

The SAEDS Board recognizes the importance of high density housing to support the City's growth; further, we recognize it is imperative to expand purpose-built rental housing in our city.

Based on the information provided, the Board supports the application as presented. We thank you for the opportunity to comment on this proposed OCP bylaw amendment.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Laird".

Bill Laird,  
Board Chairperson

**Kathy Frese**

---

**From:** HBE <HBE@interiorhealth.ca>  
**Sent:** May 31, 2022 8:42 AM  
**To:** Kathy Frese  
**Subject:** RE: [External] UPDATE / OCP-50 / 50 - 30 STREET NE

Good morning Kevin and City of Salmon Arm Development Services,

Thank you for the opportunity to provide comments on this application. It is our understanding that the above referenced application seeks approval for a future high density residential development consisting of renovation/addition to existing non-conforming 6 dwelling unit building to a conforming 13 dwelling unit multi family building.. This referral has been reviewed from a Healthy Community Development perspective. The following comments are for your consideration:

Housing is a key determinant of health. It has a significant influence on our physical and mental health, social well-being, and indirectly influences many other determinants of health such as income, early childhood development, educational opportunities, and access to health services. Healthy housing is attainable, stable, high quality, and in a location and community that meets our needs and supports health and well-being.

An initial review of the information provided has been completed and we've determined that this proposal includes aspects or features consistent with some healthy communities planning principles. As such, overall we are supportive of this proposal proceeding.

If you have any questions, please feel free to email us back or call 1-855-744-6328 (Ext. 4).

Regards,

**Mike Adams**

Team Leader, Healthy Community Development  
**Interior Health**  
[www.interiorhealth.ca](http://www.interiorhealth.ca)



Interior Health

We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations, where we live, learn, collaborate and work together. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.

---

**From:** Kathy Frese <kfrese@salmonarm.ca>  
**Sent:** Monday, May 30, 2022 12:55 PM

**Subject:** UPDATE / OCP-50 / 50 - 30 STREET NE

Please note updated referral for the above noted.

Thank you,

Kathy Frese | Development Services | Assistant  
 Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2  
 P 250.803.4010 | F 250.803.4041  
 E [kfrese@salmonarm.ca](mailto:kfrese@salmonarm.ca) | W [www.salmonarm.ca](http://www.salmonarm.ca)



**CITY OF SALMON ARM**

**BYLAW NO. 4530**

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

---

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means on \_\_\_\_\_, 2022 at the hour of 7:00 p.m. was published in the \_\_\_\_\_ and \_\_\_\_\_, 2022 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan 13368 from (MR - Medium Density Residential) to HR (High Density Residential), 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 Official Community Plan Amendment Bylaw No. 4530".

READ A FIRST TIME THIS                      25                      DAY OF                      JULY                      2022

READ A SECOND TIME THIS    DAY OF    2022

READ A THIRD TIME THIS    DAY OF    2022

ADOPTED BY COUNCIL THIS    DAY OF    2022

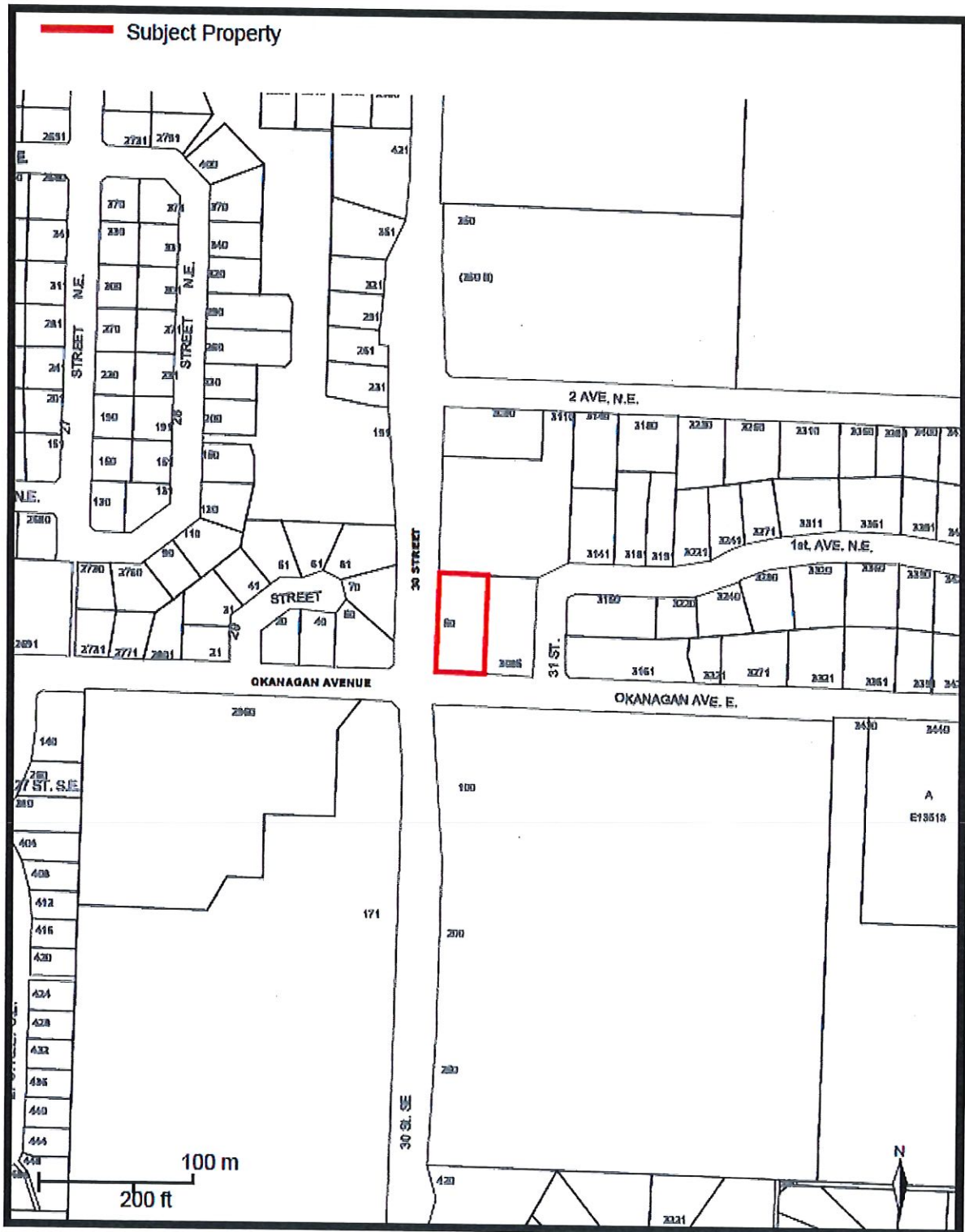
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MAYOR

---

CORPORATE OFFICER

Schedule "A"





## Item 11.2

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4531 be read a second time;

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

1. Ministry of Transportation and Infrastructure approval;
2. Confirmation that the building meets Zoning Bylaw and BC Building Code requirements; and
3. Adoption of the associated Official Community Plan Amendment Bylaw.

[ZON-1242; Wonderland Investments Inc.; 50 30 Street NE; R-4 to R-5]

**Vote Record**

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4531

A bylaw to amend "City of Salmon Arm Zoning Amendment 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 , 2022 at the hour of 7:00 p.m. was published in the and , 2022 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan 13368 from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4531"

READ A FIRST TIME THIS                      25                      DAY OF                      JULY                      2022

READ A SECOND TIME THIS    DAY OF    2022

READ A THIRD TIME THIS    DAY OF    2022

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE                      DAY OF                      , 2022

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

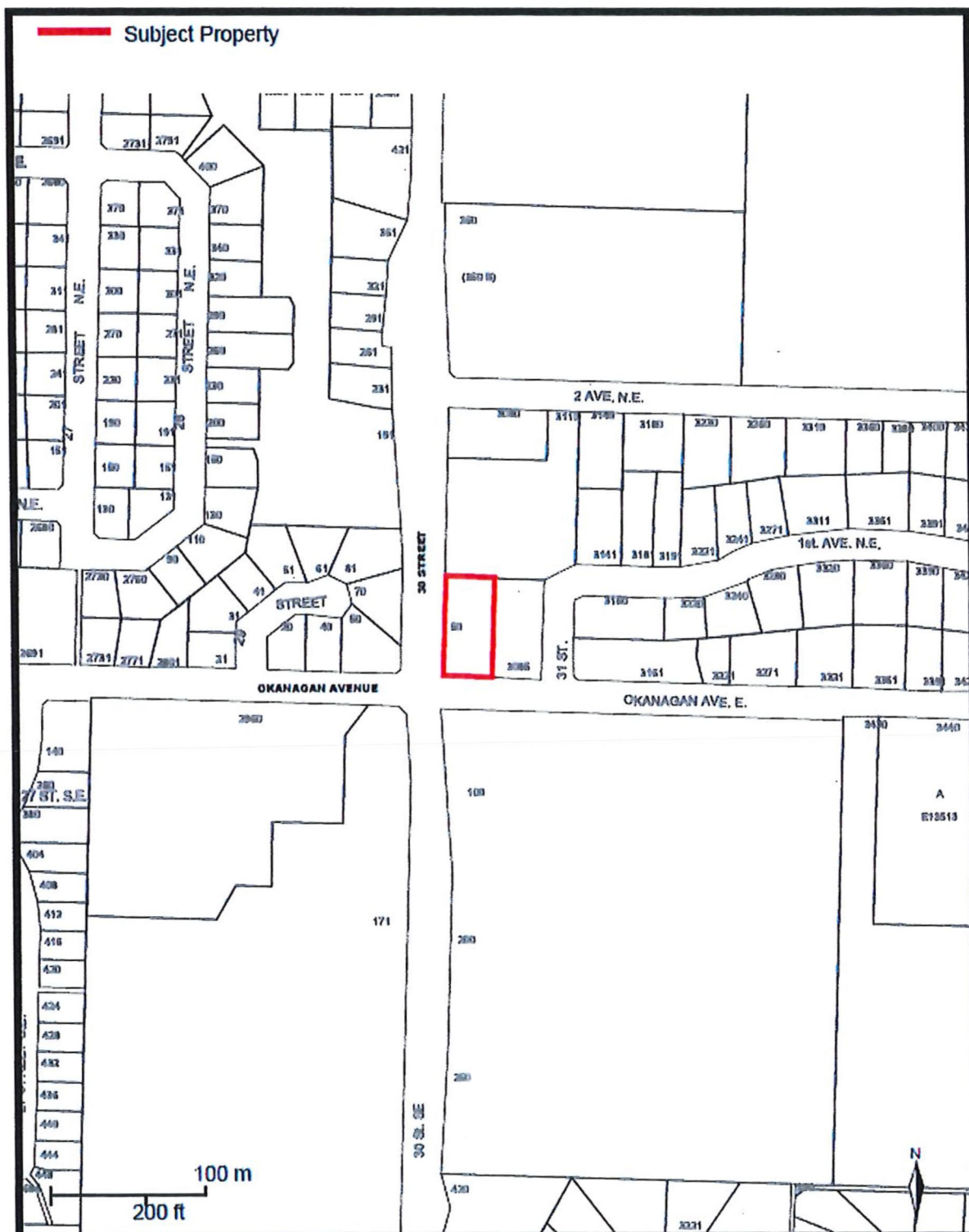
ADOPTED BY COUNCIL THIS    DAY OF    2022

\_\_\_\_\_  
MAYOR

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



*Schedule "A"*



Item 11.3

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4539 be read a second time;

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

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

AND THAT: Pursuant to Section 477(3)(a) of the *Local Government Act*, Council has considered this Official Community Plan amendment in conjunction with:

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

[OCP 4000-51; Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; LR to MR]

### Vote Record

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

Opposed:

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

**CITY OF  
SALMON ARM**

---

TO: His Worship Mayor Harrison and Members of Council

DATE: July 7, 2022

SUBJECT: Official Community Plan Amendment Application No. OCP4000-51  
Zoning Bylaw Amendment Application No. 1246

Legal: Lot 4, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4475  
Civic: 2371 – 14 Street SW  
Owner: M. Kolenosky  
Applicant: Franklin Engineering Ltd.

---

**MOTION FOR CONSIDERATION**

- THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 4, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4475 from LR (Low Density Residential) to MR (Medium Density Residential);
- AND THAT:** Pursuant to Section 475 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;
- AND THAT:** Pursuant to Section 476 of the *Local Government Act*, Council shall consider this Official Community Plan amendment after required consultation with School District No. 83;
- AND THAT:** Pursuant to Section 477 (3) (a) of the *Local Government Act*, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
  - 2) The Liquid Waste Management Plan of the City of Salmon Arm;
- AND THAT:** A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 4, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4475 from R-1 (Single-Family Residential Zone) to R-4 (Medium Density Residential Zone);
- AND FURTHER THAT:** Final Reading of the Zoning Amendment Bylaw be withheld subject to adoption of the associated Official Community Plan Amendment Bylaw.
- 

**STAFF RECOMMENDATION**

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

---



BACKGROUND

The subject parcel is located at 2371 – 14 Street SW, west of 'The Ridge' subdivision and south of The Mall at Piccadilly (Appendix 1 and 2). The subject parcel is designated Low Density Residential (LR) in the City's Official Community Plan (OCP) and zoned R-1 (Single-Family Residential) in the Zoning Bylaw (Appendix 3 and 4). This area is generally residential and agricultural, predominantly Residential (R-1) and Agricultural (A-1, A-2, and A-3) zones, with some Medium Density Residential (R-4) zoned parcels further to the northeast along 10 Street SW.

The subject parcel is approximately 4.0 acres in area, with approximately 95 metres of frontage along 14 Street SW. The subject property currently contains a single family dwelling and two accessory buildings/structures. Site photos are attached as Appendix 5.

Land uses adjacent to the subject parcel include the following:

North:	single family dwelling, home occupation, and accessory buildings	Zoned A-1
South:	single family dwellings and accessory buildings	Zoned R-1
East:	14 Street SW and single family dwellings	Zoned R-1
West:	agricultural operation on ALR land	Zoned A-1

The proposal is to amend the OCP to the Medium Density Residential Land Use Designation and rezone the subject parcel to R-4 (Medium Density) to facilitate future medium density residential development. The R-4 Zoning Bylaw regulations are attached as Appendix 7.

Although not required at this rezoning stage, an initial development concept showing 66 units has been provided (Appendix 6). Staff note that while the provision of the development concept illustrates the intent of the applicant, this concept fails to address further requirements of the proposed R-4 Zone (i.e. further zoning analysis). The reason the owner/applicant wish to rezone from R-1 to R-4 is that R-4 zoning allows for greater residential density, which could be in the form of multiple family dwellings and/or bare land strata single family dwellings. Further details and professional analysis would be required to demonstrate feasibility and compliance with applicable regulations at the Development Permit stage.

If rezoned to R-4 as proposed, any multi-family development would require a Development Permit application, and such an application is expected to be detailed in expressing the proposed development concept. A Development Permit application would precisely consider the form and character details of the proposed development concept, including a site plan, landscape plan, and building elevations.

Section 475 & 476 – Local Government Act

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

Adams Lake Indian Band:	Response (attached as Appendix 9)
Neskonlith Indian Band:	No response to date
Economic Development Society:	Response (attached as Appendix 10)
Interior Health Authority:	Response (attached as Appendix 8)
School District No. 83:	No response to date

Section 477 – Local Government Act

Pursuant to Section 477 of the *Local Government Act* (adoption procedures for Official Community Plan), after first reading, the OCP amendment bylaw must be considered in relation to the City's Financial and Waste Management Plans. In the opinion of staff, this proposed OCP amendment is consistent with both the City's financial and waste management plans.

COMMENTSBuilding Department

No concerns with rezoning. There is a creek at the rear of the property, which may impact setbacks for future subdivision.

Fire Department

No Fire Department concerns.

Engineering Department

Comments attached (Appendix 11).

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30m 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 advises those with an interest in the proposal to provide written submission prior to the Public Hearing and information regarding attending the Public Hearing. Rezoning also requires a/the posting of a Notice of Development sign. It is expected that the earliest the Public Hearing for this application could be held would be on August 22, 2022, after 2<sup>nd</sup> reading and before 3<sup>rd</sup> reading.

Planning Department

The closest MR-designated parcel is approximately 270 metres away from the subject property, which just recently rezoned to R-4 (1281 20 Avenue SW; ZON-1234).

In addition to the Medium Density Residential Development Guidelines in the OCP, Council adopted the *Salmon Arm Community Housing Strategy* in 2020. Both documents offer guidelines, objectives, and policies for incorporating higher-density housing options within the community.

In encouraging more housing and housing diversity, the *Salmon Arm Community Housing Strategy* encourages the City to facilitate the development of multi-family housing and in deliberating multi-family housing considers the importance of density and housing diversity in easing housing supply issues in the community. Specifically, the following OCP guidelines encourage higher-density housing, as reflected in the concept plan provided:

"8.2.1 Provide opportunities for a variety of housing types and densities in appropriate locations to accommodate diverse lifestyles and needs.

8.3.1 Encourage new residential developments within the UCB that create a mix of residential housing types and densities".

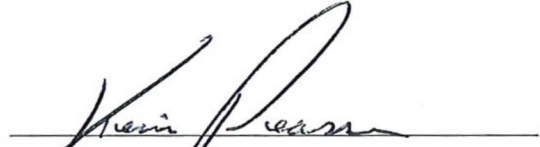
The submission of a Residential Development Permit for a multi-family building would be required. At that time, the form and character of the development are evaluated with a more detailed site plan, elevation drawings, and a landscape plan. Should these Bylaws be approved, there are several items that will need to be addressed in more detail at the Development Permit stage, mainly: 1. Site plan, elevation drawings, and landscaping; 2. RAPR, and; 3. Site servicing.

The stream to the rear (west side) of this property is identified as Hobson Creek and it is subject to the Riparian Area Protection Regulations (RAPR). Pursuant to the *Riparian Area Regulation Protection Act*, any riparian areas are subject to the Provincial Riparian Areas Protection Regulation. A report authored by a Qualified Environmental Professional (QEP) and approved by the Province will be required through subdivision and/or development, with the registration of a *Land Title Act* Section 219 Covenant expected to be required following the findings of the QEP report.

Staff acknowledge that there may be some negatives with this proposal, such as the proposal being somewhat removed from other medium density residential development(s), inadequate access to transportation routes (i.e. transit, trails, and sidewalks), etc. That being said, staff are overall supportive of the OCP amendment and rezoning application.



Prepared by: Evan Chorlton  
Planner I



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



## Subject Property Map

0 20 40 80 120 160 Meters

 Subject Property

 Parcels






14 ST. S.W.

2371

1451



0 5 10 20 30 40 Meters

-  Subject Property
-  Parcels
-  Stream (Hobson Creek)

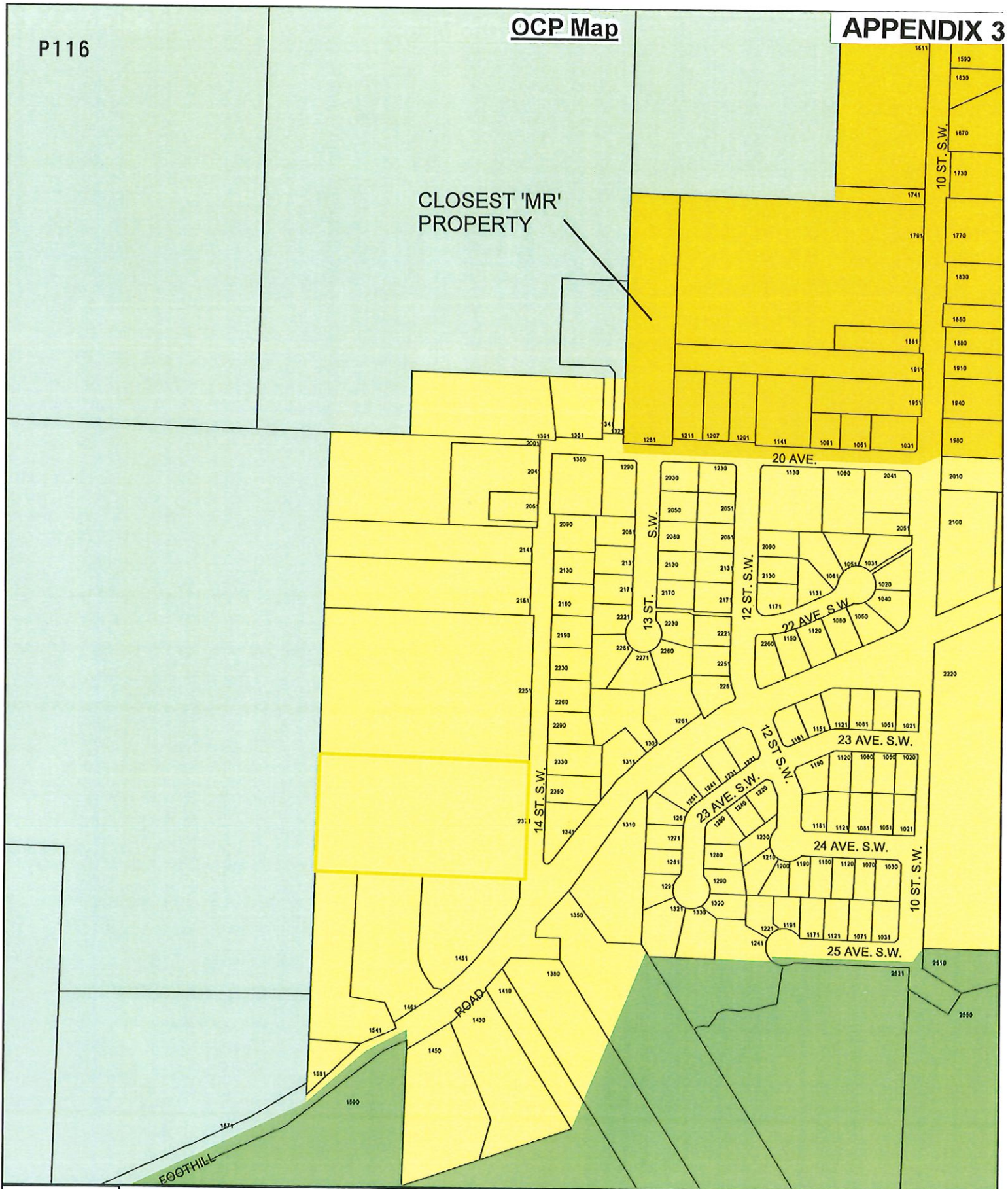


P116

OCP Map

APPENDIX 3

CLOSEST 'MR' PROPERTY



0 20 40 80 120 160 Meters

- Subject Property
- Parcels
- Acreage Reserve
- Salmon Valley Agriculture

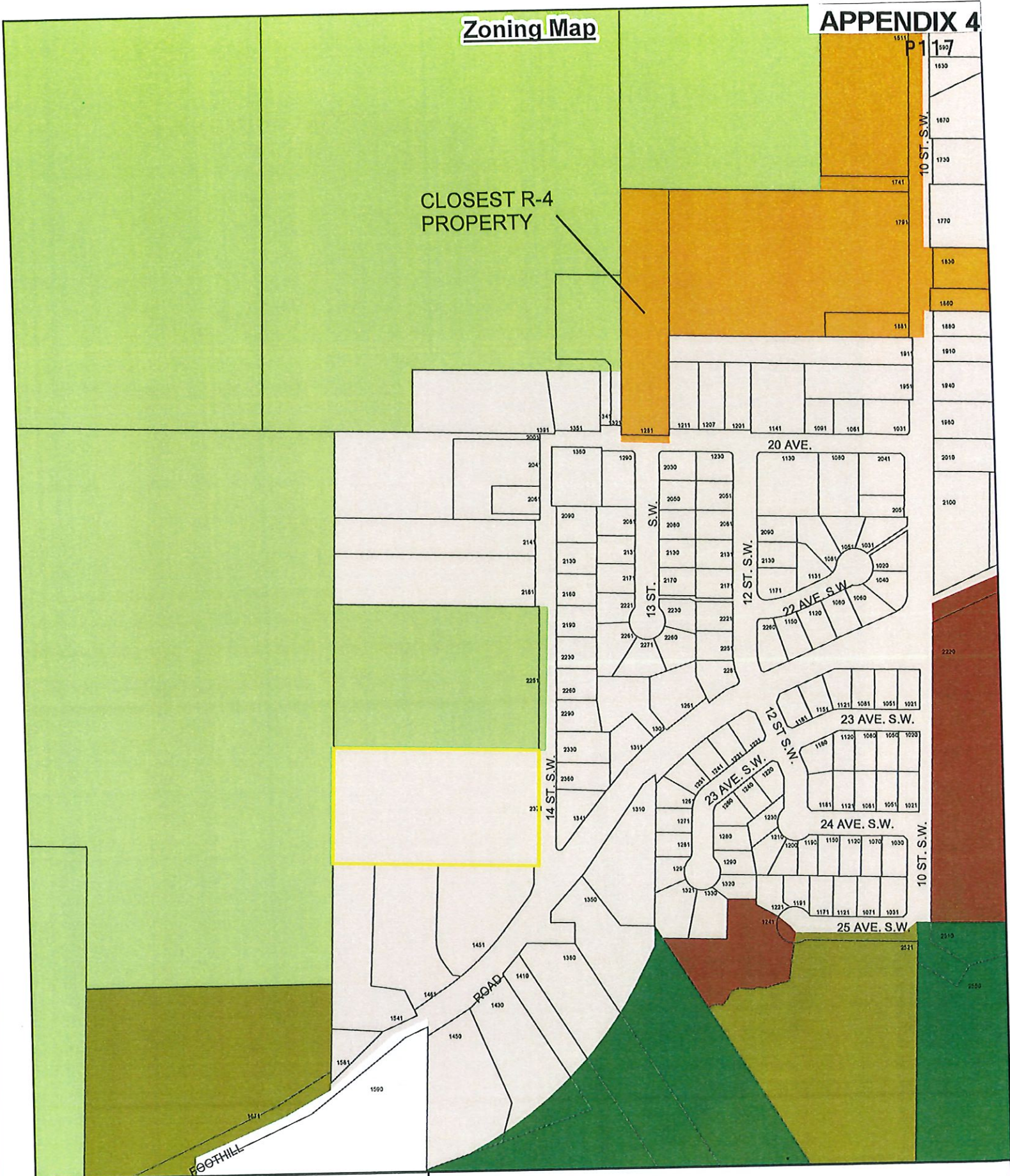
- Residential - Low Density
- Residential - Medium Density



# Zoning Map

## APPENDIX 4

CLOSEST R-4  
PROPERTY



0 20 40 80 120 160 Meters

Subject Property

Parcels A-1 R-1  
A-2 R-4  
A-3 R-8



APPENDIX 5







**Purpose**

- 9.1 The purpose of the R-4 Zone is to provide for medium *density, multiple family* and small lot *single family* residential developments. New *multiple family* developments zoned R-4 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act, British Columbia Building Code*, and other applicable legislation. #289, #3740

**Regulations**

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

**Permitted Uses**

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

- .1 *assisted living housing; #4336*
- .2 *bed and breakfast in a single family dwelling, limited to two let rooms;*
- .3 *boarders, limited to two;*
- .4 *boarding home; #2789*
- .5 *commercial daycare facility;*
- .6 *dining area; #4336*
- .7 *duplexes;*
- .8 *family childcare facility; #3082*
- .9 *group childcare; #3082*
- .10 *home occupation; #2782*
- .11 *multiple family dwellings;*
- .12 *public use;*
- .13 *public utility;*
- .14 *single family dwelling;*
- .15 *triplexes;*
- .16 *accessory use.*

**Maximum Height of Principal Buildings**

- 9.4 The maximum *height of a principal buildings* shall be 10.0 metres (32.8 feet). This may be increased to 13.0 metres (42.7 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 2 are provided.

**Maximum Height of Accessory Buildings**

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

**Maximum Parcel Coverage**

- 9.6 The total maximum *parcel coverage* for *principal and accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*. #2811

**Minimum Parcel Area**

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



**Minimum Parcel Width**

9.8

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

**Minimum Setback of Principal Buildings**9.9 The minimum *setback* of *principal buildings* from the:

- .1 *Front parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .2 *Rear parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 3.0 metres ( 9.8 feet)
  - all other cases shall be 5.0 metres (16.4 feet)
- .3 *Interior side parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 1.2 metres ( 3.9 feet) #3475
  - all other cases shall be 1.8 metres ( 5.9 feet)
- .4 *Exterior side parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .5 Minimum separation between residential  
*buildings* on the same lot of not more  
than one storey in height shall be 1.5 metres ( 4.9 feet)
- .6 Minimum separation between residential  
*buildings* on the same lot of more than  
one storey in height shall be 3.0 metres ( 9.8 feet)
- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not  
less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and  
*interior side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

**Minimum Setback of Accessory Buildings**9.10 The minimum *setback* of accessory *buildings* from the:

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre ( 3.3 feet)
- .3 *Interior side parcel line* shall be 0.6 metre ( 1.9 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)

Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

## P122 SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

### Maximum Density

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

9.11

- .1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre). #2789
- .2 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) in accordance with Table 2. In Table 2, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for the provision of each amenity.
- .3 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) for the provision of *Assisted Living Housing*. #4336

**TABLE 2**

<b>COLUMN I SPECIAL AMENITY TO BE PROVIDED</b>	<b>COLUMN II ADDED DENSITY</b>
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	□ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	□ 3 units per hectare (1.2 units per acre) □ 4 units per hectare (1.6 units per acre) □ 7 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	□ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	□ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218	□ 5 units per hectare (2.0 units per acre)

### Maximum Floor Area Ratio

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

### Parking

9.13 Parking shall be required as per Appendix I.



**Kathy Frese**

**From:** HBE <HBE@interiorhealth.ca>  
**Sent:** May 27, 2022 2:50 PM  
**To:** Kathy Frese  
**Subject:** RE: [External] OCP-51 / 2371 - 14 STREET SW

Hello Kathy,

The IH Healthy Community Development Team has received the above captioned referral from your agency. Typically we provide comments regarding potential health impacts of a proposal. More information about our program can be found at [Healthy Built Environment](#).

An initial review has been completed and we have no objections to the proposal.

If you have any questions, please feel free to email us back or call 1-855-744-6328 (Ext. 4).

Thank you,

Janelle

**Janelle Rimell, B.Sc, B.Tech, C.P.H.I.(C)**  
 Healthy Communities Healthy Families  
**Interior Health**  
 1440 14 Ave Vernon, BC V1B 2T1  
 c: 250-540-8380  
 p: 250-549-5758  
 e: [janelle.rimell@interiorhealth.ca](mailto:janelle.rimell@interiorhealth.ca)  
[www.interiorhealth.ca](http://www.interiorhealth.ca)



Interior Health

We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.

**From:** Kathy Frese <kfrese@salmonarm.ca>  
**Sent:** Thursday, May 26, 2022 8:18 AM  
**To:** Donna Kriger (dkrigr@sd83.bc.ca) <dkrigr@sd83.bc.ca>; HBE <HBE@interiorhealth.ca>; Lana Fitt (edo@saeds.ca) <edo@saeds.ca>; Neskonlith Band - Referrals (referrals@neskonlith.net) <referrals@neskonlith.net>  
**Subject:** OCP-51 / 2371 - 14 STREET SW

Good Morning,

Attached for your review and comments Official Community Plan Amendment application for the above noted.

Thank you,

**Kathy Frese | Development Services | Assistant**  
 Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2





## Adams Lake Indian Band

### APPENDIX 9

**Project Name:**

OCP-51 / 2371 - 14 STREET SW

**FN Consultation ID:**

97443

**Consulting Org Contact:**

Kathy FRESE

**Consulting Organization:**

[City of Salmon Arm](#)

**Date Received:**

Friday, June 3, 2022

Weytk,

Re: the OCP-51 / 2371 - 14 STREET SW.

Through a preliminary analysis ALIB has identified some concerns which include:

Hundreds of Traditional Use sites nearby.

Other areas of concern include:

Archaeological Sites (RAAD)

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

ALIB requires a PFR and CHA be conducted on all Crown Lands, and recommends the same on all Private Lands, associated with this project. Please contact Jen Pooley ([jpooley@alib.ca](mailto:jpooley@alib.ca)) to make arrangements for ALIB crew to visit the project area. ALIB also requires that you create a Chance Find Policy and make all those involved in the project be made aware of it and the possibility of Indigenous cultural heritage values associated with this locale. Notify Jen and Leah Gaze ([lgaze@alib.ca](mailto:lgaze@alib.ca)) directly when there is a payment sent by mail or courier for ALIB Heritage Permits. A template to create the Policy from can be found here:

<https://islandstrust.bc.ca/document/province-of-bc-archaeology-chance-fi...>

Note: this guide is from 2014. Some contact information may be out of date.

Please share any cultural heritage or environmental reports associated with this project.

Please use the Messages function on this referral in NationsConnect to otherwise respond to this letter.

Kukstemc,

Dave Nordquist, RPF

Title and Rights and Natural Resource Director

Adams Lake Indian Band



## APPENDIX 10

June 15, 2022

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

Dear Kevin,

**Re: OCP Amendment Application No OCP4000-51**

---

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 2371, 14<sup>th</sup> Street SW, Salmon Arm, from Low Density Residential to Medium Density Residential.

The information provided to the SAEDS Board appears to indicate the OCP amendment is intended to support future subdivision development. The SAEDS Board is supportive of expanding family housing options (developments open to all demographics) in our City, in order to support current and future growth trends.

Based on the information provided, the Board supports the application. We thank you for the opportunity to comment on this proposed OCP bylaw amendment.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Laird".

