



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, February 13, 2023
1:30 p.m.**

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

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
	6.	CONFIRMATION OF MINUTES
3 - 12	1.	Regular Council Meeting Minutes of January 23, 2023
	7.	COMMITTEE REPORTS
13 - 18	1.	Development and Planning Services Committee Meeting Minutes of February 6, 2023
19 - 22	2.	Social Impact Advisory Committee Meeting Minutes of January 20, 2023
23 - 26	3.	Environmental Advisory Committee Meeting Minutes of February 7, 2023
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
27 - 32	1.	CSRD Connect – Board Meeting Highlights – January 2023
	9.	STAFF REPORTS
33 - 58	1.	Visitor Services Coordinator – Visitor Services 2022 Annual Report
59 - 64	2.	Chief Administrative Officer – Shuswap Recreation Society – Associate Member Renewal

- 65 – 68 3. Chief Financial Officer – Parcel Tax Roll Review Panel
- 69 – 72 4. Director of Engineering and Public Works – PLC Review – Water
Pollution Control Centre
- 73 – 76 5. Director of Engineering and Public Works – 8 Avenue NE Watermain
Upgrade Tender & Construction Services Award
- 77 – 80 6. Director of Engineering and Public Works – Canoe Beach Drive
Sanitary Sewer Upgrade Tender & Construction Services Award
- 81 – 84 7. City Engineer - 10 Avenue SE Watermain Upgrade Tender &
Construction Services Award
- 85 – 90 8. Council Appointment to Design Review Panel
- 91 – 92 9. Council Appointment to Downtown Parking Commission
10. **INTRODUCTION OF BYLAWS**
- 93 – 122 1. City of Salmon Arm Official Community Plan Amendment Bylaw
No. 4560 [OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481
10 Street SW; MR to HR] – First Reading
- 123 – 126 2. City of Salmon Arm Zoning Amendment Bylaw No. 4561 [ZON-1255;
1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5]
See Item 10.1 for Staff Report – First Reading
11. **RECONSIDERATION OF BYLAWS**
- 127 - 130 1. City of Salmon Arm Official Community Plan Amendment Bylaw
No. 4555 [OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE;
INS to LR] – Second Reading
- 131 - 134 2. City of Salmon Arm Zoning Amendment Bylaw No. 4556 [ZON-1253;
Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8] *See Item 10.2
for Staff Report* – Second Reading
- 135 – 138 3. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570
– Final Reading
- 139 – 142 4. City of Salmon Arm Zoning Amendment Bylaw No. 4428 – Final
Reading
12. **CORRESPONDENCE**
- 143 - 144 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**

20. QUESTION AND ANSWER PERIOD

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
145 - 164	1.	Development Variance Permit Application No. VP-568 [1197665 BC Ltd./Matejka Property Management and Developments Inc.; 2710 30 Avenue NE; Servicing requirements]
165 - 178	2.	Development Variance Permit Application No. VP-572 [Carlson, D.; 2091 20 Street NE; Setback requirements]
179 - 194	3.	Development Variance Permit Application No. VP-566 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; Setback requirements]
	23.	STATUTORY PUBLIC HEARINGS
195 - 206	1.	Zoning Amendment Application No. ZON-1256 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8]
207 - 218	2.	Zoning Amendment Application No. ZON-1254 [Hindbo Construction Group Ltd./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8]
219 - 228	3.	Zoning Amendment Application No. ZON-1259 [Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8]
	24.	RECONSIDERATION OF BYLAWS
229 - 232	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4565 [ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8] - Third and Final Reading
233 - 236	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4562 [ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8] - Third and Final Reading
237 - 240	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4566 [ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8] - Third Reading
	25.	QUESTION AND ANSWER PERIOD
241 - 242	26.	ADJOURNMENT

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Item 2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: pursuant to Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and (d) the security of the property of the municipality; of the *Community Charter*, Council move In-Camera.

Vote Record

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

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

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Item 6.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of January 23, 2023, be adopted as circulated.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- 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 1:30 p.m. and reconvened at 2:30 p.m. on Monday, January 23, 2023.

PRESENT:

Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery (participated remotely)
Councillor L. Wallace Richmond
Councillor D. Cannon (participated remotely)
Councillor S. Lindgren (arrived at 2:32 p.m.)
Councillor D. Gonella

Chief Administration Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Senior Planner C. Larson
Shuswap Recreation Society Manager D. Boyd (participated remotely)
City Engineer G. Bau Baiges (participated remotely)
Deputy Corporate Officer R. West

ABSENT:

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:33 p.m.

2. IN-CAMERA SESSION

0030-2023

Moved: Councillor Gonella
Seconded: Councillor Wallace Richmond
THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; and (g) litigation or potential litigation affecting the municipality, if the council considers disclosure could reasonably be expected to harm the interests of the municipality, of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:34 p.m.
Council recessed until 2:30 p.m.
Council returned to Regular Session at 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Late Item – 13.1 – Appointment of 2nd Alternate to the Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong) Governance Advisory Committee

5. DISCLOSURE OF INTEREST

- Councillor Gonella declared a conflict with the following items:
 - Item 9.1 as he is the Executive Director of the Roots and Blues Festival and the property owner has operated a temporary campground in conjunction with the Festival
 - Item 12.1.7 as he is the Executive Director of the Roots and Blues Festival and the request may coincide with the Roots and Blues Festival
- Councillor Flynn declared a conflict with Items 10.3 and 10.5 as the applicants are clients of his firm
- Councillor Lavery declared a conflict with Item 10.4 as the applicant is his neighbor.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 9, 2023

0031-2023

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting Minutes of January 9, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of January 10, 2023

0032-2023

Moved: Councillor Lavery
Seconded: Councillor Gonella
THAT: the Special Council Meeting Minutes of January 10, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of January 16, 2023

0033-2023

Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: the Development and Planning Services Committee Meeting Minutes of January 16, 2023 be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

2. Agricultural Advisory Committee Meeting Minutes of January 11, 2023

0034-2023

Moved: Councillor Gonella
Seconded: Councillor Cannon
THAT: the Agricultural Advisory Committee Meeting Minutes of January 11, 2023 be received as information.

CARRIED UNANIMOUSLY

3. Environmental Advisory Committee Meeting Minutes of January 3, 2023

0035-2023

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: the Environmental Advisory Committee Meeting Minutes of January 3, 2023 be received as information.

CARRIED UNANIMOUSLY

4. Downtown Parking Commission Meeting Minutes of January 17, 2023

0036-2023

Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: the Downtown Parking Commission Meeting Minutes of January 17, 2023 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

Councillor Gonella declared a conflict and left the meeting at 2:39 p.m.

1. Planner - Agricultural Land Commission Application No. 414 [Page, L. and D.; 460 10 Avenue SW; Non-Farm Use]

0037-2023

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: Agricultural Land Commission Application No. 414 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

Councillor Gonella returned to the meeting 2:42 p.m.

2. Manager of Permits and Licensing - Bylaw Enforcement 2022 Year End Report

For information.

9. STAFF REPORTS - continued

3. Chief Administrative Officer - Environmental Advisory Committee Terms of Reference

0038-2023

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council approve the Environmental Advisory Committee change in membership from fifteen (15) voting members to thirteen (13) by removing Salmon Arm Fish and Game Club and the Canadian Association of Physicians for the Environment (CAPE) and revise the Terms of Reference to reflect the membership change.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works - Floodplain Mapping Initiative

0039-2023

Moved: Councillor Gonella

Seconded: Councillor Lavery

THAT: Council authorize staff to participate in the Floodplain Mapping Initiative Project funded by the Federal Government and the Province of British Columbia and managed by the Fraser Basin Council.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 [OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE; INS to LR] - First Reading

0040-2023

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 be read a first time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4556 [ZON-1253; Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8] - First Reading

0041-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4556 be read a first time;

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

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 3:24 p.m.

10. INTRODUCTION OF BYLAWS - continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4562 [ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8] - First and Second Reading

0042-2023

Moved: Councillor Lindgren
 Seconded: Councillor Wallace Richmond
 THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4562 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:26 p.m.

Councillor Lavery declared a conflict and left the meeting at 3:26 p.m.

4. City of Salmon Arm Zoning Amendment Bylaw No. 4566 [ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8] - First and Second Reading

0043-2023

Moved: Councillor Gonella
 Seconded: Councillor Wallace Richmond
 THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4566 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

Councillor Lavery returned to the meeting at 3:27 p.m.

Councillor Flynn declared a conflict and left the meeting at 3:27 p.m.

5. City of Salmon Arm Zoning Amendment Bylaw No. 4565 [ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8] - First and Second Reading

0044-2023

Moved: Councillor Cannon
 Seconded: Councillor Lindgren
 THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4565 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:29 p.m.

6. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 - First, Second and Third Reading

0045-2023

Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: the Bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 - Final Reading

0046-2023

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the Bylaw entitled City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

Councillor Gonella declared a conflict and left the meeting at 3:33 p.m.

7. T. Timoffee, Early Years Family Navigator, Shuswap Children’s Association - Letter dated January 18, 2023 - Summer Bash 2023 - Request to Use Blackburn Park and Gazebo for the Summer Bash 2023

0047-2023

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: Council approve the Shuswap Children’s Association to use the Blackburn Park and Gazebo area (681 – 10th Avenue SW) on August 16, 2023 from 8:00 a.m. – 2:00 p.m. for the Summer Bash 2023 event, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

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

8. T. Timoffee, Early Years Family Navigator, Shuswap Children’s Association - Letter dated January 18, 2023 - Request to Use Various Parks for Storytime in the Park Series for Summer 2023

0048-2023

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: Council approve the Shuswap Children’s Association hosting Storytime in the Park Series for Summer 2023, from 9:30 a.m. to 12:00 p.m., subject to the provision of adequate liability insurance, as follows:

- July 5th – Blackburn Park and Gazebo (681 – 10th Avenue SW)
- July 19th – Canoe Ball Diamond (William Baker Park)
- July 26th – Fletcher Park by City Hall (450 2nd Avenue NE)

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence

5. C. Langenfeld, Executive Director, Shuswap Hospice Society - Letter dated January 11, 2023 - Request to Use Marine Park for the Hospice Helps Heart Display Campaign

0049-2023

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren

THAT: Council authorize the Shuswap Hospice Society to display hearts along the sidewalk at Marine Park from February 10, 2023 to February 15, 2023 on the terms and conditions set out in the letter dated January 11, 2023 subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

6. J. Bellhouse, Executive Director, The Shuswap Trail Alliance - Email dated January 12, 2023 - Request for Letter of Support for Bike Wash Station Application

0050-2023

Moved: Councillor Lavery
Seconded: Councillor Gonella

THAT: Council provide the Shuswap Trail Alliance a Letter of Support to access funds from the Shuswap Community Foundation (SCF) for the installation of a bike wash station at the South Canoe trailhead.

CARRIED UNANIMOUSLY

10. D. Major, President, Shuswap Cycling Club - Email dated January 19, 2023 - Request to Use South Canoe trails to host Fat Bike Race on February 19, 2023

0051-2023

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond

THAT: Council authorize the Shuswap Cycling Club to use the South Canoe trails to host a Fat Bike Race on February 19, 2023, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

9. C. Forman, Operations Manager, Shuswap Youth Soccer Association - Letter dated January 16, 2023 - Request for approval of 20-foot Sea-Can storage container between 3rd Street SW and Downtown fields

0052-2023

Moved: Councillor Flynn
Seconded: Councillor Gonella

THAT: Council authorize the temporary placement of a 20 foot storage container in the parking lot between 3 Street SW and the Downtown Fields for Youth Soccer Programs from April to June 2023, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

The meeting recessed at 3:53 p.m.
The meeting reconvened at 4:00 p.m.

13. NEW BUSINESS

1. Appointment of 2nd Alternate to the Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong) Governance Advisory Committee

0053-2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Councillor Wallace Richmond be appointed as a second alternate to the Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong) Governance Advisory Committee.

CARRIED UNANIMOUSLY

Councillor Lavery left the meeting at 4:05 p.m. and returned at 4:06 p.m.

14. PRESENTATIONS

1. T. Kutschker, Director/Curator - Shuswap District Arts Council - Year in Review 2022

T. Kutschker, Director/Curator, Shuswap District Arts Council provided an overview of 2022 for the Salmon Arm Arts Centre and was available to answer questions from Council.

2. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - October 1, 2022 to December 31, 2022

Staff Sergeant West provided an overview of the quarterly policing report for the period October 1, 2022 to December 31, 2022 and was available to answer questions from Council.

3. R. Marshall, Executive Director, Community Futures, North Okanagan - Rural and Northern Immigration Pilot (RNIP)

R. Marshall, Executive Director, Community Futures, North Okanagan, and Jenny Kucy, Shuswap Coordinator, (RNIP), provided an overview of the Rural and Northern Immigration Pilot and recent expansion to the Shuswap and was available to answer questions from Council.

Councillor Lavery left the meeting at 4:46 p.m. and returned at 4:47 p.m.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

24. RECONSIDERATION OF BYLAWS

25. QUESTION AND ANSWER PERIOD

2. IN-CAMERA SESSION

0054-2023

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; and (g) litigation or potential litigation affecting the municipality, if the council considers disclosure could reasonably be expected to harm the interests of the municipality, of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council returned to In-Camera session at 5:07 p.m.

Council returned to Regular Session at 5:53 p.m.

26. ADJOURNMENT

0055-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of January 23, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 5:53 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2023.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of February 6, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- 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 Monday, February 6, 2023.

PRESENT:

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

Chief Administration Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Corporate Service S. Wood
Senior Planner C. Larson
Planner M. Smyrl
Executive Assistant B. Puddifant

ABSENT:

Mayor A. Harrison
Councillor D. Cannon

1. CALL TO ORDER

Deputy Mayor Flynn called the meeting to order at 8:01 a.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Deputy Mayor Flynn 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. Official Community Plan Amendment Application No. OCP4000-53 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

Moved: Wallace Richmond

Seconded: Gonella

THAT: the Development and Planning Services Committee recommends to Council 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 2,

5. REPORTS - continued

- 1. Official Community Plan Amendment Application No. OCP4000-53 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR] - continued

Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from MR (Medium Density Residential) to HR (High Density Residential).

CARRIED UNANIMOUSLY

- 2. Zoning Amendment Application No. ZON-1255 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5] See Item 5.1 for Staff Report

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone);

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

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

- 3. Development Permit Application No. DP-447 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; 19 Unit - High Density Residential]

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 447 be authorized for issuance for Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 in accordance with the Development Permit drawings attached as Appendix 3 to the Staff Report dated January 25, 2023, subject to:

- 1. Adoption of the associated Official Community Plan Amendment Bylaw and Zoning Amendment Bylaw; and
- 2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of the landscape estimate for completion of the landscaping plan.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the application and was available to answer questions from the Committee.

Councillor Lindgren left the meeting at 8:26 a.m. and returned at 8:28 a.m.

CARRIED UNANIMOUSLY

5. REPORTS - continued

4. Development Variance Permit Application No. VP-568 [1197665 BC Ltd./Matejka Property Management and Developments Inc.; 2710 30 Avenue NE; Servicing requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. 568 be authorized for issuance for Subdivision Plan EPP112221 of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888 which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Schedule B, Part 1, Section 5.4.6 – Service Requirements – reduce Fire Flow Standard from the Urban Area 60 litres-per-second to the Rural Area 30 litres-per-second standard.

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

CARRIED UNANIMOUSLY

5. Development Variance Permit Application No. VP-572 [Carlson, D.; 2091 20 Street NE; Setback requirements]

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. 572 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 60647 which will vary Zoning Bylaw No. 2303, Section 13.12.2 as follows:

1. reduce the rear parcel line setback from 6.0m to 3.0m for an addition to the existing single family dwelling and in accordance with the drawings attached as Appendix 5 to the Staff Report dated January 6, 2023.

D. Carlson, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

1. Agricultural Land Commission – Reason for Decision – ALC Application NO. 61531 – 3831 20 Avenue SE

Received as information.

7. IN-CAMERA

8. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of February 6, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:47 a.m.

Deputy Mayor K. Flynn, Chair

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

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Item 7.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Social Impact Advisory Committee Meeting Minutes of January 20, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, January 20, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Shannon Hecker	Canadian Mental Health Association
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Shannon Kiehlbauch	Okanagan College
David Parmenter	Interior Health Association-Mental Health
Jen Gamble	Shuswap Immigrant Services
Kim Sinclair	Aspiral Youth Partners
Karen Hansen	Shuswap Association for Community Living
Patti Thurston	Shuswap Family Centre
Erin Jackson	City of Salmon Arm
Sarah Zuidhof	City of Salmon Arm
B. Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
	Neskonlith Indian Band
Larissa Image	Okanagan Regional Library
	Seniors Resource Centre
Tim Gibson	Shuswap Children's Association

GUESTS:

Isha Matous-Gibbs	Urban Matters
Pauline Sydenham	Urban Matters
Genny Krikorian	United Way BC211

The meeting was called to order at 8:01 a.m.

- 1. Introductions**
- 2. Acknowledgement of Traditional Territory**
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**
Addition of 6.1 - Presentation by Genny Krikorian, Community Engagement Coordinator, United Way BC211

3. Approval of Agenda and Additional Items - continued

Moved: Kim Sinclair

Seconded: Paige Hilland

THAT: the Social Impact Advisory Committee Meeting Agenda of January 20, 2023, be approved with addition.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 16, 2022 Social Impact Advisory Committee Meeting

Moved: Karen Hansen

Seconded: Jen Gamble

THAT: the minutes of the Social Impact Advisory Committee Meeting of December 16, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business/Arising from minutes

a) Urban Matters - update

Isha Matous-Gibbs, Urban Matters, provided an update of Urban Matters Poverty Reduction Destigmatization & Awareness Campaign and was available to answer questions from the Committee.

Genny Krikorian entered the meeting at 8:10 a.m.

6. Presentations

a) Genny Krikorian, Community Engagement Coordinator, United Way BC211 provided an outline the BC211 program and its resources to accomplish the goal of strengthening communities. BC211 provides callers with information on the available resources specific to the caller's situation.

Genny Krikorian left the meeting at 8:41 a.m.

Isha Matous-Gibbs and Pauline Sydenham left the meeting at 8:50 a.m.

7. New Business

a) Temporary Shelter

Shannon Hecker, CMHA, provided an update on the recently opened shelter in Salmon Arm.

8. Other Business &/or Roundtable Updates

9. Next meeting - Friday, February 17, 2023

10. Adjournment

Moved: Kim Sinclair

Seconded: Shannon Kiehlbauch

THAT: the Social Impact Advisory Committee Meeting of January 20, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:59 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.3

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: the Environmental Advisory Committee Meeting Minutes of February 7, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 100 at City Hall and by virtual means on Tuesday, February 7, 2023 at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Shuswap Climate Action
Barbara Raynor	Shuswap Naturalist Club
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Carmen Fennell	Citizen at Large
Barrie Voth	Agricultural Industry
Janet Aitken	Salmon Arm Bay Nature Enhancement Society (SABNES)
Luke Gubbels	Canoe Forest Products
Jennifer Wilson	City of Salmon Arm, Service Delivery Management Coordinator
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Christina Thomas	Adams Lake Indian Band
Sharon Bennett	Neskonlith Indian Band
Travis Elwood	Citizen at Large
Michael Simpson	School District No. 83
	Citizen at Large

GUESTS:

Ceren Caner
Serena Caner, Executive Director, Shuswap Food Action Society
Margo Longland

The meeting was called to order at 2:32 p.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

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/changes/additions to Agenda

Moved: Barrie Voth

Seconded: Carmen Fennell

THAT: the Environmental Advisory Committee Meeting Agenda of February 7, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes from January 3, 2023

Moved: Luke Gubbels

Seconded: Carmen Fennell

THAT: the Minutes of the Environmental Advisory Committee Meeting of January 3, 2023 be approved.

CARRIED UNANIMOUSLY

5. Presentations

Serena Caner, Executive Director, Shuswap Food Action Society

Serena Caner provided an overview of the goals and projects of the Shuswap Food Action Society and outlined the Society's objective of building community around local food. The Committee discussed ways in which the Environmental Advisory Committee and the City can support the Shuswap Food Action Society in raising awareness of food security issues in our community.

6. Old Business/Arising from Minutes

a) Review of Presentation to Council - Response to Council questions

Julia Beatty provided a written draft response to the questions from Council on the Pesticide Use Bylaw Recommendations presented by the Committee. Councillor Lindgren will review and re-distribute to the Committee members before the March 7, 2023 meeting.

b) Committee Work Plan review

This item will be brought forward to the March 7, 2023 meeting.