Bill Laird,  
Board Chairperson

**APPENDIX 11**

---

TO:	Kevin Pearson, Director of Development Services
DATE:	June 16, 2022
PREPARED BY:	Mustafa Zakreet, Engineering Assistant
APPLICANT:	<b>Franklin Engineering Ltd</b>
SUBJECT:	<b>ZONING AMENDMENT APPLICATION FILE NO. ZON 1246</b>
LEGAL:	Lot 4, Section 10, Township 20, Range 10, W6M KDYD, Plan 4475
CIVIC:	<b>2371- 14 Street SW</b>

---

Further to your referral dated May 25, 2022 we provide the following servicing information. The following comments and servicing requirements **are not conditions for Rezoning but are required as a condition of subdivision or development.** Comments are based on the subdivision/development as proposed in the referral. If the development plans for the property change significantly, comments below may change:

**General:**

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



**SUBDIVISION AMENDMENT APPLICATION FILE NO: ZONE 1240**

June 14, 2022

Page 2

9. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
10. For the off-site improvements at the time of subdivision/ Development, the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. 14 Street SW, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 3.904m of additional road dedication is required (to be confirmed by a BCLS).
2. 14 Street SW is currently constructed to an Interim Urban Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

**Water:**

1. The subject property fronts a 200mm diameter Zone 1 watermain on 14 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 19mm service from the 200mm diameter watermain on 14 Street SW. The subject property is to be serviced by a single metered water service adequately sized to satisfy the proposed use (minimum 25mm). All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more

**SUBDIVISION AMENDMENT APPLICATION FILE NO: ZONE 1240**

June 14, 2022

Page 3

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information. All meters will be provided at time of building permit by the City, at the owner/developers cost

4. The subject property is located within an area of identified fire flow deficiency, according to the 2011 Water Study (OD&K 2012). The Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm the existing watermain servicing the subdivision is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. Where the City water distribution system has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to make the necessary upgrades to meet these standards. Owner / Developer is responsible for all associated costs.
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

**Sanitary:**

1. The subject property does not front a sanitary main; however, a 200mm diameter sanitary sewer exists approximately 78m northeast of the southeast property corner on Foothill Road SW. Extension of the sanitary main would be required to the southeast property corner. Due to the topography, an onsite force service will be required to permit connection.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
4. Records indicate that the existing parcel is currently serviced by a septic field. Decommissioning of the septic field, in accordance with building departments requirements will be a condition of the subdivision. Owner / Developer responsible for all associated costs

**Drainage:**

1. Records indicate that the existing property is not serviced by a storm. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
2. The subject property is in an area with no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020)

**SUBDIVISION AMENDMENT APPLICATION FILE NO: ZONE 1240**

June 14, 2022

Page 4

- 
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
  4. 14 Street SW Road drainage is the responsibility of the owner/developer along the property's frontage.
  5. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
  6. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

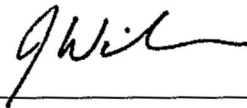
**Geotechnical:**

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



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**Mustafa Zakreet**  
Engineering Assistant



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



**CITY OF SALMON ARM**

**BYLAW NO. 4539**

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

---

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means on \_\_\_\_\_, 2022 at the hour of 7:00 p.m. was published in the \_\_\_\_\_ and \_\_\_\_\_, 2022 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 4, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4475 from LR (Low Density Residential) to MR (Medium Density Residential), 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 Official Community Plan Amendment Bylaw No. 4539".

READ A FIRST TIME THIS                      25                      DAY OF                      JULY                      2022

READ A SECOND TIME THIS                      DAY OF                      2022

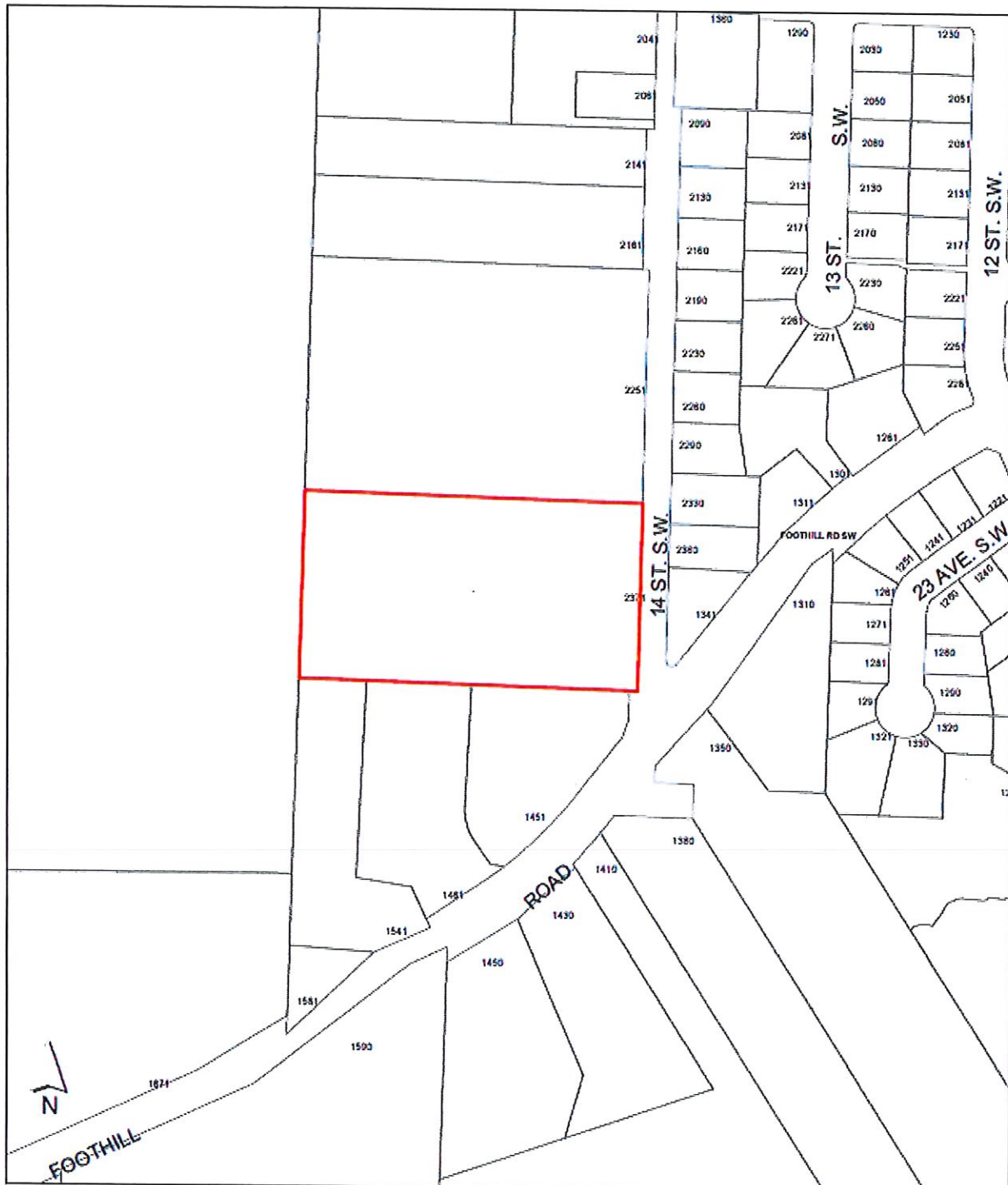
READ A THIRD TIME THIS                      DAY OF                      2022

ADOPTED BY COUNCIL THIS                      DAY OF                      2022

\_\_\_\_\_  
MAYOR

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

## Schedule "A"





Item 11.4

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4540 be read a second time;

AND THAT: Final reading of the Zoning Amendment Bylaw be withheld subject to adoption of the associated Official Community Plan Amendment Bylaw.

[ZON-1246; Kolenosky, M./Franklin Engineering Ltd.; 2371 14 Street SW; R-1 to R-4]

### Vote Record

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

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4540

A bylaw to amend "City of Salmon Arm Zoning Amendment 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 \_\_\_\_\_, 2022 at the hour of 7:00 p.m. was published in the \_\_\_\_\_ and \_\_\_\_\_, 2022 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 4, Section 10, Township 20, Range 10, W6M, KDYD, Plan 4475 from R-1 (Single Family Residential Zone) to R-4 (Medium Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4540"

READ A FIRST TIME THIS	25	DAY OF	JULY	2022
READ A SECOND TIME THIS		DAY OF		2022
READ A THIRD TIME THIS		DAY OF		2022
ADOPTED BY COUNCIL THIS		DAY OF		2022

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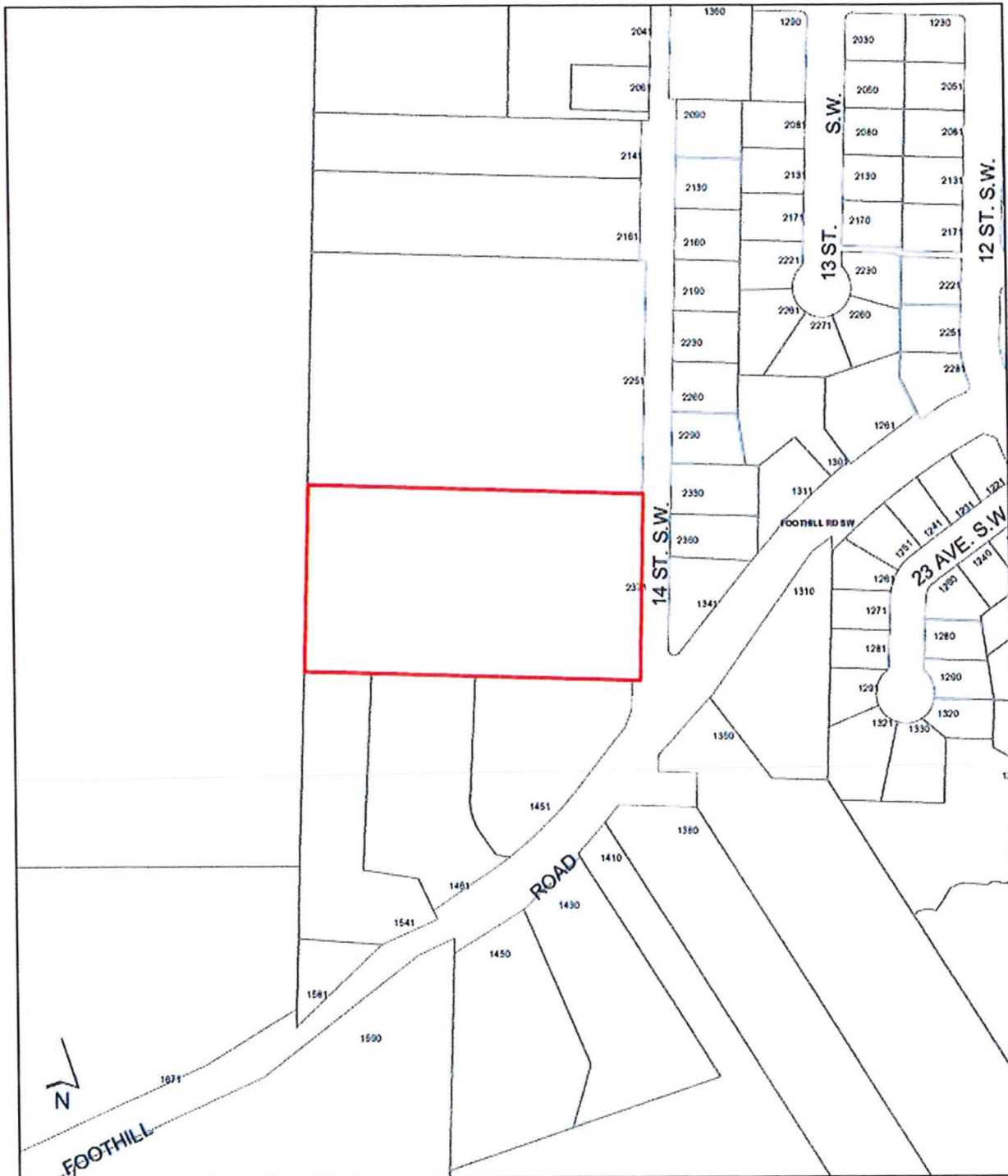
MAYOR

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CORPORATE OFFICER



Schedule "A"



## INFORMATIONAL CORRESPONDENCE - August 8, 2022

- |     |  |   |
|-----|--|---|
| 1.  | Building Department – Building Statistics – July 2022  | N |
| 2.  | Building Department – Building Permits – Yearly Statistics   | N |
| 3.  | A. Yates – email dated July 21, 2022 – Ross ST Square  | R |
| 4.  | L. Wilson – letter dated July 27, 2022 – Development along Harbourfront Drive NE   | R |
| 5.  | T. Timoffee, Family Navigator and Outdoor Playgroup Facilitator, Shuswap Children's Association – letter dated August 3, 2022 - Request for Blackburn Park   | R |
| 6.  | H. Janzen – letter dated August 2, 2022 – Assistance for the Homeless  | R |
| 7.  | L. Hawes – email dated July 29, 2022 – No sidewalk for safety on 46 Street NE  | R |
| 8.  | G. Gowriluk – email dated August 4, 2022 – Sidewalk continuation for safety  | R |
| 9.  | J. Broadwell, Manager, Downtown Salmon Arm – letter dated July 28, 2022 – Pride Project: Loud and Proud Celebration – Street Closure and Noise Bylaw Extension Request   | R |
| 10. | D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated August 2, 2022 - Access to Volunteer Parking Area   | R |
| 11. | J. Broadwell, Manager, Downtown Salmon Arm – email dated August 3, 2022 – Request to reserve parking stalls on Lakeshore Drive   | R |
| 12. | J. Broadwell, Manager, Downtown Salmon Arm – Request for one-time allowance of multiple food truck vendors   | R |
| 13. | S. Werk, Donor Relations, Prostate Cancer Foundation BC – email dated August 3, 2022 – Light up in Blue 2022   | R |
| 14. | Interior Health News Release – News Release dated July 25, 2022 - Public Service Announcement dated July 25, 2022 – Interior Health heat warning guidance  | N |
| 15. | Interior Health News Release – News Release dated August 3, 2022 – Interior Health under five COVID vaccine clinics have started – register your child now   | N |
| 16. | L. Rowbotham, Strategic Initiatives Coordinator, Strategy and Intergovernmental Services, Regional District of Nanaimo – email dated July 22, 2022 – UBCM Resolution – Legislative Reform Initiative ( <i>view slide presentation at <a href="http://www.salmonarm.ca">www.salmonarm.ca</a>, City Services, Agenda and Minutes</i> ) | N |
| 17. | L. Roodenburg, UBCM President – letter dated July 25, 2022 – Canada Community-Building Fund: First Community Works Fund Payment for 2022/2023  | N |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

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Item 19.1

## CITY OF SALMON ARM

Date: August 8, 2022

OTHER BUSINESS:  
Statement Relating to Bus Bench Advertising Contract

The following was released from the In-Camera Council Meeting of July 25, 2022:

The City of Salmon Arm holds a contract with a private contractor to install, maintain and manage transit bus benches within the City. The contract requires the contractor to maintain the bus benches in a good, safe, and clean condition. In exchange, the private contractor has the exclusive right to maintain advertisements on the bus benches, provided the advertisements are in good taste and conform to the standards of the *Canadian Code of Advertising Standards*. At the end of last year, the City updated the bus benches contract to additionally require that any advertisements on the bus benches be "commercial advertising". The City has since, however, determined not to enforce that aspect of the bus benches contract, on the advice of the City's lawyers. The City has no involvement in the selection of advertising on the bus benches, other than the contractual right to ensure that the advertisements adhere to *Advertising Standards*. Any advertisements placed on the bus benches are managed by the private contractor and do not reflect any endorsement by or on behalf of the City of any of the businesses, groups, or viewpoints depicted in the advertisements.

**Vote Record**

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

Opposed:

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

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Item 22.1

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-444 be authorized for issuance for Lots 1 and 2, Section 6, Township 21 Range 9, W6M, KDYD, Plan 3538 in accordance with the Development Permit drawings attached as Appendix 6 to the Staff Report dated July 25, 2022, subject to the receipt of a Landscape Plan, Landscape Estimate and Irrevocable Letter of Credit for 125% of the Landscape Estimate.

[BDGA Development Company Inc.; 4400 and 4600 Canoe Beach Drive NE; Form and Character]

### Vote Record

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

Opposed:

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



# CITY OF SALMON ARM

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To: His Worship Mayor Harrison and Members of Council

Date: July 25, 2022

Subject: Development Permit Application No. 444 (Form and Character)  
 Legal: Lots 1 and 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538  
 Civic Address: 4400 & 4600 Canoe Beach Drive NE  
 Owner/Applicant: BDGA Development Company Inc. No. 1283548 (David Claeys)

---

## MOTION FOR CONSIDERATION:

**THAT:** Development Permit No. 444 be authorized for issuance for Lots 1 and 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 (4400 and 4600 Canoe Beach Drive NE) in accordance with the Development Permit drawings attached as APPENDIX 6 subject to the receipt of a Landscape Plan, Landscape Estimate and Irrevocable Letter of Credit (in the amount of 125% of the Estimate) for landscaping.

---

## STAFF RECOMMENDATION

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

---

## PROPOSAL

The proposed development, at 4400 and 4600 Canoe Beach Drive NE, is comprised of sixty (60) duplex buildings totalling 120 units. The Development Permit drawings are enclosed as Appendix 6. A letter of rationale submitted by the applicant is enclosed as Appendix 7.

## BACKGROUND

The subject property is located in Canoe and is designated in the Official Community Plan (OCP) as Residential Medium Density and is zoned R4 (Medium Density Residential) (see Appendices 1 to 4). As per OCP Section 8.4 Residential Development Permit Area, the proposed development is part of a multi family development and requires the issuance of a Development Permit. The combined area of the subject property is approximately 3.6ha (8.9ac) and is currently vacant. Given the OCP designation, zoning and lot area the site could accommodate 144 units, the developer is proposing 120 strata units. The developer is not requesting variances to the Zoning Bylaw No. 2303 or Subdivision and Servicing Bylaw No. 4163. The R4 (Medium Density Residential Zone) is attached as Appendix 5.

### Adjacent Land Uses/Development:

North:	CP Rail & Residential Single Family & Single Family with Suites	Zoned R8 & R1
South:	Residential Single Family Development	Zoned R1
East:	Residential Single Family Development	Zoned R1
West:	Elks Camp & Baseball Fields	Zoned P1

The drawings enclosed as Appendix 6 illustrate the proposed development. There are four modular unit types proposed and the units range in area from 155m<sup>2</sup> (1672ft<sup>2</sup>) to 216.52m<sup>2</sup> (2330.6ft<sup>2</sup>). Generally, the contemporary styled units are three storeys in height with a ground level garage, bedrooms on the second floor with kitchen and living areas on the third storey. Private balcony space is located on the upper level of the units and the area of the balcony space varies with each unit type. Each unit includes two parking

spaces (one stall within the garage and one stall outside the garage). The proposed units are equipped for the installation of elevators if requested by the owner.

It should be noted that infrastructure improvements affecting the site plan include the dedication of 45 Street NE connecting Canoe Beach Drive NE to 73 Avenue NE and road dedication along Canoe Beach Drive. Improvements include the dedication and construction of multi-use pathways and sidewalks. The site is to be fully serviced with storm, water and sewer. More details regarding the site servicing are below under the Comments section.

## COMMENTS

### Building Department

No concerns. Pursuant to Development Cost Charges (DCC) Bylaw No. 3600, DCCs are calculated as per the Multi-Family rate (\$6,930.63 per unit). DCCs may be collected at the time of Building Permit or Subdivision.

### Fire Department

No concerns.

### Engineering Department

Comments provided by the Engineering Department are enclosed as Appendix 8.

As noted above, road improvements required with development of the subject property include the extension of 45 Street NE and off-site improvements along Canoe Beach Drive NE, including – road dedication and the construction and sidewalk connecting pedestrian traffic along both corridors. The developer is also required to extend water, storm and sanitary services for the development. It has been proposed by the developer that the entirety of the servicing will be bonded for via a multiphase servicing agreement addressing servicing adjacent to the phase under construction.

### Design Review Panel (DRP)

At their June 9, 2022 meeting the Design Review Panel received the proposal positively and passed the following recommendation:

*"THAT the DRP supports application DP - 444 subject to the consideration of the following conditions:*

*the inclusion of more visitor parking and snow storage areas  
the inclusion of screening for parking areas along 45 Street NE."*

The applicant has worked with staff and been amenable to revising their proposal to align with the OCP Guidelines and the DRP recommendations. Specifically, the applicant amended the landscape plan to address tree locations and plantings and, as per the recommendation of the DRP, the applicant amended the drawings to include additional visitor parking spaces on both parcels.

### Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Development 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 8, 2022.

Planning Department*Official Community Plan (OCP)*

All lands located within the Medium Density Residential area is designated within the OCP Residential Development Permit Area (Section 8.4) and requires the issuance of a Development Permit. The Development Permit approval process is an opportunity to review and address any issues with internal traffic circulation, site access and site egress, as well as, form and character and landscaping of the proposed development.

*Siting and Building*

The applicant is proposing modular buildings of a fairly uniform façade within the development and no siting or building variances are being requested. With regard to building massing the duplex design allows for light between buildings, slight variations to individual building setbacks 'breaks' up a continuous building face.

Each of the four building types include distinct variation in colours on each face. Details such as elongated roof overhangs and wood and metal accents enhance the varied facades and articulated roof lines of the buildings. Each building type appears to be of high quality materials with articulated faces and varied height that adds architectural interest. The buildings are oriented to face toward Canoe Beach Drive NE and no building is 'turning its back' toward the pedestrian oriented streetscape.

Given that the units include enclosed garages and the internal roadway is designed to accommodate larger vehicles, curbside recycling and garbage collection will be available. In light of this, the common recycling areas that shown on the proposed plan but will likely be removed. The developer has stated that a secured parcel delivery kiosk will be installed in a central common area, likely by the larger visitor parking area on the east parcel.

Overall the proposed building design, massing and siting are consistent with the OCP guidelines.

*Landscape and Screening*

The landscape plan has been completed in consultation with the OCP guidelines. The landscape plan includes street trees along the road frontage (15 "Armstrong" Red Maples along Canoe Beach Drive and 5 Golden Columnar Beech along 45 Street NE) and areas for trees, shrubs and low level landscaping areas within the development site that are consistent with the OCP guidelines and "Fire Smart" recommendations for plant species and spacing. Should Council support the Development Permit a landscape estimate and security would be approved prior to issuance of the Permit.

*Access, Circulation and Parking Area*

The site is accessed via 46 Street NE, which is to be constructed by the developer. At four locations a two way strata access road intersects with 46 Street NE. The proposed site plan shows a total of 17 visitor parking spaces, in addition to the two stalls per unit. There are no bylaw requirements for visitor parking; however, the developer recognizes that the provision of these stalls is an amenity that would enhance the liveability of the development. Zoning Bylaw No. 2303 required two parking stalls per dwelling unit. A total of 257 parking stalls, 2 per unit plus 17 visitor stalls, are being proposed, this exceeds the parking required as per the Zoning Bylaw.

The visitor parking areas and open areas shown on the site plan would also be used for snow storage in the winter. The strata would be required to maintain and manage the access roads and visitor parking areas.

As previously noted, the subject property and its development would provide important connections for vehicle and pedestrian traffic in the area. The 45 Street NE connection would improve neighbourhood connectivity from the residential areas of Canoe to Canoe Beach and the extension of pedestrian access along Canoe Beach Drive and have been long requested by the community.

The access and site circulation is consistent with the OCP guidelines.

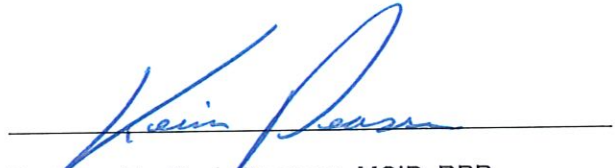


Conclusion

Given that the drawings submitted in support of the application are consistent with the OCP Guidelines for the Multi Family Development Permit Area and the proposed use is permitted under the R4 (Medium Density Residential) zone, staff support the issuance of the Development Permit.



Prepared by Melinda Smyrl, MCIP, RPP  
Planner

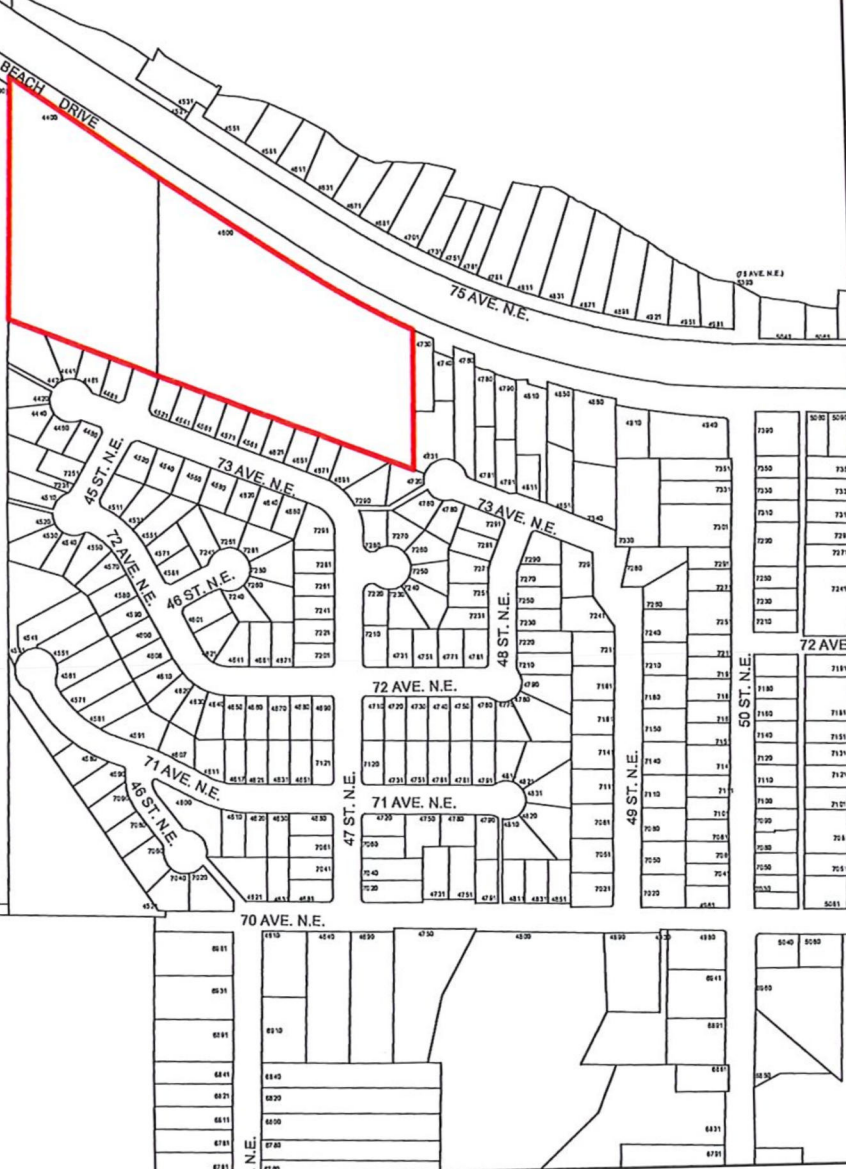


Reviewed by Kevin Pearson, MCIP, RPP  
Director of Development Services

P146

# Subject Property Map

Shuswap Lake



Subject Property





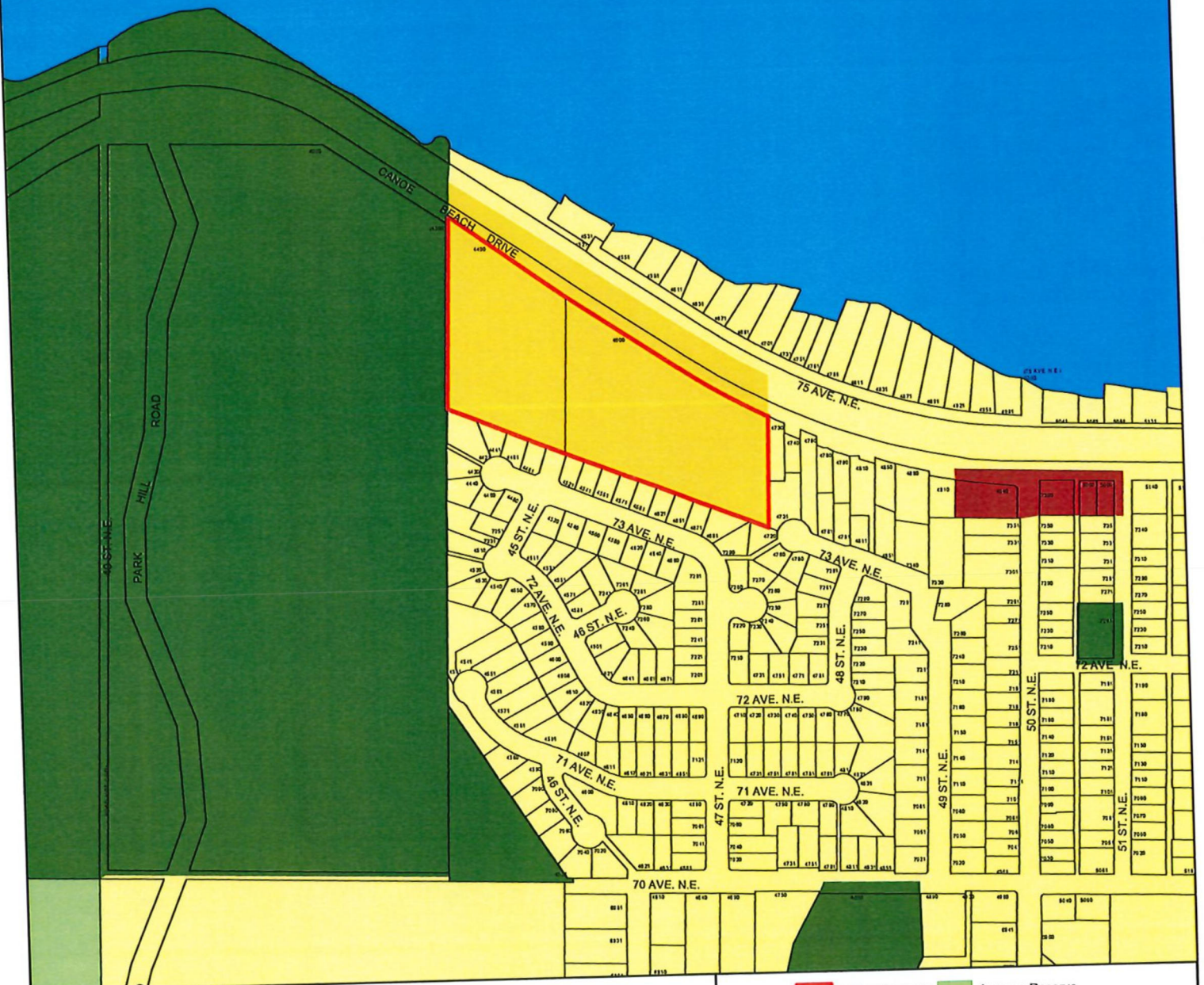
0 20 40 80 120 160  
m

 Subject Property



P148

# OCP Map

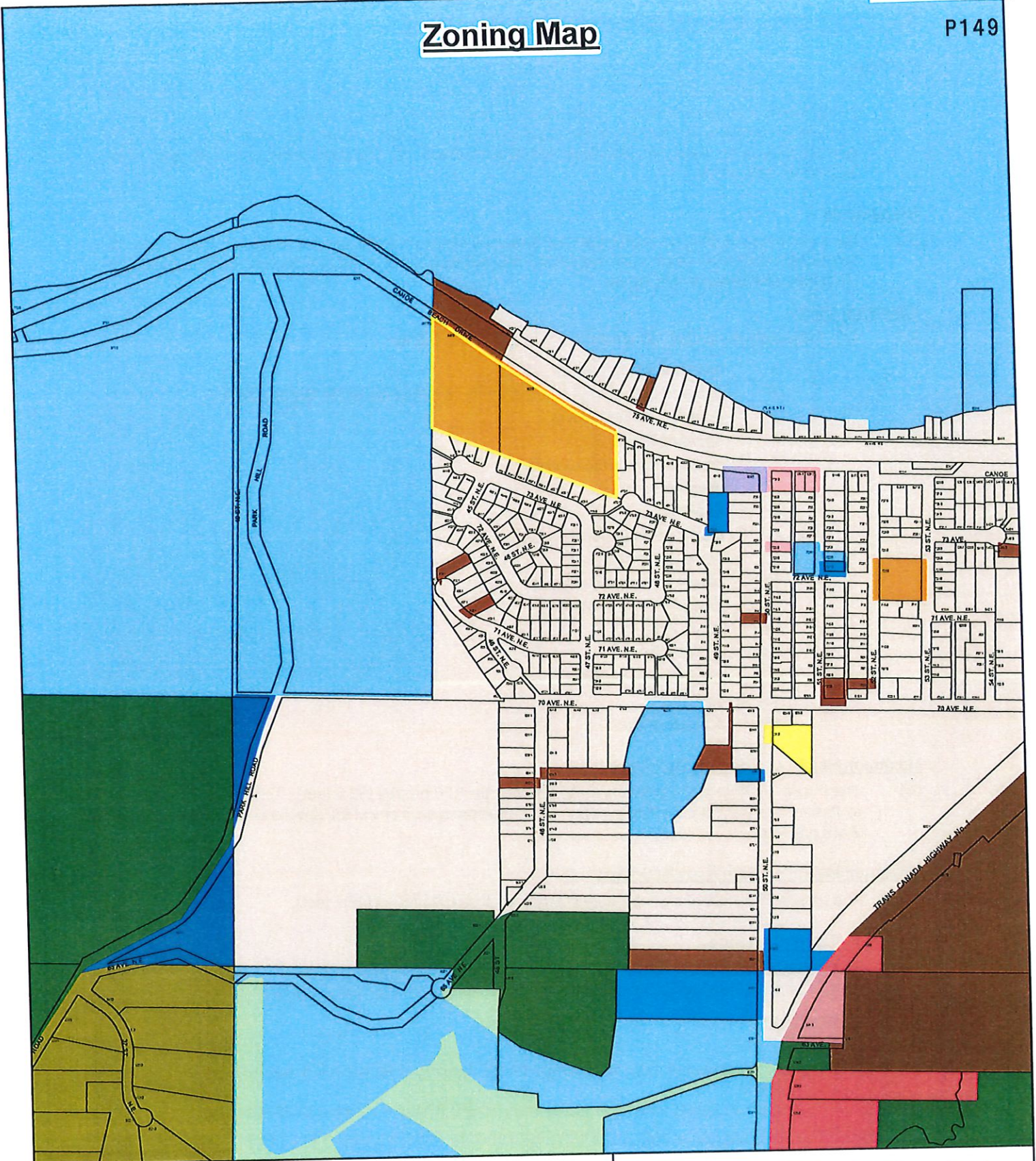


0 40 80 160 240 320 m


















- Subject Property
- Acreage Reserve
- Park
- Lake Recreation
- Residential - Low Density
- Residential - Medium Density
- Commercial - Neighbourhood



# Zoning Map



0 65 130 260 390 520 m

	Subject Property		A-2		C-5		R-2
	Parcels		A-3		CD-13		R-4
			C-1		P-1		R-6
			C-16		P-3		R-8
			C-3		R-1		R-9



**Purpose**

- 9.1 The purpose of the R-4 Zone is to provide for medium *density, multiple family* and small lot *single family* residential developments. New *multiple family* developments zoned R-4 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the ***Fire Services Act, British Columbia Building Code***, and other applicable legislation. #289, #3740

**Regulations**

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

**Permitted Uses**

- 9.3 The following uses and no others are permitted in the R-4 Zone:
- .1 *assisted living housing*; #4336
  - .2 *bed and breakfast* in a *single family dwelling*, limited to two let rooms;
  - .3 *boarders*, limited to two;
  - .4 *boarding home*; #2789
  - .5 *commercial daycare facility*;
  - .6 *dining area*; #4336
  - .7 *duplexes*;
  - .8 *family childcare facility*; #3082
  - .9 *group childcare*; #3082
  - .10 *home occupation*; #2782
  - .11 *multiple family dwellings*;
  - .12 *public use*;
  - .13 *public utility*;
  - .14 *single family dwelling*;
  - .15 *triplexes*;
  - .16 *accessory use*.