7. New Business

a) Working groups - Food Security and Biodiversity and Riparian health

This item will be brought forward to the March 7, 2023 meeting.

b) Flood Plain Mapping

Councillor Lindgren outlined the Provincial funding to assist local governments to update flood plain mapping.

c) Earth Day - April 22, 2023 - events

The Committee discussed ideas to provide education and information to the community on Earth Day through collaboration with other groups. Councillor Lindgren will reach out to Downtown Salmon Arm to discuss participation in Downtown Salmon Arm events.

7. **New Business - continued**

d) **BC Step Code amendments**

This item will be brought forward to the March 7, 2023 meeting.

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

9. **Next Meeting - March 7, 2023**

10. **Adjournment**

The Environmental Advisory Committee meeting of February 7, 2023 adjourned at be 3:54 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2023.

Item 8.1

CITY OF SALMON ARM

Date: February 13, 2023

CSRD Connect Board Meeting Highlights - January 2023

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

Rhonda West

From: Columbia Shuswap Regional District <listserv@civicplus.com>
Sent: Monday, January 30, 2023 9:18 AM
To: Rhonda West
Subject: [External] CSRD Connect - Board Meeting Highlights - January 2023



January 2023

Welcome!

As part of the shift to our new website, the Columbia Shuswap Regional District is now able to integrate our E-newsletter directly with our website's [sign-up function](#). This will not only save money, but allows subscribers to select which communication tools suit you best. That way you can stay informed.

We are also working to give our readers the highlights from Board meetings in a more streamlined, easier-to-read format that focuses on matters affecting the general public.

Please note the CSRD Connect newsletter is not a substitute for the regional district's Board meeting minutes, which cover all agenda items. Minutes are available for public review at the [Agendas & Minutes](#) page of our website, www.csr.bc.ca

We'd love to hear feedback about our new format. Please email communications@csr.bc.ca with any comments or suggestions.

Announcements

Shuswap Tourism videos earn accolades

Two videos produced by Shuswap Tourism have been awarded Platinum and Gold honours from the Association of Marketing and Communications Professionals. The videos were produced by Morgen Matheson, the Columbia Shuswap Regional District's (CSRD) Team Leader, Tourism and Film and Stephanie Goodey, Tourism Marketing Coordinator, in conjunction with One Peak Creative. View [press release](#).



Correspondence

Bruhn Bridge reconstruction

The Board agreed to send a letter of support to the Minister of Transportation and Infrastructure for urgently needed upgrades to the Trans-Canada Highway's Bruhn

Bridge. The bridge is narrow, dangerous for pedestrians and has seen numerous collisions.

Business General

Solid waste disposal

Commercial tipping fees will be increasing from \$80/tonne to \$160/tonne due to increasing costs for managing commercial recycling in the region. Currently, the CSRD is having to subsidize the commercial program with tax dollars. The fee change will more accurately reflect the costs of providing the service, while still providing an incentive for commercial recycling because the \$160/tonne rate is still less than the \$240/tonne rate charged for mixed loads of commercial waste. This change does not affect rates for residential waste disposal.



The CSRD Board also approved adding a new Commercial Mattress Load to the bylaw. This is defined as a load containing eight or more mattresses, with an associated minimum charge rate of \$320 or \$40 per mattress. A resident disposing of fewer than eight mattresses would still pay \$15 per mattress. [View report](#).

Sole source award for Structure Protection Unit

The Board approved the purchase of a fourth Structure Protection Unit to be used for wildfire protection for a cost of \$120,000. [View report](#).

SILGA Resolution regarding Recycle BC

The Board endorsed a resolution for submission to SILGA and UBCM that the new Recycle BC proposed Community Eligibility Criteria does not result in a decrease in

funding of existing Recycling Depots. Under the proposed Recycle BC Plan, nine of 17 existing CSRD Recycle depots would no longer be eligible for funding.



Golden and Area Indoor Aquatic Centre

The Columbia Shuswap Regional District (CSRD) is moving forward with obtaining detailed design and engineering plans for the new indoor aquatic centre in Golden. Directors voted unanimously in favour of hiring HCMA Architecture + Design to develop all the design plans and construction drawings for a total cost of \$1.8 million. [View press release.](#) [View report.](#)

North Shuswap Community Issues

Assessment

The Board agreed to spend \$20,000 towards a community interest and issues identification process in the North Shuswap with the support of the Ministry of Municipal Affairs. [View report.](#)

Land-Use Matters



Electoral Area E: Zoning Amendment Bylaw No. 841-02

The subject property is located at 3250 Oxbow Frontage Road in the Yard Creek and was formerly the Sicamous KOA campground. The owners are applying for a zoning bylaw amendment to create a bare land strata resort that, in addition to the manager's residence, office, store and pool, would support 76 recreational vehicle spaces and 34 seasonal dwelling unit parcels (modular cabin sites for year-round use). The strata parcels would be freehold and available for short-term rental, but not year-round residential use. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. [View report.](#)

Electoral Area C: Zoning Amendment Bylaw No. 701-102

The owners of 5193 Ivy Rd in Eagle Bay would like to amend the zoning to permit a subdivision of 72 lots. The proposal calls for 67 residential lots for single family dwellings; two mixed use lots permitting neighbourhood commercial development, multiple dwelling and duplex residential, recreational uses and greenspace. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First

Nations. They also directed that a complex consultation process be employed, which will require the applicant to host a neighbourhood community meeting. [View report.](#)

For information and background reports for the other Development Services items discussed at this meeting, please see the [January 19 Board meeting agenda](#). If you have questions about a specific application, contact the planning department at plan@csrd.bc.ca

Release of Items from the Closed Session

The resolutions released from the January 19, 2023 Board Meeting are as follows:

THAT: The following individuals be appointed to the Shuswap Tourism Advisory Committee for a one -year term starting January 19, 2023 and ending December 31, 2023.

Karen Brown
Carly Procyshyn
Caitlin Thompson.

THAT: The following individuals be appointed to the Shuswap Tourism Advisory Committee for a two-year term starting January 19, 2023 and ending December 31, 2024.

Jen Bellhouse
Melanie Buettner
Emily Ferguson
Angela Lagore
Althea Mongerson
Garret Pristie
Monica Seys.

THAT: Roberta Bobicki, Darcey Hormann, Erin Kerwin, Louise Pedersen, and Justin Fin be appointed to the Revelstoke and Area Economic Development Commission for a two-year term ending December 31, 2024.

Next Board Meeting

The Regular CSRD Board Meeting will be held Thursday, February 16, 2023, 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 [Meeting Calendar](#) on the CSRD's website.



The public is encouraged to join the meeting via [Zoom](#). The access link can also be found on the [Meeting Calendar](#) of the CSRD website under the Board meeting date.

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Item 9.1

CITY OF SALMON ARM

Date: February 13, 2023

Visitor Services 2022 Annual Report

Vote Record

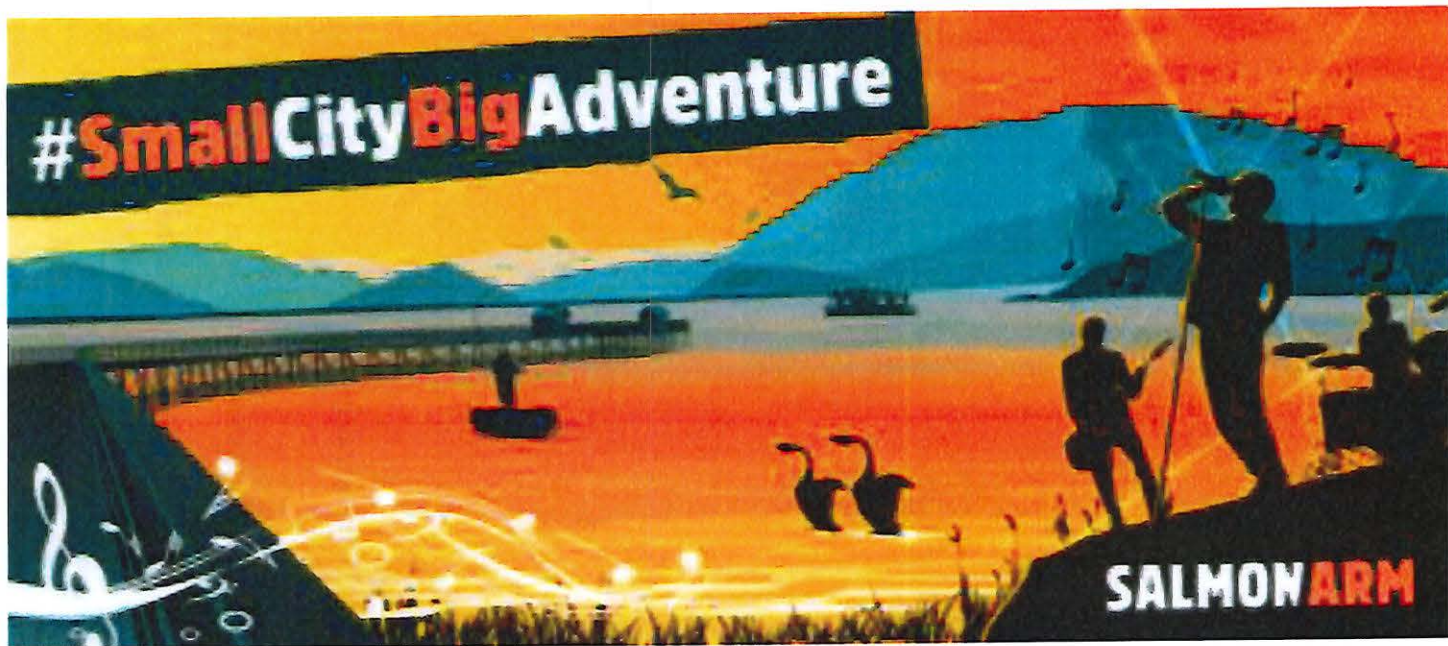
- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

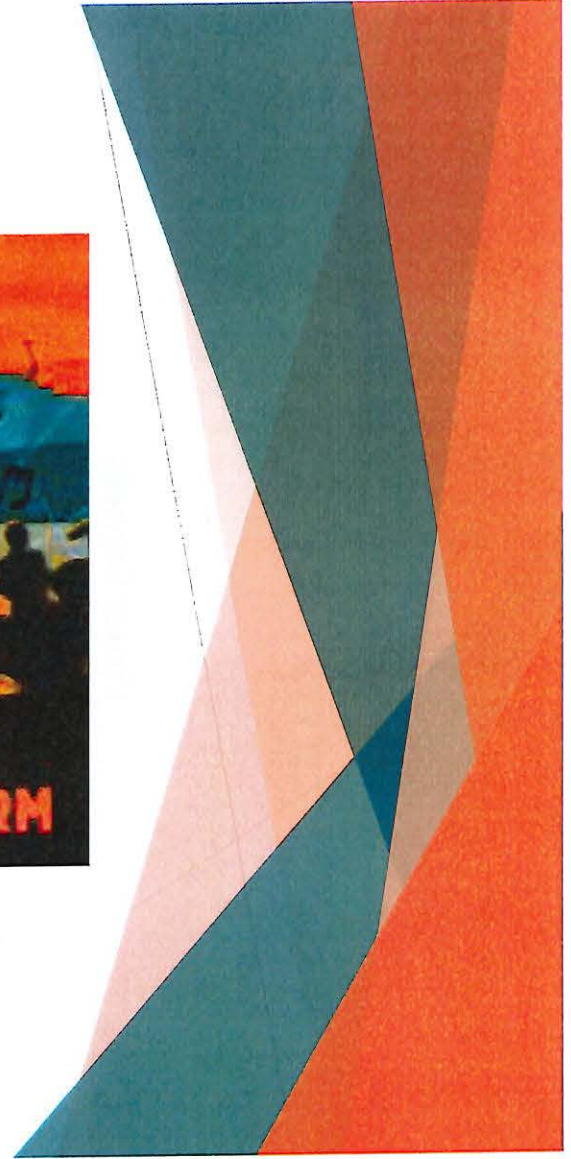
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2022 VISITOR SERVICES

ANNUAL REPORT



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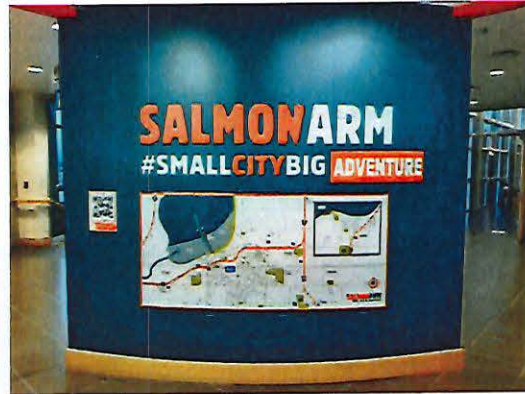
The City Of Salmon Arm Visitor Services Strategy is well underway, now in it's second year of operation! This exciting new approach to Visitor Services incorporates three key distribution channels to help provide a seamless, up to date & effective line of communication to our valued visitors, businesses & guests.

The goal of this initiative is to provide excellent visitor experiences, increase spend & stays to our lovely city and to support shoulder season travel & adventure.

To do this, we have continued our omni channel approach that utilizes three key modes of delivery

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TACTIC #1: BRICKS & MORTAR

Our Bricks & Mortar Visitor Centre opened it's doors on May 17th, 2021.

Provides & distributes print publications, maps & guides of local resources, amenities & attractions, as well as providing a friendly place for face to face engagements, WI-FI, washrooms & headquarters for the Visitor Services Staff.

The Visitor Centre is open Monday to Friday from 8:30 AM – 4:00 PM.

	Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	TOTAL
# Of Visitors	103	42	44	189	70	57	213	340	355	419	228	1,002	94	28	0	122	1,653

2021 Total - 1,145
44.37% Increase

*Dec 2022 Stats Not Included

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TACTIC #2: MOBILE OUTREACH

Mobile Outreach is a key component of our program & has been in place since June 1st, 2021.

The Mobile Unit & Street Team meet visitors where they are, roving through the community during peak times & events to provide services and supports.

The Street Team & Mobile Unit had a regular schedule & provided businesses & attractions the opportunity to book site visits throughout the year.

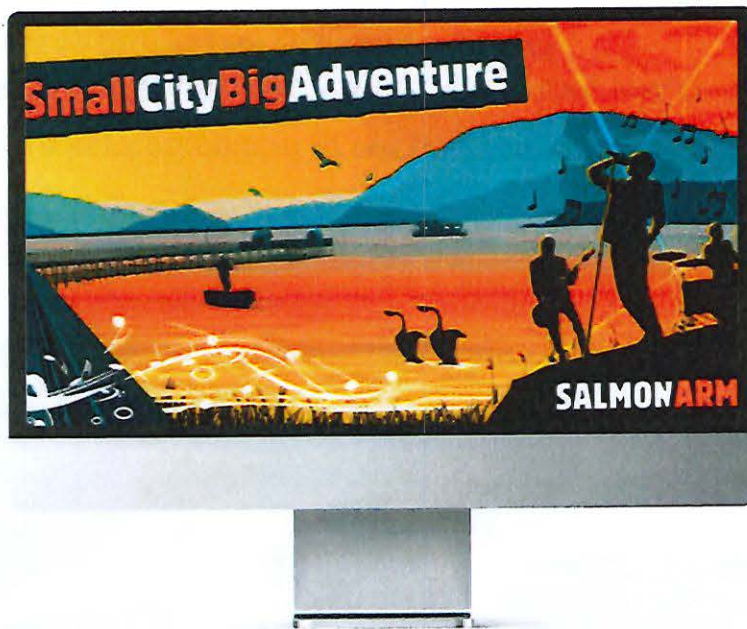
	Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	TOTAL
#Of Visitors	47	290	120	457	625	293	938	1,856	930	1,991	1,632	4,553	60	232	0	292	7,158

2021 Total - 2,484
188.16% Increase

*Dec 2022 Stats Not Included

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TACTIC #3: DIGITAL OUTREACH

Digital Outreach is the cornerstone of the program, tying all of the pieces together.

This includes...

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Facebook	2021	2022	Increase
# of Impression	15,337	21,427	39.70%



Instagram	2021	2022	Increase
# of Impression	19,029	26,652	40.06%



Twitter	2021	2022	Decrease
# of Impression	22,100	16,649	24.66%

SOCIAL MEDIA

Social Media Platforms are used to broadcast places to play & stay in Salmon Arm, our weekly Mobile Outreach Calendars and to share visitor information & community events.

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LIVE CHAT

Our Live Chat feature allows guests and visitors the ability to contact us 24/7 with inquiries and questions through our website or social media platforms.

	Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	TOTAL
# Of Chats	13	9	10	32	8	16	25	49	10	67	32	109	10	7	0	17	207

2021 Total - 114
81.57% Increase

*Dec 2022 Stats Not Included

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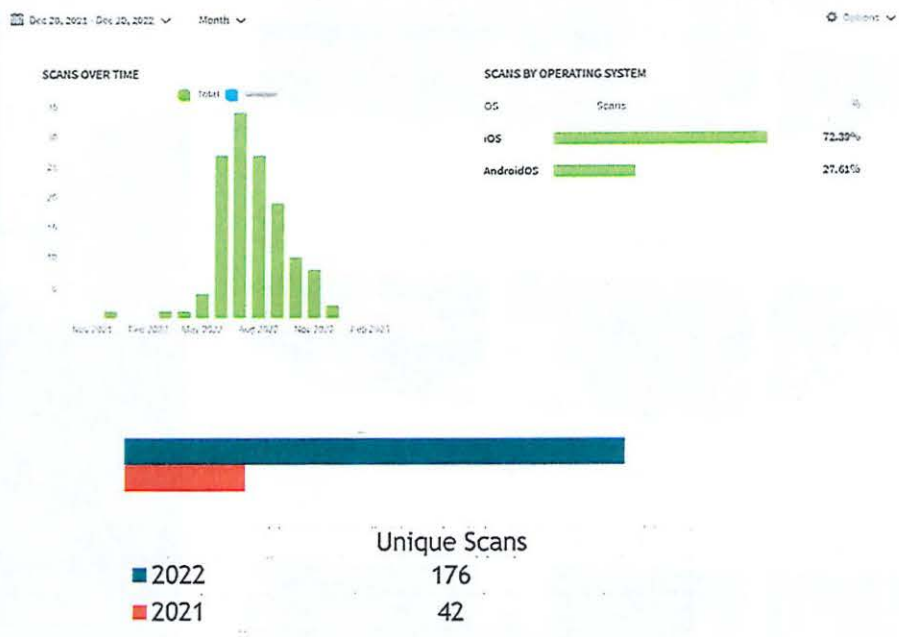
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 Visitor Information

QR CODES

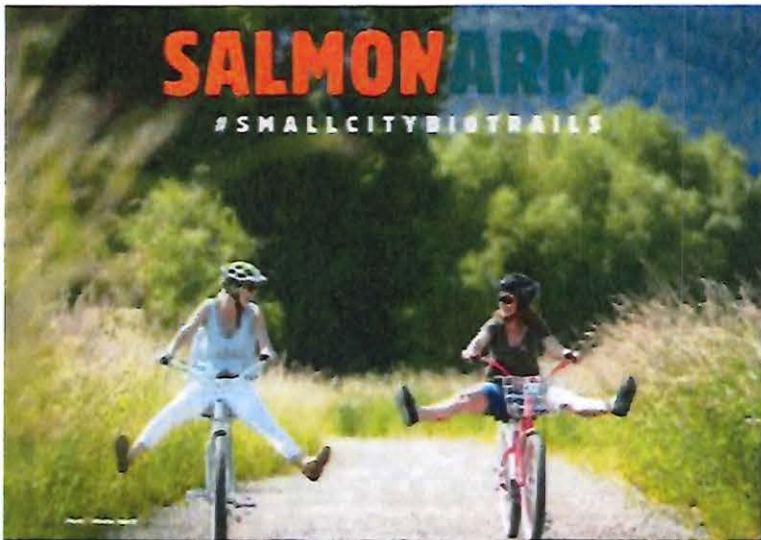
To help drive visitors to our website & make sure they are aware of our online services, we have produced & disseminated, (working alongside Downtown Salmon Arm), Visitor Services QR codes to over 30 businesses, which can be scanned & link to our information pages.