**Maximum Height of Principal Buildings**

- 9.4 The maximum *height* of a *principal buildings* shall be 10.0 metres (32.8 feet). This may be increased to 13.0 metres (42.7 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 2 are provided.

**Maximum Height of Accessory Buildings**

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

**Maximum Parcel Coverage**

- 9.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*. #2811

**Minimum Parcel Area**

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



**Minimum Parcel Width**

9.8

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

**Minimum Setback of Principal Buildings**9.9 The minimum *setback* of *principal buildings* from the:

- .1 *Front parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .2 *Rear parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 3.0 metres ( 9.8 feet)
  - all other cases shall be 5.0 metres (16.4 feet)
- .3 *Interior side parcel line*
  - adjacent to a *parcel zoned*  
R-4 shall be 1.2 metres ( 3.9 feet) #3475
  - all other cases shall be 1.8 metres ( 5.9 feet)
- .4 *Exterior side parcel line*
  - adjacent to a *highway* shall be 5.0 metres (16.4 feet)
  - adjacent to an *access route* shall be 2.0 metres ( 6.6 feet)
- .5 Minimum separation between residential *buildings* on the same lot of not more than one storey in height shall be 1.5 metres ( 4.9 feet)
- .6 Minimum separation between residential *buildings* on the same lot of more than one storey in height shall be 3.0 metres ( 9.8 feet)
- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

**Minimum Setback of Accessory Buildings**9.10 The minimum *setback* of accessory *buildings* from the:

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre ( 3.3 feet)
- .3 *Interior side parcel line* shall be 0.6 metre ( 1.9 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)

Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

P152 **SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED**

**Maximum Density**

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

9.11

- .1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre). #2789
- .2 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) in accordance with Table 2. In Table 2, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for the provision of each amenity.
- .3 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) for the provision of *Assisted Living Housing*. #4336

**TABLE 2**

<b>COLUMN I SPECIAL AMENITY TO BE PROVIDED</b>	<b>COLUMN II ADDED DENSITY</b>
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	□ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	□ 3 units per hectare (1.2 units per acre) □ 4 units per hectare (1.6 units per acre) □ 7 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	□ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	□ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218	□ 5 units per hectare (2.0 units per acre)

**Maximum Floor Area Ratio**

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

**Parking**

9.13 Parking shall be required as per Appendix I.



# CANOE BEACH ESTATES

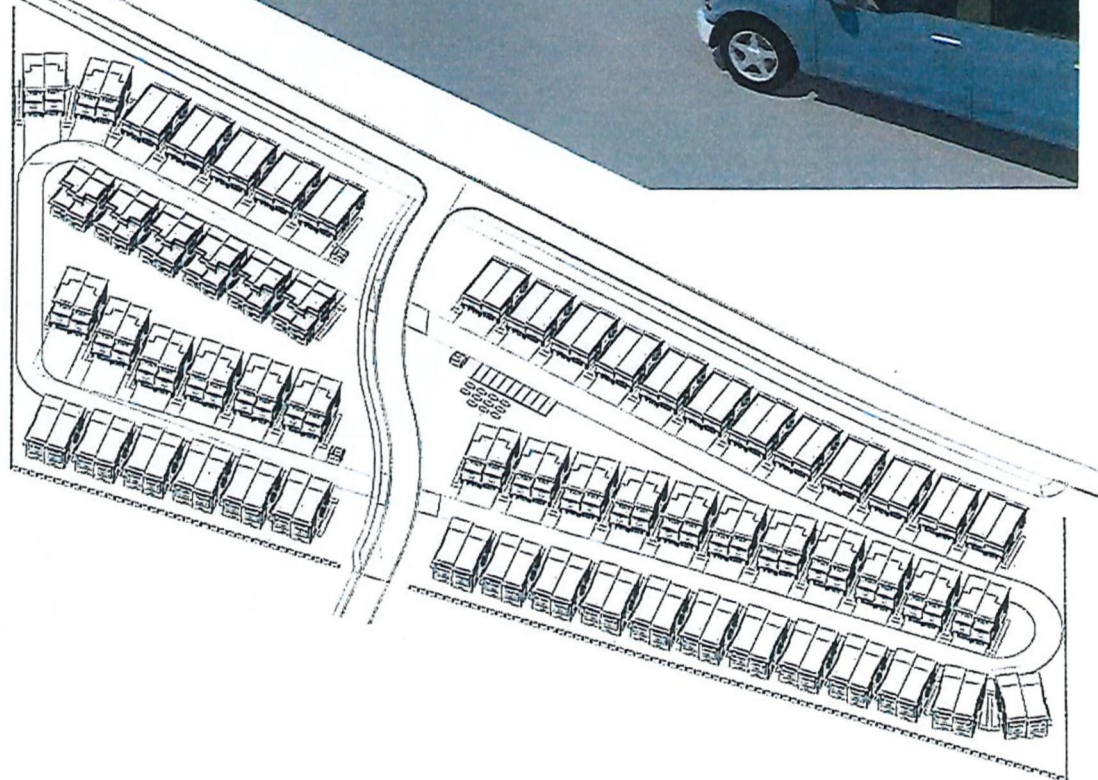
Residential Development  
Salmon Arm, BC

## DRAWING LIST:

- A0.0 COVER SHEET / LOCATION PLAN
- A1.1 SITE PLAN - OVERALL
- A1.2 SITE PLAN - WESTSIDE ENLARGED
- A1.3 SITE PLAN - EASTSIDE ENLARGED
- A2.0 UNIT TYPE '1' OVERVIEW
- A2.1 FLOOR PLANS
- A2.2 ROOF PLAN
- A2.3 ELEVATIONS
- A3.0 UNIT TYPE '2' OVERVIEW
- A3.1 FLOOR PLANS
- A3.2 FLOOR PLAN / ROOF PLAN
- A3.3 ELEVATIONS
- A4.0 UNIT TYPE '3' OVERVIEW
- A4.1 FLOOR PLANS
- A4.2 FLOOR PLAN / ROOF PLAN
- A4.3 ELEVATIONS
- A5.0 UNIT TYPE '4' OVERVIEW
- A5.1 FLOOR PLANS
- A5.2 FLOOR PLAN / ROOF PLAN
- A5.3 ELEVATIONS
- A6.0 PROJECT OVERVIEW RENDERINGS
- A6.1 PROJECT BIRDSEYE VIEWS / WASTE ENCLOSURES
- L0.1 LANDSCAPE PLAN WEST
- L0.2 LANDSCAPE PLAN EAST



LOCATION PLAN (NOT TO SCALE)



REVISION	DATE
Revised Drawing	2023-03-01
Revised Drawing	2023-03-01
Revised Drawing	2023-03-01

DRAWING BY: P153  
DATE: Mar 2023  
SCALE: 1/4" = 1'-0"



4166 - 10th St. E.  
PO BOX 2258  
VANCOUVER, BC V6J 4K9  
Phone: 604-271-1111  
Fax: 604-271-1112  
Email: info@avexarchitecture.ca  
Website: www.avexarchitecture.ca

PROJECT: 21625  
CANOE BEACH  
ESTATES

Salmon Arm, BC

DRAWING TITLE:  
COVER  
SHEET /  
LOCATION  
PLAN

DRAWING NO:

A0.0



# **SITE INFORMATION:**

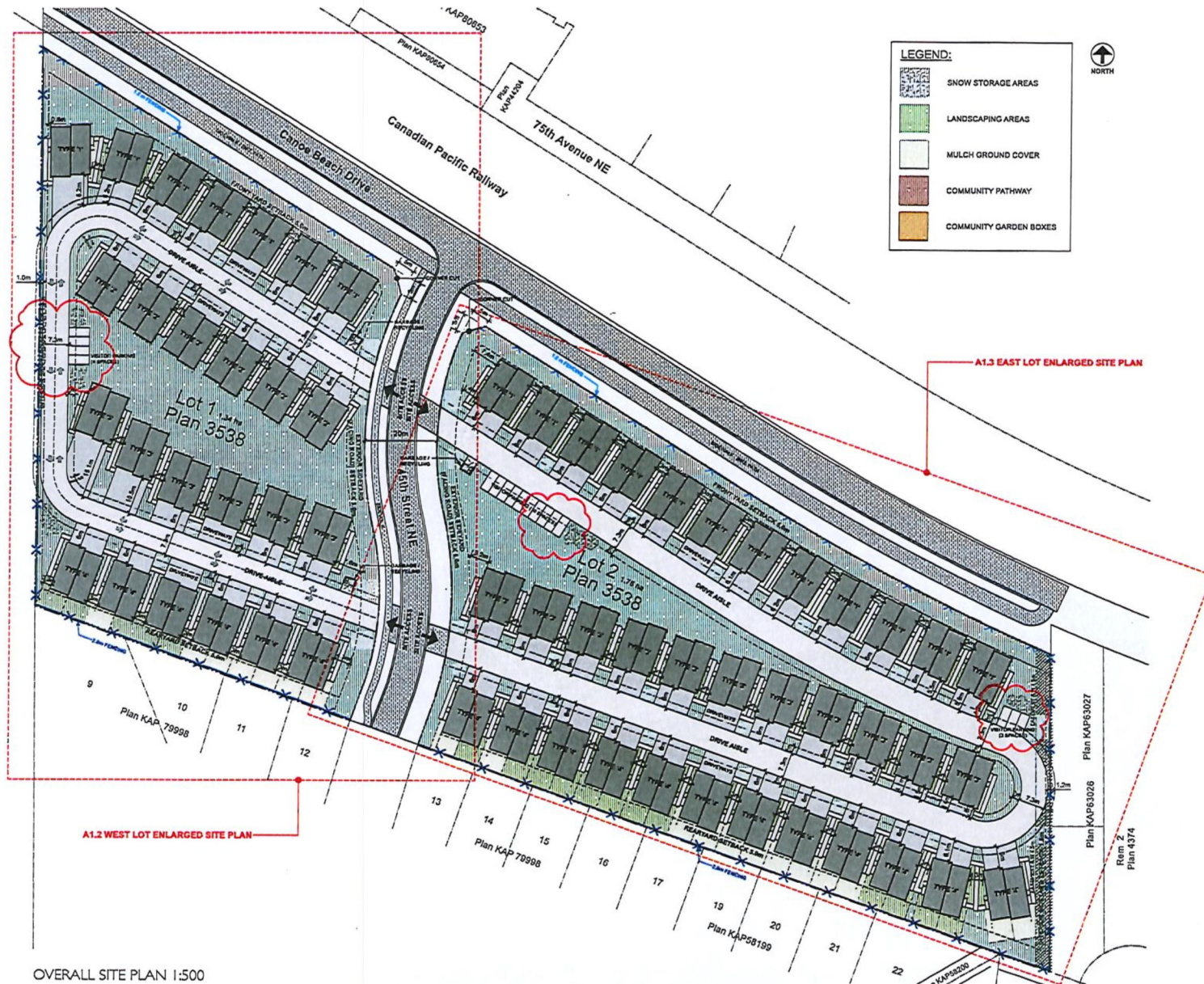
<b>LOT 1</b>	
ZONING:	R-4
AREA:	1.34 ha (3.31 ac)
MAX. DENSITY:	
1.34 ha x 40 UNITS/ha	53 UNITS
PROPOSED DENSITY:	
BUILDINGS:	25 BUILDINGS
UNITS:	50 UNITS
<b>LOT 2</b>	
ZONING:	R-4
AREA:	1.76 ha (4.36 ac)
MAX. DENSITY:	
1.76 ha x 40 UNITS/ha	70 UNITS
PROPOSED DENSITY:	
BUILDINGS:	35 BUILDINGS
UNITS:	70 UNITS

## **BUILDING INFORMATION:**

NUMBER OF BUILDINGS:	60 BUILDINGS
UNIT QUANTITY:	120 UNITS
DIMENSIONS:	2x (48' x 18')
UNIT AREA (GFA):	1,656 sf
BUILDING AREA (FOOTPRINT):	828 sf

## **BUILDING TYPES:**

BUILDING TYPE '1':	- 2 STOREY W/GARAGE
BUILDING TYPE '2':	- 2.5 STOREY W/GARAGE, ROOF TOP PATIO
BUILDING TYPE '3':	- 2.5 STOREY W/GARAGE, ROOF TOP PATIO
BUILDING TYPE '4':	- 3 STOREY W/GARAGE, DECK



OVERALL SITE PLAN 1:500

**PRELIMINARY**  
P154

DATE: \_\_\_\_\_

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DATE: \_\_\_\_\_

PROJECT: 21425  
Canoe Beach  
Estates  
Residential  
Development

Salmon Arm, BC

BUILDING TITLE:

SITE PLAN  
& PROJECT  
INFORMATION

DRAWING NO:

A1.1





DP Submission 30 May 2022	
DATE	APR 2022
SCALE	1:500
ERIC REYNARD Landscape Architect 1000 10th Street NE Vancouver, BC V5L 1A1 Tel: 604.681.1111 Fax: 604.681.1112 Email: eric@ericreynard.com	
CANOE BEACH ESTATES	
SALMON ARM, BC	
LANDSCAPE PLAN WEST	
L.O1	



DP Submission 30 May 2022

**DRAW** **IN**

DATE Apr 1 2022

SCALE: 1:500

COMPONENT PROTECTION THAT DECREASES THE  
COLLISION RISK OF THE  
UNIT. INCLUDING LAMINATE AND AIR BAG EFFECT  
AND THE USE OF THE AIR BAG IN THE  
LAPTOPS AND TABLETS. THE  
LAPTOPS AND TABLETS ARE



**ERIC REYNARD**  
*Landscape Architects*

Eric Reynard REMA, CMLA

10000 120th Avenue, Suite 100  
Houston, Texas 77036-1000

713.865.1234  
www.ericreynard.com

**CANOE BEACH  
ESTATES**

SALMON ARM, BC

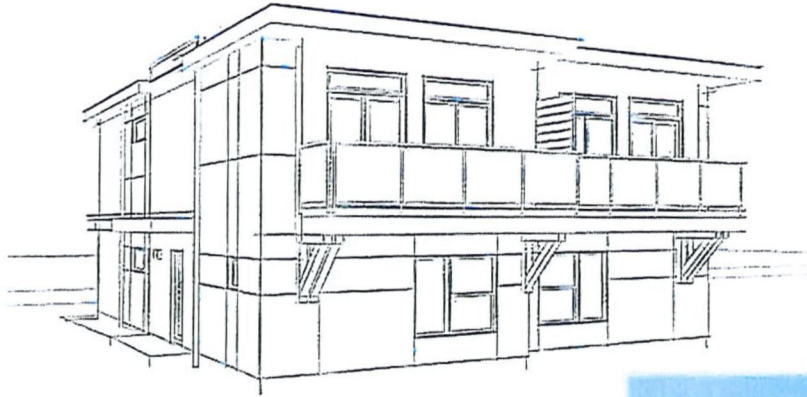
LANDSCAPE  
PLAN  
EAST

L.O2



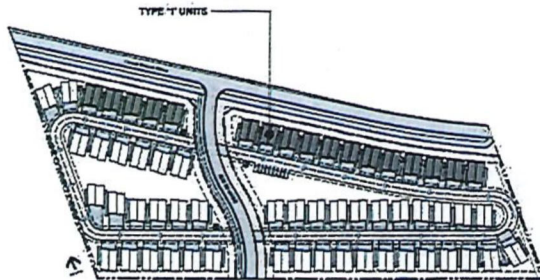
# CANOE BEACH ESTATES

## UNIT TYPE 'I'



### MATERIALS:

- WOOD GRAIN METAL SOFFIT (VENTED)
- HORIZONTAL CEMENT FIBRE BOARD - DEEP OCEAN
- FASCIA BOARD - CHARCOAL
- RAIN WATER LEADER - CHARCOAL
- CEMENT FIBRE BOARD PANEL SIDING (SMOOTH) - COBBLE STONE
- HORIZONTAL WOOD GRAIN METAL SIDING
- TIMBER ELEMENTS
- 7/8" CORRUGATED METAL SLIDING - STONE GREY



SITE KEY PLAN



DATE	DATE
2023.01.10	2023.01.10
2023.01.10	2023.01.10
2023.01.10	2023.01.10
2023.01.10	2023.01.10
2023.01.10	2023.01.10
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2023.01.10	2023.01.10



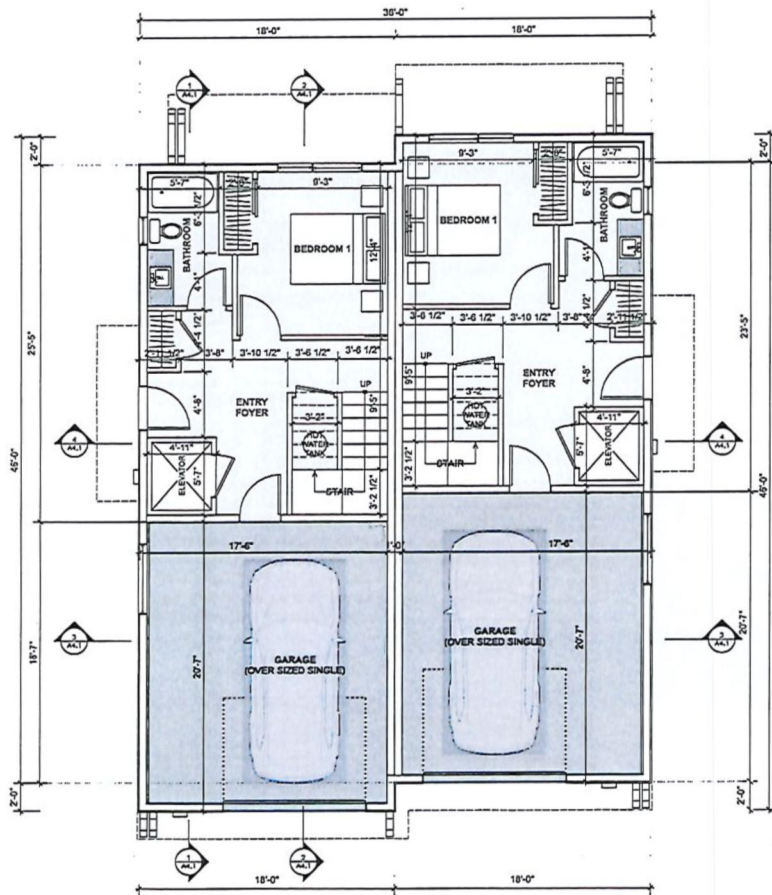
4100 - 40 ST NE  
PO BOX 2250  
SAVANNAH, GA 31406-0250  
T 904.433.1111  
F 904.433.1112  
WWW.AVEXARCHITECTURE.COM

PROJECT: 21425  
CANOE BEACH  
ESTATES  
Unit Type 'I'

SAVANNAH, GA  
DRAWING TITLE:  
UNIT TYPE 'I'  
OVERVIEW

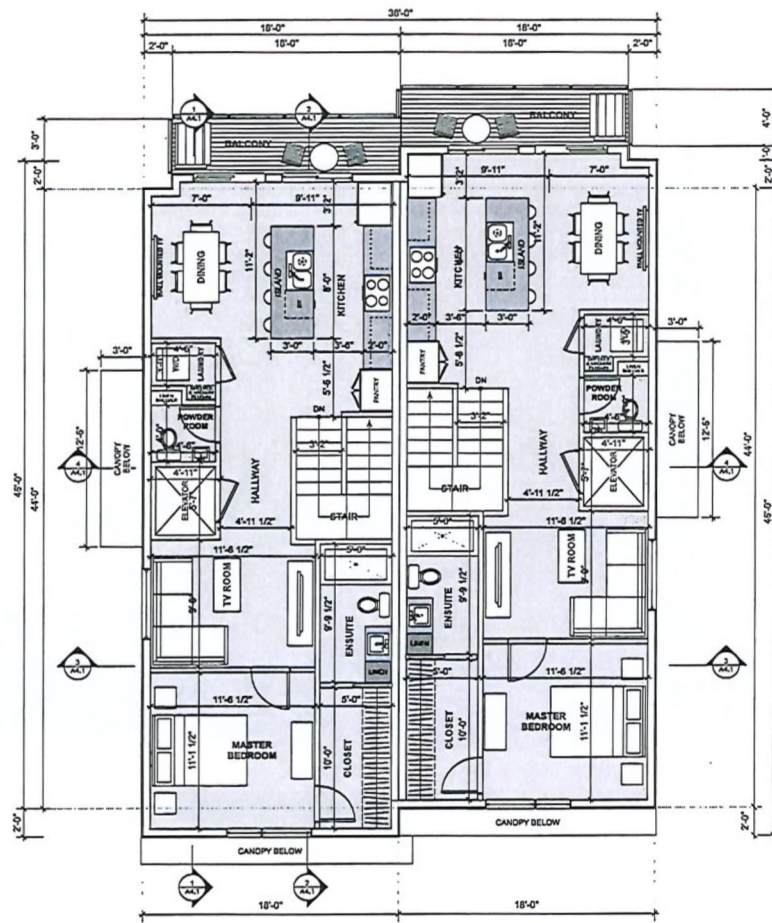
DRAWING NO:  
A2.0





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

Unit Type 1



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

FLOOR AREA INFORMATION:	
GROUND FLOOR	457.5 SF
UPPER FLOOR	844.0 SF
TOTAL FINISH FLOOR AREA:	1,301.5 SF
+ GARAGE	370.5 SF

P158

OWNER: [REDACTED], REPRESENTED BY THE ARCHITECT, AND THE ARCHITECT HAS OBTAINED ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT.

ISSUE	DATE
Issued for Permit	2022.03.23
Issued for Construction	2022.05.12

DRAWN BY: H.C.

DATE: May 2022

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

**AVEX**  
ARCHITECTURE

414B - 44th St NE  
PO BOX 2100  
SAFONIA, BC V1E 4R3

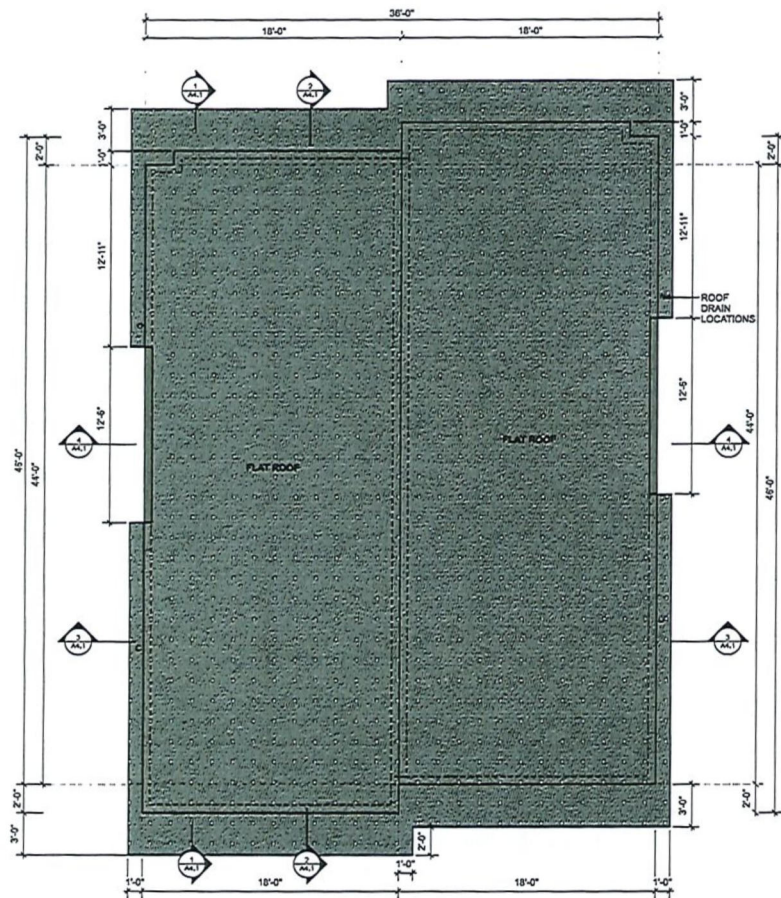
Project Location: Vancouver, BC  
1-250-555-4433  
E: info@avexarchitecture.ca  
W: www.avexarchitecture.ca

PROJECT: 21-025  
**CANOE BEACH ESTATES**  
Unit Type '1'

Salmon Arm, BC

**DRAWING TITLE:**  
FLOOR PLANS

**DRAWING NO:**  
A2.1



Unit Type 1

FLOOR AREA INFORMATION:	
GROUND FLOOR	457.5 SF
UPPER FLOOR	844.0 SF
TOTAL FINISH FLOOR AREA:	1,301.5 SF
+ GARAGE	370.5 SF



PROJECT: 21-025  
CANDOR BEACH  
ESTATES

ISSUE	DATE
Issued for Review	2022-05-21
Issued for Construction Permit	2022-05-21

DRAWN BY: P.L.C.  
DATE: May 2022  
SCALE: 1/4" = 1'-0"



4168 - 4th ST. #12  
PO BOX 2208  
SALMON ARM, BC V1E 4K2  
Phone: 250-835-1111  
Fax: 250-835-1112  
Email: info@avexarch.com  
Web: www.avexarch.com

PROJECT: 21-025  
CANDOR BEACH  
ESTATES  
Unit Type '1'

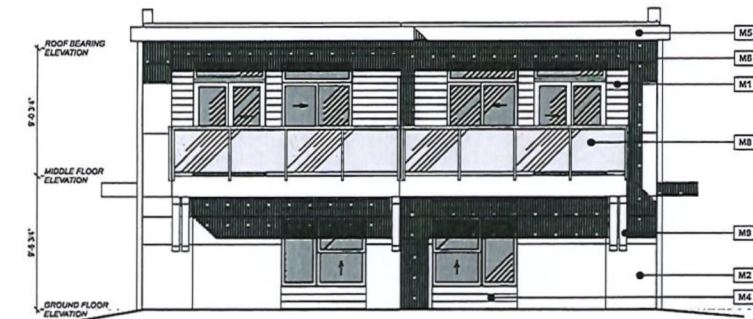
Salmon Arm, BC  
DRAWING TITLE:  
ROOF PLAN

DRAWING NO:  
A2.2



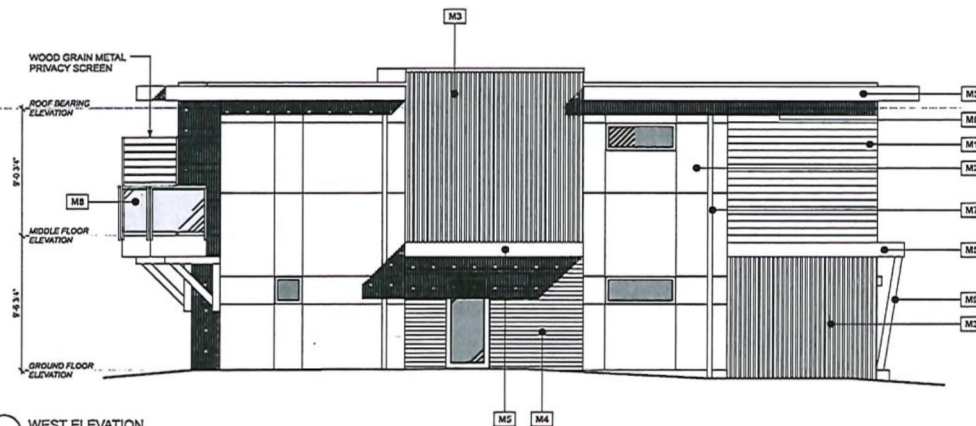


1 SOUTH ELEVATION  
Scale: 1/4" = 1'-0"

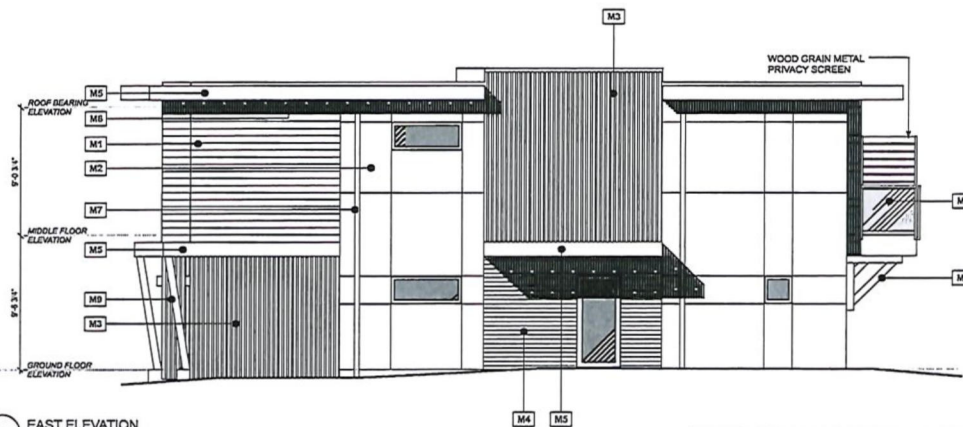


2 NORTH ELEVATION  
Scale: 1/4" = 1'-0"

Unit Type 1



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



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

EXTERIOR MATERIAL NOTES	
M1	Horizontal Cement Fibre Board - Deep Green
M2	Cement Fibre Board Panel Siding (Smooth) - Cobblestone
M3	7/8 Corrugated Metal Siding - Stone Grey
M4	Wood Grain Metal Cladding 4" Exposure
M5	Fibre Board - Charcoal
M6	Wood Grain Metal Soffit - Vantid
M7	Rain Water Leaders - Black
M8	42" Glass Quadrafit
M9	Timber Elements

P160

AVEX ARCHITECTURE  
4166 - 49th STREET  
PO BOX 2208  
SALMON ARM, BC V1E 4R3  
Tel: 250-515-1801  
Fax: 250-515-1802  
WWW.AVEXARCHITECTURE.CA

PROJECT: 21425  
CANOE BEACH  
ESTATES  
Unit Type '1'

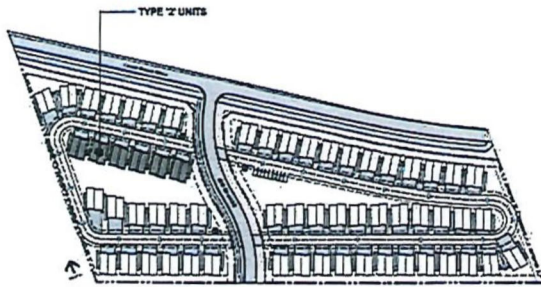
Salmon Arm, BC  
DRAWING TITLE:  
ELEVATIONS

DRAWING NO:  
A2.3

## A black and white architectural line drawing of a modern building. The building features a prominent grid-like facade with large rectangular panels. It has a flat roof and a series of windows, some of which are grouped together. The drawing is a perspective view, showing the building's corner and side. The style is minimalist and functional, typical of modernist architecture.



WOOD GRAIN METAL SOFFIT (VENTED) \_\_\_\_\_  
HORIZONTAL CEMENT FIBRE BOARD - EVENING BLUE \_\_\_\_\_  
FASCIA BOARD - CHARCOAL \_\_\_\_\_  
RAIN WATER LEADER - CHARCOAL \_\_\_\_\_  
CEMENT FIBRE BOARD PANEL SIDING (SMOOTH) - COBBLE STONE \_\_\_\_\_  
HORIZONTAL WOOD GRAIN METAL SIDING \_\_\_\_\_  
TIMBER ELEMENTS \_\_\_\_\_  
7/8" CORRUGATED METAL SLIDING - TAN \_\_\_\_\_

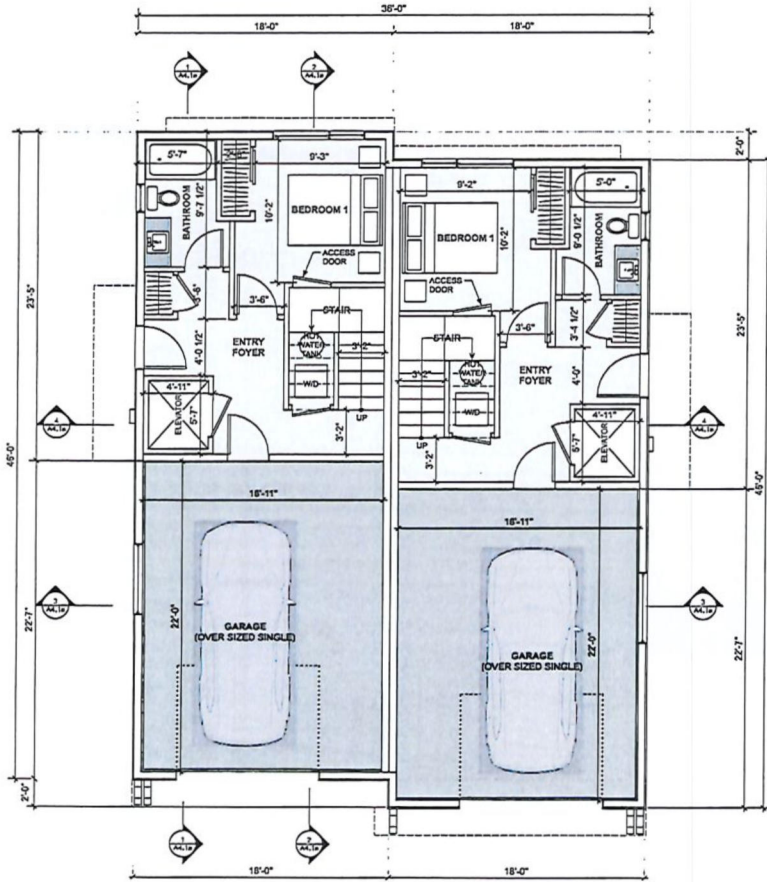
[illegible]

DRAWING NO:

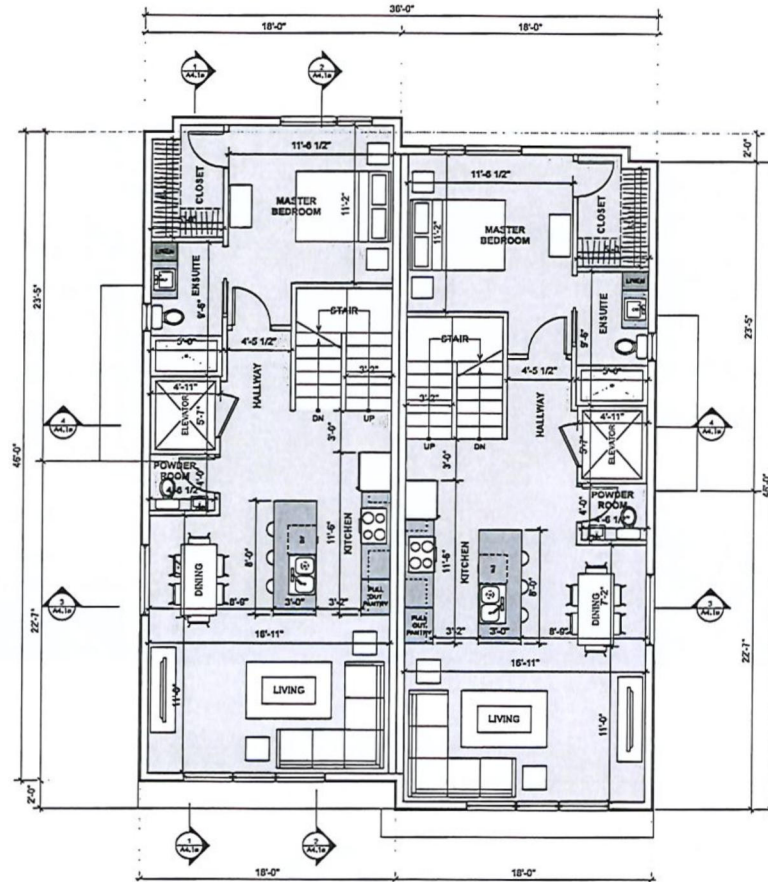
P161



FLOOR AREA INFORMATION:	
GROUND FLOOR	421.5 SF
MIDDLE FLOOR	844.0 SF
UPPER FLOOR	384.7 SF
<b>TOTAL FINISH FLOOR AREA:</b>	<b>1,650.2 SF</b>
+ GARAGE	406.5 SF
+ DECK	184.0 SF



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



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

Unit Type 2

ISSUE	DATE
Issued for Review	2022-05-21
Issued for Construction	2022-05-11

DRAWN BY: H.C.	DATE: May 2022
SCALE: 1/4" = 1'-0"	



4148 - 4th ST NE  
SUITE 200  
SALMON ARM, BC V1E 4R2  
Phone: 604-291-4931  
Email: info@avexarchitecture.ca  
Web: www.avexarchitecture.ca

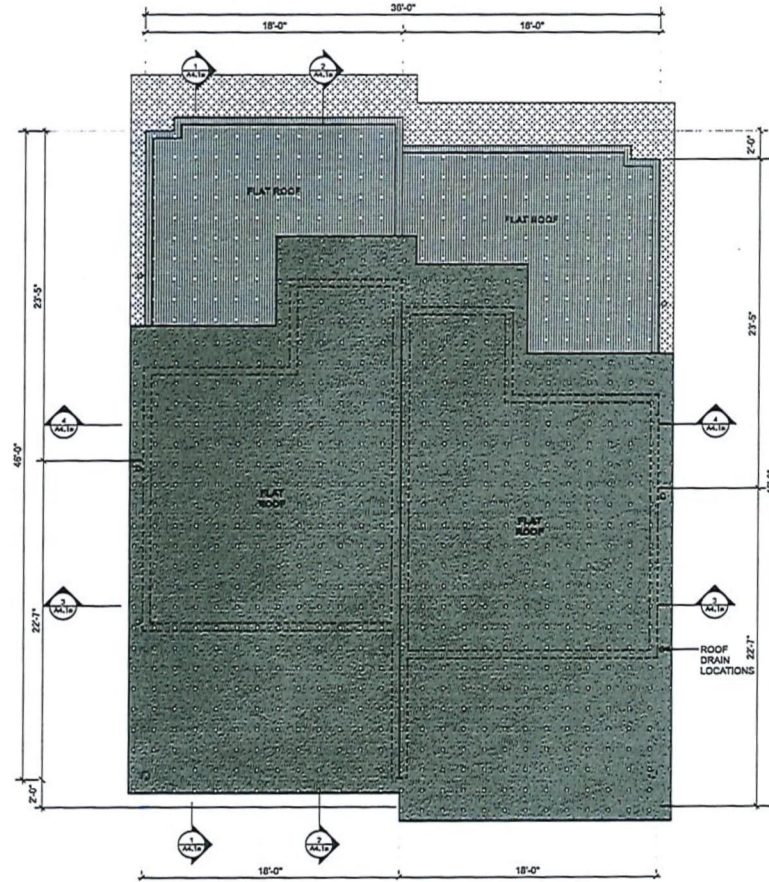
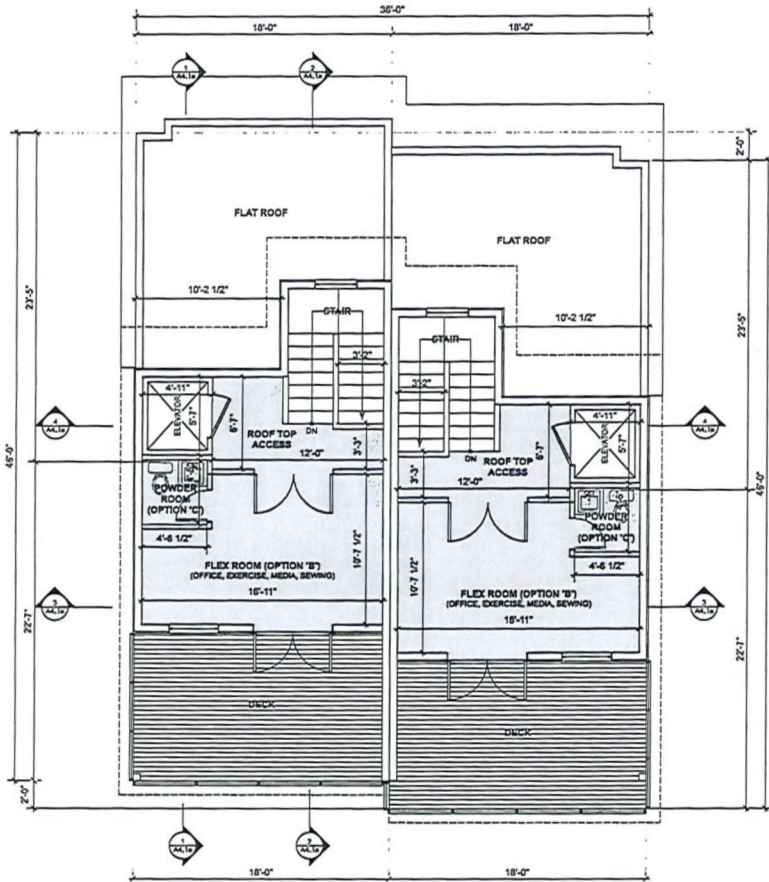
PROJECT: 21-025  
CANOE BEACH  
ESTATES  
Unit Type '2'

Salmon Arm, BC  
DRAWING TITLE:  
FLOOR PLANS

DRAWING NO:  
A3.1



FLOOR AREA INFORMATION:	
GROUND FLOOR	421.5 SF
MIDDLE FLOOR	844.0 SF
UPPER FLOOR	384.7 SF
<b>TOTAL FINISH FLOOR AREA:</b>	<b>1,650.2 SF</b>
+ GARAGE	406.5 SF
+ DECK	184.0 SF



Unit Type 2

4168 - 4th ST. NE  
PO BOX 2258  
SALMON ARM, BC V1E 4K2  
Phone: 250-515-4821  
Fax: 250-515-4822  
E: info@avexarchitecture.ca  
W: www.avexarchitecture.ca

ISSUE	DATE
Issued for Review	2022-03-21
Issued for Construction Permit	2022-05-12

DRAWN BY: PLS/CJ  
DATE: May 2022  
SCALE: 1/4" = 1'-0"

PROJECT: 21-025  
**CANOE BEACH ESTATES**  
Unit Type '2'

Salmon Arm, BC  
DRAWING TITLE:  
**FLOOR PLAN & ROOF PLAN**

DRAWING NO:  
**A3.2**

PROJECT: 21-025  
CANOE BEACH  
ESTATES  
Unit Type '2'

ISSUE DATE  
Issued for Permit 2023-03-21  
Issued for Development Permit 2023-05-17

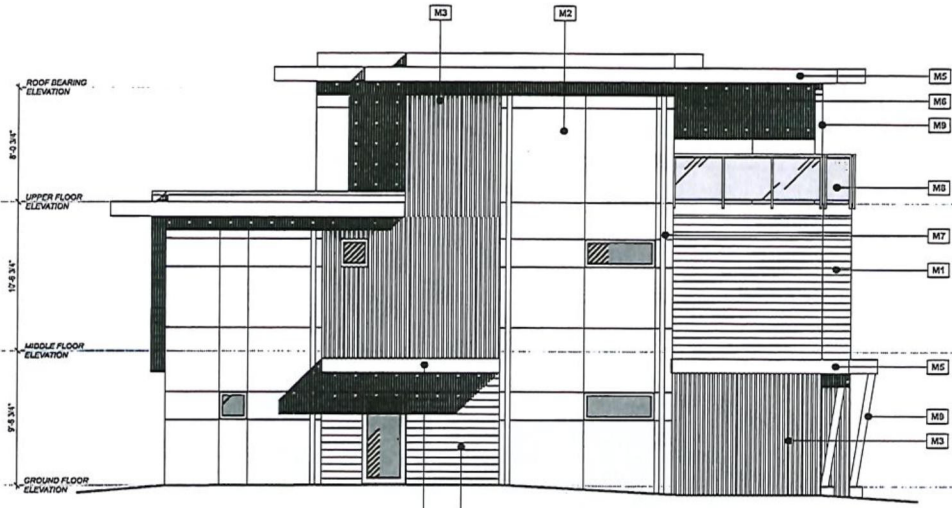
DRAWN BY: P.L.C.  
DATE: May 2023  
SCALE: 1/4" = 1'-0"

**AVEX**  
ARCHITECTURE

4168 - 4th ST NE  
PO BOX 2350  
SAVANNAH, GA 31401  
Phone: 912.433.1401  
Email: info@avexarchitect.com  
Website: www.avexarchitect.com



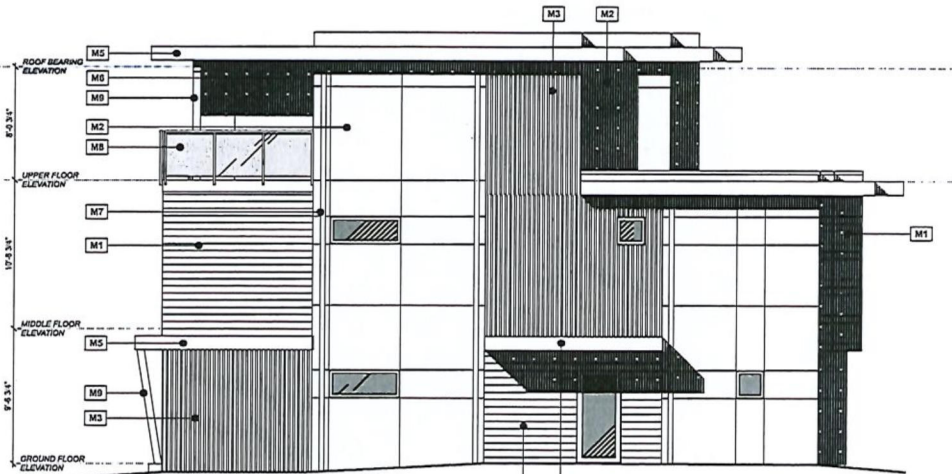
1 NORTH ELEVATION  
Scale: 1/4" = 1'-0"



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



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



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

EXTERIOR MATERIAL NOTES	
M1	Horizontal Cement Fiber Board - Evening Blue
M2	Cement Fiber Board Panel Siding (Smooth) - Cobblestone
M3	T&B Computed Metal Siding - Tan
M4	Wood Grain Metal Cladding 4" Exposure
M5	Fascia Board - Charcoal
M6	Wood Grain Metal Gutter - Vertical
M7	Rain Water Leaders - Black
M8	42" Glass Quadant
M9	Timber Elements

DRAWING TITLE:  
**ELEVATIONS**

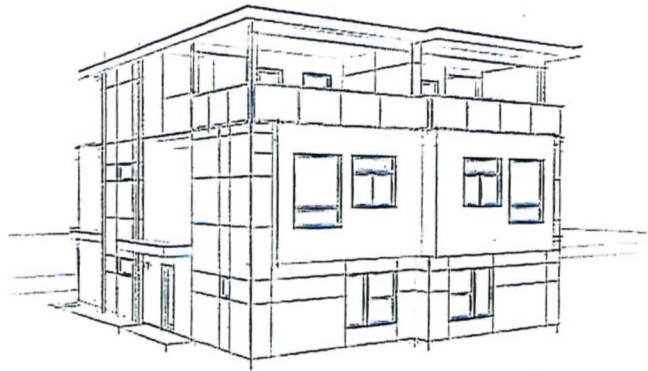
DRAWING NO:  
**A3.3**

## Unit Type 2



# CANOE BEACH ESTATES

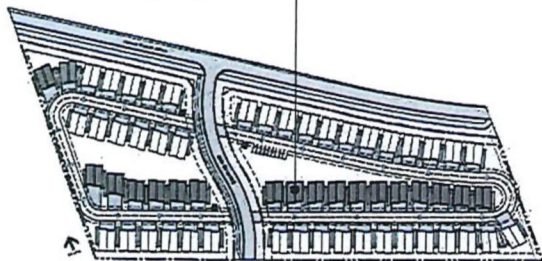
## UNIT TYPE '3'



### MATERIALS:


- WOOD GRAIN METAL SOFFIT (VENTED)
- FASCIA BOARD - CHARCOAL
- HORIZONTAL CEMENT FIBRE BOARD - GRAY SLATE
- RAIN WATER LEADER - CHARCOAL
- CEMENT FIBRE BOARD PANEL SIDING (SMOOTH) - COBBLE STONE
- HORIZONTAL WOOD GRAIN METAL SIDING
- TIMBER ELEMENTS
- 7/8" CORRUGATED METAL SLIDING - HERON BLUE

TYPE '3' UNITS



SITE KEY PLAN



	
<p>AVEX ARCHITECTURE 10000 100th Ave. S.E. Suite 100 Burien, WA 98148 Tel: 206.835.1000 Fax: 206.835.1001 www.avexarchitect.com</p>	<p>DATE: 2023.03.20 DRAWN BY: PS, JT DATE: May 2022 SCALE: 1/2" = 1'-0"</p>
<p>PROJECT: 21425 <b>CANOE BEACH ESTATES</b> Unit Type '3'</p>	
<p>Architect: Avex, PC DRAWING TITLE: <b>UNIT TYPE '3' OVERVIEW</b></p>	
<p>DRAWING NO: <b>A4.0</b></p>	





## Unit Type 3



2 MIDDLE FLOOR PLAN  
Scale:  $1/4" = 1'-0"$

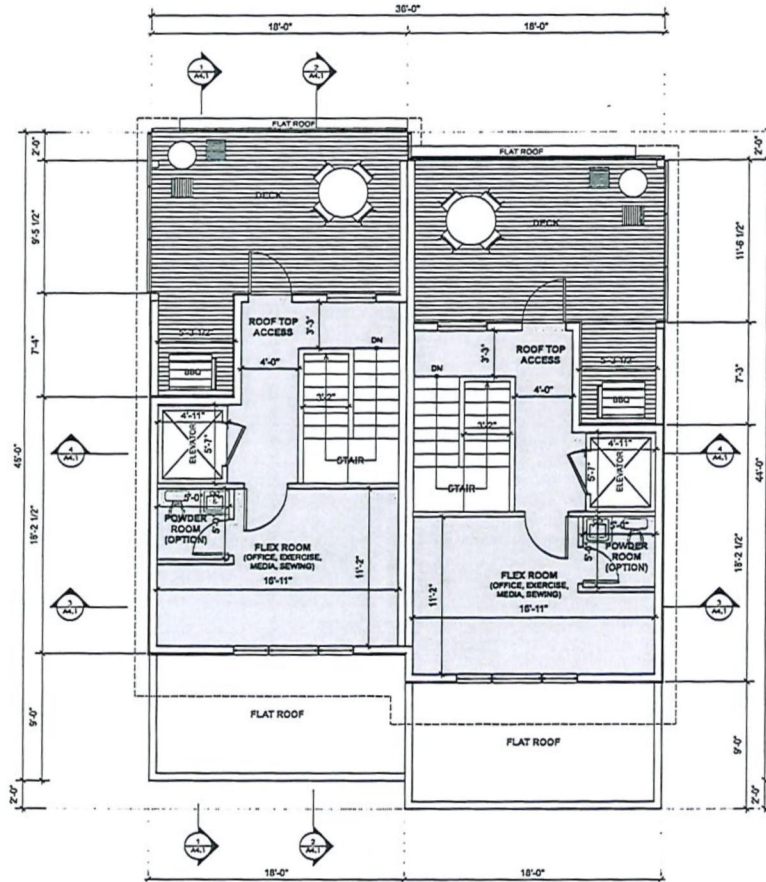
P166



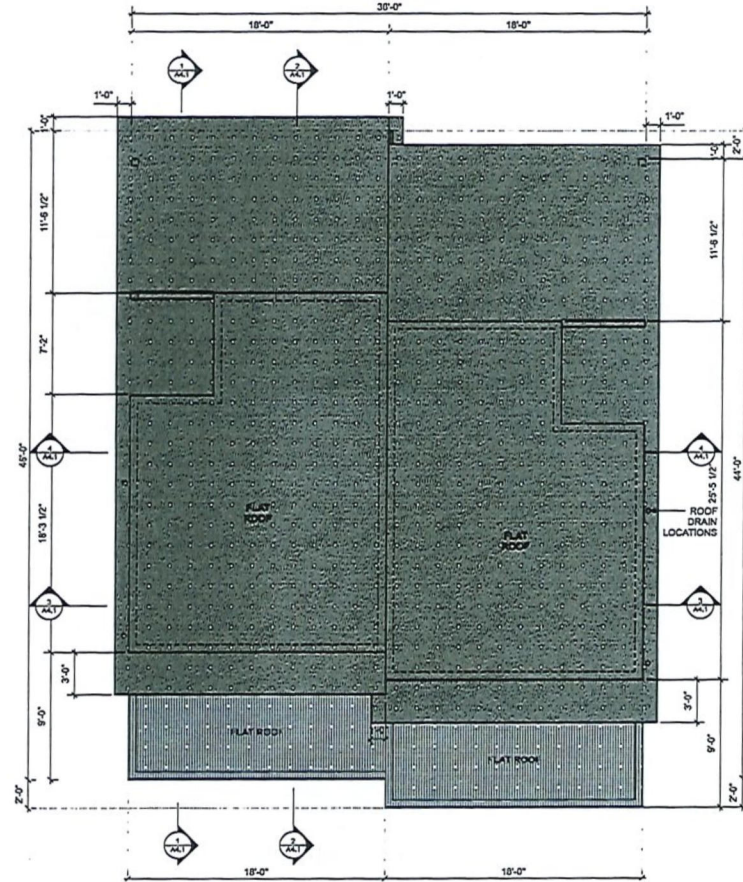
**AVEX**  
ARCHITECTURE

### A4.1

FLOOR AREA INFORMATION:	
GROUND FLOOR	457.5 SF
MIDDLE FLOOR	844.0 SF
UPPER FLOOR	416.0 SF
TOTAL FINISH FLOOR AREA:	1,717.5 SF
+ GARAGE	370.5 SF
+ DECK	250.0 SF



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



2 ROOF PLAN  
Scale: 1/4" = 1'-0"

## Unit Type 3

4168 - 4th ST NE  
PO BOX 2100  
SAUNDERS, BC V1E 4R2  
Phone: 250-515-4901  
E: info@avexarchitecture.ca  
W: www.avexarchitecture.ca

PROJECT: 21-025  
**CANOE BEACH ESTATES**  
Unit Type '3'

Simon Arns, BC  
DRAWING TITLE:  
**FLOOR PLAN & ROOF PLAN**

DRAWING NO:  
**A4.2**

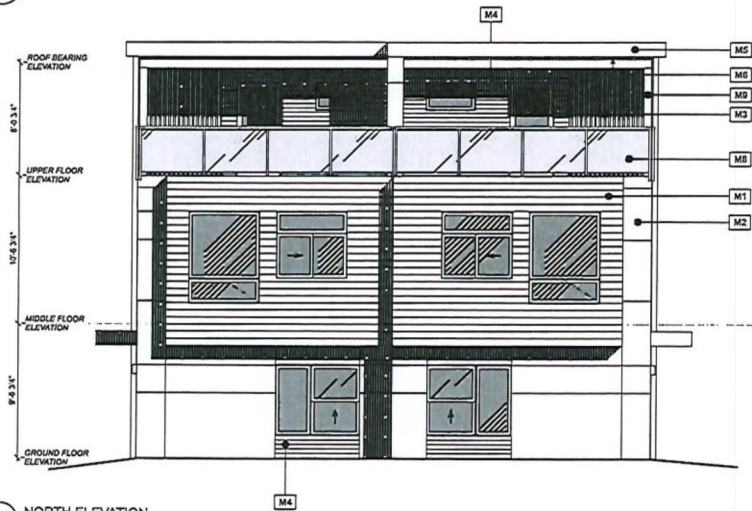
ISSUE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Drawn by: \_\_\_\_\_  
 Checked by: \_\_\_\_\_  
 Approved by: \_\_\_\_\_



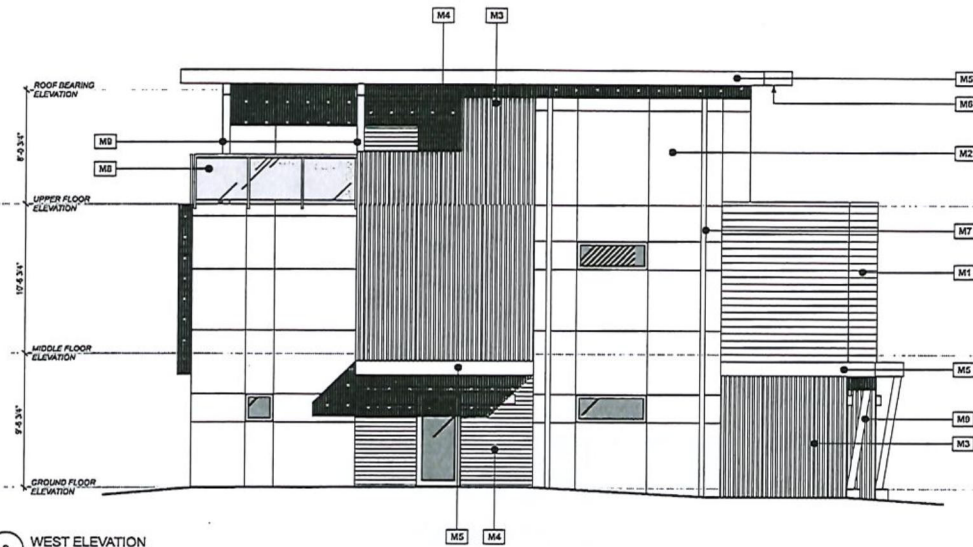
10.0m (32'-9 3/4") MAX BUILDING HEIGHT  
9.25m (30'-4 1/4") PROPOSED BUILDING HEIGHT



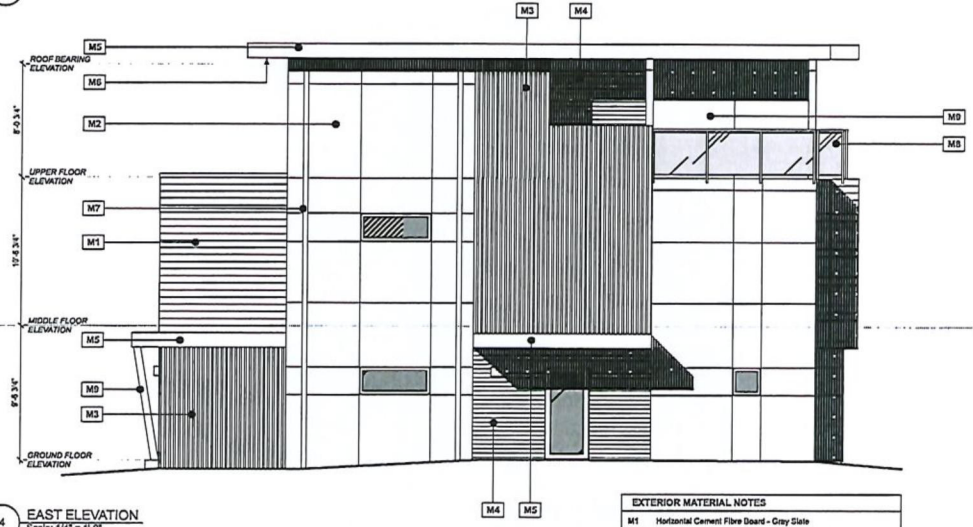
1 SOUTH ELEVATION  
Scale: 1/4" = 1'-0"



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



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



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

EXTERIOR MATERIAL NOTES	
M1	Horizontal Cement Fibre Board - Gray Slate
M2	Cement Fibre Board Panel Sliding - Cobblestone
M3	7/8 Compuclad Metal Siding - Heron Blue
M4	Wood Grain Metal Cladding 4" Exposure
M5	Fascia Board - Charcoal
M6	Wood Grain Metal Gutter - Venturi
M7	Rain Water Leaders - Black
M8	42" Glass Quadral
M9	Timber Elements

P168

CLIENT: 21425 CANOE BEACH ESTATES  
NO. 200 2150 SALMON ARM, BC V1E 4R2

ISSUE DATE

Issued For Project: 2023-03-21

Issued For Development: 2023-03-21

DRAWN BY: H.C.

DATE: Mar 2023

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



4165 - 4th FLOOR  
NO. 200 2150  
SALMON ARM, BC V1E 4R2  
Hart Lamson, Architect, ABC  
T 250-515-4551  
E hart@avexarchitecture.ca  
W www.avexarchitecture.ca

PROJECT: 21425  
CANOE BEACH  
ESTATES  
Unit Type '3'

Salmon Arm, BC

DRAWING TITLE:  
ELEVATIONS

DRAWING NO:

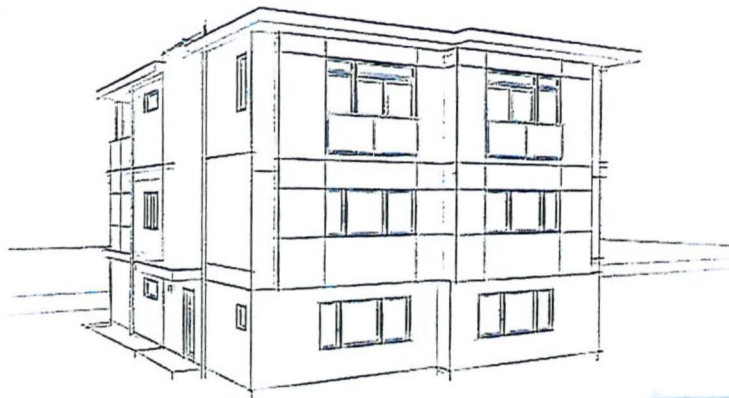
A4.3

Unit Type 3



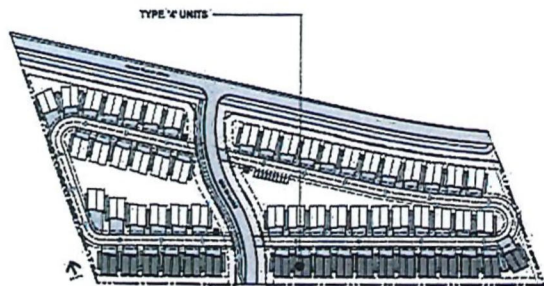
# CANOE BEACH ESTATES

## UNIT TYPE '4'



### MATERIALS:

WOOD GRAIN METAL SOFFIT (VENTED)  
 FASCIA BOARD - CHARCOAL  
 CEMENT FIBRE BOARD PANEL SIDING (SMOOTH) - COBBLE STONE  
 RAIN WATER LEADER - CHARCOAL  
 HORIZONTAL CEMENT FIBRE BOARD - BOOTHBAY BLUE  
 HORIZONTAL WOOD GRAIN METAL SIDING  
 TIMBER ELEMENTS  
 7/8" CORRUGATED METAL SLIDING - CHARCOAL



SITE KEY PLAN



ISSUE	DATE
Issue 01 - Final	2023-01-10
Issue 02 - Revise	2023-01-15
Issue 03 - Revise	2023-01-18

**DESIGNED BY:** AVEX

**DRAWN BY:** [Name]

**SCALE:** 1:50

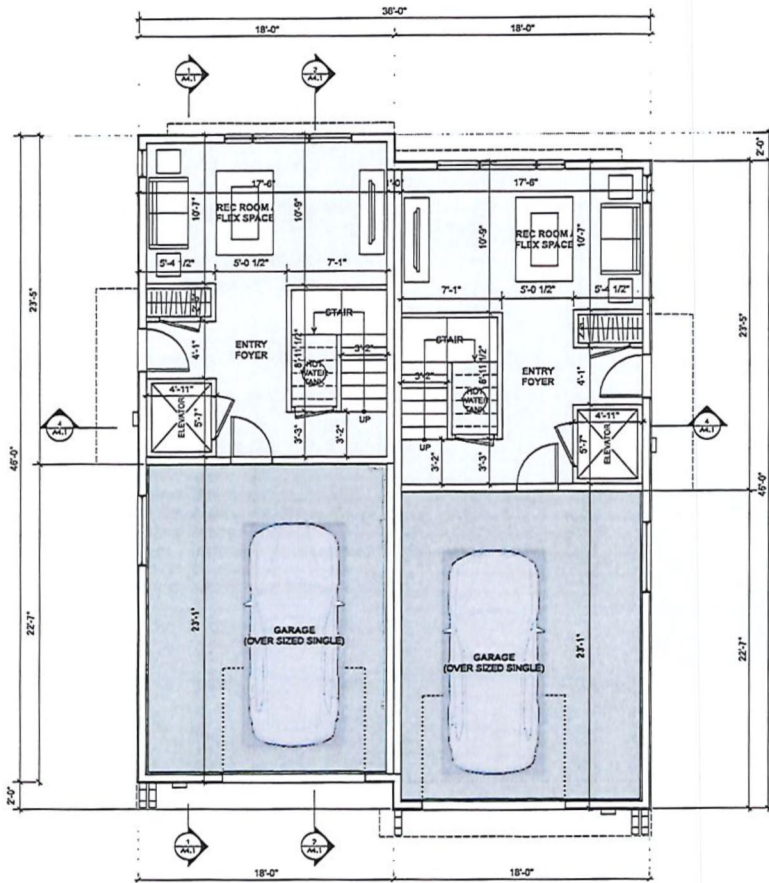
**PROJECT:** 21-025  
**CANOE BEACH ESTATES**  
 Unit Type '4'

**DRAWING TITLE:**  
**UNIT TYPE '4' OVERVIEW**

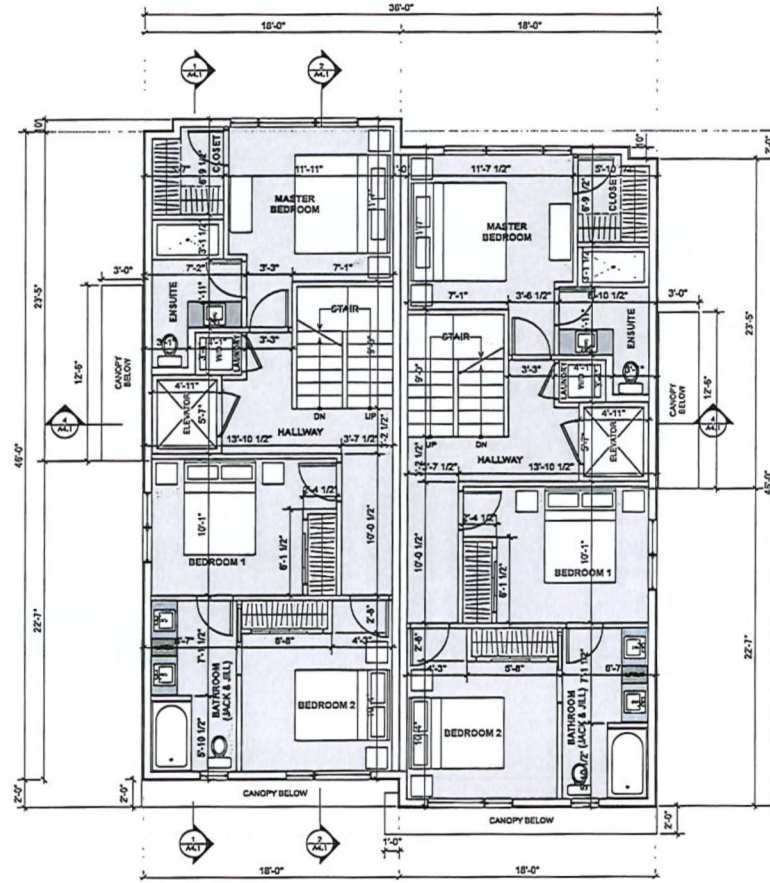
**DRAWING NO:**  
**A5.0**

**AVEX**  
ARCHITECTURE

4188 - 405 ST. N.E.  
 SUITE 100, EDMONTON, ALBERTA T6C 1B4  
 TEL: (780) 443-1111  
 WWW.AVEXARCHITECTURE.COM



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



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

FLOOR AREA INFORMATION:	
GROUND FLOOR	421.5 SF
MIDDLE FLOOR	841.3 SF
UPPER FLOOR	661.3 SF
<b>TOTAL FINISH FLOOR AREA:</b>	<b>1,924.1 SF</b>
+ GARAGE	406.5 SF
+ DECK	180.0 SF

P170

AVEX ARCHITECTURE is a registered professional architectural firm. We are not responsible for the accuracy of the information provided in this drawing. The user of this drawing is responsible for its accuracy and for its use.