319.01% Increase

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WEBSITE

The Visitor Services website serves as a source of information driving visitors to resources about our Visitor Centre, Mobile Outreach, Maps & Guides & it serves as the home base for our Live Chat feature. (Monster Insights/Google Analytics)



OUTDOOR KIOSKS

Outdoor kiosks provide information and resources to visitors in a convenient and accessible way. They are available at various locations throughout the city, including the Visitor Centre, the Shuswap Event, and the Mobile Outreach van.



RECONNECTING IN THE SHUSWAP EVENT

The Shuswap Event is a community gathering that brings people together to reconnect with nature and each other. It features a variety of activities, including hiking, fishing, and wildlife viewing.



VISITOR CENTRE

The Visitor Centre is a central hub for visitors, providing information, maps, and guides. It also offers a variety of services, including live chat, mobile outreach, and community events.



STREET TEAM & MOBILE OUTREACH

The Street Team and Mobile Outreach van provide information and resources to visitors in a convenient and accessible way. They are available at various locations throughout the city, including the Visitor Centre, the Shuswap Event, and the Mobile Outreach van.



MAPS & GUIDES

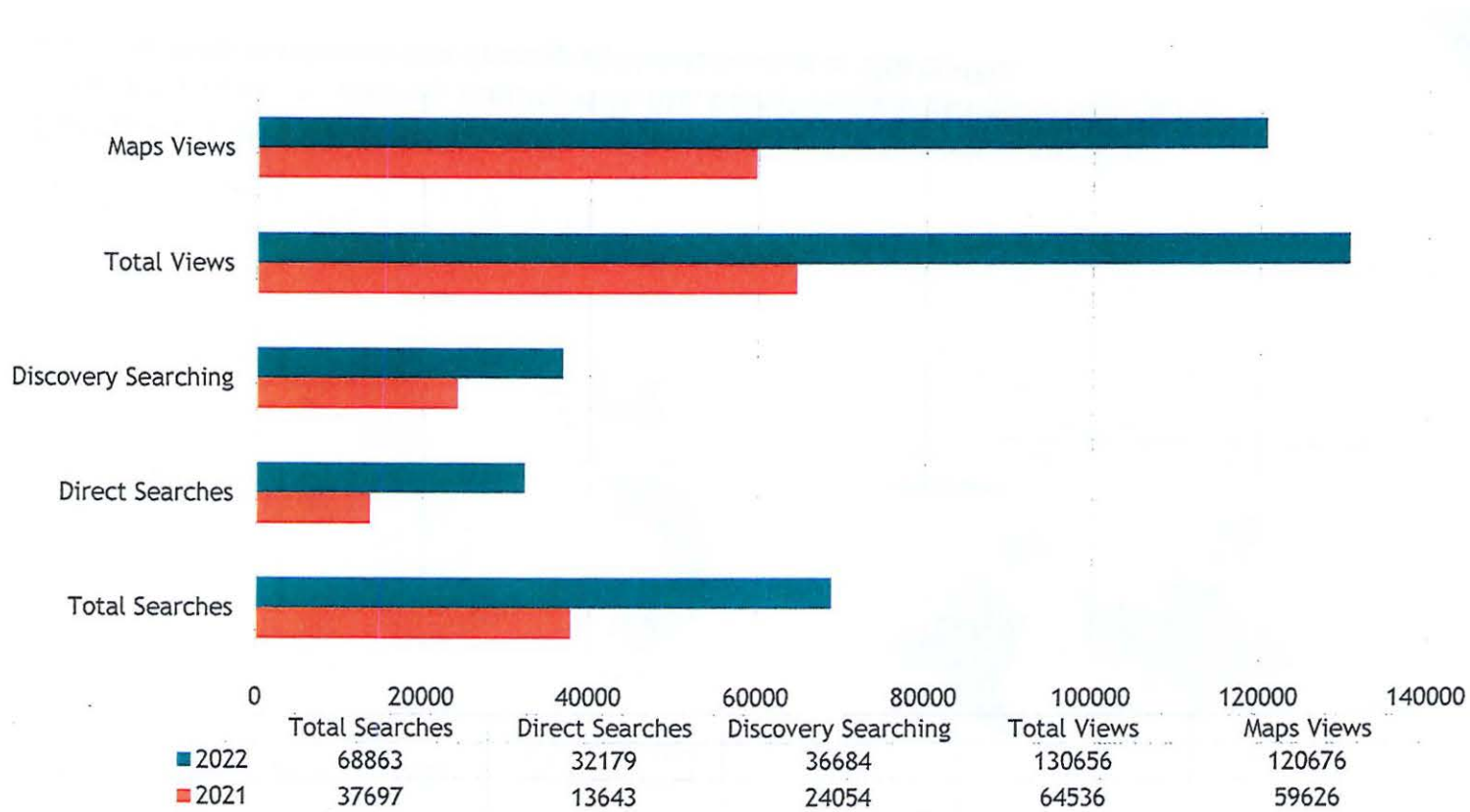
Maps and guides provide information and resources to visitors in a convenient and accessible way. They are available at various locations throughout the city, including the Visitor Centre, the Shuswap Event, and the Mobile Outreach van.



SMALL CITY, BIG EATS!

Small City, Big Eats! is a community gathering that brings people together to enjoy local food and drink. It features a variety of activities, including food tasting, live music, and community events.



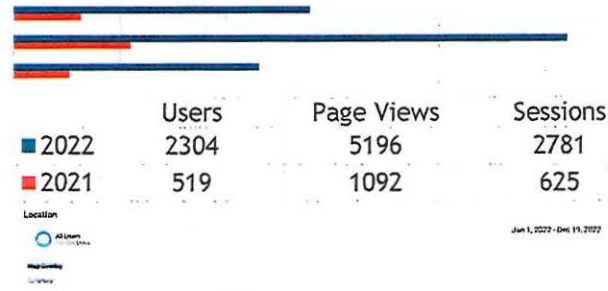
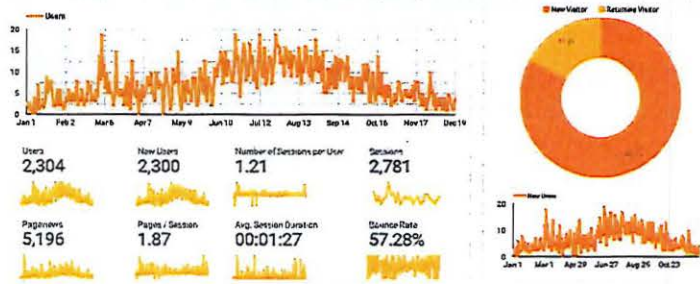


GOOGLE MY BUSINESS

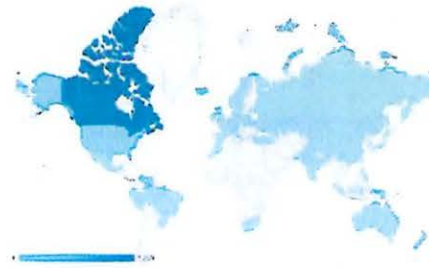
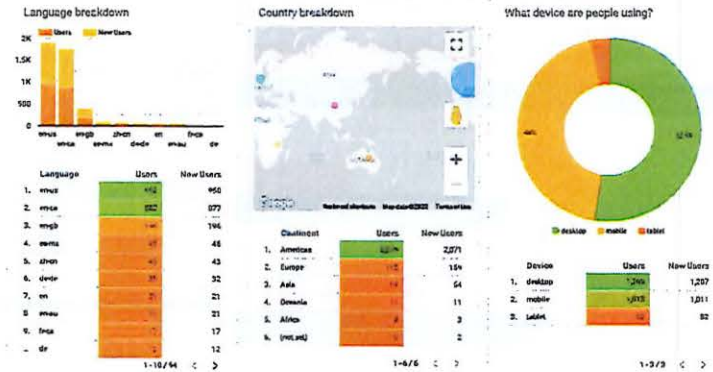
Google My Business has been set up & linked to manage our online presence across Google, including Search and Maps helping customers & visitors locate our services.

Total Views
102.45% Increase

Your audience at a glance



Let's learn a bit more about your users!

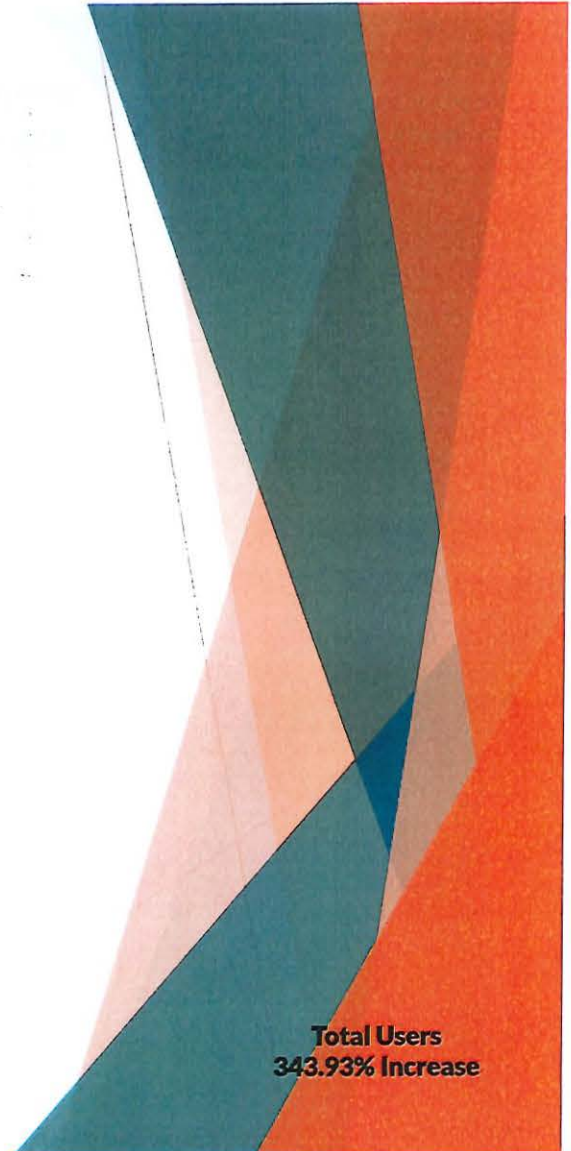


Country	Users	New Users	Sessions	Page Views	Avg. Session Duration	New Sessions	Page Conversions	User Visits
1. United States	1952	950	2247	5196	1:57	2247	0.00%	1952
2. United Kingdom	122	97	227	2716	1:17	227	0.00%	122
3. United Kingdom	19	19	48	519	1:11	48	0.00%	19
4. China	11	12	14	142	1:11	14	0.00%	11
5. United States	43	43	43	343	1:21	43	0.00%	43
6. United States	11	11	11	111	1:21	11	0.00%	11
7. Germany	35	32	35	415	1:24	35	0.00%	35
8. France	17	17	17	170	1:24	17	0.00%	17
9. United States	17	17	17	170	1:24	17	0.00%	17
10. Australia	12	12	12	120	1:25	12	0.00%	12

GOOGLE ANALYTICS

Google Analytics has been set up to track website activity such as session duration, pages per session, bounce rate etc. of individuals using the site, along with the information on the demographics & source of the traffic.

Total Users
343.93% Increase



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VISITOR INFORMATION KIOSKS

Visitor Information Kiosks at Canoe Beach & Marine Peace Park stocked weekly to ensure brochures & guides are accessible to visitors afterhours, as well as weekly drop offs to various business locations within Salmon Arm.

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WEEKLY DELIVERIES

Mobile Deliveries were offered weekly during the peak season to local campgrounds, hotels & accommodators. Many local businesses & shops were also included to ensure area brochures were well placed for visitors to see.

VISITOR INFORMATION

A black van with a colorful wrap featuring a sunset and mountains. The text "SALMON ARM" is visible on the side, and "H2O City Adventure" is written on the roof.

MOBILE DELIVERIES

EVERY TUESDAY!!

PLACE YOUR ORDER TODAY!


VISITORINFO@SALMONARM.CA
(250) 803-4019

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SERVICE LOCATIONS

Two additional service locations were added this year to ensure visitor touch points were maximized. Seasonal staff set up daily at Canoe Beach & at the end of the Wharf.

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WHARF

New outreach location at the wharf was added, painted & is now ready for Visitor Services in 2023. This prime tourist location will act as another home base for seasonal summer staff & during events and gatherings year round.



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DOWNTOWN
SALMON ARM



SHUSwap
Renewal. Create. Grow. Repeat.



SALMON ARM
ECONOMIC DEVELOPMENT SOCIETY

TOTA

THOMPSON OKANAGAN
TOURISM ASSOCIATION



CONNECTIONS & COLLABORATIONS

SALMONARM
SMALL CITY, BIG IDEAS

2022

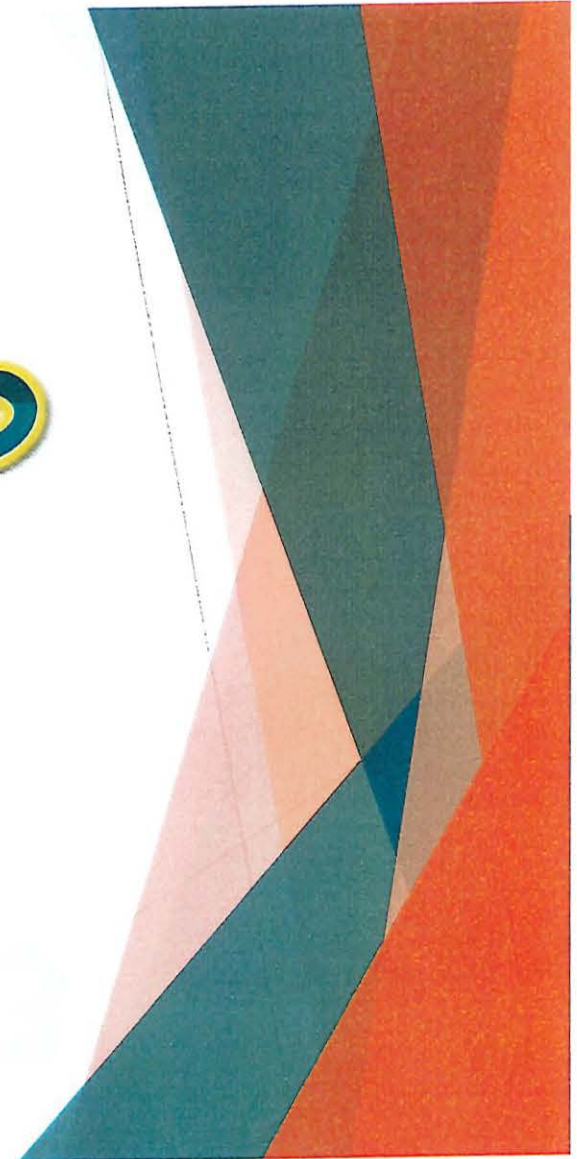
CHALLENGES



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2022

SUCCESSSES



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VISION *for* 2023



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WE NEED YOUR SUPPORT

As an important part of our community & the front line face to our welcoming committee in Salmon Arm, we are asking you to help support the Visitor Services Program...

HOW?

SALMON ARM

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PROVIDE BROCHURES

Ask local business, accommodations or attractions to help stock our Visitor Centre.

Print publications can be dropped off at City Hall from 8:00 AM - 4:00 PM Monday to Friday

ATTENTION: Sapphire Games

Can't make it to City Hall?

Email to arrange a pick up at visitorinfo@salmonarm.ca.



LIKE & SHARE

Like & share our new social media platforms!

Check them regularly for updates, street team locations & upcoming local events to share with locals, visitors or guests to our area.

Facebook Twitter Instagram



BOOK THE STREET TEAM

Book our Street Team to attend an upcoming event or to highlight your attraction!

Dates are available throughout 2023.

Don't miss out, we would love to connect with you & share how amazing your business is to locals and visitors.

SALMONARM

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Sapphire Games

VISITOR SERVICES COORDINATOR

(250) 803-4019

VISITORINFO@SALMONARM.CA



SALMON ARM

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QUESTIONS OR COMMENTS?

CITY OF SALMON ARM SOCIALS

Stat Updates (across all platforms)

- Post Impressions - 452,000 (Up 106,000 from 346,000) = 30.6358% Increase
- Post Reach - 359,000 (Up 69,000 from 290,000) = 23.7931% Increase
- Fans & Followers - 5,800 (Up 977 from 4,800) = 20.8333% Increase
- New Fans & Followers - 955 (Up 475 from 480) = 98.9583% Increase
- Page & Profile Impressions - 433,000 (Up 140,000 from 294,000) = 47.2789% Increase
- Page & Profile Reach - 319,000 (Up 129,000 from 190,000) = 67.8947% Increase
- Posts - 799 (Up 316 from 483) = 65.4244% Increase

All stats are up from last year, (engagement rate 0.03 down) except for Twitter, which also dipped for the Visitor Centre this year...

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Item 9.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the Mayor and Corporate Officer to execute the Service Provider Agreement and sponsor the Shuswap Recreation Society as an Associate Member, effective January 1, 2020, in perpetuity, as set out in the Service Provider Agreement.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**CITY OF
SALMON ARM**

TO: His Worship Mayor Harrison and Members of Council
DATE: January 30, 2023
SUBJECT: Shuswap Recreation Society – Associate Member Renewal

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute the Service Provider Agreement and sponsor the Shuswap Recreation Society as an Associate Member, effective January 1, 2020, in perpetuity, as set out in the Service Provider Agreement.

Background:

At the September 2014 AGM, the membership of Municipal Insurance Association of BC (MIABC) voted in favor of expanding coverage to include Associate Members, effective January 1, 2015. Coverage, up to a limit of \$5,000,000.00, was extended to individuals, groups and associations when sponsored by a member.

Historically, the City of Salmon Arm included Shuswap Recreation Society (SRS) as an Additional Named Insured under the City's Liability Protection Agreement (LPA). In late 2014, staff were advised by the Municipal Insurance Association of BC (MIABC) that this status was improperly granted and in order to continue to provide coverage for the Society, the City would be required to sponsor the Society to become an Associate Member. Once accepted as an Associate Member, SRS would be entitled to full coverage under the LPA, but only for services provided for, or on behalf of, the sponsoring member.

As the Society does not carry its own liability insurance due to the prohibitive cost, Council authorized the SRS to become an Associate Member for a five year period, ending December 31, 2019. Due to a system error at MIABC, membership was automatically renewed for the last two years despite the need for a new Council Resolution and Service Provider Agreement.

The additional premium for this extension of coverage is approximately \$250.00. The City's deductible of \$10,000.00 applies to claims brought against the Society and the City is

responsible for the payment of any costs incurred below the deductible. In addition, all claims brought against the Society form part of the City's claims history and experience rating.

As the SRS was already listed as an Additional Named Insured on the City's policy, this is not a departure from past practice, and in the last 7 year the SRS has not incurred claims. In order to provide collaboration, support and education, SRS General Manager Darby Boyd has been participating in the City's Insurance, Risk Management and Claims Committee, which was previously comprised of only City staff.

Staff recommend adding the SRS as Associate Member, in perpetuity. As the SRS only functions to provide recreational and leisure services on behalf of the City through its management of the Shaw Centre, SASCU Recreation Centre, Memorial Arena Complex and the Little Mountain Park Field House, the risk of the coverage lapsing is far greater than the risk of automatically renewing it each year. Should the relationship between the City and the SRS change, the City will immediately notify MIABC that the sponsorship has ended.

Respectfully Submitted,


Erin Jackson
Chief Administrative Officer



MUNICIPAL INSURANCE ASSOCIATION
OF BRITISH COLUMBIA

SERVICE PROVIDER AGREEMENT

This Service Provider Agreement (the "Agreement") is made and entered into this ____ day of

_____, _____ by and in between the City of Salmon Arm (the "Local Government") and the Shuswap Recreation Society (the "Service Provider").

The Service Provider agrees to provide the following services for or on behalf of the Local Government:

The Shuswap Recreation Society is contracted by the City of Salmon Arm and is responsible for providing recreational and leisure activities through its management of the Shaw Centre, SASCU Recreation Centre, Memorial Arena Complex and the Little Mountain Park Field House. Their mandate is to provide diverse family and adult-oriented leisure activities with a view to promoting active living and quality of life in the community.

- The Service Provider has not caused or contributed to any insured or uninsured losses in the past 5 years.
- The term of the Agreement is perpetual commencing the 1st day of January, 2020.
- As the Service Provider may attract errors and omissions claims, the Local Government agrees to maintain commercial general liability coverage from the MIABC beyond the termination of the Agreement.