ISSUE	DATE
Issued for Permit	2022-04-26
Issued for Review	2022-04-26
Issued for Construction Permit	2022-05-12

DRAWN BY: PLG

DATE: May 2022

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

**AVEX**  
ARCHITECTURE

4180 - 10th FLOOR  
PO BOX 2310  
SAVANNAH, GA 31401  
Phone: 912.426.1111  
Fax: 912.426.1112  
www.avexarchitect.com

PROJECT: 21-025  
**CANOE BEACH  
ESTATES**  
Unit Type '4'

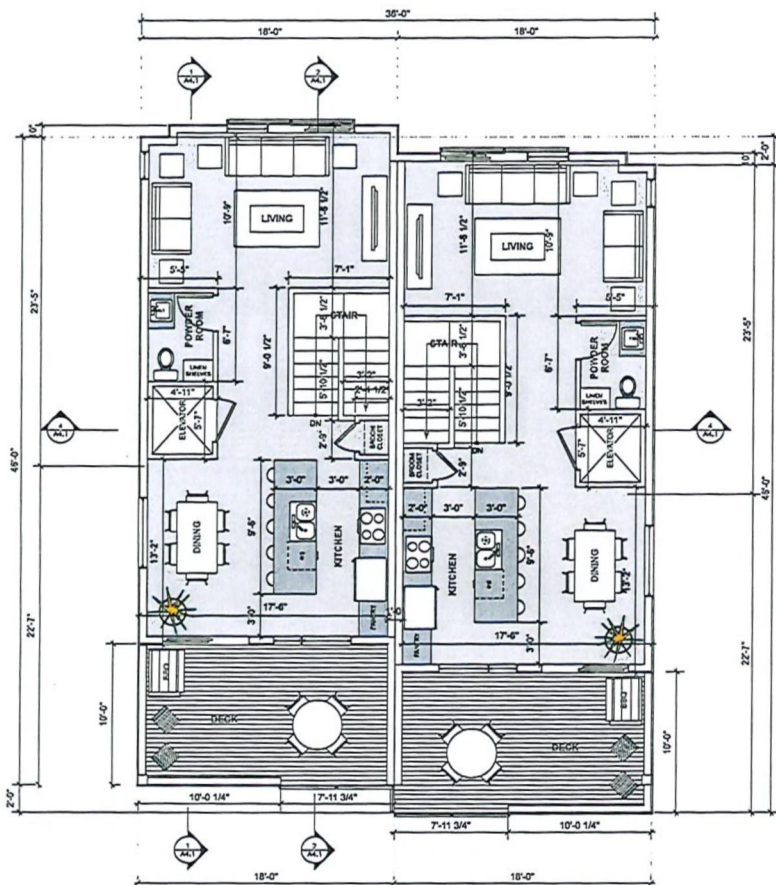
SAVANNAH, GA

DRAWING TITLE:  
**FLOOR PLANS**

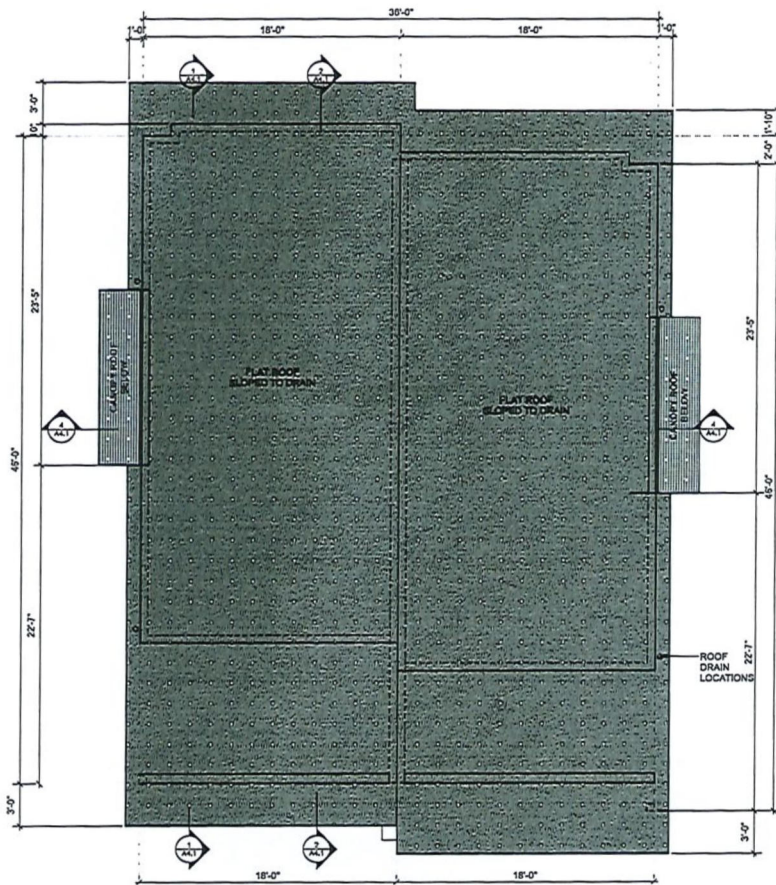
DRAWING NO:  
**A5.1**

Unit Type 4





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



2 ROOF PLAN  
Scale: 1/4" = 1'-0"

FLOOR AREA INFORMATION:	
GROUND FLOOR	421.5 SF
MIDDLE FLOOR	841.3 SF
UPPER FLOOR	861.3 SF
TOTAL FINISH FLOOR AREA:	1,024.1 SF
+ GARAGE	406.5 SF
+ DECK	180.0 SF

ISSUE	DATE
Issued for Permit	2022-01-26
Issued for Review	2022-03-21
Issued for Development Permit	2022-05-12

DRAWN BY: H.C.I.  
DATE: May 2022  
SCALE: 1/4" = 1'-0"



4168 - 4th ST NE  
SUITE 2100  
SALMON ARM, BC V1E 4R2

PHOTO: LAMBERTSON ARCHITECTS  
T 250-515-4021  
E info@lambersonarchitects.com  
W www.lambersonarchitects.com

PROJECT: 21-025  
CANOE BEACH  
ESTATES  
Unit Type '4'

Salmon Arm, BC

DRAWING TITLE:  
FLOOR PLAN  
& ROOF PLAN

DRAWING NO:

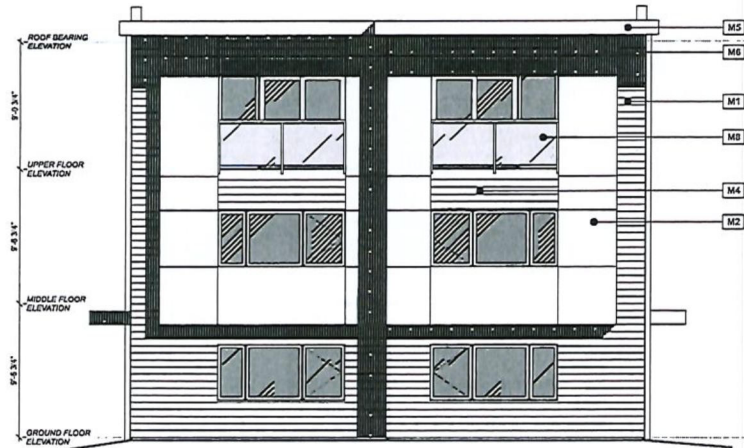
A5.2

Unit Type 4

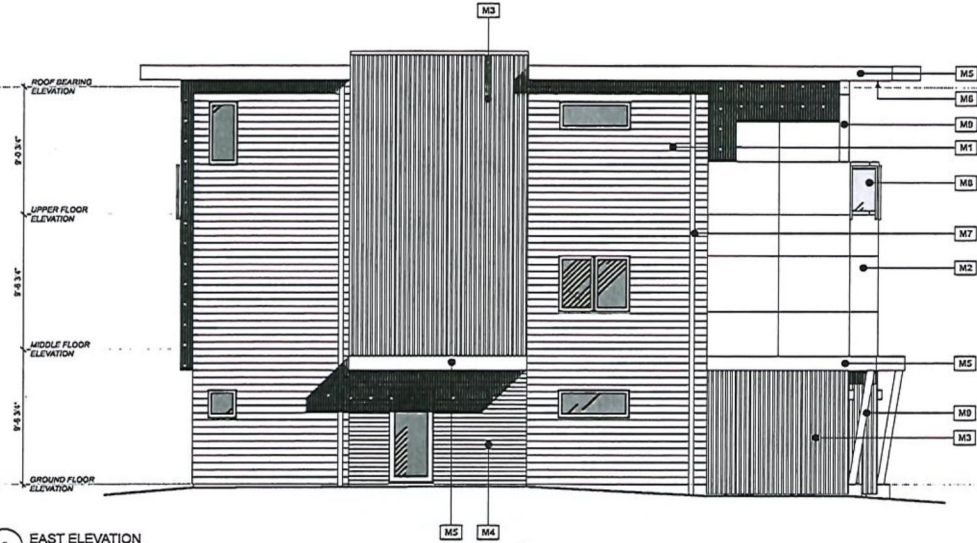




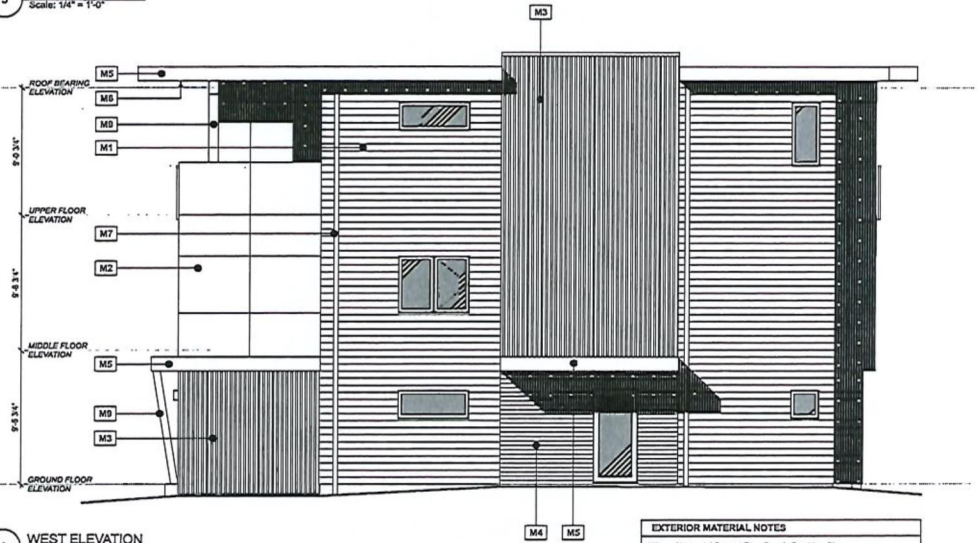
1 NORTH ELEVATION  
Scale: 1/4" = 1'-0"



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



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



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

EXTERIOR MATERIAL NOTES	
M1	Horizontal Cement Fibre Board - Boothbay Blue
M2	Cement Fibre Board Panel Siding (Smooth) - Cobblestone
M3	7/8 Corrugated Metal Siding - Charcoal
M4	Wood Grain Metal Cladding 4" Exposure
M5	Fascia Board - Charcoal
M6	Wood Grain Metal Gutter - Vented
M7	Rain Water Leaders - Black
M8	42" Glass Guardrail
M9	Timber Elements

**P172**

ISSUE DATE  
 Issued for Design 2023-01-26  
 Issued for Review 2023-05-21  
 Issued for Development Permit 2023-05-17

DRAWN BY: MLC  
 DATE: May 2022  
 SCALE: 1/4" = 1'-0"

**AVEX**  
 ARCHITECTURE

4168 - 4th ST NE  
 RD BOX 2150  
 SAPOCHAM, BC V1E 4R2  
 Hest Lamerton Architectural  
 T 250-515-4801  
 E hest@avexarchitecture.ca  
 W www.avexarchitecture.ca

PROJECT: 21-028  
**CANOE BEACH  
 ESTATES**  
 Unit Type '4'

Salmon Arm, BC  
 DRAWING TITLE:  
**ELEVATIONS**

DRAWING NO:  
**A5.3**

Unit Type 4





CANOE BEACH DRIVE AT NORTHEAST PROPERTY LINE



CANOE BEACH DRIVE NORTH ENTRANCE AT 45TH STREET NE



45TH STREET NE AT SOUTHWEST INTERIOR DRIVE AISLE



45TH STREET NE AT SOUTHEAST INTERIOR DRIVE AISLE



DATE	DATE
2023-02-01	2023-02-01
2023-02-01	2023-02-01
2023-02-01	2023-02-01

DRAWING BY: P1, C1  
 DATE: Mar 2023  
 SCALE: N/A

**AVEX**  
 ARCHITECTURE

4108 - 4th Street NE  
 PO BOX 1200  
 SAUNDERS PLACE V1E 4K3  
 Vancouver, British Columbia  
 T 202-194-4611  
 E info@avexarchitecture.ca  
 W www.avexarchitecture.ca

PROJECT: 21-025  
**CANOE BEACH ESTATES**

Simon Aron, B.C.  
**DRAWING TITLE:**  
 PROJECT OVERVIEW RENDERINGS

DRAWING NO:  
**A6.0**



P174





To The City of Salmon Arm

First off you have a beautiful City with lots to offer. It has been my pleasure learning about Salmon Arm and will continue to learn more. Canoe Beach is a hidden little gem as I learn more about the area and what it has to offer.

Past development work:

- 1) 2004 6445 hwy 97 rezoned and developed storage facility (427 units) and sold the business in 2011  
8P2X+MJ4 Vernon, British Columbia
- 2) 2006 4900 Heritage Drive developed The Rock 60 units of townhouses  
[https://scontent.fyka1-1.fna.fbcdn.net/v/t1.6435-9/41859297\\_298129024302742\\_7259778723598041088\\_n.jpg?stp=dst-jpg\\_s960x960&nc\\_cat=110&ccb=1-5&nc\\_sid=e3f864&nc\\_ohc=iBN mtDa PoAX SAPMH&nc\\_ht=scontent.fyka1-1.fna&oh=00\\_AT8iN7OYWdp1cbdsD-VSzzNdXvpVSzb\\_x0FBFIQq7RSssQ&oe=6295BAEB](https://scontent.fyka1-1.fna.fbcdn.net/v/t1.6435-9/41859297_298129024302742_7259778723598041088_n.jpg?stp=dst-jpg_s960x960&nc_cat=110&ccb=1-5&nc_sid=e3f864&nc_ohc=iBN mtDa PoAX SAPMH&nc_ht=scontent.fyka1-1.fna&oh=00_AT8iN7OYWdp1cbdsD-VSzzNdXvpVSzb_x0FBFIQq7RSssQ&oe=6295BAEB)
- 3) 2015 5350 Silver Star Rd developed Silver Pine Estates 14 duplex's  
<https://johndeak.com/wp-content/uploads/2021/06/23-5305SilverStarRd35-1024x683.jpg>  
<https://johndeak.com/wp-content/uploads/2021/06/23-5305SilverStarRd29-1024x683.jpg>  
[https://lh5.googleusercontent.com/p/AF1QipMDOdMrlQeXanzlGMapd2LJ\\_yuJDOKousdJ4wyZ=s1536](https://lh5.googleusercontent.com/p/AF1QipMDOdMrlQeXanzlGMapd2LJ_yuJDOKousdJ4wyZ=s1536)
- 4) 2017 6457 Rimer Road Did and amendment to the OCP and rezoned from CR to SH and subdivided the land for clients.
- 5) 2018 1805 45 ave Urban Heights 12 units roof top  
[https://scontent.fyka1-1.fna.fbcdn.net/v/t1.6435-9/50257226\\_361377631311214\\_3936957243320172544\\_n.jpg?stp=dst-jpg\\_s640x640&nc\\_cat=107&ccb=1-5&nc\\_sid=8bfeb9&nc\\_ohc=izkLeXI-1tMAX-CHq2U&nc\\_ht=scontent.fyka1-1.fna&oh=00\\_AT-FaCxVG4CCOa-RVpSKbeE8oCr9FFY9EZiQ5zfYQtRDgg&oe=6297DD3A](https://scontent.fyka1-1.fna.fbcdn.net/v/t1.6435-9/50257226_361377631311214_3936957243320172544_n.jpg?stp=dst-jpg_s640x640&nc_cat=107&ccb=1-5&nc_sid=8bfeb9&nc_ohc=izkLeXI-1tMAX-CHq2U&nc_ht=scontent.fyka1-1.fna&oh=00_AT-FaCxVG4CCOa-RVpSKbeE8oCr9FFY9EZiQ5zfYQtRDgg&oe=6297DD3A)
- 6) 2021 4400 & 4600 Canoe Beach Dr R & D for proposed 60 duplex development.

From my experience it's important in putting the right team together in order to have a beneficial project. Team members are currently and more to come.

- 1) Lawson Engineering (Al Waters & Blake Lawson)
- 2) Avex Architecture (Marc Lamerton)
- 3) Eric Reynard Landscape Architect
- 4) Monashee Surveying & Geomatics (Mark Budgen)
- 5) GeoWest Engineering (Calum Buchan)

We are proposing 60 duplex community in the heart of Canoe Beach. There will be 4 different unit plans through out the community.

- 1) Unit 1 2 story Total finished floor space (1301.5 SF) Garage area (370.5 SF) Juliet deck (72 SF)
- 2) Unit 2 option A) Total finished floor space (1650.2 SF) with flex room, garage area (406.5 SF) Roof top deck (184 SF)  
Option B) 2 story (1266 SF) with no flex room and roof top deck  
Option C) 2 story (1266 SF) with no roof top but a Juliet Deck in the front (72 SF)
- 3) Unit 3 option A Total finished floor space (1717.5 SF) Garage area (370.5 SF) Roof top deck (250 SF)  
Option B
- 4) Unit 4 Total finished floor space (1924.1 SF) Garage area (406.5 SF) Deck (180 SF)

#### Benefits of this development

- 1) All units will have the option of an elevator to catch all demographics and can be set up for an elevator down the road.
- 2) Proposed front row only unit 1 (2 story no rooftop Patio) will be on the front row along Canoe Beach Drive with a Juliet deck over looking Shuswap and Bastion view. This will give the rest of the units a view overlooking towards the Shuswap and Bastion view.
- 3) All units have an 18' X 46' footprint so it will give the option for the home owner to purchase which home is best suited for them.
- 4) All units will be prewired into the garage with the option of electric hook up for EV vehicle
- 5) Community Garden proposed for Canoe Beach Estates
- 6) All units will have the active living area within there home facing the Shuswap and Bastion Mountain View.
- 7) For the buyer, the buyer will have the option of renting out the unit.



*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
DATE: July 12, 2022  
PREPARED BY: Mustafa Zakreer, Engineering Assistant  
APPLICANT: Canoe Beach Estates/ David Claeys.  
SUBJECT: DEVELOPMENT PERMIT APPLICATION NO. DP-444  
LEGAL: Lot 1, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 (PID: 010-853-006)  
Lot 2, Section 6, Township 21, Range 9, W6M, KDYD, Plan 3538 (PID: 010-853-014)  
CIVIC: 4400& 4600 Canoe Beach Drive NE

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Further to your referral dated June 03, 2022, we provide the following servicing information.

Comments are based on the Subdivision/Development as proposed in the referral. If the development plans for the property change significantly, comments below may change.

**General:**

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



**SUBDIVISION APPLICATION FILE: DP-444**

July 12, 2022

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9. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
10. For the off-site improvements at the time of subdivision or building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision or building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.
11. Knotweed exist on the subject property. The Owner/ developer to treat and remove the plants in accordance with Herbicide Guidelines for Control of Knotweed.

**Roads / Access:**

1. Canoe Beach Drive NE, on the subject property's northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that 3.8m of additional dedication is required (to be confirmed by BCLS).
2. Canoe Beach Drive NE is currently constructed to an Interim Rural Arterial Road standard. Upgrading to the current Canoe Beach Drive Road standard is required, in accordance with Specification Drawing No. RD-14. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, 4m wide multiuse path, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. The hydro is three-phase along the subject frontage and therefore exempt from the requirement to place underground; however, there relocation of the poles may be necessary to accommodate the required infrastructure. Owner / Developer is responsible for all associated costs; however, any cost difference between the local RD-2 standard and the RD-14 standard may be eligible for DCC credit.
3. Canoe Beach Drive NE drains from west to east at a low grades making it difficult to achieve the minimum 0.7% grade along the gutter line upon tying into existing centerline without adjusting the road profile. The City of Salmon Arm is willing to work with the developer to create a better long term solution across the entire width of the road.
4. The future alignment of 45 Street NE connecting 73 Avenue to Canoe Beach Drive is located between the two subject properties and is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Full road dedication for 45 Street NE to Canoe Beach Drive is required. The western boundary to mirror the east boundary established by R/W Plan 57293.

**SUBDIVISION APPLICATION FILE: DP-444**

July 12, 2022

Page 3

Site development plan proposes an alignment for the 45 Street NE connector to Canoe Beach Drive. The Engineering Department has no objection to the submitted alignment. Owner / Developer is responsible for the cost associated to constructing 45 Street to full Urban Local Street Standard as shown on the specifications drawing RD-2.

5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of Canoe Beach Drive and the future 45 Street NE.
7. As Canoe Beach Drive is designated as an Arterial Road, accesses shall be designed by keeping to a minimum number. No driveway access will be permitted onto Canoe Beach Drive; all driveways shall access future 45 Street NE. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

**Water:**

1. The subject properties front a 100mm diameter Zone 1 watermain on Canoe Beach Drive NE. Upgrading this watermain to a 200 mm diameter across the frontage of the property is required. The cost difference between the installations of 200mm vs 150mm diameter is eligible for DCC credits.
2. The subject properties front a 150mm diameter Zone 1 watermain on 45 Street NE. The owner/developer is required to extend the City watermain to the furthest limit of 45 Street NE frontage to loop with the existing watermain on Canoe Beach Drive.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that the 4400 Canoe Beach Drive NE existing property is serviced by a an unknown size service from the 100mm diameter watermain on Canoe Road Drive NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**SUBDIVISION APPLICATION FILE: DP-444**

July 12, 2022

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7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

**Sanitary:**

1. The subject properties front a 300mm diameter sanitary sewer on the eastern boundary of Lot 1. The sanitary sewer main is located within the right-of-way for a proposed future 45 Street NE connector. The City will review the proposed offset of the sanitary main within the new right-of-way and may accept a non-standard offset, should there be no conflicts with other infrastructure. The owner/developer will be eligible to discharge the sewer R/W upon commissioning of the new sewer main.
2. Lot 1 fronts a 450 mm diameter sanitary sewer on the northern boundary. No upgrade is required at this time.
3. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
5. Records indicate that the existing property has no sanitary sewer services. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 900 mm diameter storm sewer on eastern boundary of Lot 2, Plan A16819. The owner/developer is required to extend the City storm sewer drainage system to the furthest limit of the road frontages of the subject properties on Canoe Drive Road NE.
2. The subject property fronts a 250mm diameter storm sewer that terminates at a manhole about 30m south of the end point of 45 Street NE. The owner/developer is required to extend the City storm sewer drainage system to the furthest limit of the proposed 45 Street NE frontage, as necessary to service the development and to collect road drainage.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.



**SUBDIVISION APPLICATION FILE: DP-444**

July 12, 2022

Page 5

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4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
  5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

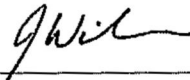
**Geotechnical:**

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



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**Mustafa Zakreet**  
Engineering Assistant



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



Administration Department

July 29/22

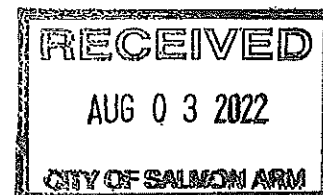
To whom it may concern


We live here in Canoe, 73rd north east ave and we face 45th north east st where the new proposal is, we have a few concerns.

We'll be looking at the backs off the three storey buildings that your city councillors passed. And I'd like to mention that not much notification was forward to the people it would affect. We received the out lay off the plans and looks off the structures, Wednesday 20/22. Sure not much time to put our concerns out there. I personally think that all structures two high only. If going threw with this I strongly think the contractor should be responsible for putting up a privacy fence for the people it will affect

Your truly


Bernadette Wine & Finn Magnusson



  
Canoe, BC.  
VOE 1K0.

Council of the City of Salmon Arm,  
C/O Admin Dept.  
Development Services,  
Salmon Arm, BC.

Re:- Development Permit No. DP-444 @ 4400 and 4600 Canoe Beach Drive NE.

With regard to the proposed issuance of Development Permit No. DP-444,  
We Carmel and Patrick Harford owners and residents of the residential property at   
Ave NE directly south of the property in question, wish to lodge our objections and concerns  
about the proposed permit.

We have lived in our community for the past eight years and understand that our neighborhood is  
expanding and growing and that the property in question is zoned as an R4 Residential lot. We  
expected at some time there would be homes built there.

Our concerns are about the number and size of the proposed buildings. Why put homes of three  
storey's in height in a neighborhood that is predominantly single storey and why such a volume  
of homes in such a small area.

Part of the development proposal is for the construction of 86 three storey units. Of these, there  
are 36 three storey units along the south perimeter of the property overshadowing the existing  
single storey homes on 73rd. Ave. This will create a privacy issue and a dark wall of buildings  
that are so close together (especially with the materials being used) right in front of our homes.  
In winter time we see very little sunshine in our community and if these three storey buildings  
are constructed we will be kept in the dark all day long, leading to a very depressing  
neighborhood to live in.

We would ask that the developer reconsider their development plan and look at constructing  
single storey homes that would keep them in line with the existing homes in our community.  
Our neighborhood is primarily single storey residential and we feel it should stay that way.  
If this development takes place, it will change the view of our neighborhood as a desirable place  
to live and affect property values as people think twice about living in an area where you are  
overshadowed by such a wall of tall buildings.

Hoping you will give our concerns your utmost consideration as you discuss and decide on the  
implications of the rezoning of this property.

Yours sincerely,

Carmel Harford

Patrick Harford



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Item 22.2

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-556 be authorized for issuance for Lots 1 and 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP121728 to reduce the RD-3 Collector Street upgrade requirements along the 20 Avenue NE frontage as follows:

1. waive the requirement to widen and construct a bike lane;
2. waive the requirement to replace the existing BC Hydro Lease Light; and
3. reduce the number of Davit lights to be installed from three (3) to one (1).

[1348074 BC Ltd./Meise, R. & E./Franklin Engineering Ltd.; 2790 20 Avenue NE; Servicing requirements]

### Vote Record

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

Opposed:

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

**CITY OF  
SALMON ARM**

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TO: His Worship Mayor Harrison and Members of Council

DATE: August 4, 2022

SUBJECT: Development Variance Permit Application No. VP-556  
Legal: Lots 1 and 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP121728  
Civic Address: 2790 20 Avenue NE  
Owner: 1348074 BC Ltd. And R. & E. Meise  
Agent: Franklin Engineering (Jason Wickner)

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**MOTION FOR CONSIDERATION**

THAT: Development Variance Permit No. VP - 556 be authorized for issuance for Lots 1 and 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP121728 to reduce the RD-3 Collector Street upgrade requirements along the 20 Avenue NE frontage as follows:

- i. waive the requirement to widen and construct a bike lane;
- ii. waive the requirement to replace the existing BC Hydro lease light; and
- iii. reduce the number of Davit lights to be installed from three (3) to one (1).

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**STAFF RECOMMENDATION**

The motion for consideration be defeated;

THAT: Development Variance Permit No. VP - 556 be authorized for issuance for Lots 1 and 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP121728 to reduce the RD-3 Collector Street upgrade requirements along the 20 Avenue NE frontage as follows:

- i. waive the requirement to widen the frontage and construct a bike lane;
- ii. reduce the number of davit lights to be installed from three (3) to two (2) - one fronting the subject property and one on the north side of 20 Avenue NE.

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**PROPOSAL**

The applicant is requesting to waive the road upgrade requirements for 20 Avenue NE associated with the two lot subdivision of the subject property.

**BACKGROUND**

The subject property is located in the North Broadview area and is approximately 2.1ha (see Appendices 1 and 2). It is designated Residential Medium Density in the City's Official Community Plan (OCP) (Appendix 3). In Zoning Bylaw No. 2303, the subject property is zoned R4 (Medium Density Zone) (Appendix 4). The subject property was recently rezoned from R1 (Single Family Residential) to R4 (Medium Density Zone) in order to facilitate a two lot subdivision consisting of a lot with the existing single family dwelling and a second lot for medium density development.



Given the proposed lot areas, Lot 1 (lot with existing Single Family Dwelling) could develop twelve (12) units and Lot 2 (vacant) could develop up to seventy (70) units.  
Adjacent land uses include the following:

North: R1 (Single Family Residential Zone) – Single Family Residences  
South: P3 (Institutional Zone) – Salmon Arm Secondary School  
East: R1 (Single Family Residential Zone) and P3 (Institutional Zone) – Single Family Residences and Lutheran Church  
West: P3 (Institutional Zone) and R1 (Single Family Residential Zone) – Salmon Arm Secondary School and Single Family Residence

A Preliminary Layout Review (PLR) Letter was issued to the owner in February 2022. The attached site plan shows the proposed two lot subdivision (Appendix 5). The existing house is to be located on the proposed Lot 1 and proposed Lot 2 could support a multi-family development pursuant to the R4 zoning. The PLR outlines the conditions that the applicant/owner must complete prior to final subdivision approval.

Along the frontage of the subject property and within the City of right of way there is an existing sidewalk, retaining wall, and street lighting is provided via a BC Hydro Lease Light. A photo of the frontage is included as Appendix 6.

The Engineering and Servicing Report (with plan of subdivision) dated January 27, 2022 is attached as Appendix 7 and formed the basis for the PLR. In summary, 20 Avenue NE, fronting the subject property is to be upgraded to an RD – 3 standard. The upgrading requires 20.0m of road dedication (10.0m on either side of road centerline). Based on available records no further road dedication is required. The RD-3 road standard includes bike lanes on both sides of road. This would require the relocation of an existing retaining wall and regrading of the boulevard fronting the subject property. The RD-3 standard also includes street lighting as shown on Appendix 8. The Engineering referral also notes that the existing BC Hydro Lease Lights are to be replaced with Davit lights due to the high cost of maintaining the BC Hydro Lease Lights and that the City is no longer installing or accepting this lighting type in the urban area.

The applicant is requesting to not replace the existing street lighting (a BC Hydro Lease Light) and install one davit light rather than the three required. A letter of rationale was submitted by the applicant in support of the variance application (Appendix 9). The applicant states in their letter of rationale that the "installation of davit lights to the City Standards would not be possible due to the conflict with overhead power lines". Engineering staff do not share the concern for the potential conflict.

## COMMENTS

### Engineering Department

In response to the request to vary the servicing requirements the Engineering Department provided comments, dated June 7, 2022 and is enclosed as Appendix 10. The Engineering Department recommends the request to waive the requirement to upgrade 20 Avenue NE along the frontage of the subject property subject to the installation of BC Hydro and Telecommunications ducts from the three phase power pole to the east property line. Given that the installation would be premature at this time a CIL payment would be accepted.

Staff reviewed the requested variance against both the current and proposed future RD-3 standard. The existing sidewalk and curb line would require relocation to the south to accommodate the bike lane necessary in the current RD-3 standard. However, the curb line is in the appropriate location for the future RD-3 standard (attached to Appendix 10). Staff's opinion is that the variance request to the RD-3 standard can be supported as it meets the intent of the proposed future cross-section which would have an offset multi-use path on the north side of 20 Avenue NE and thereby removing bike traffic from the vehicular travel portion of the roadway.