While providing the agreed service, the Service Provider agrees to comply with: all applicable laws, rules and regulations; the practices, procedures and policies of the Local Government; and any special instructions given to the Service Provider by representative(s) of the Local Government. By entering into this agreement, the Service Provider confirms they have the necessary training, experience and knowledge to provide the services as set out above.

The Local Government agrees to obtain commercial general liability and errors and omissions insurance coverage from the Municipal Insurance Association of British Columbia (MIABC) naming the Service Provider as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 with respect to third party liability claims arising from the provision of the agreed service. The Service Provider agrees to carry its own statutory worker's compensation insurance and automobile liability insurance, if appropriate.

The Service Provider agrees to indemnify, defend and hold harmless the Local Government, its agents, servants, employees, trustees, officers and representatives from any liability, loss or damage which the Local Government may suffer as a result of any claims, demands, costs, actions, causes of actions, or judgments, including legal fees, asserted against or incurred by the Local Government arising out of, during, or as a result of the provision of services outlined in the Agreement except such liability, loss, or damage

which is the result of, or arising out of, the sole negligence of the Local Government or that is covered by the MIABC liability insurance policy.

- The Local Government agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.

The Local Government reserves the right to terminate this Agreement and the associated commercial general liability insurance coverage provided to the Service Provider by the MIABC at any time upon written notification to the Service Provider of the termination.

ON BEHALF OF CITY OF SALMON ARM

ON BEHALF OF SHUSWAP RECREATION SOCIETY

Name:
Alan Harrison

Name:

Title:
Mayor

Title:

Signature:

Signature:

Date:

Date:

Name:
Sue Wood

Title:
Corporate Officer

Name:

Title:

Signature:

Signature:

Date:

Date:

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Item 9.3

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council be appointed as members of the Parcel Tax Roll Review Panel for the Council term November 2022 to October 2026;

AND THAT: The Parcel Tax Roll Review Panel review and authenticate the 2023 Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Rolls in Council Chambers of City Hall on Monday, March 13, 2023 at 7:00 p.m., with a virtual attendance option.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Date: February 7, 2023
Subject : Parcel Tax Roll Review Panel

Recommendation

THAT: Council be appointed as members of the Parcel Tax Roll Review Panel for the Council term November 2022 to October 2026;

AND THAT: The Parcel Tax Roll Review Panel review and authenticate the 2023 Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Rolls in Council Chambers of City Hall on Monday, March 13, 2023 at 7:00 p.m., with a virtual attendance option.

Background

Sections 200 to 209 of the *Community Charter* set the requirements for determining and authenticating the City's annual parcel tax assessment rolls. Among other provisions, this legislation requires a pre-notification process for properties being assessed the City's parcel tax for the first time. It also requires the Parcel Tax Roll Review Panel to consider complaints and direct corrections be made to the roll as applicable. Further, the Panel is required to authenticate the roll prior to assessing parcel taxes.

As a result, the Parcel Tax Roll Review Panel must consider any complaints respecting the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll and must authenticate the assessment rolls annually.

For the purposes of the Parcel Tax Roll Review Panel, Council must:

- a) Appoint at least three persons as the members of the Parcel Tax Roll Review Panel, required for quorum;
- b) Establish the time and place for the sitting of the panel;
- c) Determine whether the sitting will be conducted by means of electronic or other communication facilities; and
- d) Publish notice of the sitting in accordance with Section 94 of the *Community Charter* (public notice).

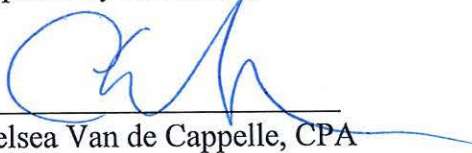
Pursuant to Section 205 of the *Community Charter*, the Panel is limited to a review and correction of the rolls regarding:

- a) An error or omission respecting a name or address on the parcel tax roll;
- b) An error or omission respecting the inclusion of a parcel;
- c) An error or omission respecting the taxable area or the taxable frontage of a parcel; and/or
- d) An exemption that has been improperly allowed or disallowed.

The Parcel Tax Roll Review Panel will not hear an appeal unless written notice of the complaint has been made to the City Collector at least 48 hours prior to the sitting of the Review Panel, at 7:00 p.m.

The Parcel Tax Rolls will be available for inspection at the Customer Service Counter of City Hall prior to the meeting.

Respectfully submitted,



Chelsea Van de Cappelle, CPA
Chief Financial Officer

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Item 9.4

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the review of the Water Pollution Control Centre PLC systems for obsolescence and life cycle for the quoted amount of \$14,000.00 plus applicable taxes;

AND THAT: The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to redirect \$15,000 from Sewer WPCC – PLC Communications Upgrade Capital project to Assessment and Studies – PLC System Review;

AND THAT: The City’s Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Centrix Control Solutions.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



File: 2023-WPCC-01

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Gerry Rasmuson, Manager of Utilities
DATE: January 20, 2023
SUBJECT: **PLC REVIEW – WATER POLLUTION CONTROL CENTRE**

STAFF RECOMMENDATION

THAT: Council approve the review of the Water Pollution Control Centre PLC systems for obsolescence and life cycle for the quoted amount of \$14,000.00 plus applicable taxes;

AND THAT: The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to redirect \$15,000 from Sewer WPCC – PLC Communications Upgrade Capital project to Assessment and Studies – PLC System Review;

AND THAT: The City's Purchasing Policy No.7.13 be waived in procurement of these works and services to authorize the sole sourcing to Centrix Control Solutions.

BACKGROUND

The Water Pollution Control Centre (WPCC) utilizes a Supervisory Control and Data Acquisition (SCADA) system to acquire data and control equipment. The heart of the SCADA system is the Programmable Logic Controllers (PLC's). The PLC's are fundamentally industrial computers with hundreds of digital and analog inputs and outputs that report statuses to the Human Machine Interfaces (HMI) or dedicated computers as well as respond to inputs from the Operators utilizing the HMI. The HMI's then display and trend results while also notifying staff of any alarms or fault conditions. Both the PLC's and HMI's require programming and modifications. Unfortunately many of the components of the existing PLC's at the WPCC are approaching a state of obsolescence that will no longer be repairable after 2023. The HMI's, including software, are routinely upgraded however due to the complexity and difficulties in upgrading the PLC's, staff has favored acquiring readily available parts as a solution and have other components repaired as needed.

Programming of PLC's requires the utilization of specific software for configuration. Current software used at the plant requires Windows 7 as its operating system which is no longer maintained by Microsoft. Staff has determined that in relation to the future Plant upgrade and in conjunction with the upcoming obsolescence of the existing PLC's it is financially and operationally prudent to perform an official review of all existing PLC's including current spare components for life cycle status and options moving forward. Supply chain issues for available components have also been problematic during the last two years and do not appear to be improving.

Centrix Control Solutions (formally Interior Instrumentation Ltd.) have been the key integrators used for all SCADA maintenance, communication and upgrades since the 1980's and are the only contractors familiar with the network used at the facility. The hourly rate they have set is consistent for this specialized field and for this reason staff recommend the City award the work to Centrix Control Solutions for a maximum of 100 hours including 2 site visits. The City has established a Capital works account worth \$100,000 to initiate this transition including upgrading of existing PLC systems to ensure operational requirements and future development is addressed as we transition towards a new treatment plant.

STAFF COMMENTS

Centrix Control Solutions has been an integral factor in the sourcing, upgrading and programming of our SCADA network and associated hardware and software. Centrix is the only company familiar with our SCADA network and PLC's and as such staff views this as a sole source project under policy No. 7.13 whereby it is a non-competitive situation due to the proprietary nature of the work to be performed.

Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc. Chelsea Van de Cappelle, CFO

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Item 9.5

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Award for Tender and Construction Services for the 8 Avenue NE Watermain Upgrade to Gentech Engineering Inc. for the total estimated price of \$16,025.00 plus taxes as applicable;

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

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: February 3, 2023
SUBJECT: **8 AVENUE NE WATERMAIN UPGRADE
TENDER & CONSTRUCTION SERVICES AWARD**

STAFF RECOMMENDATION

THAT: Council approve the Award for Tender and Construction Services to Gentech Engineering Inc. for the total estimated price of \$16,025.00 plus taxes as applicable.

And THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Gentech Engineering Inc.

BACKGROUND


Design engineering services for this project were completed by Gentech Engineering Inc. in 2021 through a competitive pricing process (three proposals were received). At the time, Gentech's proposal included tendering and construction services as 'optional work', however only design services were awarded. Upon completion of the design and detailed construction estimates in 2021, it was determined that the budget was insufficient to move ahead with construction.

The 2023 approved budget includes the necessary increases to move forward with construction. Staff requested an updated proposal from Gentech for tender and construction services to account for inflation as the 2021 proposal is out of date and the design engineer should have the opportunity to conduct field reviews.

STAFF COMMENTS

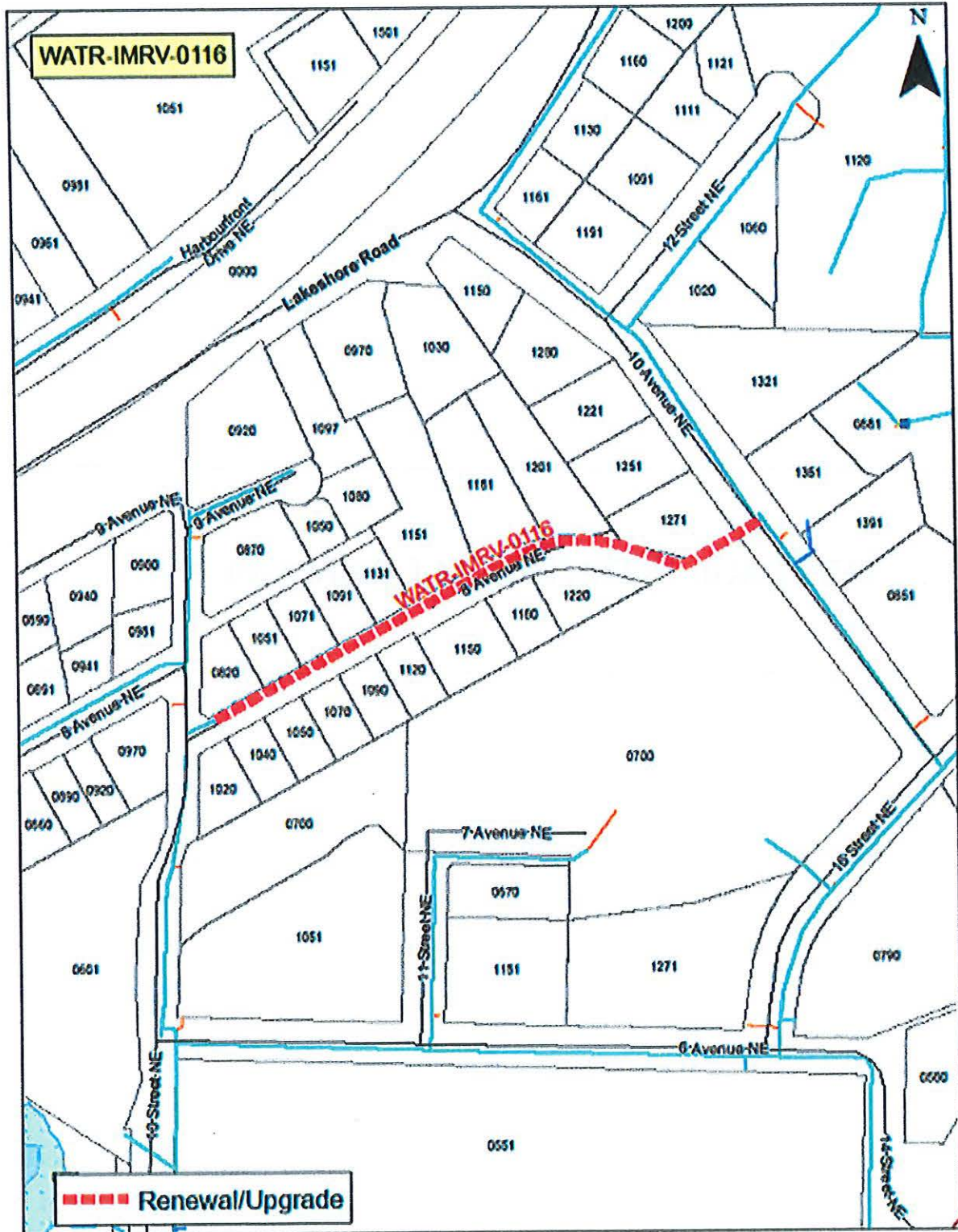
With consideration to the above, staff recommend award of tender and construction services to Gentech Engineering Inc. as per their updated proposal for the total estimated price of \$16,025.00 plus taxes as applicable. This amount represents a \$2,525.00 increase from the 2021 proposal and staff have no concerns based on the scope of the project.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

LOCATION MAP



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Item 9.6

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Award for Tender and Construction Services for the Canoe Beach Drive Sanitary Sewer Upgrade to Gentech Engineering Inc. for the total estimated price of \$18,600.00 plus taxes as applicable;

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

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: February 3, 2023
SUBJECT: **CANOE BEACH DRIVE SANITARY SEWER UPGRADE
TENDER & CONSTRUCTION SERVICES AWARD**

STAFF RECOMMENDATION

THAT: Council approve the Award for Tender and Construction Services to Gentech Engineering Inc. for the total estimated price of \$18,600.00 plus taxes as applicable.

And THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Gentech Engineering Inc.

BACKGROUND

Gentech Engineering was awarded design services in 2020 to look at options for replacement and potential rerouting of existing sanitary sewer along Canoe Beach Drive (CBD). Staff worked with Gentech and confirmed that rerouting was not financially feasible. Options included the installation of a Canadian Pacific (CP) Rail pipe crossing and the extension of the sanitary sewer piping west of 50 Street NE. Gentech provided detailed design for upgrading the existing CBD portion between 51 Street NE and the CP Rail crossing east of 53 Street NE. Final detailed design was completed in 2022 and approved budget was determined insufficient.

The 2023 approved budget includes the necessary increases to move forward with construction. Staff requested a proposal from Gentech for tender and construction services for this project since construction services were not required at the onset of the original project scope and the design engineer should have the opportunity to conduct field reviews.

STAFF COMMENTS

With consideration to the above, staff recommend award of tender and construction services to Gentech Engineering Inc. as per attached proposal for the total estimated price of \$18,600.00 plus applicable taxes. This amount represents 6.8% of the estimated construction value and staff have no concerns base on the scope of the project.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 9.7

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Award for Tender and Construction Services for the 10 Avenue SE Watermain Upgrade to Lawson Engineering Ltd. for the total estimated price of \$21,515.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Lawson Engineering Ltd.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



File: 2023-39

TO: His Worship Mayor Harrison and Members of Council
FROM: Gabriel Bau, City Engineer
PREPARED BY: Tim Perepolkin, Capital Works Supervisor
DATE: February 3, 2023
SUBJECT: **10 AVENUE SE WATERMAIN UPGRADE
TENDER & CONSTRUCTION SERVICES AWARD**

STAFF RECOMMENDATION

THAT: Council approve the Award for Tender and Construction Services to Lawson Engineering Ltd. for the total estimated price of \$21,515.00 plus taxes as applicable.

And THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to Lawson Engineering Ltd.

BACKGROUND

The New Zone 5 Booster Station construction is moving forward with an expected completion date of Nov 2023. The new station will be located at Little Mountain Park below the existing Zone 4 Storage reservoirs and will replace the existing below grade station currently situated at the SW corner of 30 St & 10 Ave SE intersection. Upsizing of the existing watermain on 10 Avenue SE between 30 Street and 33 Street will be required to facilitate the new booster station. This watermain upgrade will provide additional pumping capacity to the Zone 5 Reservoir and Industrial Park, until either a dedicated trunk main or further upsizing of the existing watermain along 30 Street to the Zone 5 reservoir is completed.

Design engineering services for this watermain upgrade project were completed by Lawson Engineering Ltd in 2021 through a competitive pricing process (three proposals were received). Lawson's proposal included tendering and construction services as 'optional work', however only design services were awarded. Upon completion of the design and detailed construction estimates, it was determined that the budget was insufficient to move ahead with construction.

The 2023 approved budget includes the necessary increases to move forward with construction. Staff requested an updated proposal from Lawson for finalizing design, tender and construction services to account for inflation as the 2021 proposal is out of date and the design engineer should have the opportunity to conduct field reviews.

STAFF COMMENTS

With consideration to the above, staff recommend award of tender and construction services to Lawson Engineering Ltd. as per their updated proposal for the total estimated price of \$21,515.00 plus taxes as applicable. This amount represents a \$4,805.00 increase from the 2021 proposal and staff have no concerns base on the scope of the project.

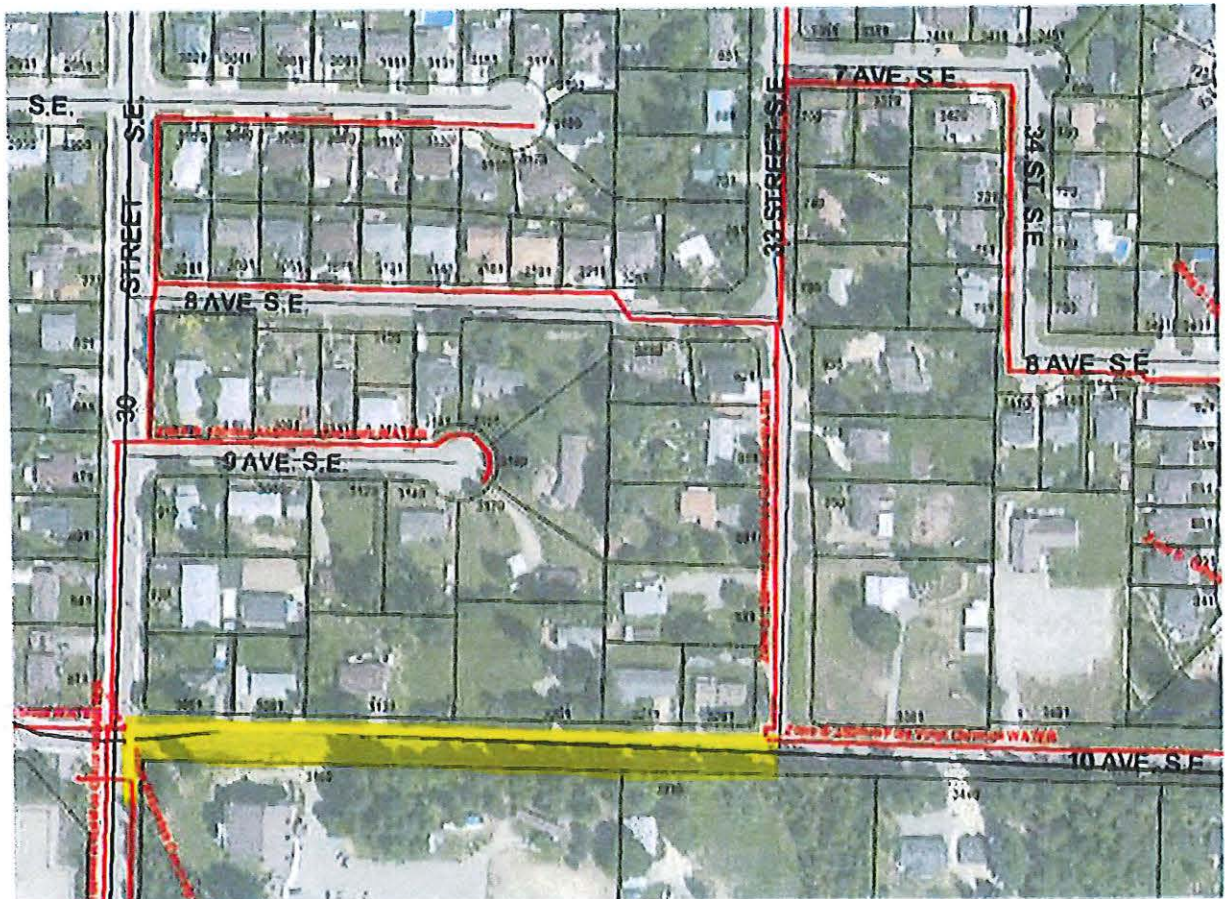
Respectfully submitted,



Gabriel Bau, P.Eng.
City Engineer

X:\Operations Dept\Engineering Services\5220-CAPITAL\2023\2023-39 - 10 Ave SE Water Upgrade (30-37 St SE) - Construction\7.0 Finance\HWM - 2023-39 - Tender and construction services - Award (Final with Map).docx

LOCATION MAP



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Item 9.8

CITY OF SALMON ARM

Date: February 13, 2023

Council Appointment to Design Review Panel

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

To: His Worship Mayor Harrison and Members of Council
Date: January 24, 2023
Subject: Design Review Panel Appointments 2023 - 2026

STAFF RECOMMENDATION

THAT: Council appoint a minimum of five and a maximum of seven persons to the City of Salmon Arm Design Review Panel for a three-year term starting in February 2023 and ending February 1, 2026.

BACKGROUND

The three year term of the Design Review Panel (DRP) expired on December 31, 2021.

The DRP's mandate as per the attached Terms of Reference (Appendix 1) is to review development permit applications for multi-family residential, city centre, commercial, and industrial areas as identified in the OCP, and to provide recommendations to Council with respect to the applicable guidelines.

Staff advertised for statements of interest on the City's website and in the Salmon Arm Observer on December 21 and 28, 2022. Staff notified members of the current DRP regarding this opportunity.

The DRP Terms of Reference indicates that Council will appoint a minimum five and maximum of seven members for a three (3) year term. The following six people have expressed interest in being members on the next DRP:

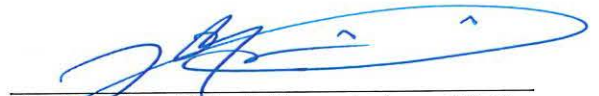
Verna Burton*
Alistair Waters*
Bill Laird (current member)
Marc Lamerton (current member)
Dennis Lowe (current member)
Trent Sismey (current member)

*Background information was provided by these individuals and is available for review.

Respectfully,



Prepared by: Chris Larson, RPP, MCIP
Senior Planner



Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

CITY OF SALMON ARM

DESIGN REVIEW PANEL

TERMS OF REFERENCE

1. MANDATE

- .1 The mandate of the Design Review Panel (Panel) is to advise the Council of the City of Salmon Arm (Council) on the design merits of Development Permit applications that are filed with the City under the following sections of Official Community Plan Bylaw No. 4000 (OCP):

Section 8.4	Residential Development Permit Area
Section 9.5	City Centre Development Permit Area
Section 9.6	Highway Service/Tourist Commercial and Neighbourhood Commercial Development Permit Areas
Section 10.5	Industrial Development Permit Area

- .2 When advising Council, the Panel will consider and make recommendations with respect to the design objectives and guidelines outlined in Sections 8.4, 9.5, 9.6 and 10.5 of the OCP, as applicable to each application.
- .3 The Panel should consider the following when critiquing an application and formulating its recommendation to Council:
- (1) the overall form and character of the proposed development in relation to its surroundings;
 - (2) siting of the building and total site development including landscaping, parking, access, grades, safety and preservation of natural amenities;
 - (3) selection and quality of exterior design elements with regard to proposed materials, finishes and colour palettes;
 - (4) building design with reference to human needs, including entrances, size, location, corridors, stairs, views, privacy, security, noise and outdoor lighting; and
 - (5) selection and appropriateness of planting species, fencing and screening measures, hard surface materials and retaining wall design.

2. PANEL APPOINTMENTS AND STRUCTURE

- .1 The Panel shall consist of a minimum of five (5) and a maximum of seven (7) members of the public who are appointed by Council for a three (3) year term.
- .2 Panel members are appointed by Council based on a number of qualifications, including but not limited to knowledge, interest and expertise in urban design and development, related experience and background. Preference is given to residents of the City.
- .3 If a vacancy arises for membership on the Panel, Council may appoint another member to fill such vacancy for the balance of the term.
- .4 As the first order of business for the first scheduled meeting of a term, Panel members will appoint one member to serve as Chair for a one (1) year term.
- .5 If the Panel Chair is not able to attend a scheduled meeting, then the Panel members present will appoint an Acting Panel Chair for that particular meeting.
- .6 The role of the Panel Chair is to keep the meeting on track, moderate discussion and questions, and state the Panel's recommendation at the conclusion of the meeting.

- .7 The Panel Chair is the spokesperson for the Panel.

3. ROLE OF CITY STAFF

- .1 City staff representatives from the Development Services Department will attend Panel meetings in an administrative, technical and non-voting capacity. City staff representatives are not Panel members.
- .2 Administrative duties by City staff include but are not limited to coordinating meetings, agenda preparation, referring applications with supporting materials to the Panel members, recording meeting minutes, and follow-up with the Panel Chair for approval of minutes.
- .3 Upon request by the Panel Chair, input by City staff during a Panel meeting may include technical matters and clarification pertaining to all aspects of the application, including a summary of the proposal, background on zoning and other related bylaw matters, and how consistent the proposal is with the design guidelines of the OCP.
- .4 City staff may cancel a Panel meeting under the following circumstances:
- (1) When there is no quorum at a scheduled meeting in which a minimum of three (3) Panel members had committed to attend.
 - (2) If a meeting cannot be arranged within four (4) weeks after the date a completed application is filed with the City.

If a Panel meeting is cancelled, the Development Permit application may proceed to Council without review by the Panel.

4. MEETING STRUCTURE AND PROCEDURES

- .1 Panel members are expected to attend scheduled meetings. All attempts will be made by City staff to schedule meeting times that are suitable to Panel members, applicants and City staff.
- .2 As part of the Development Permit application referral, a brief written summary of the proposal and hard copies of the development drawings will be distributed as an agenda package by regular mail to each Panel member no less than five (5) business days prior to a scheduled meeting.
- .3 A minimum of three (3) Panel members at a meeting is required to constitute a quorum.
- .4 Only Panel members in attendance at a meeting can vote on a recommendation; Panel members who cannot attend a meeting are able to provide written comments on an application prior to a Panel meeting and for the Panel's consideration.
- .5 Copies of written comments provided by an absentee Panel member will be distributed to the Panel and the applicant at a scheduled meeting.
- .6 The Panel will only deal with matters on the meeting agenda and within their mandate.
- .7 No sub-committees will be established by the Panel.
- .8 It is the responsibility of Panel members to review the agenda package prior to a meeting.
- .9 Applicants and/or their agents are encouraged to attend meetings, present their development proposal and answer related questions from Panel members.
- .10 Meeting minutes recorded for an application will be reviewed by the Panel Chair for approval, after which time the minutes will be included as an attachment to the associated Development Services Department Memorandum to Council.
- .11 For convenience, the Panel Chair may authorize a City staff representative to sign the meeting minutes on his / her behalf.

5. PANEL RECOMMENDATIONS

- .1 The Panel is obliged to provide a recommendation to Council concerning each Development Permit application it reviews; the recommendation should be consistent with any one of the following statements:
 - (1) Support the application;
 - (2) Support the application, subject to clearly stated recommendations; or
 - (3) Not support the application.
- .2 If there is disagreement among Panel members regarding a recommendation, the recommendation will be determined by a majority vote of the Panel members who are present at a meeting.
- .3 Once a recommendation has been passed, it is expected that all Panel members will respect that recommendation.
- .4 The Panel's recommendation will be documented in the meeting minutes.

6. GENERAL

- .1 The Panel is an advisory body of Council and does not have the Statutory Authority to approve or deny Development Permit applications.
- .2 Council is the approving authority for Development Permit applications pursuant to the *Local Government Act* and City's Procedures Bylaw.
- .3 The Panel does not consider zoning bylaw matters relating to land use or density; although the Panel is encouraged to comment on bylaw variances requests that may impact the design of the development in the context of the development site and adjacent lands.

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Item 9.9

CITY OF SALMON ARM

Date: February 13, 2023

**Council Appointment to
Downtown Parking Commission**

Vote Record

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

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

**CITY OF
SALMON ARM**

File: 0360.30.02

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: January 26, 2023
SUBJECT: **Downtown Parking Commission Member Appointments**

BACKGROUND:


Pursuant to Downtown Parking Commission Bylaw No. 1844, the Downtown Parking Commission (DPC) membership consists of one (1) member of Council, four (4) members recommended from the Downtown Improvement Association and four (4) members' at large of whose term expires on February 27, 2023. Under the Bylaw, there are no requirements for advertising for new members if the existing members at large wish to stand for an additional term.

At the January 17, 2023 meeting of the DPC the following resolution was adopted:

THAT: Cathy Ingebrigston, Regan Ready, Bill Laird and Vic Hamilton extend their Member at Large Term for a further two years from February 27, 2023 to February 27, 2025

The DPC expressed that it would be beneficial to have these members remain, as they provide extensive knowledge and consistency to ongoing parking developments in the downtown area. Staff have no concerns.

Respectfully submitted,



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

Item 10.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 be read a first time.

[OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

TO: His Worship Mayor Harrison and Members of Council

Date: January 20, 2023

Subject: Official Community Plan Amendment Application No. OCP4000-53
 Zoning Bylaw Amendment Application No. 1255

Legal: Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437
 Civic: 1481 – 10 Street SW
 Owner/Applicant: 1026082 BC Ltd.
 Agent: IBA Architecture Inc. (R. Bestoon)

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 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from MR (Medium Density Residential) to HR (High 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 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from R-1 (Single-Family Residential Zone) to R-5 (High 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 0.2527 hectare (0.62 acre) subject parcel is located at 1481 – 10 Street SW (Appendix 1 & 2). The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The proposal is to amend the OCP and Zoning Bylaw to support high density residential development.

The OCP land use designation is proposed to be amended from Medium Density Residential to High Density, as well as the Zoning is proposed to be amended from R-1 (Single Family Residential) to R-5 (High Density Residential Zone). These amendments would support multi-family development under a Development Permit application (DP-447). The development proposal consists of triplex, 4-plex and 5 plex buildings for a total of 19 dwelling units as shown in the site plan and building concepts provided (Appendix 5). Site photos are attached as Appendix 6.

This area is comprised of a mix of residential zoned parcels (R-1 and R-4), as well as agricultural (A-1 and A-2) parcels. Present land uses adjacent to the subject parcel include the following:

- North: Medium Density OCP designation, Low Density Residential use (R-1) parcel,
- South: Medium Density Residential (R-4) parcel,
- West: ALR, Salmon Valley Agriculture (A-1) parcel, and
- East: Road (10 Street SW), with Medium Density Residential (R-4 and R-1) parcels beyond.

OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP and is within Residential Development Area B, the second highest priority area for development. 10 Street SW is designated as an Urban Collector Road (OCP Map 12.1).

In consideration of the High Density/R-5 use of the site, the proposal appears to align with the OCP 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 10 Street SW frontage of the subject property.

As per OCP residential policy, multi-family development is subject to a Development Permit application. The applicants have submitted an application (DP-447) demonstrating their intent for the site.

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 Band	Appendix 7
Neskonlith Band	No response to date
Economic Development Society	Appendix 8
Interior Health	No comment to date
School District 83	No comment to date

A formal response was received from the Title and Rights Department of the Adams Lake Band and has been provided to the applicant for their information and potential action moving forward. Subsequently, the City inquired via Data Request to the Archeological Branch of British Columbia as to any Provincial records of known archeological sites related to the subject parcel. It is the responsibility of the proponent to proceed under the *Heritage Conservation Act* accordingly.

The Salmon Arm Economic Development Society recognizes the importance of housing options and supports the application as presented.

COMMENTS

Ministry of Transportation and Infrastructure

In response to the City's referral, the Ministry of Transportation and Infrastructure has advised that the proposal does not fall under Section 52 of the Transportation Act (development near controlled access highway) and as such will not require formal MOTI approval and signature.

Engineering Department

No concerns. Servicing and frontage improvements as per the Subdivision and Servicing Bylaw are required, as detailed in the attached memorandum (Appendix 9).

Building Department

No concerns.

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 March 13, 2023.

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 walking distance to commercial services, parks and greenspace, and the downtown area beyond. The subject parcel is just 360 m from the corner of 10 Avenue and 10 Street SW, within walking distance to Picadilly Mall and Blackburn Park. The proposed development is generally aligned with neighbouring land uses, situated between other residential parcels, with R-4 lots to the east and south, as well as commercial lands further to the north.

The maximum residential density permitted under R-5 (High Density) zoning is 100 dwelling units per hectare of land. As the subject parcel is 0.2527 hectares in area, the maximum permitted density under R-5 would be 25 dwelling units assuming the present gross areas of the subject parcel and no density bonus. With a density bonus under the R-5 Zone, the parcel could permit a total of 32 units (130 per hectare). The owner intends to develop a total of 19 dwelling units as supported by the proposed R-5 zoning, and the site appears to easily support the proposal within the regulations of the R-5 Zone. Staff feel that the proposed density represents a reasonable balance between growth management principles while respecting existing land uses: the proposed density (19 units) appears reasonably sensitive to established neighbouring land uses while representing an increase in present density and variety of housing type.

Table 1 – Zoning Analysis (0.25 hectare area)

	R-5	R-5 with Bonus	R-4	R-4 with Bonus	Proposed
Density	25 units	32 units	10 units	12 units	19 units
Height	12 m	15 m	10 m	13 m	10.7 m
Parcel Coverage	55 %	70 %	55 %	55 %	38.4%
Setback – front	5 m	5 m	5 m	5 m	5 m
Setback – interior side	2.4 m	2.4 m	1.2 / 1.8 m	1.2 / 1.8 m	2.4 m
Setback – rear	5 m	5 m	5 m	5 m	5 m
Parking	32	40	15	18	28
Small Car Spaces	6 (20%)	8 (20%)	3 (20%)	4 (20%)	3 (11%)

A site plan has been provided, indicating that the proposed R-5 Zone regulations can be met (Appendix 5). As detailed in the Zoning Analysis table above, the proposed development largely meets the regulations for development within the R4 Zone, with the exception of the proposed density. Any significant alteration in the development concept would be subject to the Development Permit process.

In consideration of the OCP's agricultural policies, fencing will be a required along the ALR boundary at the west parcel line and is to be completed to the ALC specifications for a Solid Wood Fence. Solid wood fencing is proposed. With the proposed R-5 zoning, there will also be a minimum 5.0 m building setback from the rear parcel line.

As previously noted, aligned with the requested OCP designation and rezoning, a form and character Development Permit application has been submitted to demonstrate how the proposed buildings, lot

grading, site and landscape designs will address the various requirements. Detailed review of this application will proceed through City staff, the Design Review Panel, and Council for consideration of approval.

CONCLUSION

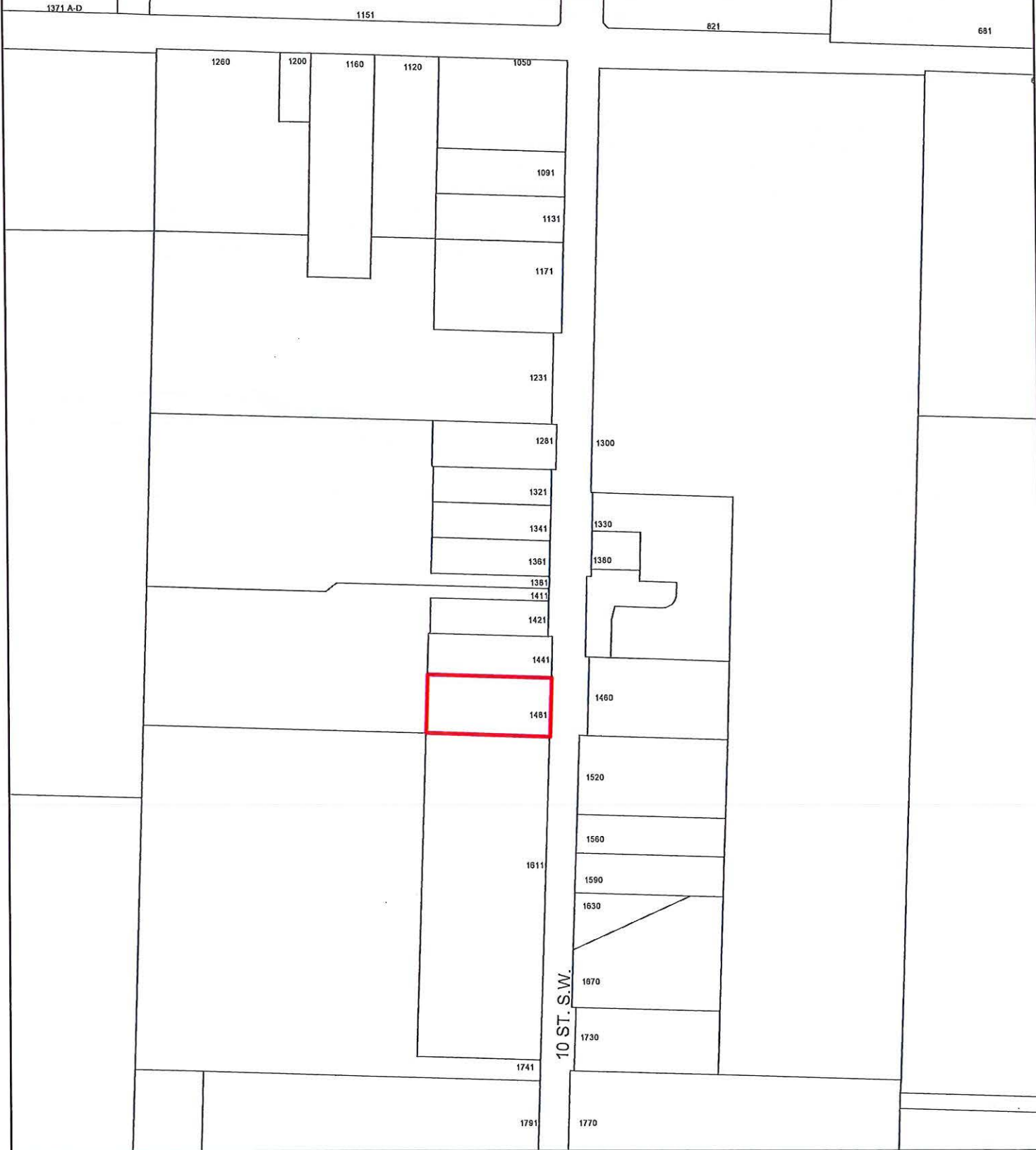
Staff recognize the need for a range of diverse housing options within the community. Considering the specific location of the subject parcel including proximity to commercial and community lands, and potential for future development along the 10 Street SW corridor, an increase in the supply of dwelling units is deemed by staff to be a positive step towards addressing a pressing community need. The proposed High Density OCP land use designation and R-5 zoning of the subject property are therefore supported by staff. Specific details regarding the development of the site will be addressed through the 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