Building Department

No concerns

Fire Department

No response

Planning Department

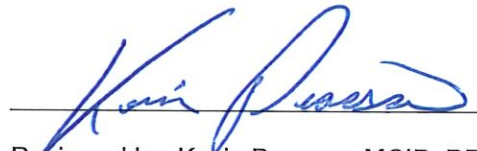
In considering variances to the Subdivision and Development Services Bylaw No. 4163, a number of factors are considered, including – current site conditions, existing infrastructure and long term development plans in the area. As noted previously there is potential for further development of the subject property, under the current R4 zoning and density, proposed Lot 1 could accommodate up to twelve units and proposed Lot 2 could accommodate up to seventy units.

Staff are not supportive of the applicant's proposal to retain the existing hydro BC Hydro Lease Light and reducing the number of street lights to be installed from three lights to one light because the 20 Avenue NE corridor, in this area, is an important connection for active transportation and the Engineering Department does not share the applicant's concern for height conflicts with the installation of the street lights. Adequate street lighting is an integral component in the safe access and walkability of a neighbourhood. Staff would also note that this particular area has been highlighted by members of the public as a concern with respect to providing safe routes to schools. In the past the City accepted BC Hydro Lease Lights in the urban area; however, the expense of these lights makes it cost prohibitive to install new and maintain.

Staff recognize that there are constraints on the subdivision, specifically the location and size of the existing retaining walls; however, offsetting the cost of upgrading lighting and conduits in 20 Avenue NE onto the future developer/land owners or the City is problematic. Higher density developments are generally expected to meet the required level of servicing to support the development. Waiving the requirements would place additional financial burden on the City for the road improvements in the future or increase costs to future developers of adjacent properties. Staff do not recommend the variances as requested by the applicant be granted and have proposed alternative variances that may be more appropriate given the location and scale of development proposed. Further, staff are proposing CIL for the installation of hydro and telecommunications conduit at a later date because installation the time of subdivision, in this instance, would be premature.

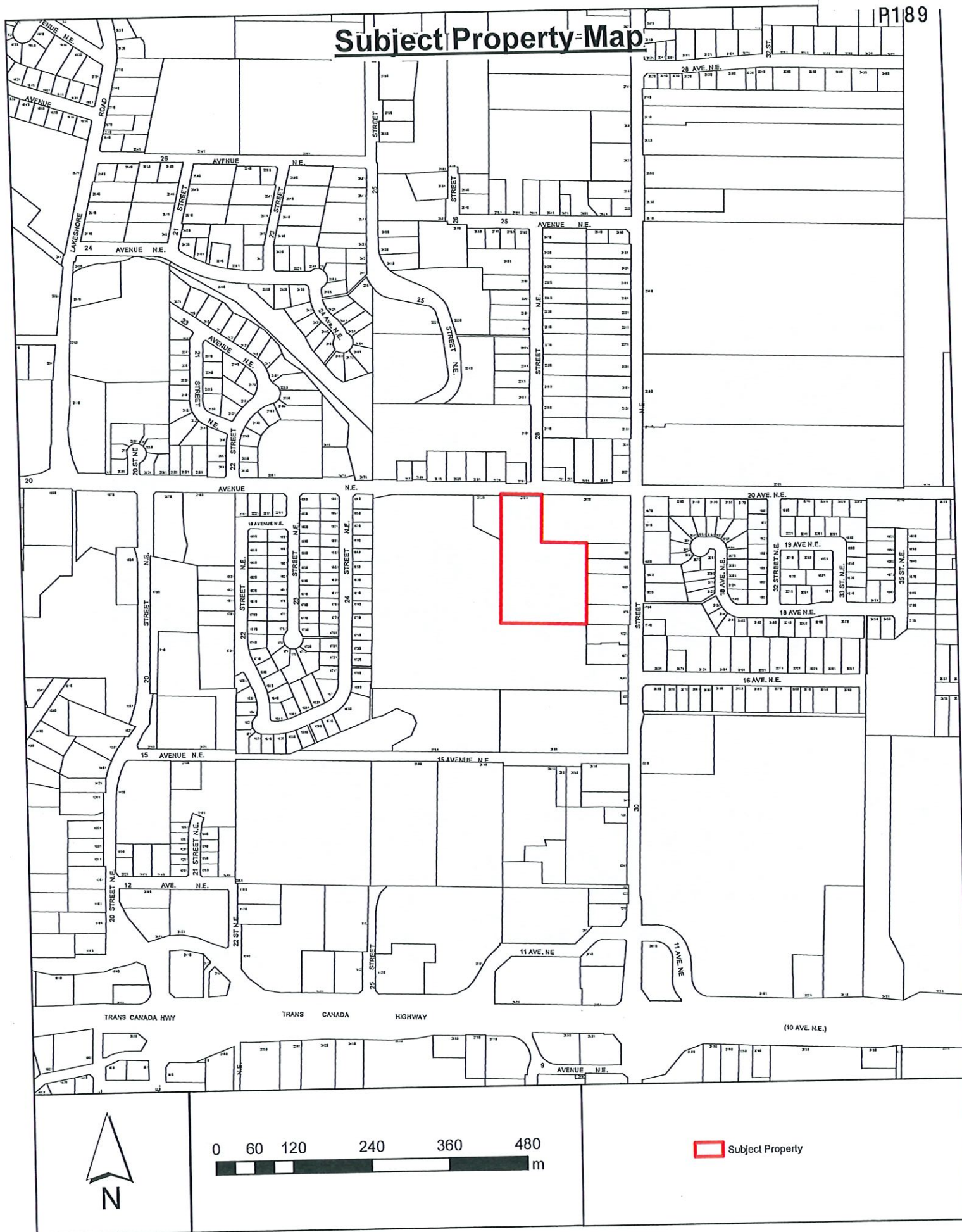


Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



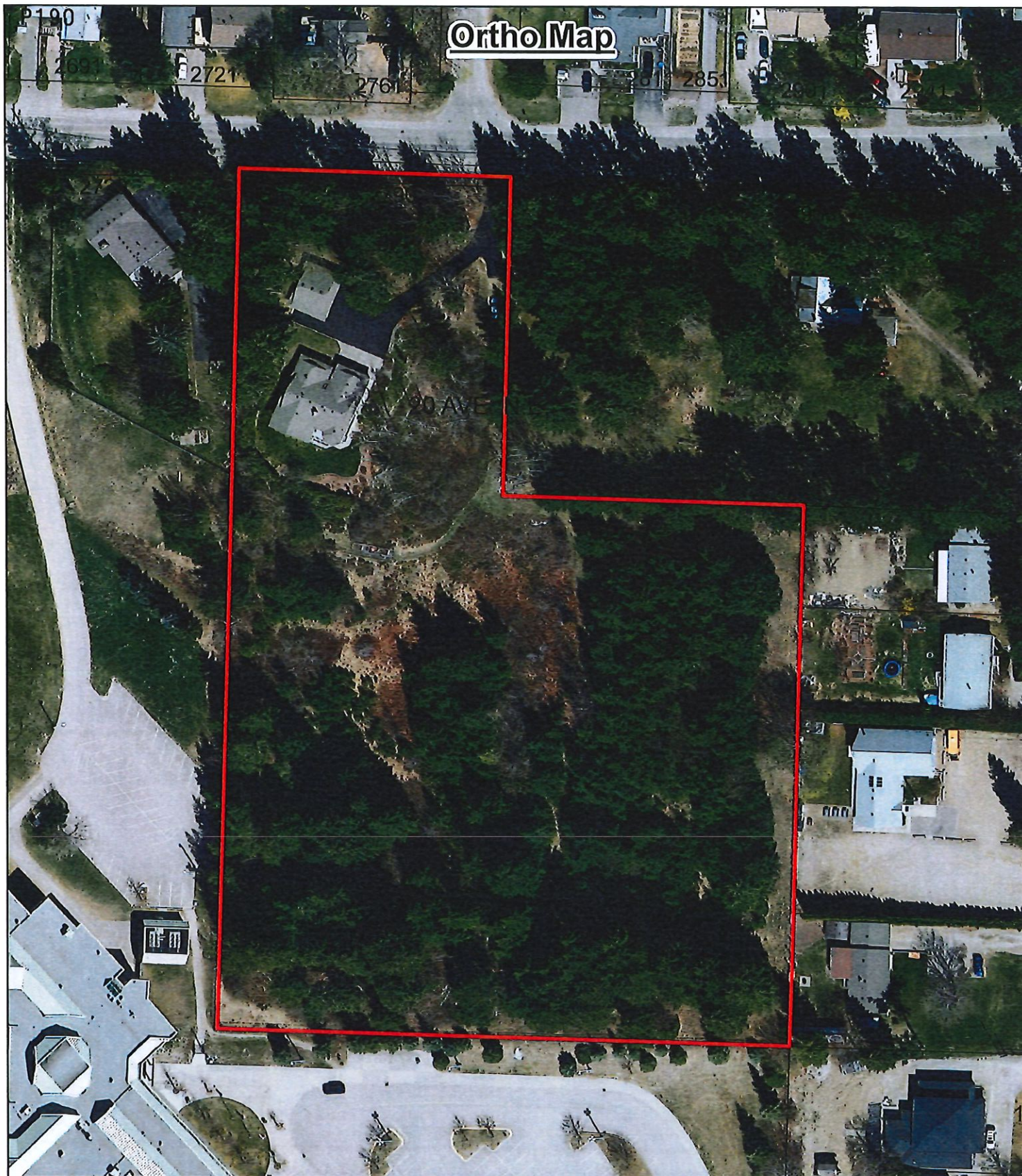
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services

# Subject Property Map



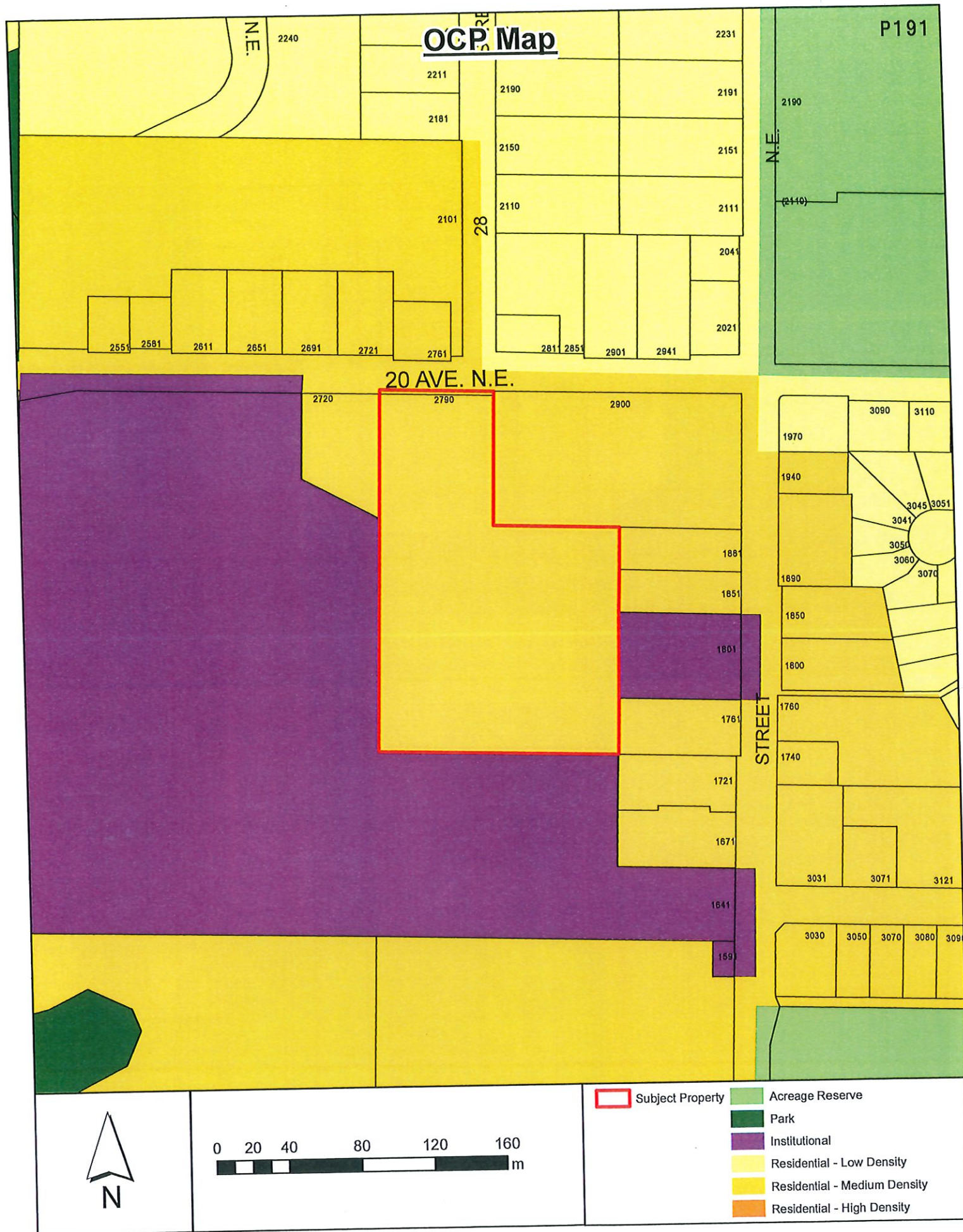


Ortho Map



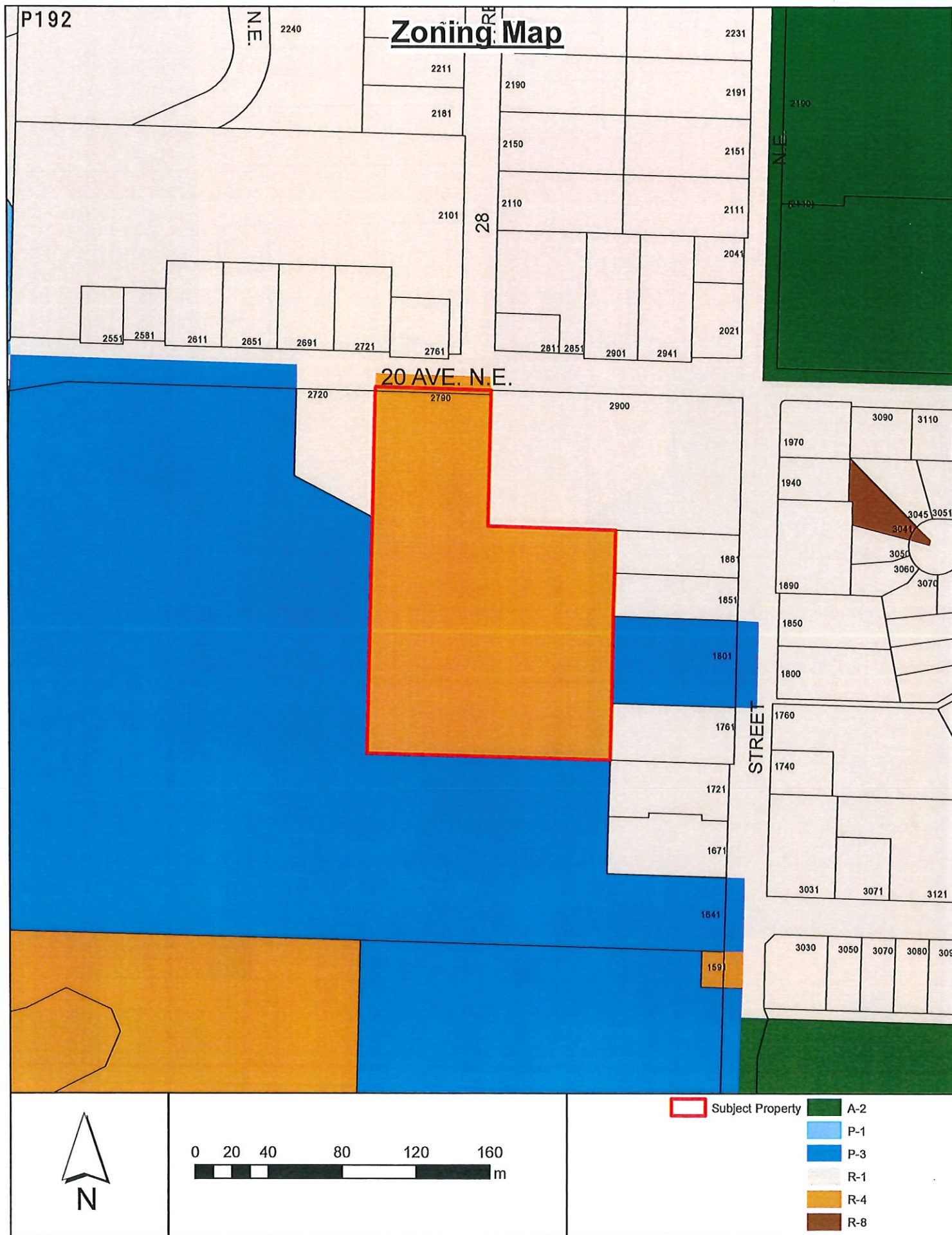
 Subject Property





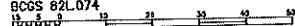


# Zoning Map





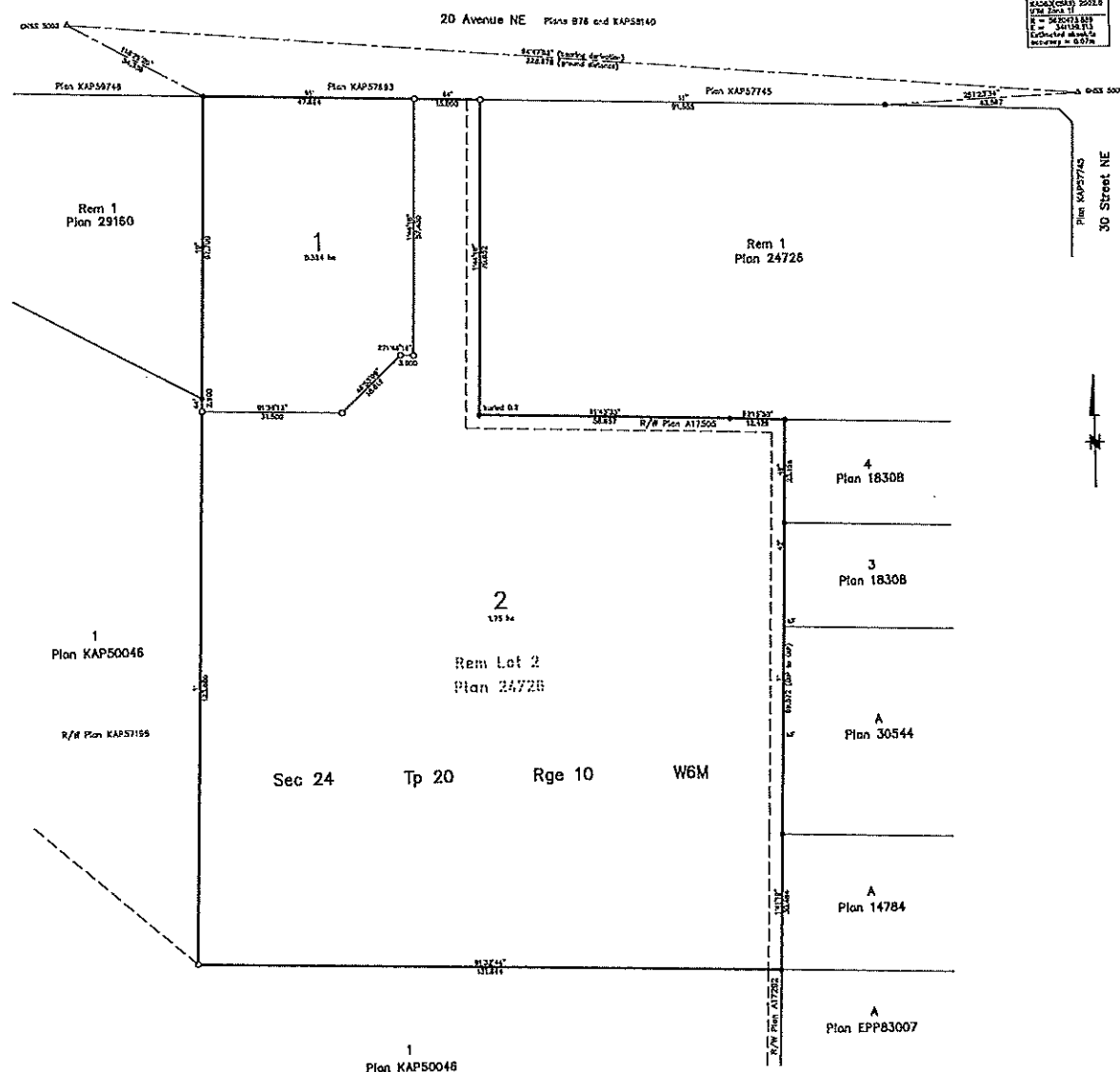
BGS 821.074



The intended plot size of this plan is 550mm in width by 854mm in height (D size) when plotted at a scale of 1:500

GISS 5002  
 KADAM(CSR) 2002.0  
 Wtd Zora II  
 H = 5822432.857  
 E = 340871.418  
 Estimated standard  
 accuracy = 0.570

WELL 3001  
KACB(CSB) 2002.0  
UTM Zone 11  
N = 5670473.809  
E = 341152.913  
Estimated elev'n  
above sea = 0.02m



### 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 0.9998473. Its average combined factor has been determined based on an ellipsoidal elevation of 447.4 meters.

The UTM coordinates and estimated absolute 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 (OP)
- Standard Iron Post Flooded (P)
- △ Transverse Hole Flooded
- ✕ Denotes Nothing Found

Two comments in the name of the City of  
Solomon Area pursuant to Section 219 of the  
Land Title Act are 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 Shumway Regional District

The field survey represented by this plan  
was completed on the 5th day of May, 2022  
Nicole L. Bird, BCLS (328)

BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-832-8705  
Fax: 254-22(745-21) Ph. R127 p.121  
254-22-22









*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Kevin Pearson, Director of Development Services  
DATE: 27 January 2022  
PREPARED BY: Mustafa Zakreet, Engineering Assistant  
APPLICANT: **K.Angove/ Franklin Engineering Ltd**  
SUBJECT: **SUBDIVISION APPLICATION NO. 22-03**  
LEGAL: Lot 2, Section 24 Township 20, Range 10, W6M, KDYD, Plan 24726 Except  
Plan KAP 57693  
CIVIC: **2790-20 Ave NE**

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Further to your referral dated January 27, 2022, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning but are required as a condition of subdivision or development:

**General:**

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



**SUBDIVISION APPLICATION FILE: 22-03**

27 January 2022

Page 2

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9. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
  10. For the off-site improvements at the time of subdivision, the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

**Roads / Access:**

1. 20 Ave NE, on the subject property's Northern boundary, is designated as Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 20 Ave NE is currently constructed to an Interim Collector Road standard. Upgrading to an Urban Collector Road standard is required, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Three-phase electric power is permitted to remain as overhead. Poles may require relocation to allow for any required infrastructure. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of any proposed City owned road and 20 Ave NE.
5. As 20 Ave NE is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only one (1) driveway access will be permitted onto 20 Ave NE and a reciprocal access agreement will be required to service lots. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.
6. The maximum allowable cul-de-sac or T-Turn around length in the urban areas is 160 meters. This measurement shall be measured along centerline from the centre of the first intersection having access from two alternate routes to the center of the cul-de-sac or T-Turn around. Where the maximum cul-de-sac or T-Turn around length is exceeded a secondary emergency access shall be provided. Emergency accesses are to be constructed in conformance with Policy 3.11 (Emergency Accesses).
7. Permanent dead-end roads shall be terminated in a cul-de-sac in accordance with Specification Drawing No. RD-11. Temporary dead-end roads internal to the subdivision may be terminated with a paved temporary T-turn around in accordance with Specification Drawing

**SUBDIVISION APPLICATION FILE: 22-03**  
27 January 2022  
Page 3

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No. RD-13. Temporary dead-end roads at the limits of the subject property shall be terminated with temporary cul-de-sacs in accordance with Specification Drawing No. RD-11a (attached).

8. A retaining wall currently existing along the edge of sidewalk. Grading of any future subdivision/development should make every effort to eliminate the retaining wall. It is also noted that the retaining wall is not located on property line and may require relocating to allow room for required infrastructure within the boulevard.

**Water:**

1. The subject property fronts a 200 mm diameter Zone 2 watermain on 20 Ave NE and a 300 mm diameter Zone 2 water main along the eastern property boundary. No upgrades will be required at this time; however, the right of way on the eastern boundary shall be widened to 6.0 m width.
2. The existing lot is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10) adequately sized to satisfy the proposed use. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a service of unknown size from the 200mm diameter watermain on 20 Ave NE. Due to the size and / or age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The proposed parcels are to be serviced each by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the appropriate density spacing requirements.

**SUBDIVISION APPLICATION FILE: 22-03**

27 January 2022

Page 4

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**Sanitary:**

1. The subject property fronts a 200 mm diameter sanitary sewer on 20 Ave NE. No upgrades will be required at this time.
2. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. A right of way exists over the school district property to the west which will enable a future gravity connection to the city sanitary sewer from any proposed development.
4. Sanitary main is to be extended to front the properties on the eastern side of the proposed development up to (1801 south corner), this would follow the existing watermain right-of-way. The bylaw requires the water main right-of-way to be widened to 7m.
5. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
6. Records indicate that the existing property is serviced by an unknown size service from the sanitary sewer on 20 Ave NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 675 mm diameter storm sewer on 20 Ave NE. No upgrades will be required at this time.
2. Records indicate that the existing property is currently not serviced from the city storm sewer.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.



**SUBDIVISION APPLICATION FILE: 22-03**

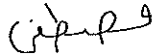
27 January 2022

Page 5

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6. A right of way exists over the School District property to the west, in favor of the subject property, which will enable a future gravity connection to the City storm sewer from any proposed development.

**Geotechnical:**

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



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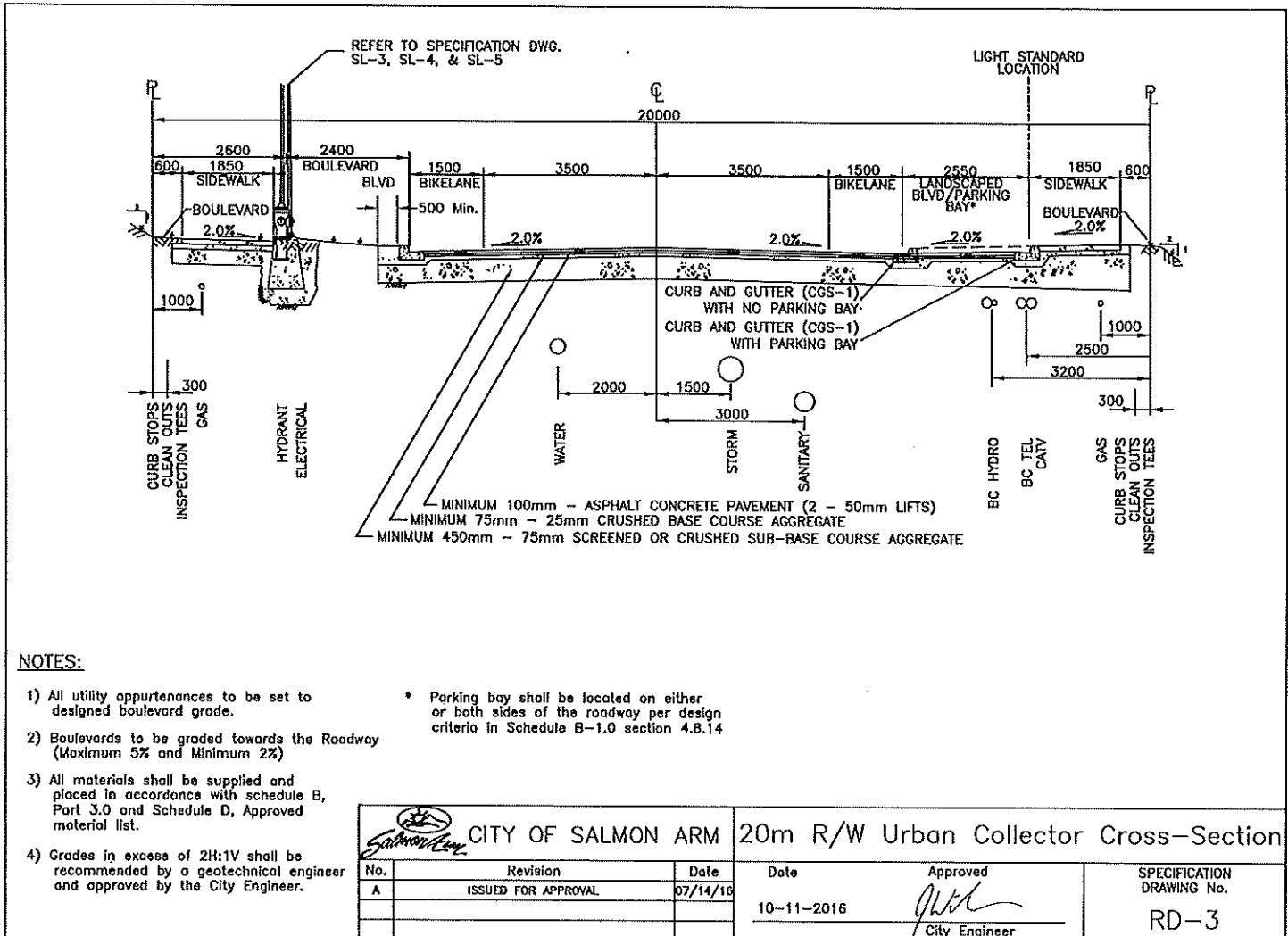
**Mustafa Zakreet**  
Engineering Assistant



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

## Subdivision and Development Servicing Bylaw No. 4163 – Schedule B, Part 2





PO Box 2590, 416A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

April 21<sup>st</sup>, 2022

Kevin Pearson, Approving Officer  
City of Salmon Arm  
PO Box 40, 500 2<sup>nd</sup> Ave NE  
Salmon Arm, BC V1E 4N2

**RE: Development Variance Permit Application for subdivision of property located at 2790 20<sup>th</sup> Ave NE**

Dear Mr. Pearson,

Our client wishes to subdivide the current lot located at 2790 20 Avenue NE, Salmon Arm, BC to allow the existing house to be separate from future multi-family residential development on the remainder of the property.

This letter describes requested variances to the PLR received February 25, 2022 (COSA file 22.03) and the client's rationale for their acceptance to make this project possible. It is our opinion that this requested variance is reasonable and sensible given the location and existing condition of the site.

**Executive Summary**

The main goal of this variance request is to allow the two-lot subdivision to proceed as quickly as possible and to make the project more feasible. We request variances to items related to 20<sup>th</sup> Avenue NE upgrades.

**Variance Specifics**

The following variance requests reference sections outlined in the City of Salmon Arm's PLR.

1. Roads/Access c – Upgrade 20<sup>th</sup> Avenue NE to RD-3 cross section along the entire frontage.

We request this item be waived entirely with the below reasoning.

City Staff has expressed their support to waive the requirement to widen the road to include a bike lane and relocate the concrete curb & gutter and sidewalk. This would also eliminate the requirement to relocate an existing retaining wall on the City's right of way, boulevard grading, and street drainage.

Street lighting is achieved through davit lights on the existing hydro poles. The installation of davit lights to City standards would not be possible due to conflict with overhead power lines.





PO Box 2590, 416A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

**Conclusion**

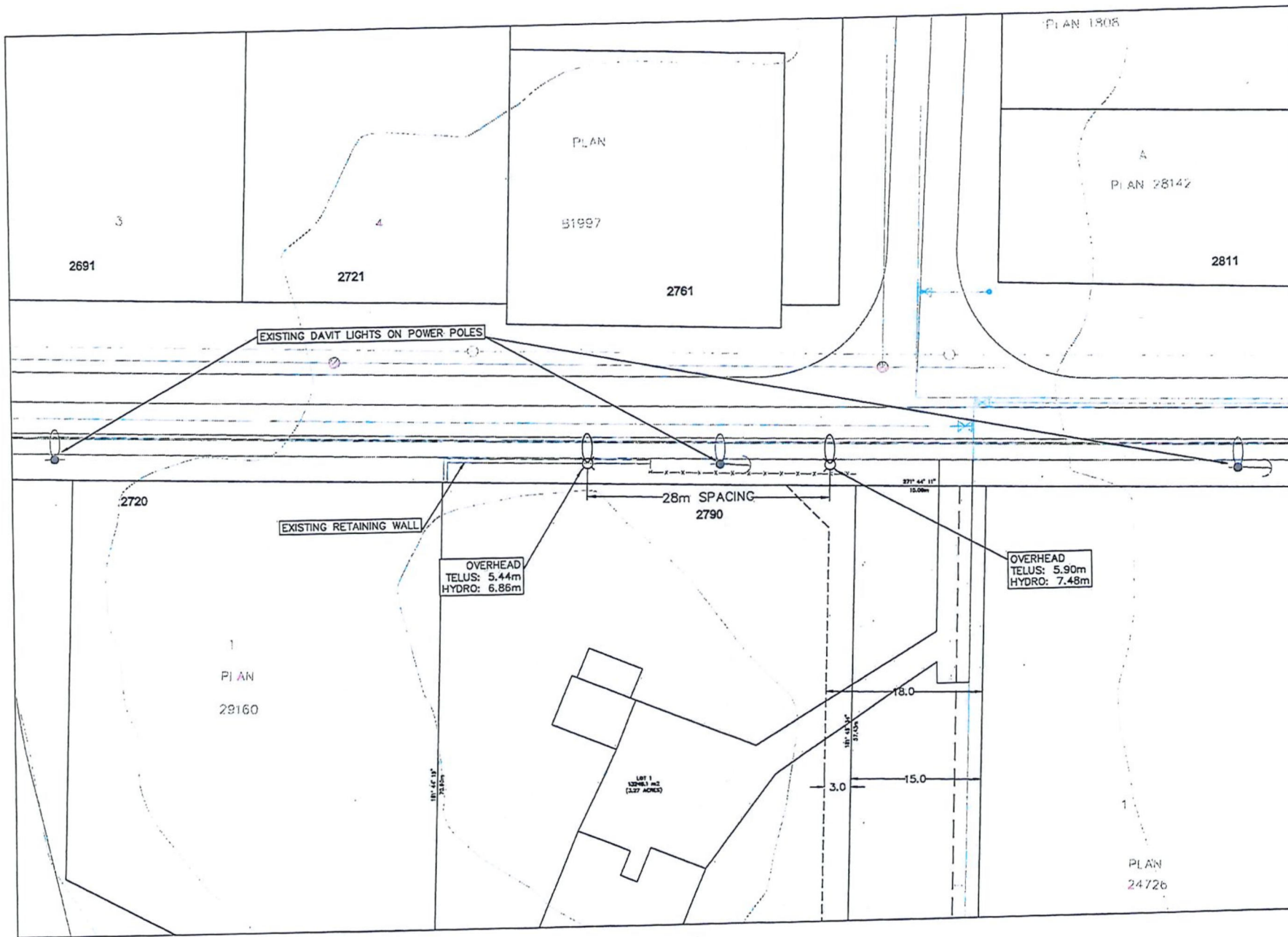
The reduction of requirements in this memorandum will allow an increased project timeline and make the project more economically feasible. These variances do not negatively impact the property, City land, nor neighbouring properties.