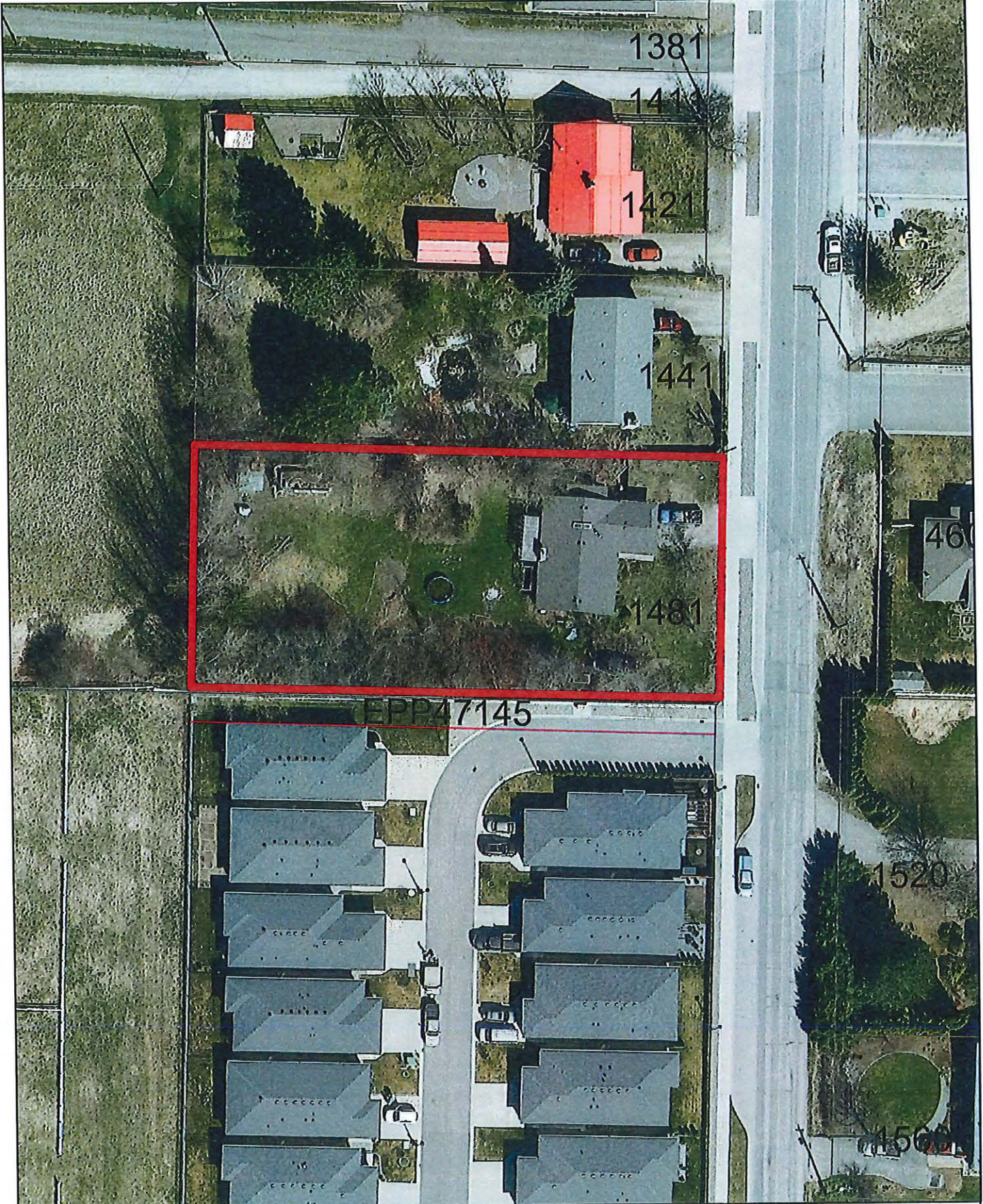


Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works




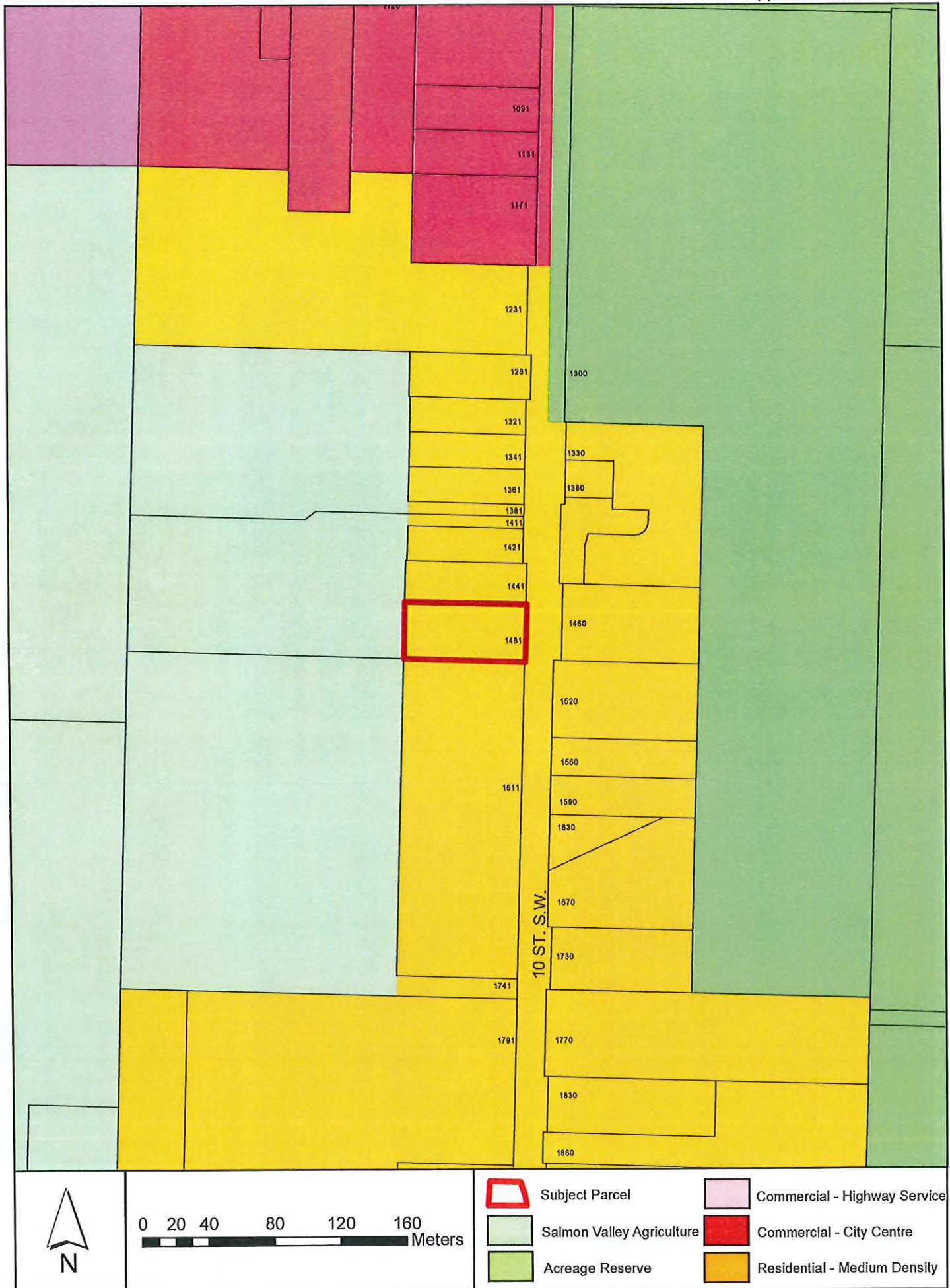
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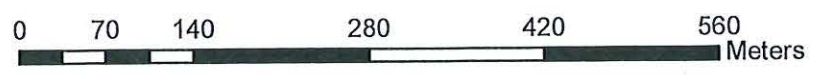
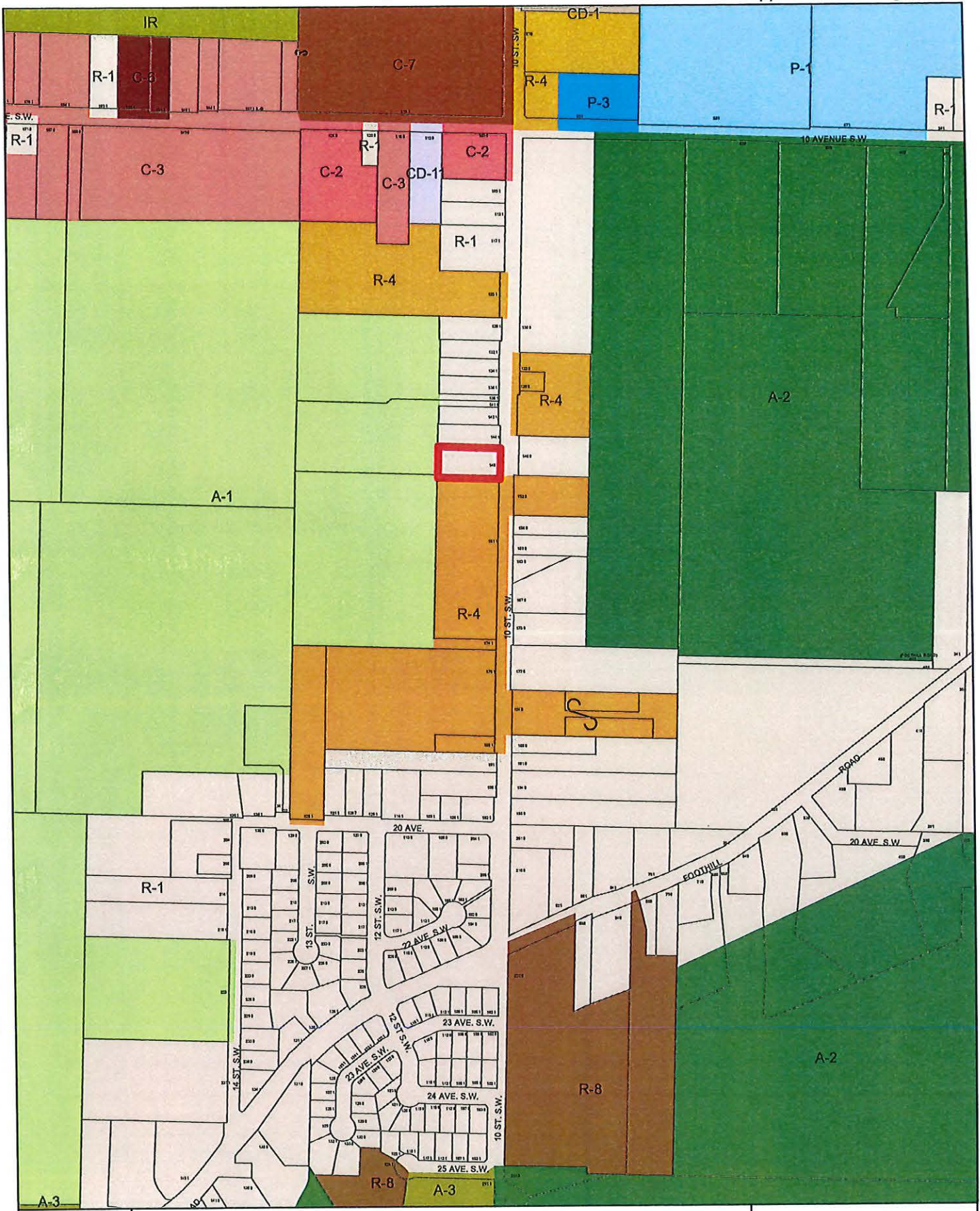
 Subject Property
 Parcels

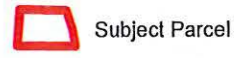
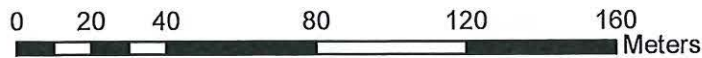
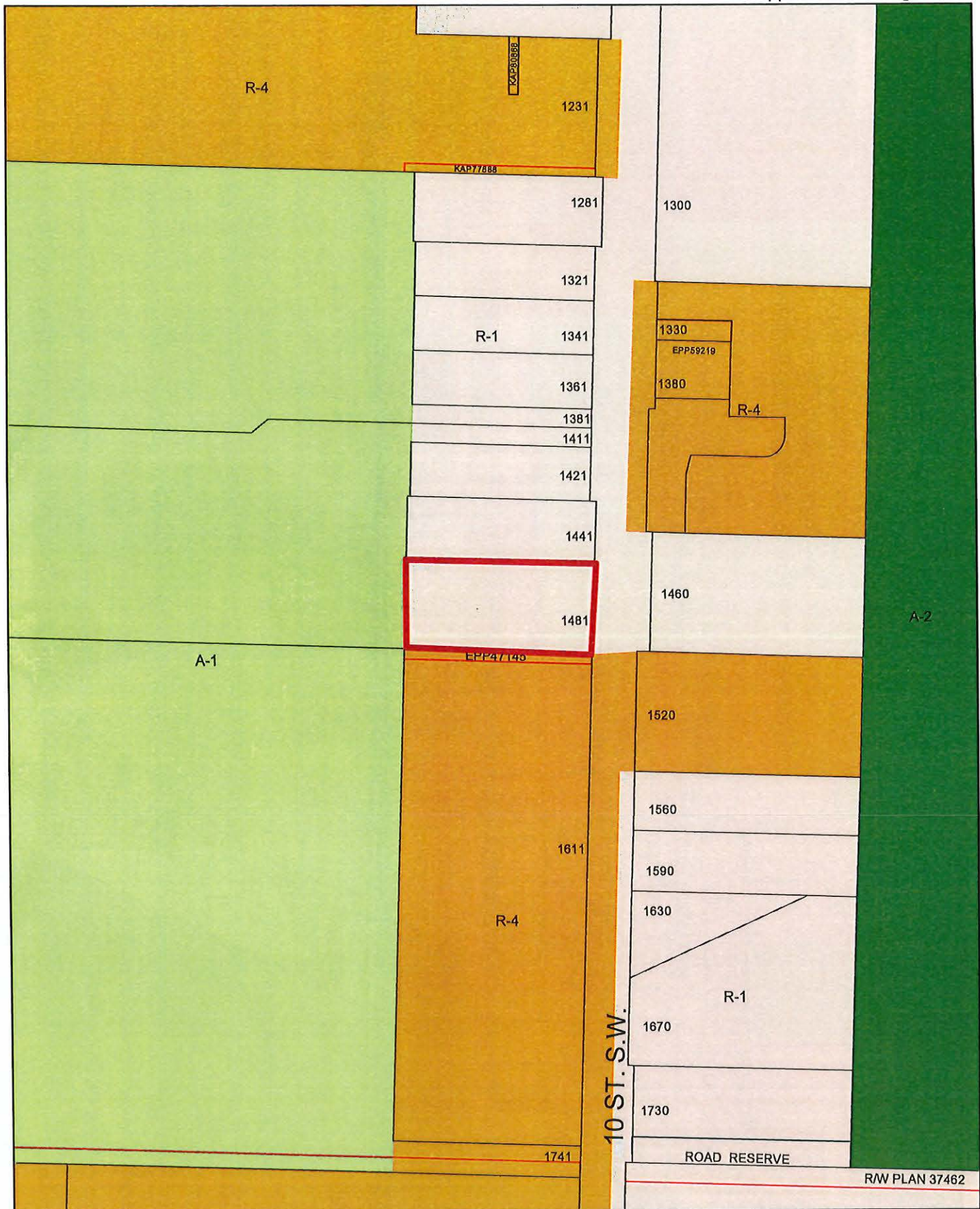


0 5 10 20 30 40 Meters

 Subject Parcel







**1481 10th STREET SW, SALMON ARM BC
DEVELOPMENT PERMIT APPLICATION**

DESIGN RATIONALE



2022.10.31

Prepared by:

IBA Architecture Inc.



2448 - 1055 W Georgia St., Vancouver BC, V6E 3P3
604 909 1267 | info@ibarch.ca | www.ibarch.ca

To be submitted to:

Development Services
City of Salmon Arm



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1.0 OVERVIEW

The proposed town housing development thoroughly addresses the main goals pursued by the City of Salmon Arm for these land uses. Strategies have been discussed among the project's Architect and the City Planning for minimizing the impact of the development on the natural environment, topography, open space, and visual character of Salmon Arm.

The OCP Future Land use Designation was adopted accordingly, and the aimed Zoning: R5 accepts that the form and character may include *multiple dwelling housing units*.

We believe that the proposed townhouse typology – Triplex, Fourplex, and Five plex– addresses all significant elements the OCP and are deemed to be quality yet affordable forms of housing in the Salmon Arm area market. They have become an excellent product type to satisfy the mid to upper market housing demand, much of which has not been available in the overall 10th street.

2.0 PROJECT DESCRIPTION

The suitable topography of the developable land lends itself to this multi-family form product type.

This townhouse form project develops along 10th street, on east side, with 5 residential buildings and a total number of 19 units. It comprises diversified building types – triplex, fourplex, and five -plex– and multiple configurations based on their relationship with the topographic setting and the road/grading.

This site, of approximately 0.25 Hectare among the multifamily and single-family residential area.

The architectural design has tackled a wide range of different floor plans options, in combination with diverse section developments. We propose full three storey units, and walk-out units, ensuring an attractive broad housing mix in this neighborhood.

The Architectural exterior design has been carefully designed taking in account the adjacent neighborhoods architectural context, and the specific sensibilities that were put on the table by the participants during the preliminary design stage. Therefore, a refined craftsman style with modern and vibrant looking neighborhood.

In addition, the buildings' envelope have been conceived with parameters that enable the efficiency of both energy and construction costs, emphasizing the differentiation of the buildings through the choice of colors, architectural accents and landscaping, rather than over-complicating the facades layout (form factor, opaque walls to openings ratio,...) or over-designing the buildings' elevations.

Special attention was given to the landscaped areas and to the interface with the pedestrian connectivity between the development and neighborhood.

Finally, an amenity area has been proposed in the rear side location, certainly adding a great supporting infrastructure for the use of the community.

3.0 SITE AND PARKING ACCESS

The proposed roads and the architectural design giving a responsible and conscious solution from many perspectives: cost efficiencies, yield efficiencies, tax impact to municipality, neighborhood character and efficient use of the land.

Regarding parking; the units have double and single garages, with a minimum driveway length of 7.5 m, and provisions for visitor on-site parking as per the Appendix I – Parking and Loading zoning bylaw.

4.0 ZONING AND OCP AMENDMENT

The current zone of the site is R1.

The developer of this site, decided to submit rezoning application to R5.

We recommend that the city of Salmon arm allow for the rezoning of this site to R5 for the following reasons:

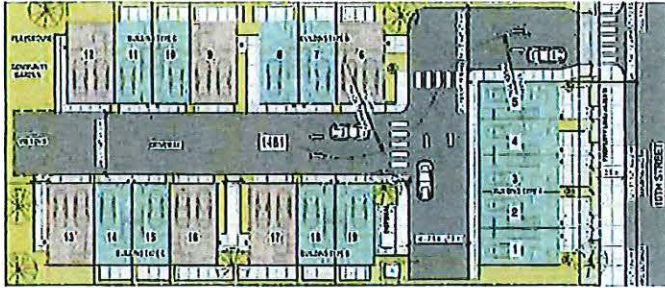
- The site will be more developable
- The developer feel that the design quality of this project can be inspirational for other future developments nearby that benefits the neighborhood
- The proposed area of the units benefits the resident of the building. And satisfy the community need for larger units with several bedrooms.

We think that the city will be supporting the rezoning of this site to R4 as the adjacent site (1611) is already rezoned to R4. However, the developer of this site (1481) submits rezoning application to R5.

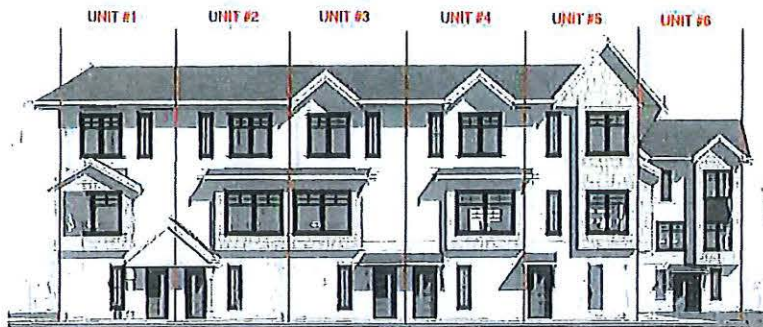
We considered a several architectural design and planning strategies to satisfy the city that rezoning this site to R5 can be very logical, and R5 zone can be the best land use for this site:

1. We designed the site plan in a way that 6 units of this project orienting the 10th street. All the remaining units are located behind these 6 units. This way, we think we could make the real density of the project to be unseen from the 10th street. Which can positively impact the visual sense of the neighbourhood.





2. IBA designed this project with craftsman architecture style that reflects the context architecture style and created a great visual relationship between the 10th street and the front buildings by providing strong architectural elements. For example; bay windows, gabled roofs, different craftsman porch roofs, classical looking windows, etc. All these architectural themes taken from the context buildings and making this project to be more fitting and visually more acceptable for this neighborhood.
3. In designing the front side buildings, repetition has been reduced, by designing the front five units as one building. Each of the unit has a deferent exterior design, and all together form one building design. This strategy will make the look of the project to be less crowded.



4. A community garden and play area located on the rear side of the project. This will fulfill the need of the residence for the community area. This area unseen from the 10th street.
5. 3 meters evergreen fence proposed around this project to achieve the privacy for the neighbors.
6. While we are required to apply for the Zoning & OCP amendment for high-density R5, we meet all the R4 requirements except density. For example, Setbacks, HT, Coverage area, and Parking requirements. More details provided below:



- The total required number of the parking spots for this project is 28 spots in R4 zoning bylaw. We have provided 28 parking spots.
- The maximum allowable coverage area is %55 in R5 & R4. The proposed coverage area is %38
- The maximum allowable Hight in R4 is 13 meters (13 m, if any of the special amenity(ies) in Table 2 are provided), Our proposed Hight is 10.7 meters for this rental townhouse.