We welcome your review of these proposed variance requests and look forward to addressing any questions or concerns you may have. We trust that we have presented a case that is reasonable to the applicable bylaws, which allow for an efficient use of this site.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Wickner', with a long, sweeping flourish extending to the right.

Jason Wickner, P.Eng.  
Franklin Engineering Ltd.



**LEGEND**

- 1. EXISTING DAVIT LIGHTS ON POWER POLES
- 2. EXISTING RETAINING WALL
- 3. OVERHEAD TELUS: 5.44m HYDRO: 6.86m
- 4. OVERHEAD TELUS: 5.90m HYDRO: 7.48m
- 5. 28m SPACING 2790
- 6. 271' 44" 11"
- 7. 18.0
- 8. 15.0
- 9. 3.0
- 10. 13248.1 m2 (3.07 ACRES)
- 11. 2790 20TH AVE NE
- 12. 21-182
- 13. 1
- 14. 1
- 15. SK-01
- 16. 0

**NOTES:**

- 1) INFORMATION TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO CONSTRUCTION.
- 2) INFORMATION TO CO-ORDINATE UTILITY RELAY AND MOUNTING WITH UTILITY COMPANIES AS NECESSARY.
- 3) ALL INFORMATION TO BE IN ACCORDANCE WITH CITY OF SURREY LAND SERVICE REQUIREMENTS.

DATE	21-182	DATE	21-182
BY	SK-01	BY	SK-01

DESIGN	CWH
DRAWN	CWH
DATE	APR 21, 2022
CHECKED	JAW

P.D.C. JASON WICKNER  
S.D.C. WICKNER



**2790 20TH AVE NE**

**IDA VIEW**

**DETAILS**

PROJECT No.	21-182
SHEET	1 OF 1
DATE	APR 21, 2022
SK-01	0



*Memorandum from the  
Engineering and  
Public  
Works Department*

TO: Kevin Pearson, Director of Development Services  
DATE: June 7, 2022  
PREPARED BY: Chris Moore, Engineering Assistant  
SUBJECT: **DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-556**  
OWNER: 1348074 BC Ltd., & R. & E. Meise, 2790 20 Avenue NE, Salmon Arm BC V1E 3G4  
APPLICANT: **Franklin Engineering Ltd.** PO Box 2590 Salmon Arm, BC V1E 4R5  
LEGAL: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 24726 Except Plan KAP57693  
CIVIC: **2790 - 20 Avenue NE**

Further to the request for variance dated May 01, 2022; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variance:

**1. Waive the requirement to upgrade 20 Avenue NE across the frontage of the Subject Property to the RD3 Road Standard**

20 Ave NE is currently constructed to an Interim Collector Road standard. Upgrading to an Urban Collector Road standard is required, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications.

Although 20 Avenue NE has curb and gutter and sidewalk located adjacent to the road, the current standard for a Collector Road is either an offset sidewalk or offset multi-use path. However, since there are a number of retaining walls on the south side of 20 Avenue NE adjacent to the sidewalk that were constructed by the City when 20 Avenue NE was originally widened, moving the sidewalk away from the road is not practical. Furthermore the north side of 20 Avenue NE is the preferred location for a future multi-use path, as there is significantly more right of way available on that side than the south.

Fire Hydrant spacing and road drainage are currently acceptable and no additional hydrants are required.

Overhead hydro on the west side of the existing hydro pole is three phase which is exempt from relocating underground, under the bylaw. However from the hydro pole to the east is single phase and is therefore required by the bylaw to be placed underground. Since this is premature at this time, the Engineering Department would support the installation of ducts for the future undergrounding of hydro and telecommunications, from the three phase pole to the east property line.



The applicant has shown the location of two new davit street lights, required to comply with the bylaw and has shown how these could be avoided with the addition of two new pole mounted hydro lease lights. However, due to the high cost of leasing hydro lights, the City is no longer installing these in the urban area. Since one of the proposed lights would require the existing retaining wall to be relocated, the Engineering Department would accept one new light installed as shown and the second light installed on the north side of 20 Avenue NE.

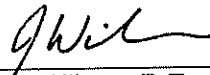
**Recommendation:**

The Engineering Department recommends that the request to waive the requirement to upgrade 20 Ave NE across the frontage of the Subject Property to the RD3 Road Standard be approved, subject to:

1. Installation of Hydro and Telecommunications ducts from the three-phase pole to the east property line.
2. Installation of two new davit street lights, one of which may be located on the north side of 20 Avenue NE and the removal of the existing hydro lease light.



Chris Moore  
Engineering Assistant

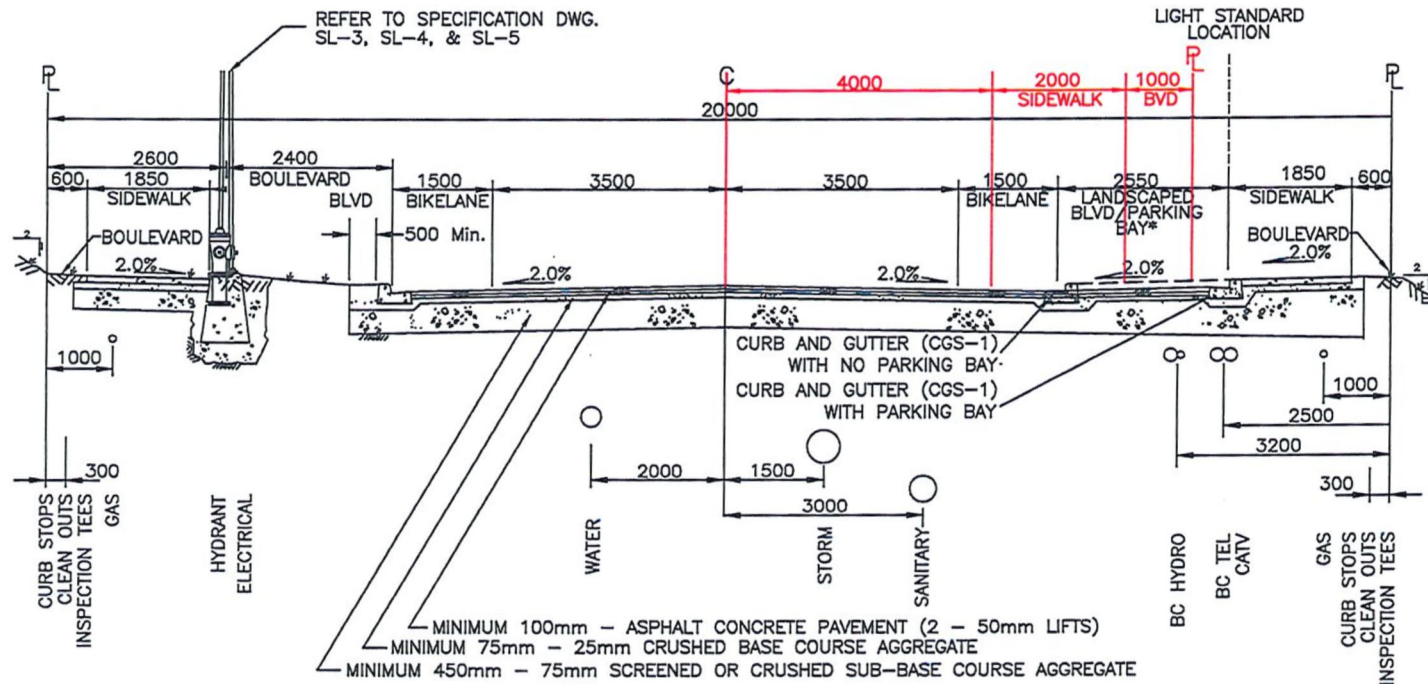


Jenn Wilson, P.Eng. LEED® AP  
City Engineer



- \* Parking bay shall be located on either or both sides of the roadway per design criteria in Schedule B-1.0 section 4.8.14

20m R/W Urban Collector Cross-Section		
No.	Revision	Date
Date	Approved	SPECIFICATION DRAWING No.
DRAFT AMENDMENT		RD-3
City Engineer		



**NOTES:**

- 1) All utility appurtenances to be set to designed boulevard grade.
- 2) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 2%)
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

\* Parking bay shall be located on either or both sides of the roadway per design criteria in Schedule B-1.0 section 4.8.14

CITY OF SALMON ARM			20m R/W Urban Collector Cross-Section		
No.	Revision	Date	Date	Approved	SPECIFICATION DRAWING No.
A	ISSUED FOR APPROVAL	07/14/16	10-11-2016	<i>[Signature]</i> City Engineer	RD-3

Adopted by Council October 11, 2016



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Item 22.3

## CITY OF SALMON ARM

Date: August 8, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-550 be authorized for issuance for Lot A, Section 11, Township 20, Range 10, W6M, KDYD, Plan 11982 which will vary the following provisions of Subdivision and Development Servicing Bylaw No. 4163:

1. Section 4.11.4 – extend the maximum permitted cul-de-sac length from 160 metres in length in Urban Development Areas to 330 metres for the future 9 Avenue SE.

[NTL Developments Ltd./Franklin Engineering Ltd.; 1681 10 Street SE; Servicing requirements]

### Vote Record

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

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



---

TO: His Worship Mayor Harrison and Members of Council

DATE: July 25, 2022

SUBJECT: Development Variance Permit Application No. VP-550 (Servicing)  
Legal: Lot A, Section 11, Township 20, Range 10, W6M, KDYD, Plan 11982  
Civic Address: 1681 10 Street SE  
Owner: NTL Dev. Ltd.  
Agent: Franklin Engineering Ltd. (Jason Wickner)

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#### **MOTION FOR CONSIDERATION**

**THAT: Development Variance Permit No. VP-550 be authorized for issuance for Lot A, Section 11, Township 20, Range 10, W6M, KDYD, Plan 11982 which will vary the following provisions of Subdivision and Development Servicing Bylaw No. 4163:**

**Section 4.11.4 – Extend the maximum permitted cul-de-sac length from 160 metres in length in Urban Development Areas to 330 metres for the future 9 Avenue SE.**

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#### **STAFF RECOMMENDATION**

**THAT: Council defeat the Motion for Consideration.**

---

#### **PROPOSAL**

The proponents submitted a Subdivision application on January 25, 2021 (Letter of Conditions issued in response on April 9, 2021) to subdivide the parcel at 1681 10 Street SE into fifteen (15) residential parcels (Appendix 1 & 2). This subdivision application triggers works and services, including extending road networks from the parcel to the north (1631 10 Street SE), including an emergency access route, none of which are fully constructed. Prior to these works on the adjacent parcel being completed, the applicant has requested (February 15, 2022) that Council vary the SDS Bylaw requirement for cul-de-sac length to allow their development to proceed in advance.

#### **BACKGROUND**

The subject parcel is generally within the Hillcrest residential area, located just west of 10 Street SE and the Byer's View subdivision and south of the under-construction Ridge at Hillcrest development. The application to subdivide proposes fifteen new parcels along future roads (8 and 9 Avenue SE) of approximately 700 to 1,300 square metres in area (Appendix 2). The future 8 Avenue SE is intended to continue to the southwest and eventually connect to the larger road network, while the future 9 Avenue SE is intended to terminate on the subject parcel. It is noted that Fortis BC has recently advised the developer and the City that it will not allow road dedication over its right of way, hence presenting a significant obstacle to the future connectivity within Area B.

The parcel is designated "Residential Low Density" in the City's Official Community Plan (OCP), is within the Urban Containment Boundary, and is zoned Residential Suite Zone (R-8) in the Zoning Bylaw (Appendix 3 & 4). The R-8 Zoning request was considered and supported by Council in the Spring of 2021. Site photos are attached as Appendix 5.



The Applicant has provided a Variance Rationale letter submitted on June 29, 2022 (Appendix 6).

## COMMENTS

### Engineering Department

No concerns.

### Fire Department

Comments attached as Appendix 7. Do not recommend support given lack of timeline on when access may be developed, and the risk associated with the wildland-urban interface zone.

### 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 8, 2022.

### Planning Department

As per the *Land Title Act*, new parcels must have access to a municipal road. The length of a dead end road such as the future 9 Avenue SE is restricted in order to limit the number of vehicles using a single access point, as well as to ensure emergency vehicle access and minimize associated safety risks.

The applicant is requesting a variance to the Subdivision and Development Servicing Bylaw No. 4163 to accommodate and advance their subdivision to permit development. OCP policy 13.3.9 supports utilizing the Subdivision and Development Servicing Bylaw to identify works and services required at time of subdivision. The purpose behind servicing requirements is to ensure that properties under development are connected to the expected municipal systems and to ensure that each system, including the City's road network, is extended to mitigate any gaps.

The future installation of the emergency access route required on the adjacent parcel to the north will allow the subject parcel to meet the 160 m cul-de-sac length requirement once completed. Staff have noted to the applicant in the Letter of Conditions issued on April 9, 2021 that the subdivision/development of the subject parcel is dependent on the completion of necessary infrastructure installation on adjacent properties not yet constructed. There is no timeframe for the completion of these works.

While staff support this development and would note the potential benefits related to subdivision of the subject property including improving subdivision potential of adjacent lands beyond and the densification of existing use, there is no timeline for the required infrastructure instalment over the adjacent lands. Advancing development on lands with inadequate emergency access leaves City resources (Fire Department and emergency services) and future home owners in a potentially precarious and problematic position.

Following the installation of the required infrastructure over the adjacent lands, staff have no concern with subdivision proceeding. The emergency access route which is required to be developed on the adjacent parcel would ultimately allow the subject parcel to meet the 160 m cul-de-sac length requirement along the future 9 Avenue SE, thus the request is for some to-be-determined timeframe.

However, safety concerns exist without an alternative or emergency access route. As noted by the Fire Department, the subject property is adjacent densely forested lands and the urban/rural wildfire interface area, and there is a risk associated with limited access. As such, staff suggest that the motion as requested be defeated.

However, staff would support that a variance be granted conditionally for the cul-de-sac length of the future 9 Street SE subject to the provision of a temporary constructed right-of-way for an emergency access route in the event that adjacent development does not occur or until construction of the required emergency access route on the adjacent property is completed. While the applicant's agent has noted

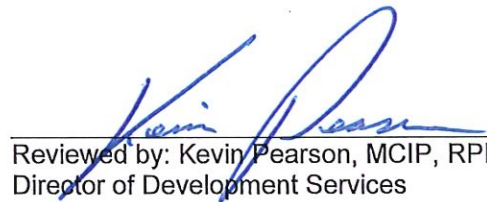
that this site is affected by steep grades, informal review by the City's Engineering Department has suggested that there are options to explore at this location in this regard.

#### CONCLUSION

Staff recommend the motion be defeated given the necessity of emergency access at this location, noting the City's need to provide expected levels of vehicular and emergency vehicle access, as well as OCP policy. However, considering that the emergency access route required on the adjacent parcel will ultimately allow the subject parcel to meet the 160 m cul-de-sac length requirement, staff would support a Motion to vary the cul-de-sac length for 9 Street SE conditional on the provision of an alternative temporary emergency access.



Prepared by: Chris Larson, MCIP, RPP  
Senior Planner

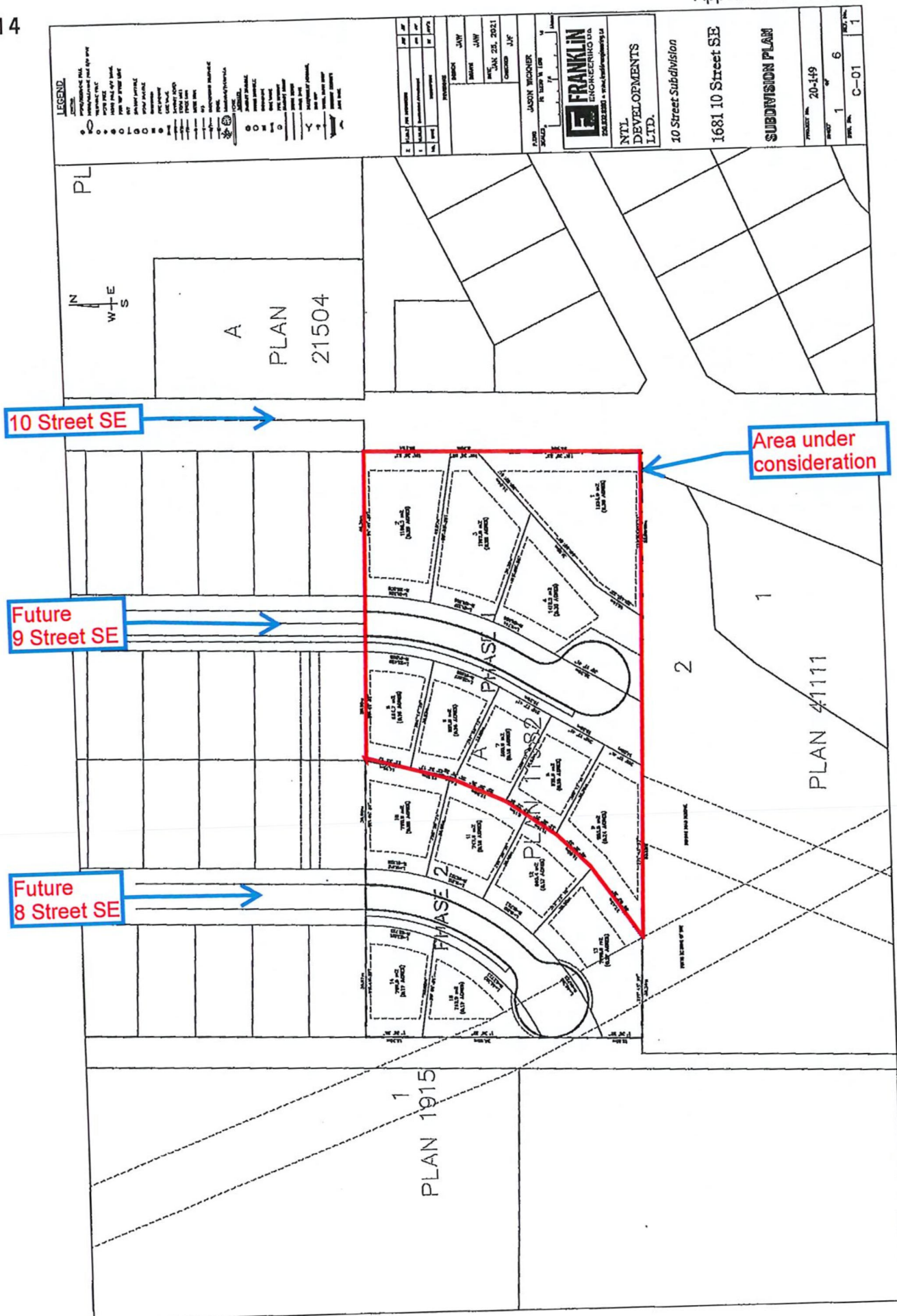


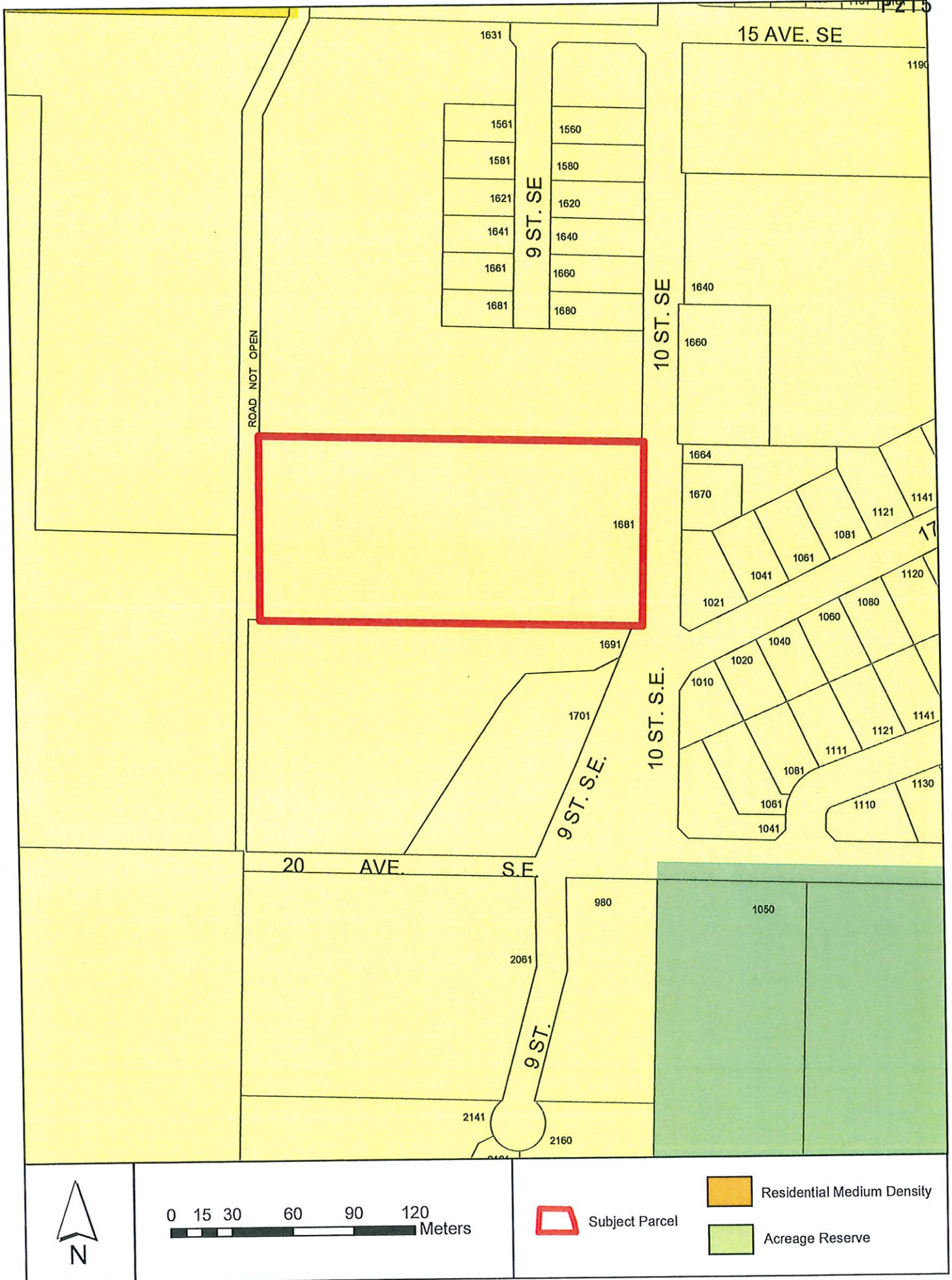
Reviewed by: Kevin Pearson, MCIP, RPP  
Director of Development Services





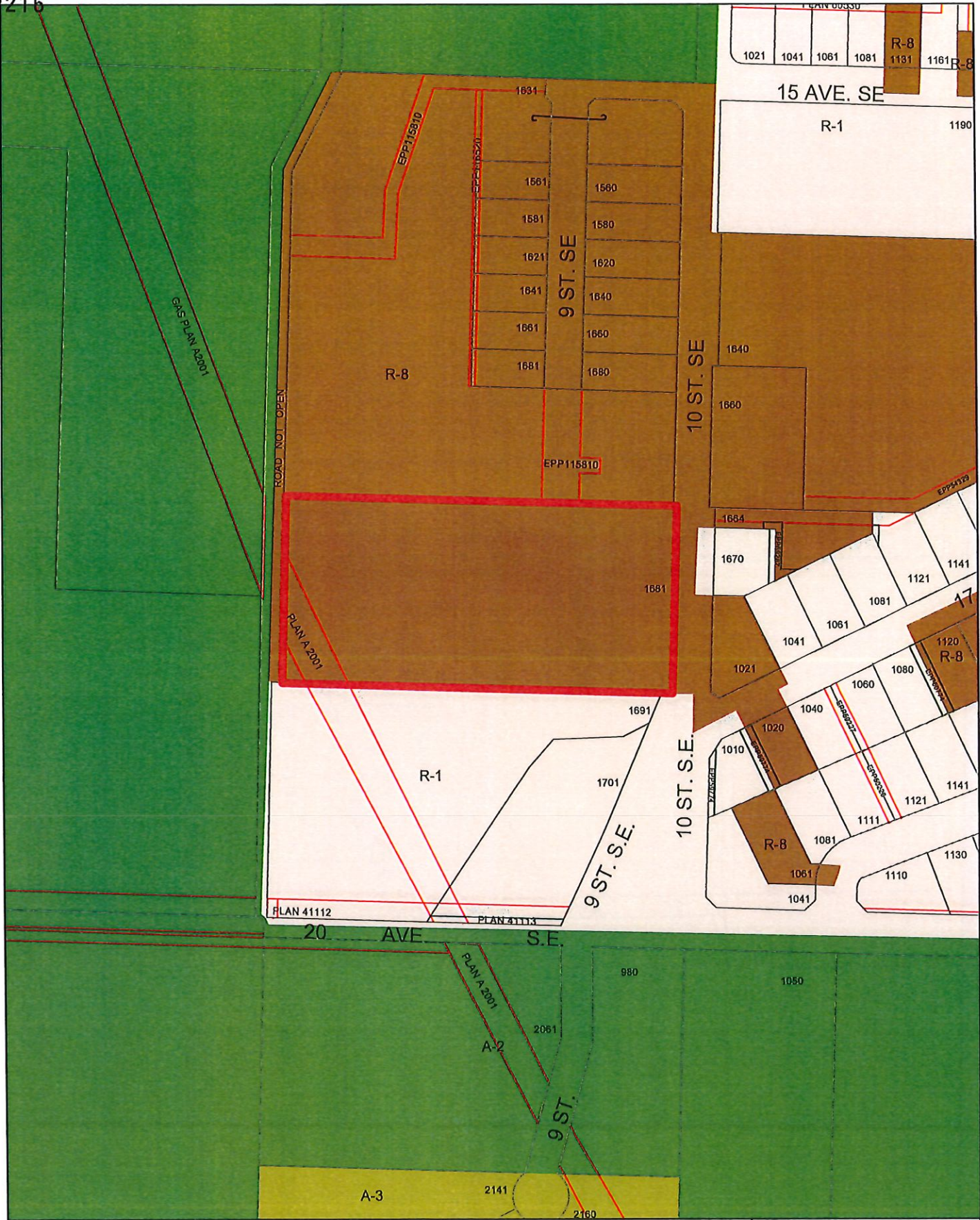




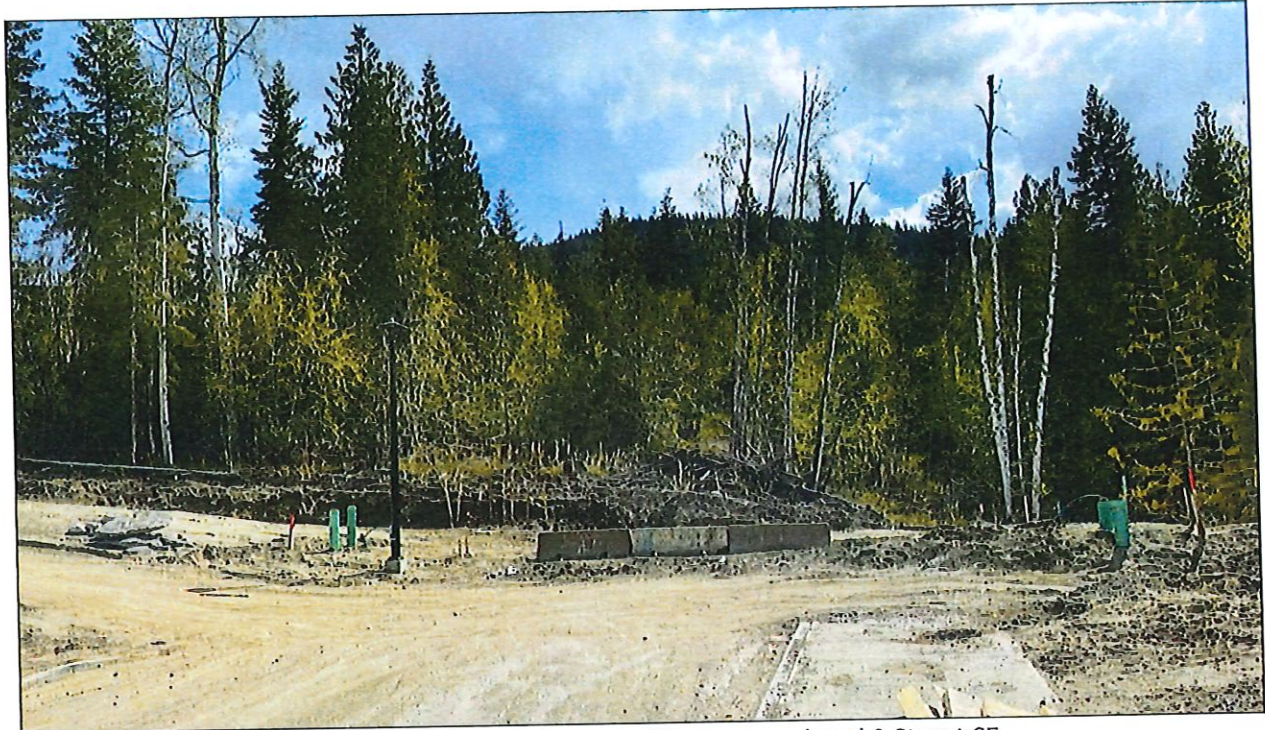




P216







View south towards subject property from the end of the uncompleted 9 Street SE.



View southwest towards subject property from the end of the uncompleted 9 Street SE.





## Variance Rationale

PO Box 2590, 416A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

June 29, 2022

**RE: 1681 10 Street SE Subdivision Variance Rationale letter**

**City: VP-550**

**File #: 20-149**

To Whom It May Concern:

The following notes have been prepared as explanation of variance elements relating to the proposed subdivision located at 1681 10 Street SE, Salmon Arm, BC.

We request this variance to allow subdivision prior to constructing emergency access for the subdivision as required by the subdivision response:

- (d) Maximum allowable cul-de-sac or T-Turn Around length is 160 metres measured along centerline from the centre of the first intersection from 2 alternate route to the centre of the turn-around. Where this maximum is exceeded, a secondary emergency access shall be provided in conformance with Policy 3.11 (Emergency Accesses).

The attached drawing shows the proposal. This request is being made with the following rationale:

The property directly north has provided an emergency access on the approved plans that can be used to cover this subdivision. Construction of the emergency access has recently begun with an uncertain completion date. The following picture was taken July 28, 2022 of the roughed in emergency access. It is anticipated the construction of the emergency access will commence prior to needing occupancy on the proposed subdivision due to the duration of road construction and house construction. The distance from the emergency access to the cul-de-sac is 88.9 meters.

Alternative options:

Providing emergency access on the proposed subdivision is not possible without exceeding the maximum allowable grade as set out in Policy 3.11 (Emergency Accesses).

Please contact me if any further clarification is required.

Regards,

A handwritten signature in blue ink, appearing to read 'Jason Wickner', with a long, sweeping flourish extending to the right.

Jason Wickner, P.Eng.



## Variance Rationale

PO Box 2590, 416A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380







1681 10th STREET SE

PROPOSED SUBDIVISION  
VARIANCE  
PLAN

PROJECT No.	20-149	
SHEET	1	OF 1
DWG. No.	C-01	REV.

**City of Salmon Arm**  
**Fire Department**  
141 – Ross Street NE  
Mailing Address: Box 40  
Salmon Arm, BC V1E 4N2  
Tel: 250-803-4060 Fax: 250-803-4068  
www.salmonarm.ca



Kevin Pearson

Re: Variance Permit Applicant File No. VP-550  
Civic: 1681 – 10 Street SE

Kevin

Following a review of the Variance Application No. VP-550, I do not support this request from a Fire Safety perspective.

The close proximity to the heavily forested area of Mt. Ida to the South places this property in a wildland – urban interface zone and significantly increases the threat of a wildfire approaching and moving through this neighborhood.

Should such a fire develop in these areas without alternative egress for residents or ingress for fire department vehicles, this has and can result in catastrophic circumstances.

Extending the road a further 170 m with a total distance of 330m without any other emergency ingress or access, is far excessive to the City's Servicing Bylaw requirement in fact more than doubling it.

Having a secondary exit or emergency access road would greatly reduce risk of loss of life and property in the event of a wildland urban interface fire.

A handwritten signature in blue ink, appearing to read "Brad Shirley".

Brad Shirley, Fire Chief

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Item 26.

**CITY OF SALMON ARM**

Date: August 8, 2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of August 8, 2022, be adjourned.