Note: The maximum allowable number of units is 25 in R5 zoning. We provided 19 dwelling units which is below the maximum density of R5.

5.0 SUSTAINABILITY AND CRIME PREVENTION

This increased density over the traditional or even small-lot residential forms of housing is not only able to help mitigate increasing costs for first time buyers, but also enables efficiencies in achieving reductions in cost of city services per capita, energy consumption, carbon footprint, heat island effect,...

Envelope details that prevent water and moisture ingress, yet still allow the assemblies to dry, will prevent mould growth. Reducing thermal bridging combined with appropriate thermal insulation will reduce heating and cooling loads. Providing windows in all of the occupied spaces allows natural day lighting, and reducing energy consumption required for illumination. Operable windows also allow for natural ventilation, thus reducing the need for mechanical ventilation to provide fresh air and adding "liveability".

Extensive use of materials from natural sources is used to the largest extent possible, and thereby reduces the carbon foot print accordingly. A properly designed and detailed building will also reduce heating and cooling loads, increase air quality, and reduce energy consumption.

Carefully selected landscaping material will help reduce the projects use of water. This will prove an attractive, colorful and interesting variety of grass, shrubs and large trees for shade, privacy and path definition. Special attention was placed on the connection to the adjacent parks and should provide a style of development which is highly desirable within the Salmon Arm community.

The design of the buildings and landscaping promote natural surveillance and does not provide opportunistic hiding spaces. The entrances are clearly visible from the street and well lit public sidewalks surround the building.

The intentions of CPTED have been addressed in the following ways: well maintained entrances and frontages are intended to promote pride in ownership amongst the residents. This will discourage vandalism, encourage surveillance, and will improve overall maintenance of the site. The ground-oriented entrance has been provided to reinforce this principle.

The social lifestyle of the site will help promote further surveillance and territorial reinforcement. Separation of private, semi-private and public spaces will be achieved with overall landscaping and finish materials to separate and add comfort to the residents and visitors. Large windows help to provide eyes to the street and surrounding areas. To support interaction and familiarity amongst the residents and users, an abundance of common outdoor space has been provided.

Site lighting to the streetscape and pathways will be clearly lit, to illuminate the faces of users, and provide illumination levels that do not create high contrast areas that could potentially conceal offenders.

This unique and attractive project will endure due to its sense of community, and the fact that it presents a prominent streetscape and connection to the surrounding neighborhood. It also provides well thought out external traffic patterns.



6.0 LANDSCAPING

The Developer has selected M2 Landscaping Architecture LTD. to create an interesting and aesthetically pleasing landscape solution the architectural style of the project. This will also compliment the character of the surrounding and future neighborhoods. The site design proposes a series of green pockets for the use and enjoyment of the families, with play areas for children to benefit from the outdoors.

Carefully selected landscaping material will help reduce the projects use of water. A number of annual and perennial shrubs have been selected for along 10th street and the internal roads throughout the site, and in special groupings adjoining the buildings' ends. This will prove an attractive, colorful and interesting variety of grass, shrubs and large trees for shade, privacy and path definition. Trees will be planted along the roads. Given enough time to mature.

The landscape concept for the boundary areas, the 10th street, and the small community gardens, will provide a visually exciting and high volume of green space.

7.0 SUMMARY

The project owner and the design team feel that the combination of a quality design coupled with leading edge technology, pedestrian-friendly landscape features, and modern building materials will provide for a very functional and highly desired residential neighbourhood project.

It is also our desire that this project will be one of many to be built in an area critical to the continued sustainability and growth of our City internationally.

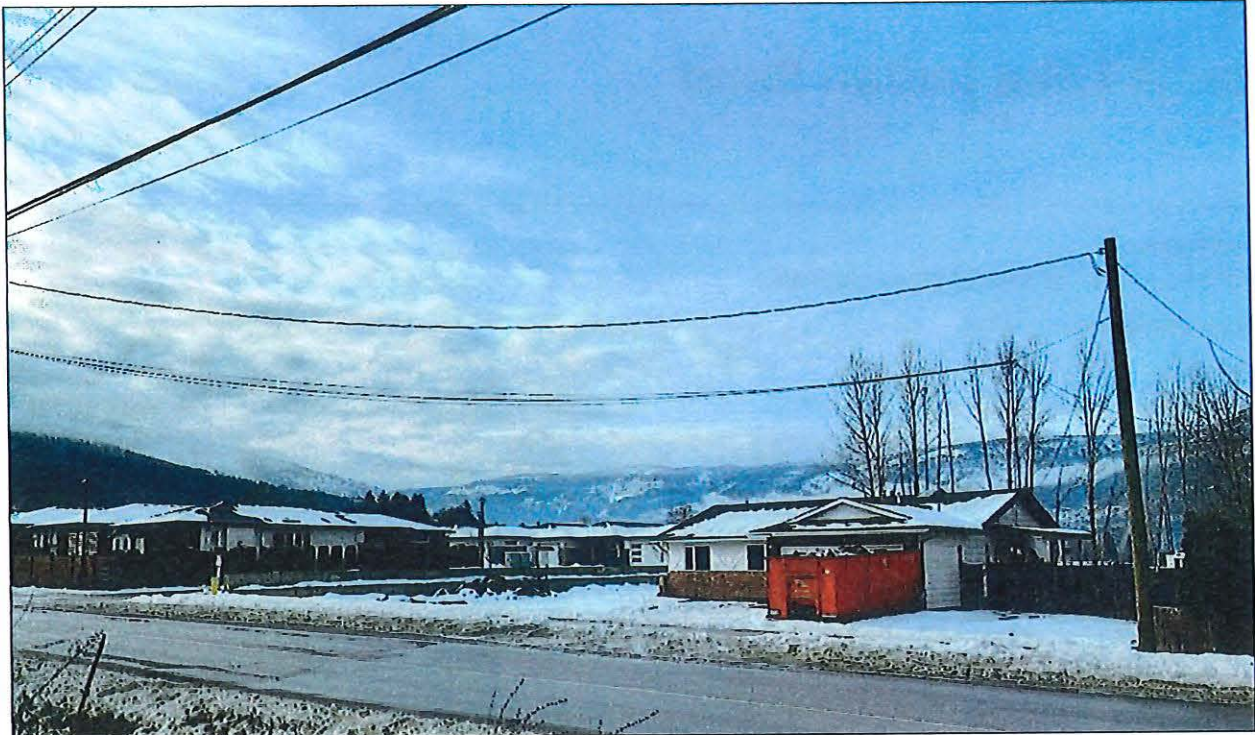
We look forward to your enthusiastic support and recognition for all the project brings to our community.

8.0 ARCHITECTURAL RENDERINGS





END



View of subject parcel southwest from 10 Street SW.



View of subject parcel northwest from 10 Street SW.

Adams Lake Indian Band

Project Name:

OCP4000-53 / 1481 - 10 STREET SW SALMON ARM

FN Consultation ID:

OCP-53

Consulting Org Contact:

Kathy FRESE

Consulting Organization:

[City of Salmon Arm](#)

Date Received:

Monday, November 21, 2022

Weytk,

Re: the OCP4000-53 / 1481 - 10 STREET SW SALMON ARM.

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

Area of archaeological potential

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.

Direction:

Be advised that the project area is located in an area of high archaeological potential according to the potential model developed by Arcas heritage consultants in 1997. Please make the developer aware of the archaeological potential and inform them that it is strongly recommended they contact a consulting archaeologist to conduct a permitted archaeological impact assessment at this location prior to any ground disturbance activities. A list of consulting archaeologists can be found here:

<https://www.bcapa.ca/consulting-firms/>

Archaeological sites, whether known or unknown, are protected by law under the Heritage Conservation Act. The HCA provides substantial penalties for destruction or unauthorized disturbance of archaeological sites including imprisonment for up to two years and fines of up to \$1,000,000.

Kukstemc,

Brent Davidson
Title and Rights Technical Coordinator
Adams Lake Indian Band



January 11, 2023

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

Dear Chris,

Re: OCP Amendment Application No OCP4000-53

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 1481 10th Street SW Salmon Arm, from Medium to High Density Residential to support proposed 19-unit multifamily development.

The SAEDS Board is supportive of expanding family housing options in our City, in order to support current and future growth trends. Based on the information provided, the Board supports the application. In discussion about this application the SAEDS Board did note increasing traffic congestion in this growing area, which we are confident will be considered by city planning staff in their assessment of this 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", is written over a faint, circular watermark or stamp.

Bill Laird,
Board Chairperson

CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Director of Development Services
 DATE: January 5, 2023
 PREPARED BY: Chris Moore, Engineering Assistant
 APPLICANT: IBA Architecture Inc.
 SUBJECT: OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT
 APPLICATION FILE NO. OCP4000-53 / ZON-1255
 LEGAL: LOT, SECTION 10, TOWNSHIP 20, RANGE 10, W6M, KDYD, PLAN 31437
 (PID: 003-716-3411)
 CIVIC: 1481 – 10 STREET SW

Further to your referral dated November 21, 2022, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

Engineering Department does not have any concerns related to the Re-zoning and OCP Amendment and recommends that they be approved.

Comments are based on the Subdivision/Development as proposed in the referral. If the development plans for the property to 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.

OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT
APPLICATION FILE NO. OCP4000-53 / ZON-1255

January 5, 2023

Page 2

Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.

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

Roads / Access:

1. 10 Street SW, on the subject property's eastern boundary, is designated as an Urban 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. 10 Street SW is currently constructed to an Interim Urban 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, boulevard construction, street lighting, and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. The proposed strata road is at a different location of the existing letdown. The owner/ developer is responsible for removing and replacing the letdown.
5. As 10 Street SW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only one driveway access will be permitted onto 10 Street SW and a reciprocal access agreement will be required to service lots. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

Water:

OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT**APPLICATION FILE NO. OCP4000-53 / ZON-1255**

January 5, 2023

Page 3

1. The subject property fronts a 200 mm diameter Zone 1 watermain on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by an unknown size service from the 200mm diameter watermain on 10 Street SW. Due to size and / or age of the existing service, upgrading to a new metered service (minimum 25mm) is required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
3. The proposed development is to be serviced by metered water service connections, 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.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Street SW. 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. 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 property is serviced by an unknown size service from the sanitary sewer on 10 Street SW. 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 600mm diameter storm sewer on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 150 mm service from the stormsewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT
APPLICATION FILE NO. OCP4000-53 / ZON-1255**

January 5, 2023

Page 4

-
3. The subject property is in an area with current storm capacity concerns according to the Stormwater Master Plan Study (April 2020). It is anticipated that stormwater will require control to the 2-5 year pre-development flows. Owner / Developer's engineer shall review downstream capacity within the existing City Storm System to receive the proposed discharge from the development and upstream contributing drainage areas.
 4. 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.
 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.



Chris Moore
Engineering Assistant



Gabriel Bau Baiges P.Eng.
City Engineer

CITY OF SALMON ARM

BYLAW NO. 4560

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on March 13, 2023 at the hour of 7:00 p.m. was published in the and , 2023 issues of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:
 1. Re-designate Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from MR (Medium Density Residential) to HR (High Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

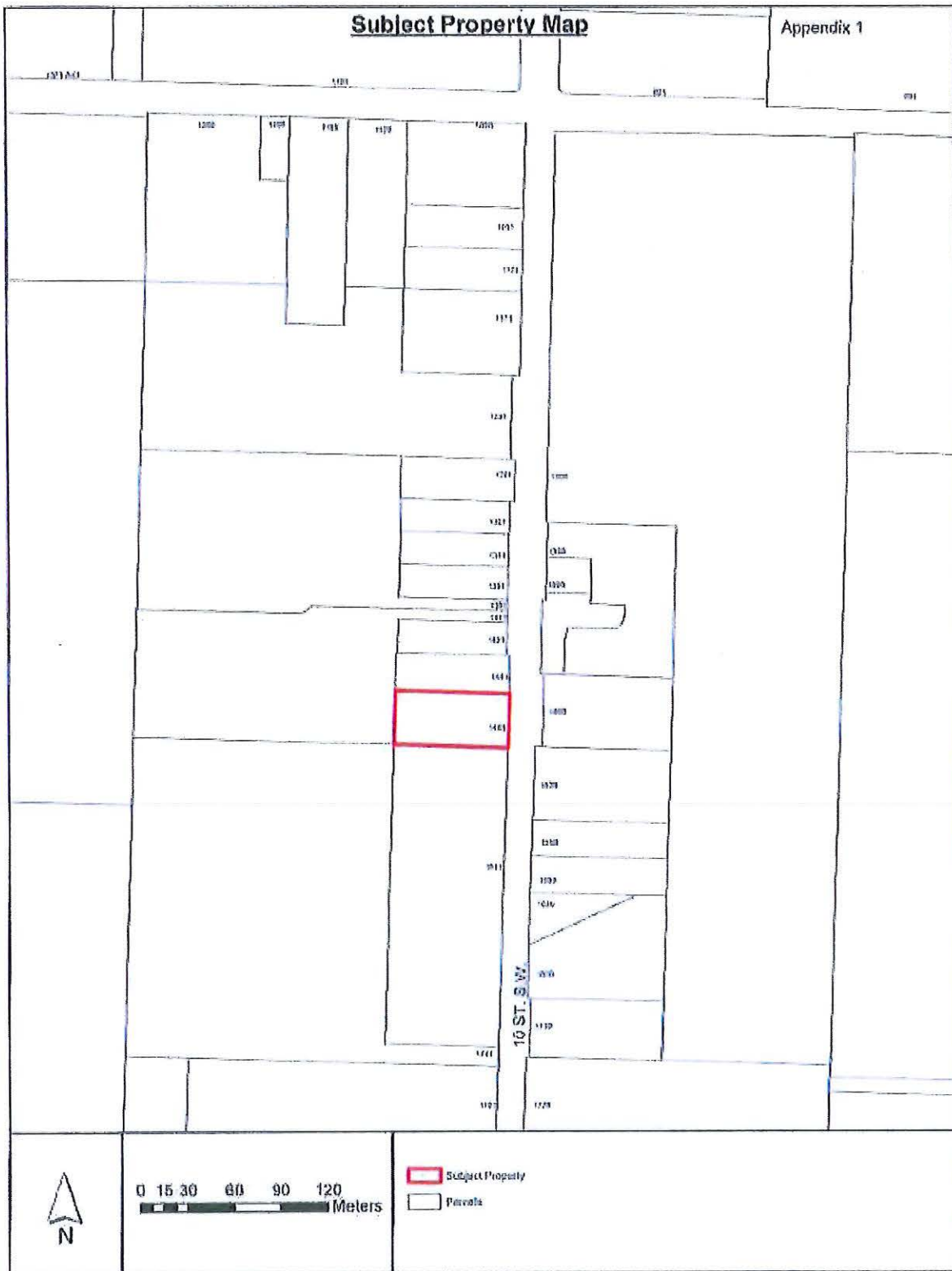
5. CITATION

This bylaw may be cited as “City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560”.

READ A FIRST TIME THIS	DAY OF	2023
READ A SECOND TIME THIS	DAY OF	2023
READ A THIRD TIME THIS	DAY OF	2023
ADOPTED BY COUNCIL THIS	DAY OF	2023

MAYOR

CORPORATE OFFICER



Item 10.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4561 be read a first time.

[ZON-1255; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4561

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on March 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from R-1 (Single Family 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. 4561"

READ A FIRST TIME THIS DAY OF 2023

READ A SECOND TIME THIS DAY OF 2023

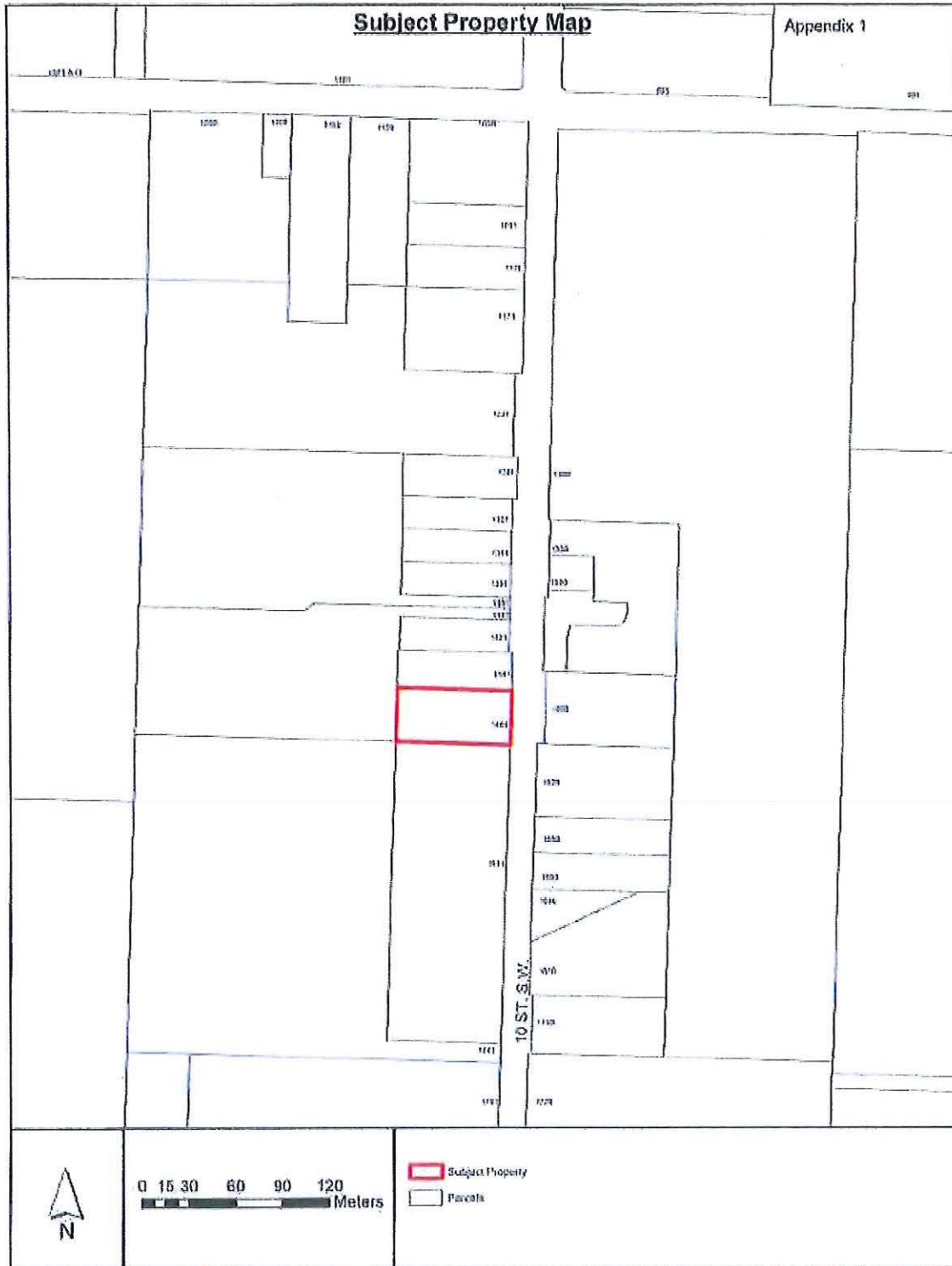
READ A THIRD TIME THIS DAY OF 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 11.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

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 considered the proposed 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;

AND FURTHER THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 be read a second time.

[OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE; INS to LR]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4555

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 27, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

1. Re-designate Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 Except Plan H609 from INS (Institutional) to LR (Low Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555”.