**Vote Record**

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

Opposed:

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

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## INFORMATIONAL CORRESPONDENCE – August 8, 2022

- |     |  |   |
|-----|--|---|
| 1.  | Building Department – Building Statistics – July 2022  | N |
| 2.  | Building Department – Building Permits – Yearly Statistics   | N |
| 3.  | A. Yates – email dated July 21, 2022 – Ross ST Square  | R |
| 4.  | L. Wilson – letter dated July 27, 2022 – Development along Harbourfront Drive NE   | R |
| 5.  | T. Timoffee, Family Navigator and Outdoor Playgroup Facilitator, Shuswap Children's Association – letter dated August 3, 2022 - Request for Blackburn Park   | R |
| 6.  | H. Janzen – letter dated August 2, 2022 – Assistance for the Homeless  | R |
| 7.  | L. Hawes – email dated July 29, 2022 – No sidewalk for safety on 46 Street NE  | R |
| 8.  | G. Gowriluk – email dated August 4, 2022 – Sidewalk continuation for safety  | R |
| 9.  | J. Broadwell, Manger, Downtown Salmon Arm – letter dated July 28, 2022 – Pride Project: Loud and Proud Celebration – Street Closure and Noise Bylaw Extension Request  | R |
| 10. | D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated August 2, 2022 - Access to Volunteer Parking Area   | R |
| 11. | J. Broadwell, Manager, Downtown Salmon Arm – email dated August 3, 2022 – Request to reserve parking stalls on Lakeshore Drive   | R |
| 12. | J. Broadwell, Manager, Downtown Salmon Arm – Request for one-time allowance of multiple food truck vendors   | R |
| 13. | S. Werk, Donor Relations, Prostate Cancer Foundation BC – email dated August 3, 2022 – Light up in Blue 2022   | R |
| 14. | Interior Health News Release – News Release dated July 25, 2022 - Public Service Announcement dated July 25, 2022 – Interior Health heat warning guidance  | N |
| 15. | Interior Health News Release – News Release dated August 3, 2022 – Interior Health under five COVID vaccine clinics have started – register your child now   | N |
| 16. | L. Rowbotham, Strategic Initiatives Coordinator, Strategy and Intergovernmental Services, Regional District of Nanaimo – email dated July 22, 2022 – UBCM Resolution – Legislative Reform Initiative ( <i>view slide presentation at <a href="http://www.salmonarm.ca">www.salmonarm.ca</a>, City Services, Agenda and Minutes</i> ) | N |
| 17. | L. Roodenburg, UBCM President – letter dated July 25, 2022 – Canada Community-Building Fund: First Community Works Fund Payment for 2022/2023  | N |



**CITY OF SALMON ARM  
BUILDING DEPARTMENT REPORT  
JULY 2022**

**LAST YEAR (2021)  
CURRENT MONTH YEAR-TO-DATE**

**CURRENT YEAR (2022)  
CURRENT MONTH YEAR-TO-DATE**

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	5	2,250,000	36	13,645,000	-	-	22	10,001,975
2	Misc. Additions etc. to SFD's	6	156,000	59	3,225,910	11	1,256,900	48	4,635,055
3	New Single Family Dwellings with suites	-	-	10	4,455,000	1	526,500	13	6,048,500
4	New Secondary/Detached Suites	1	300,000	10	1,200,000	3	693,489	15	1,769,657
5	New Modulars/MH's (Factory Built)	3	385,649	8	1,326,149	2	557,961	6	2,094,235
6	Misc. Additions etc. to Modulars/MH's	-	-	6	90,192	1	1,000	5	37,200
7	MFD's (# Units)	-	-	5 (14)	2,950,000	-	-	-	-
8	Misc. Additions etc. to MFD's	1	130,630	3	253,382	-	-	1	47,000
9	New Commercial	-	-	-	-	1	10,500	4	2,145,500
10	Misc. Additions etc. to Commercial	1	150,000	12	870,600	1	65,000	7	1,172,500
11	New Industrial	2	925,000	5	2,525,000	-	-	-	-
12	Misc. Additions etc. to Industrial	-	-	-	-	-	-	-	-
13	New Institutional	-	-	-	-	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	3	2,410,000	1	5,500	2	705,500
15	Signs	1	550	27	166,806	6	71,927	12	121,959
16	Swimming Pools, Pool Buildings	2	200,000	4	410,000	3	205,000	12	673,752
17	Demolitions	3	-	13	-	1	-	9	-
18	Temporary Trailers, A & B Permits	-	-	1	-	-	-	1	-
19	Misc. Special Inspections, etc.	2	-	16	-	2	-	21	-
	<b>TOTAL PERMITS ISSUED</b>	<b>27</b>	<b>4,497,829</b>	<b>218</b>	<b>33,528,039</b>	<b>33</b>	<b>3,393,777</b>	<b>178</b>	<b>29,452,833</b>

MFD's - Apartment, Row, Duplex, Strata (# of dwelling units created)  
Farm building values not included

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					

## Mayor and Council

First Name Amie

Last Name Yates

Address: *Field not completed.*

Return email address:



Subject: Ross ST Square

Body  
I'm writing this email because I am getting frustrated and scared with the amount of homeless people, and re-occurring homeless people who are taking up occupancy under the stage in the square. As someone who works downtown, I can't sit outside and enjoy the square on my lunch break. It is dirty, I feel unsafe and uncomfortable. I am not as encouraged to support the wonderful restaurants and cafes downtown because of this. Salmon Arm is developing a problem. I don't know what the answer is, but doing nothing about it can't be the right thing to do.

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.*



July 27 2022

From: Leslie Wilson



To: Mayor and Council:

This letter is in regards to the continuing development along Harbourfront Drive. In my opinion, the development that has taken place up until 2 years ago has been esthetically pleasing - a place that residents and visitors want to visit. The boulevards and curves make it an attractive introduction to our community.

Two years ago, several condo blocks along with an apartment style condo were built beside the Prestige Hotel. The back of the apartment style building sits extremely close to the sidewalk.

It is a very jarring sight that does not fit the rest of the development along this stretch.

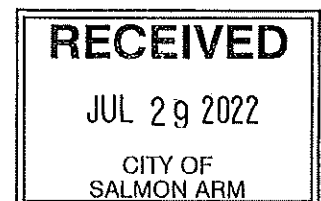
I am assuming the developer followed the set back requirements of the City of Salmon Arm governing placement of those buildings.

If this is the case then it is the set back requirements that need to change in order that further development enhances that area.

Therefore, I am asking the City to please review the set back requirements and make the changes necessary to insure pleasing growth takes place. I believe time is the essence as there are still several empty sites waiting to be developed.

Thank you for your time,

Leslie Wilson



August 3, 2022  
Mayor and Council  
City of Salmon Arm  
500 2 Ave NE  
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councilors,

The Shuswap Children's Association has an ongoing program called the Outdoor Recreational Program. The program is making use of family friendly spaces in the Salmon Arm area and focuses on children birth to school age, and their parents/caregivers. The purpose of the group is to provide safe, accessible, and free outdoor programming for children and increase community connections for parents and caregivers. These groups are small in nature, and will follow our strict Covid-19 policies, as well as adhere to any provincial orders.

To be able to provide a quality program in rain, shine, or snow, we are requesting use of the gazebo area to set up, including 1-2 tables under the gazebo. We would like permission to use the gazebo and surrounding area at Blackburn Park on the following days and times:

**Every Tuesday from September 6<sup>th</sup> through to December 20<sup>th</sup>, 2022 from 9am – 12pm.**

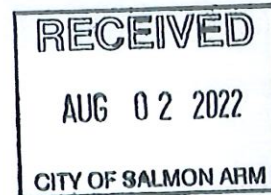
Thank you so much for your consideration.

Sincerely,

Tanya Timoffee  
Early Years Family Navigator and Outdoor Play Facilitator  
Shuswap Children's Association

August 2, 2022

Heather Janzen



Mayor and City Council of Salmon Arm

Good day

I am writing this letter to you all to draw attention to a problem that is growing in our community. The plight of the homeless . I am not only a long time resident of our city but the mother of a adult homeless person . Since the pandemic the amount of homeless people in Salmon Arm has at least doubled if not more. With this increase the minimal resources our town has for these people has been overwhelmed. The RCMP, Interior health , ambulance , Fire Department, Bylaw , and City works cannot keep up .

With winter fast approaching now is the time for action . Mental health and drug addiction go hand in hand on way many of these our most venerable citizens are on the street to begin with. This town needs a mental health and drug addiction advocate to work and assist our local RCMP and all other city and provincial agency's that operate in our city. Other larger communities have begun try this approach.

As a mother I cannot begin to tell you the anguish I have been through the last three years trying to get my child of the street. She is legally an adult but mentally she is still a child. I have exhausted all avenues to help her. All local agencies are well aware of her problems. She is not alone in her struggle to get clean and off the street. These people and those who love them need your help now. Permanent housing options or more shelters , safe injection sites , drug testing sites. And more and effective counselling services for their drug and mental health needs.

These are not just big city problems anymore. And turning a blind eye is not the answer. I have sent copies of this letter to our MP, and MLA to bring this to their attention and hopefully together federal, provincial , and city agencies can work together to find a way to help these people.

Thank you for any and all help you can provide foe these citizens of our City .

A handwritten signature in blue ink, appearing to read "Heather Janzen".

Heather Janzen



**From:** Linda Hawes [REDACTED]  
**Sent:** July 29, 2022 12:40 PM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>  
**Subject:** [External] No sidewalk for safety on 46th St NE?

A safety concern for Mayor and Council:

Good morning, Alan -

We in Canoe are a very active community, with dog walkers, hikers, kids on bikes, skateboards, and in the winter toboggans and sleds.

With the development of Turtle Ridge, we now have more families and children using the 70th Ave to 46th St NE roadway, yet there has not been an addition of a sidewalk for those active to traverse.

As I live right at that corner, I have seen excited kids careening around the corner, a blind corner until you're right in it, families walking down the middle of the road to accommodate their numbers, and dog walkers doing the same.

With a swale on the right side as they head farther away from the lake, and a very narrow verge on either side - there is no safe place for pedestrian traffic while there has been and will be a significant increase in automotive traffic in the area. The Park Hill development, I understand, will also use 46th St NE to access the new residential area.

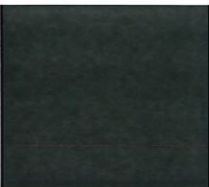
Please view the attached photos I am sharing with you. They demonstrate not only how blind the corner is from either direction, but how narrow the roadway is that both pedestrian and vehicular traffic must navigate.

I am not directly impacted. My new neighbours will be. It is in all of our best interests to keep our community safe.

I look forward to your response.

Thank you,

Linda Hawes













**From:** Gail Gowriluk <[gailgowriluk@hotmail.com](mailto:gailgowriluk@hotmail.com)>  
**Sent:** August 4, 2022 5:23 PM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>  
**Subject:** [External] Sidewalk continuation for safety

**To Mayor and council,**

**I have a real concern over the lack of sidewalk at the west end of 70th ave ne and 46th st ne (turtle ridge subdivision) intersection in Canoe.**

**We walk this road twice a day and for most of the walk there is a nice sidewalk, but on the very blind 90 degree corner it abruptly stops. We have 15+ children living on this street now, and our concern is they may not be as observant to the oncoming traffic as an adult. Could you look into a continuation of the sidewalk to meet up with the nice one the developer has put in at the city's request.**

Thank you  
Gail Gowriluk  
4751 70 ave ne  
Box 421  
Canoe bc  
V0E 1K0











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

July 28, 2022

Dear Mayor Harrison and Council

RE: PRIDE PROJECT: LOUD AND PROUD CELEBRATION –  
STREET CLOSURE AND NOISE BYLAW EXTENSION REQUEST

Thank you for your support of and contribution to the Pride Project's Loud and Proud Celebration set for Saturday, October 15.

Downtown Salmon Arm, in partnership with Shuswap District Arts Council, Salmon Arm Economic Developments Society, and ROOTSandBLUES, is requesting permission for the following to successfully execute the 2022 Salmon Arm Pride Project's inaugural Loud and Proud Celebration:

- (1) pedestrian-use only of the 100 block of Hudson Avenue NE and a portion of McLeod Street beginning at 4 pm on Saturday, October 15, until 12 am on Sunday, October 16.
- (2) a one-time extension of the City's Noise Prevention Bylaw No. 2037 from 10:00 pm on Saturday, October 15, to 12:00 am Sunday, October 16.

Activities at this event will run from 5 pm – 10 pm and should include a live music concert and dance performances requiring a stage, space for both seated and standing audiences, exhibitor booths, portable toilets, and food truck vendors. The extension of the noise bylaw is intended to cover the movement of people from the concert area beginning at 10 pm and the subsequent deconstruction and removal of the concert stage and supporting facilities until they are cleared from the street.

In a meeting with Rob Niewenhuizen, the details of this event were discussed and no apparent conflicts arose. For reference, please see the attached map outlining the street Hudson Street and McLeod Street where the activities of this evening are expected to occur, including the stage, audience area, and additional portable washrooms.

Please do not hesitate to contact me should you have any questions or concerns regarding this request.

With respect,

Jennifer Broadwell  
Manager

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



# LOUD & PROUD CONCERT

Saturday, October 15

4 pm - 11 pm

Hudson Street NE, at Shuswap and Alexander Street

McLeod Street at allyway

Service Canada Centre

PEDESTRIAN ONLY

PEDESTRIAN ONLY

PEDESTRIAN ONLY

## LEGEND

Street closure /  
Barricades



Traffic Flow



Stage



Information / First Aid



Porta Potty



Audience





Salmon Arm Folk Music Society  
Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
Location: 541 3rd St. SW, Salmon Arm, BC  
Phone: 250.833.4096 | Fax: 250.833.4097  
General Inquiries: [info@rootsandblues.ca](mailto:info@rootsandblues.ca)  
Sponsor: [sponsor@rootsandblues.ca](mailto:sponsor@rootsandblues.ca)  
Volunteer and Grants: [volunteer@rootsandblues.ca](mailto:volunteer@rootsandblues.ca)  
[www.rootsandblues.ca](http://www.rootsandblues.ca)

August 2, 2022

Attn. Erin Jackson, Chief Administrative Officer  
Box 40  
100 - 30 Street SE  
Salmon Arm, BC V1E 4N2

**RE: ACCESS TO VOLUNTEER PARKING AREA**

Dear Erin:

On behalf of the Salmon Arm Folk Music Society and the ROOTSandBLUES Festival, I would like to request the use of the upper field adjacent to the DAC for volunteer parking during the 30th Annual Roots and Blues Festival.

The dates we would require the fields are August 15<sup>th</sup> to 24<sup>th</sup>, 2022 to allow for set-up and a proper amount of time to restore the area to its pre-event condition. We are truly grateful for your support.

Thank you,

A handwritten signature in cursive script that reads "David Gonella".

David Gonella, Executive Director  
Salmon Arm Folk Music Society



**From:** Jennifer B <[manager@salmonarmdowntown.com](mailto:manager@salmonarmdowntown.com)>  
**Sent:** Wednesday, August 3, 2022 2:14 PM  
**To:** Rob Niewenhuizen <[rniewenhuizen@salmonarm.ca](mailto:rniewenhuizen@salmonarm.ca)>; Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>; Kevin Pearson <[kpearson@salmonarm.ca](mailto:kpearson@salmonarm.ca)>  
**Cc:** Bill Laird <[w@whlaird.com](mailto:w@whlaird.com)>  
**Subject:** [External] Request to reserve parking stalls on Lakeshore Drive

Good afternoon.

New this year, Downtown Salmon Arm is contracting a shuttle service to be provided to ROOTSandBLUES festival goers. The shuttle will carry travelers from the R&B campground and entrance gate into downtown. This campaign is intended to help increase patronage of our downtown shops and eateries as visitors arrive in our community and gather their necessities for the weekend. We also intend to use the #SAGreen campaign along with this service.

We are kindly requesting the use of two parking stalls located directly in front of Askew's Foods on Lakeshore Drive, left of their patio dining area (please see attached image) during the following times:

Friday, August 19, 11 am – 6 pm

Saturday, August 20, 8:30 am – 1:30 pm

Dave Wallace, GM of Askew's has given his approval for the use of these stalls during the times requested. If approved by the City, DSA will provide "No Parking" signs as well as informational signage about the shuttle service, to avoid confusion.

We are looking forward to celebrating the 30<sup>th</sup> year of ROOTSandBLUES as a community. Please let me know if you require more details regarding this request.

Thank you for your time and consideration.

Kindly,  
Jen

Jennifer Broadwell  
Manager



P: 250.832.5440

E: [info@salmonarmdowntown.com](mailto:info@salmonarmdowntown.com)

[www.salmonarmdowntown.com](http://www.salmonarmdowntown.com)



**Downtown Salmon Arm** is requesting permission to reserve two parking stalls in front of Askew's on Lakeshore Drive for shuttle drop-off and pick-up during ROOTSandBLUES on:  
Friday, August 19, 11 am to 6 pm  
Saturday, August 20, 8:30 am to 1:30 pm.

*(This image from Google Earth does not reflect street changes made when the Askew's patio was installed. Parking stall locations indicated by orange rectangles are approximate)*





DSA requesting one-time allowance of multiple food truck vendors around Ross Street Plaza for ROOTS and BLUES Kick Off Concert on Alexander Street Aug 18, 2022.

Montebello Medical Clinic

Up to 5 Food Trucks to sell facing inward to Ross Street Plaza to allow for safe line-ups, out of traffic. No street closure required.

Google Earth  
City of Salmon Arm

Imagery date: 4/14/10—newer

10 m

Camera: 496 m 50°42'07"N 119°16'55"W 351 m



## Barb Puddifant

---

**From:** Shelley Werk <Shelley@prostatecancerbc.ca>  
**Sent:** Wednesday, August 3, 2022 3:17 PM  
**To:** Barb Puddifant  
**Subject:** [External] Light up in Blue for Prostate Cancer  
**Attachments:** Light up in Blue 2022.pdf

Good afternoon

Prostate Cancer Support Canada and Prostate Cancer Foundation BC is asking companies, buildings and landmarks across the country to Light up in Blue for Prostate Cancer Awareness month in September.

We would like to ask you to show us your blue and light up on any days in September you have available. If you have a form to fill out for such requests, please let me know.

Our mission is to have as many landmarks across Canada light up in support of the #1 cancer in men. Please see our attached request letter and if you have any questions or anything at all, please reach out.

If you are not the correct person to contact, please let me know who I can reach out to.

Thank you so much and have a great day!

**Shelley Werk, Donor Relations**

#4 17918 55th Ave.

Surrey, BC V3S 6C8

p: 604-574-4012

p: 1-877-840-9173



[prostatecancerbc.ca](http://prostatecancerbc.ca)



[prostatecancersupport.ca](http://prostatecancersupport.ca)



September is Prostate Cancer Awareness Month and Prostate Cancer Foundation BC and our support initiative, Prostate Cancer Support Canada, would like to request that you **"Light up in Blue"** for all or part of September to show support for the #1 cancer in men.

Our mission is to raise awareness about prostate cancer for the month of September by having as many landmarks, bridges and buildings across Canada light up in blue.

We will be promoting our Light up in Blue on our social media platforms and through our newsletters that go out across Canada.

[#lightupinblue](#) [#prostatecancerawareness](#) [#showyourblue](#)

To participate, please contact Shelley Werk at Prostate Cancer Foundation BC  
[shelley@prostatecancerbc.ca](mailto:shelley@prostatecancerbc.ca) 604 574-4012

We thank you very much for your wonderful support!





**For Immediate Release | July 25, 2022**

## **Interior Health heat warning guidance**

IH-WIDE – Environment and Climate Change Canada has issued heat warnings across Interior Health this week, with temperatures expected to soar as high as 40 degrees in a number of communities.

With elevated temperatures, the risk of heat-related illness increases.

The BC Centre of Disease Control provides a broad range of heat-related guidance on its [website](#), including information on the different types of heat alerts, how to prepare for hot temperatures, symptoms of heat-related illnesses, those most at risk during hot weather and ways to stay cool.

### **Preparing for and responding to hot weather:**

- If you have air conditioning at home, make sure it is in good working order.
- If you do not have air conditioning at home:
  - Find somewhere you can cool off on hot days. Consider places in your community to spend time indoors such as libraries, community centres, movie theatres or malls. Also, as temperatures may be hotter inside than outside, consider outdoor spaces with lots of shade and running water.
  - Shut windows and close curtains and blinds during the heat of the day to block the sun and prevent hotter outdoor air from coming inside. Open doors and windows when it is cooler outside to move that cooler air indoors.
  - Ensure that you have a working fan, but do not rely on fans as your primary means of cooling. Fans can be used to draw cooler late-evening, overnight and early-morning air indoors. Keep track of temperatures in your home using a thermostat or thermometer. Sustained indoor temperatures over 31 C can be dangerous for people who are susceptible to heat.
  - If your home gets very hot, consider staying with a friend or relative who has air conditioning if possible.
- Identify people who may be at high risk for heat-related illness. If possible, help them prepare for heat and plan to check in on them.

### **Who is most at risk?**

It is important to monitor yourself, family members, neighbours and friends during hot weather. Consider developing a check-in system for those who are at high risk of heat-related illness.

The most susceptible individuals include:

- older adults, especially those over 60
- people who live alone
- people with pre-existing health conditions such as diabetes, heart disease or respiratory disease
- people with mental illnesses such as schizophrenia, depression or anxiety
- people with substance use disorders
- people with limited mobility and other disabilities

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We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.



- people who are marginally housed
- people who work in hot environments
- people who are pregnant
- infants and young children

**Your health:**

- Drink plenty of water and other liquids to stay hydrated, even if you are not thirsty.
- Spray your body with water, wear a damp shirt, take a cool shower or bath or sit with part of your body in water to cool down.
- Take it easy, especially during the hottest hours of the day.
- Stay in the shade and use a broad-spectrum sunscreen with SPF 30 or more.
- Take immediate action to cool down if you are overheating. Signs of overheating include feeling unwell, headache and dizziness. Overheating can lead to heat exhaustion and heat stroke.
- Signs of heat exhaustion include heavy sweating, severe headache, muscle cramps, extreme thirst and dark urine. If you are experiencing these symptoms, you should seek a cooler environment, drink plenty of water, rest and use water to cool your body.
- Signs of heat stroke include loss of consciousness, disorientation, confusion, severe nausea or vomiting and very dark urine or no urine. Heat stroke is a medical emergency.

In the event of a medical emergency, call 911. However, it is important to use 911 responsibly to avoid overwhelming the system.

*When to call 911:*

- In cases of heat stroke: loss of consciousness, disorientation, confusion, severe nausea or vomiting or very dark urine or no urine.
- In general: when there is chest pain, difficulty breathing, loss of consciousness, severe burns, choking, convulsions that are not stopping, a drowning, a severe allergic reaction, a head injury, signs of a stroke or a major trauma.

*If you have a less urgent health issue:*

- You can call HealthLinkBC at 811 and speak with a nurse or go to an urgent care centre or clinic if you can do so safely. That way, our emergency medical dispatch staff and paramedics will be available for people who need their services the most.
- There are also online tools at [healthlinkbc.ca](https://healthlinkbc.ca), including a "Check Your Symptoms" tool.

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**MEDIA, FOR INFORMATION:**

PHONE 1.844.469.7077 EMAIL [media@interiorhealth.ca](mailto:media@interiorhealth.ca)

**For Immediate Release | Aug. 3, 2022**

## **Interior Health under five COVID vaccine clinics have started – register your child now**

**IH WIDE** – Interior Health (IH) clinics are now scheduled for children between the ages of six months and four years old with a COVID-19 vaccine specifically formulated for this age group.

All people over the age of six months can now receive protection against the COVID-19 virus.

"Vaccination against COVID-19 is still the best way to reduce the risk of getting really sick and needing to be hospitalized due to COVID-19," said Dr. Carol Fenton, medical health officer with IH. "While children are at lower risk of severe disease from COVID-19 compared to adults, they can still get very sick. The vaccine is safe and effective in preventing serious illness from COVID-19."

Parents and caregivers are encouraged to register their children now in the provincial system at [getvaccinated.gov.bc.ca](https://getvaccinated.gov.bc.ca). Once registration is complete, parents will be invited to book an appointment at their local community clinic. Parents can also register children younger than six months, so they can be invited to book an appointment once the child becomes eligible for the vaccine.

Appointments are necessary for these vaccines and will be held in child-friendly local immunization clinics.

Pediatric COVID-19 vaccines are not available in pharmacies.

Vaccination helps children and families get back to many important activities that positively benefit children's physical and mental health. The vaccine also reduces the risk of transmission to children's close contacts, who may be at higher risk of severe illness.

For more information about COVID-19 vaccines for children, visit [interiorhealth.ca](https://interiorhealth.ca).

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**MEDIA, FOR INFORMATION:**

PHONE 1.844.469.7077 EMAIL [media@interiorhealth.ca](mailto:media@interiorhealth.ca)

**From:** Lisa Rowbotham <[LRowbotham@rdn.bc.ca](mailto:LRowbotham@rdn.bc.ca)>

**Sent:** Friday, July 22, 2022 8:50 AM

**To:** Lisa Rowbotham <[LRowbotham@rdn.bc.ca](mailto:LRowbotham@rdn.bc.ca)>

**Cc:** Tyler Brown <[tyler.brown@nanaimo.ca](mailto:tyler.brown@nanaimo.ca)>; Douglas Holmes <[DHolmes@rdn.bc.ca](mailto:DHolmes@rdn.bc.ca)>; Elizabeth Hughes <[EHughes@rdn.bc.ca](mailto:EHughes@rdn.bc.ca)>

**Subject:** [External] UBCM Resolution - Legislative Reform Initiative

Good morning,

Please find attached correspondence from Chair Tyler Brown seeking support for the Regional District of Nanaimo's UBCM resolution urging UBCM to work with the Ministry of Municipal Affairs and local governments in a collective endeavour to modernize the *Local Government Act*.

Kind regards,

**Lisa Rowbotham**

Strategic Initiatives Coordinator, Strategy and Intergovernmental Services

Regional District of Nanaimo

6300 Hammond Bay Road, Nanaimo, BC V9T 6N2

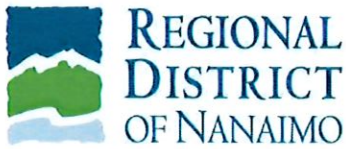
T: 250-390-4111 | C: 250-268-4789 | Email: [lrowbotham@rdn.bc.ca](mailto:lrowbotham@rdn.bc.ca)

[RDN](#) | [Get Involved RDN](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)

*We acknowledge that for thousands of years the Coast Salish First Nations have been deeply connected to the territories where we now work.*

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July 22, 2022

Dear B.C. Chairs and Mayors:

I write to seek your support for the Regional District of Nanaimo's UBCM resolution urging UBCM to work with the Ministry of Municipal Affairs and local governments in a collective endeavour to modernize the *Local Government Act*.

Regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority, subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models.

Further, social, political and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship and a recognition of the importance of First Nations' meaningful participation in regional governance. These realities should be reflected in updated legislation. Inclusive governance, a goal identified in the Province's Action Plan under the *Declaration of the Rights of Indigenous Peoples Act*, is an important aspect of legislative reform and will inform any re-envisioning of the *Local Government Act*.

This initiative is also of interest to municipal officials, including to those who look to level the playing field with their rural neighbours, as many aspects of municipal operations are contained in the *Local Government Act*. The planning framework, shared by regional districts and municipalities, is within the *Local Government Act* and needs updating.

In June 2021, the Regional District of Nanaimo, with Don Lidstone, Q.C., hosted a virtual half-day session with regional district Chairs and CAOs across BC to explore the possibility of mobilizing a collaborative effort to modernize the legislation. Participants expressed an interest in proceeding with the initiative, pending approval of their Boards.

On April 1, 2022, the Chairs of the Regional District of Nanaimo and Alberni-Clayoquot Regional District, together with Don Lidstone, hosted a workshop on this topic at the AVICC Convention which was attended by elected officials from regional districts and municipalities and generated robust discussion. The slide presentation used at that session is attached for reference.

The Regional District of Nanaimo resolution, endorsed at the April AVICC Convention and included in the 2022 UBCM resolutions book, proposes action on this matter as follows:

*WHEREAS regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority, subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models;*

*AND WHEREAS the social, political and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship and a recognition of the importance of First Nations' participation in regional governance, and these realities should be reflected in updated legislation;*

*THEREFORE BE IT RESOLVED THAT UBCM be urged to work with the Ministry of Municipal Affairs and regional districts to further a legislative reform initiative for the purpose of comprehensively reviewing and modernizing the Local Government Act.*

In addition, the RDN has requested a meeting with Minister Cullen, to be arranged jointly with Chair John Jack of the Alberni-Clayoquot Regional District, to discuss this initiative further at the upcoming UBCM Convention.

We welcome your support of the UBCM resolution and look forward to achieving forward momentum and interjurisdictional collaboration for this important initiative.

Sincerely,

A handwritten signature in black ink, reading "Tyler Brown". The signature is fluid and cursive, with a long horizontal stroke at the end.

Tyler Brown, Chair  
Regional District of Nanaimo

July 25, 2022

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 2022/2023**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2022/2023. An electronic transfer of \$418,577.87 is expected to occur early August. 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 (Gas Tax Fund) can be found on our [website](https://www.ubcm.ca).

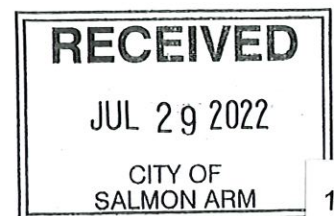
For further information, please contact Canada Community-Building Fund Program Services by e-mail at [ccbf@ubcm.ca](mailto:ccbf@ubcm.ca) or by phone at 250-356-5134.

Sincerely,



Councillor Laurey-Anne Roodenburg  
UBCM President

PC: Chelsea Van de Cappelle, Chief Financial Officer



12.1.17



# Legislative Reform Initiative: Continuing the Discussion

2022 AVICC Annual Convention

April 1, 2022

9:00 -11:00

# Agenda

9:00-9:10	Welcome and Introductions
9:10-9:30	Legislative Reform Initiative: Context and Background
9:30-10:25	Discussion: Ideas for Legislative Change
10:25-10:45	Discussion: Process to Achieve this Objective
10:45-10:55	Discussion: Next Steps to Continue Momentum
10:55-11:00	Conclusion/Wrap Up

# Panel

- **Tyler Brown**, Chair, Regional District of Nanaimo; Member of Council, City of Nanaimo
- **John Jack**, Chair, Alberni-Clayoquot Regional District; Member of Council, Huu-ay-aht First Nation
- **Douglas Holmes**, Chief Administrative Officer, Regional District of Nanaimo
- **Don Lidstone**, Q.C., Managing Partner, Lidstone & Company



# The Challenge

- Limits on legislative authority no longer supported by policy rationales
- Demographics/population growth/increased development/sparsely populated areas
- Business licensing, subdivisions, fireworks, parking, tree management
- Is such a distinction between authority of regional districts and municipalities still supportable?
- Revenue generation, models of taxation, funding for services – lack of flexibility in current paradigm

# The Challenge (continued)

- Establishing services to optimize scale, cost distribution, fair participation
- Urban/rural friction
- Social, political, economic values have shifted significantly since legislation was drafted.

# Purpose of Today's Workshop

- Continue the conversation
- Hear from local government partners about aspects of the legislation in need of reform
- Confirm support for this important initiative
- Focus forward momentum and collaboration



# Summary of Issues

- *Community Charter* replaced *Municipal Act* in 2003; excellent example of municipal legislation in Canada
- *Local Government Act* created 1966, based on 1849 legislation. Not overhauled in early 2000s as planned.

# Summary of Issues Continued

- Challenges with *LGA*:
  - a) convoluted language
  - b) anachronistic provisions
  - c) inflexible
  - d) restrictions on taxation/revenue generation
  - e) complexities in service establishment
  - f) lacks provisions to allow RDs to regulate, prohibit and impose requirements by bylaw without provincial approval
- Social/environmental values have changed since *LGA* was drafted, including:
  - a) First Nations inclusive governance/reconciliation
  - b) climate change
  - c) environmental stewardship

# Some Themes from Session with Regional District Chairs and CAOs on June 25, 2021

- First Nations must be invited to be part of this modernizing exercise
- UBCM involvement in this initiative is of great value
- A new legislative scheme should contemplate seven generations into the future; establish a framework responsive to future societal changes



# Themes from Discussion June 25, 2021, continued

- “Be careful what you wish for”: More authority requires more resources
- Ensure core task of modernizing RD legislation is not sidetracked by other issues
- RDs need more flexibility with revenue sources.  
Municipalities have authority to use fees to shape behaviour.

## Themes from Discussion June 25, 2021, continued

- Community amenity contributions should be addressed as part of this initiative
- Consultation with Boards, First Nations, stakeholders, developers, owners, citizens, and the Province is key
- MFA could be part of “blue ribbon panel” or a separate technical advisory group

# Legislative Reform Ideas Roundtable Discussion

- What kind of legislative reform do you envision?
- How would things improve?



# Outline of Process Proposed at June 25, 2021, Session

- 1) Establish a Committee of Board Chairs/CAOs to oversee legislation review process
- 2) Develop “blue ribbon panel”: 3 - 4 experts to identify problems, solutions, consequences. Provide an economic, social, environmental analysis for proposed solutions.
  - a) Panel comprised of elected officials, administrators, and a consultant
  - b) Panel reports to a “parliament” of elected officials/CAOs for guidance
  - c) Process subject to a non-disclosure agreement

# Outline of Proposed Process Continued

- 3) Conduct thorough consultation with affected RDs and municipalities
- 4) Invite treaty and non-treaty First Nations as partners in the process
- 5) Based on outcomes from “blue ribbon panel,” Board Chairs produce detailed draft Regional District Charter with accompanying commentary of approximately 15 pages

# Outline of Proposed Process Continued

- 6) Identify and consult stakeholder groups including elected officials, administration, LGMA, and MFA. Symposiums could also be conducted for stakeholders to submit ideas and establish a consensus.
- 7) Develop plan to identify milestones of the process to reform legislation.



# Outline of Proposed Process Continued

- 8) Establish buy-in from the Premier and Minister of Municipal Affairs
- 9) Engage in the legislative drafting process. Provincial legislative counsel would ultimately present a draft bill to the Legislative Assembly.
- 10) Aim for spring of 2024

# Continuing the Momentum

- Where do we go from here?
- Ideas for next steps