READ A FIRST TIME THIS 23rd DAY OF JANUARY 2023

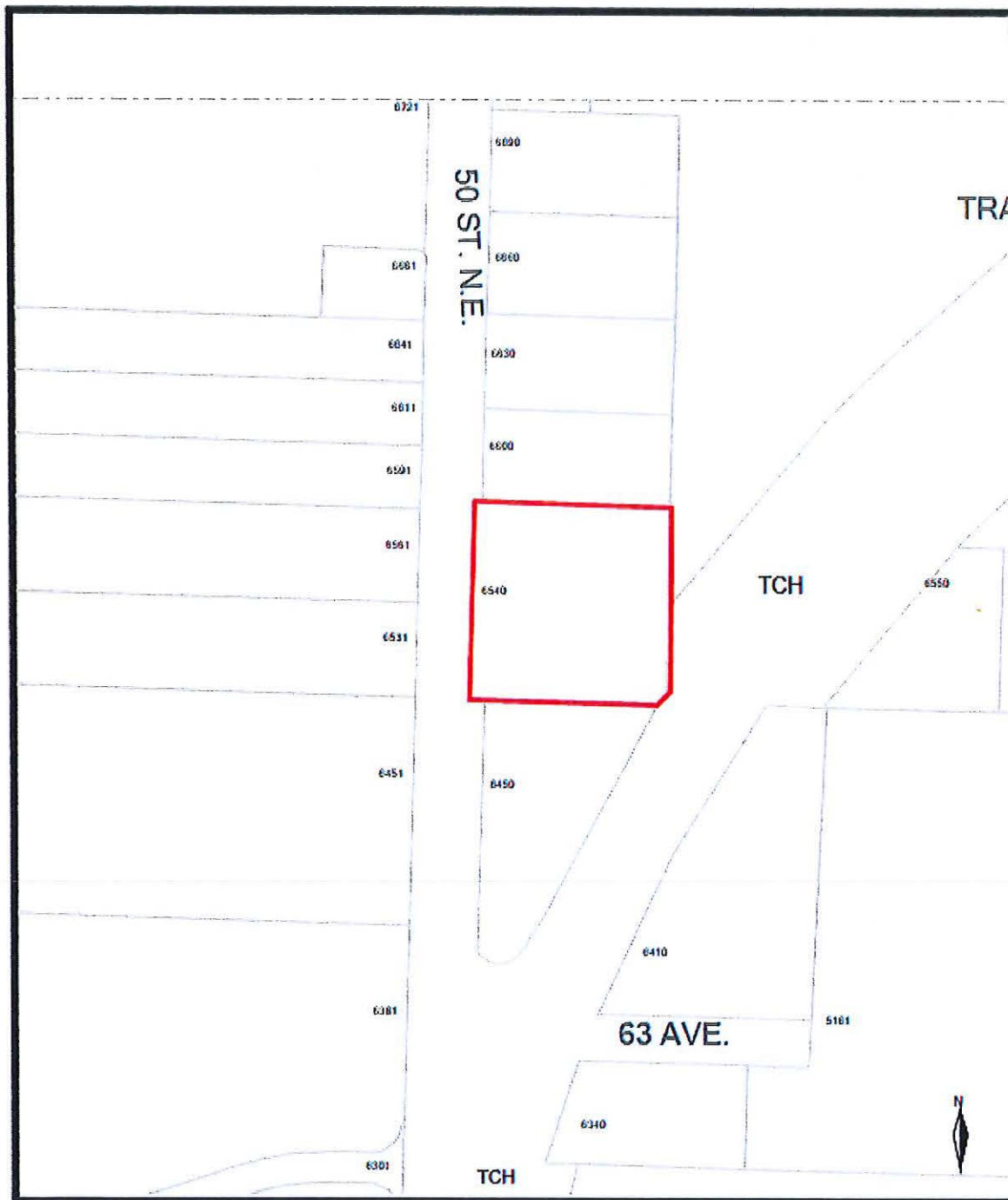
READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER



Item 11.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4556 be read a second time;

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

[ZON-1253; Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4556

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 27, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 Except Plan H609 from P-3 (Institutional 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. 4556"

READ A FIRST TIME THIS 23rd DAY OF JANUARY 2023

READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

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

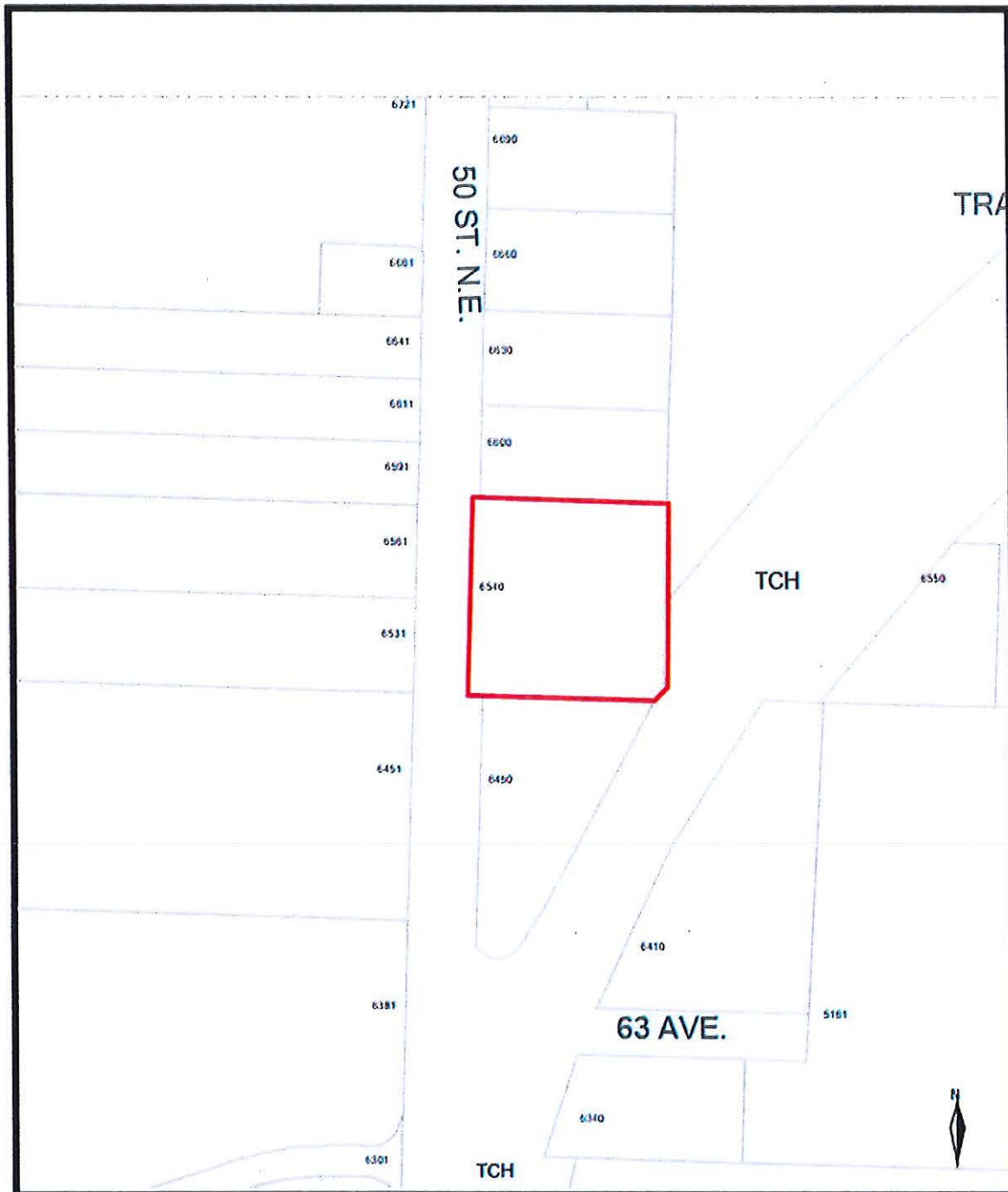
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 11.3

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 be read a final time.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4570

A bylaw to provide for the borrowing of money in anticipation of revenue required to meet current lawful expenditures of the municipality in 2023

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

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

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

AND WHEREAS the whole amount of taxes imposed in the immediate preceding year was \$36,938,454.92;

AND WHEREAS the sum of unpaid current taxes for all purposes imposed during the current year and the money remaining due from Other Governments totals \$27,703,841.19;

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

AND WHEREAS there are no liabilities outstanding under Section 177;

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

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

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

SEVERABILITY

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

ENACTMENT

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

EFFECTIVE DATE

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

CITATION

7. This bylaw may be cited as "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570".

READ A FIRST TIME THIS	23 rd	DAY OF	JANUARY	2023
READ A SECOND TIME THIS	23 rd	DAY OF	JANUARY	2023
READ A THIRD TIME THIS	23 rd	DAY OF	JANUARY	2023
ADOPTED BY COUNCIL THIS		DAY OF		2023

MAYOR

CORPORATE OFFICER

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Item 11.4

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4428 be read a final time.

[ZON-1192; Charlton, S. & H./Mierau, B. & R./Laird, B.; 3831 20 Avenue SE; A2 to M2]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4428

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on March 8, 2021 at the hour of 7:00 p.m. was published in February 24 and March 3, 2021 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 17, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 from A2 (Rural Holding Zone) to M2 (Light Industrial 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. 4428"

READ A FIRST TIME THIS	22 nd	DAY OF	February	2021
READ A SECOND TIME THIS	22 nd	DAY OF	February	2021
READ A THIRD TIME THIS	8 th	DAY OF	March	2021
ADOPTED BY COUNCIL THIS		DAY OF		2021

MAYOR

CORPORATE OFFICER

INFORMATIONAL CORRESPONDENCE - February 13, 2023

- | | | |
|----|--|---|
| 1. | Building Department - Building Statistics - January 2023 | N |
| 2. | Building Department - Building Permits - Yearly Statistics | N |
| 3. | S. Milley - Email dated January 25, 2023 - Homeless in Salmon Arm | R |
| 4. | C. Nicks - Email dated January 25, 2023 - Stability in the Community Starts with Stability in Housing | R |
| 5. | T. Timoffee, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children's Association - Letter dated February 1, 2023 - Travelling Tots Playgroup - Request to use Fletcher Park, February 28, 2023 | R |
| 6. | D. Abbott, President, Shuswap Vintage Car Club - Email dated January 17, 2023 - Annual Car Show - Request to use Marine Peace Park, July 8, 2023 | R |
| 7. | M. Lawson - Email dated February 3, 2023 - Celebration of Life - Request to use Canoe Beach, April 29, 2023 | R |
| 8. | R. Sutherland, Station Leader, Royal Canadian Marine Search & Rescue and B. Weicker, Shuswap Lifeboat Society - 2022 - Our Accomplishments | N |
| 9. | E. Vieira, Program Manager, Shuswap Watershed Council - Email dated January 18, 2023 - Upcoming Webinar: Phosphorus Action Plan for the Shuswap Watershed - February 16, 2023 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 22.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-568 be authorized for issuance for Subdivision Plan EPP112221 of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888 which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

Schedule B, Part 1, Section 5.4.6 – Service Requirements – reduce Fire Flow Standard from the Urban Area 60 litres-per-second to the Rural Area 30 litres-per-second standard.

[1197665 BC Ltd. & Matejka Property Management and Developments Inc; 2710 30 Avenue NE; Service requirements]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: January 25, 2023

SUBJECT: Development Variance Permit Application No. VP-568 (Servicing)

Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948
Except Plans 5734, 13562 and 25888
Civic Address: 2710 30 Avenue NE
Owner/Applicant: 1197665 BC Ltd. & Matejka Property Management and Developments Inc.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-568 be authorized for issuance for Subdivision Plan EPP112221 of Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888 which will vary Subdivision and Development Servicing Bylaw No. 4163 as follows:

Schedule B, Part 1, Section 5.4.6 – Service Requirements – reduce Fire Flow Standard from the Urban Area 60 litres-per-second to the Rural Area 30 litres-per-second standard.

STAFF RECOMMENDATION

THAT: Council support the Motion for Consideration.

PROPOSAL

The subject parcel is located at 2710 30 Avenue NE, is approximately 1.5 acres in area, and contains a single family dwelling and accessory buildings (to be removed).

The proponent applied on June 7, 2022 (Letter of Conditions issued in response on August 11, 2022) to subdivide the parcel (Appendix 1 & 2). This subdivision requires the installation of infrastructure and upgrades detailed by Subdivision and Development Servicing (SDS) Bylaw No. 4163, including upgrading the water main and the placement of a new hydrant along the frontage of the subject parcel. Due to the undersized water main extending east on 30 Avenue NE, the new hydrant is not expected to meet the current residential flow standard. This standard would be achieved by upgrading the length of existing water main along 30 Avenue NE approximately 215m east beyond the subject parcel.

As outlined in their letter of rationale (Appendix 3), the applicant requests Council vary the SDS Bylaw requirement to reduce the fire flow requirement to the Rural Area Standard.

BACKGROUND

The parcel is designated Low Density Residential and within Residential Development Area A in the City's Official Community Plan (OCP) and zoned R-8 (Residential Suite Zone) in the Zoning Bylaw (Appendix 4 & 5). With Agricultural Land Reserve lands located to the north of 30 Avenue NE, the subject parcel is on the boundary between Rural and Urban areas of the City. Site photos are attached as Appendix 6.

The fire flow requirements are specified within the SDS Bylaw, which details standards for development so those considering development may be informed in advance of the applicable standards. Schedule B, Part 1, Section 5.4.6 lists the Fire Flow Requirements as such:

Rural Areas	30 litres/sec
Single Family Dwelling / Mobile Home Parks / Duplex	60 litres/sec
Medium Density / Triplex / Fourplex	90 litres/sec
Commercial / Institutional / Apartments	150 litres/sec
Industrial	225 litres/sec

The City's Letter of Conditions issued in response to the Subdivision application noted that the subject parcel is located in an area identified for fire flow deficiency, that flow testing is required to confirm servicing is adequately sized to provide fire flows, and that the Owner/Developer is required to complete any subsequent upgrades necessary to meet these standards and is responsible for all associated costs.

COMMENTS

Engineering Department

The Engineering Department does not consider the proposed 30 l/s fire flow to be a concern considering the 60 l/s hydrant located 215 m east and the installation of an additional hydrant on the parcel frontage. Recommend the motion be adopted. Full comments attached as Appendix 7.

Fire Department

In agreement with comments from Engineering Department.

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 advise 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 February 13, 2023.

Planning Department

The applicant is requesting a variance to the Subdivision and Development Servicing Bylaw No. 4163. OCP policy 13.3.9 supports utilizing the Subdivision and Development Servicing Bylaw to identify works and services required at time of subdivision. Servicing requirements ensure that properties under development are connected to infrastructure systems, these systems are applicably upgraded to reflect the development standards required, and ensure that each system is consistently extended to the boundary of an adjacent property to mitigate any infrastructure gaps.

The applicant has not requested variances to any additional requirements including the installation of a new hydrant and the provision of dedication for future roadway noted for its importance to support future residential development. The future roadways would present options for additional service connections. The installation of the new hydrant within the frontage of the subject parcel is an improvement in coverage that would be expected to meet the Rural Area 30 l/s standard.

In order to achieve the Urban Area 60 l/s fire flow standard, the undersized water main along 30 Avenue NE running approximately 215m east to 30 Street NE would have to be upgraded. The letter of rationale provided (Appendix 3) includes an estimate of \$184,312.80 to complete this upgrade. The variance requested for fire flow reduction would waive the works extending beyond the subject parcel's frontage.

If the requested variance is supported, this upgrade may be completed as a future Capital Project (not currently budgeted for but expected due to age) or through future development. Staff note that parcels alongside the 30 Avenue NE corridor and in the general area have development potential, thus there is some limited probability of achieving future upgrades through development.

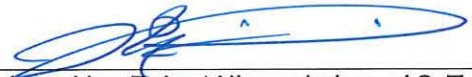
The Engineering and Fire Departments have considered the request relative to the location, and do not consider the proposed 30 l/s fire flow to be a concern considering the 60 l/s hydrant located 215 m east, the installation of an additional hydrant on the parcel frontage, potential future development, and the position of the parcel at the Rural/Urban area boundary.

CONCLUSION

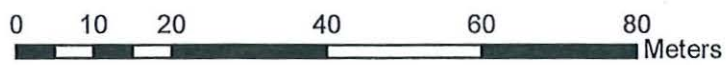
Noting the City's need to avoid service gaps and to provide expected levels of service as well as OCP policy, staff recognize the rationale behind the requested variance given the location of the parcel at the Rural/Urban area boundary. Considering the context of the subject parcel including its location at the Rural/Urban area boundary, the installation of the required frontage works improving hydrant coverage and meeting the road dedication requirements, aligned with the Engineering and Fire Department comments, staff have no concerns with the request.



Prepared by: Chris Larson, MCIP, RPP
Senior Planner



Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



Subject Parcel

P152

November 25, 2022

Dear Mayor and Council,

Re: Development Variance Permit Application
2710 30th Avenue NE Salmon Arm, BC

We are writing this letter to support our application to vary the residential fire hydrant flow requirement to the rural fire hydrant flow requirement as outlined in the City of Salmon Arm Subdivision and Development Services Bylaw No. 4163 for the proposed subdivision at 2710 30th Avenue NE.

To meet the Bylaw requirements we (the developers) are required to install a fire hydrant and meet the residential fire hydrant flow minimums for the proposed eight lot subdivision on the subject property.

Due to the size of the existing undersized water main along 30th Avenue NE the fire hydrant being installed for the proposed subdivision will be unable to meet the current residential fire hydrant flow standards. Following testing, our engineering firm has confirmed that the fire hydrant should be able to meet the rural fire hydrant flow standards of 30 liters per second.

To meet the residential hydrant flow standards, as outlined in the bylaw, the water main along 30 Avenue NE, from 30th Street NE to the subject property, would need to be upgraded to a six-inch main. Due to the costs associated, upgrading the 250-meter long water main would result in the small eight lot subdivision being unviable.

The fire hydrant being installed for the subdivision will not only improve fire protection for the subdivision and existing residents in the area but will be capable of the meeting the 60 liter per second fire hydrant flow once the City has upgraded the water main along 30th Avenue NE.

In addition, the Fire Chief has confirmed that City fire trucks carry 400 meters of fire hose. This allows, should more flow be necessary, the fire department the ability to connect to the fire hydrant at 30th Street NE and 30th Avenue NE. This hydrant currently exceeds the residential hydrant flow of sixty liters per second.

Kind regards,

George Simmons
Owner
1197665 BC Ltd.

Monday, December 05, 2022

Chris Larson, Interim Approving Officer
City of Salmon Arm
Box 40 500 2nd Avenue NE
Salmon Arm, B.C. V1E 4N2

RE: 2710 - 30Ave NE, Subdivision Variances (CoSA File # 22.11)

Dear Mr. Chris Larson:

This letter is intended to provide insight into the *subdivision variance application* submitted for 2710 30 Ave NE (CoSA File # 22.11)

The subject parcel is located at 2710 30 Ave NE with 43.2m of frontage along 30th Ave NE in Salmon Arm, BC. The subject property consists of two rectangles – a narrow one on the north and a wider one on the south for a total of 0.6Ha (1.50 acres). The pre-existing single-family home has been demolished and some site clearing has begun.

The *owner* has submitted a subdivision application for the subdivision of eight fee simple lots. The City of Salmon Arm has requested that the *owner* complete the following as conditions to the issuance of the final subdivision approval:

- (1) Provide adequately sized water mains to provide fire flow in accordance with the requirements of the Subdivision and Development Servicing Bylaw No. 4163.
- (2) Upgrade the existing 100mm water main to 150mm water main across the parcel frontage.
- (3) Install a fire hydrant, fronting 2710 30th Ave NE, along 30th Ave NE.

Fire hydrant flow testing was completed by Lawson Engineering Ltd. (LEL) on October 5, 2022. LEL determined the theoretical flows at hydrant 85 to be 30 L/s. Hydrant 85 is the nearest hydrant to the development site and is located at the intersection of 30 Ave NE and 25 St NE, within 140m of the development site. LEL determined that if the new fire hydrant were to be installed on the upgraded 150mm water main fronting 2710 30th Ave NE it would achieve comparable flows of 30L/s. This is due to the restricting 100mm water main that feeds the system from the large trunk main in 30th St NE as well as the dead end nature to the 100mm water main. The Fire Flow Requirements as per the Subdivision and Development Servicing Bylaw No. 4163 are 60L/s for single family dwelling, mobile home parks, and duplexes.

As such, the *owner* is requesting the following variance:

- 1) *Subdivision & Development Servicing Bylaw No. 4163 (Schedule B, Part 1, Section 5.0):*

Waive the requirement to upgrade the 30th Ave NE water main from 30th St NE to achieve fire flows in accordance with the Subdivision Servicing Bylaw No. 4163.

The reasons for this variance request are the following:

- i) The developer will be installing a new fire hydrant fronting the development to increase fire hydrant coverage.
- ii) The developer will be installing the new 150mm water main or providing cash-in-lieu (at the Cities discretion) towards future water main upgrading, fronting the development, along 30th Ave NE.



- iii) The area is primarily comprised single family dwellings on large lots.
- iv) The existing fire flow at the newly installed fire hydrant provides sufficient fire flows for the rural area requirements.
- v) The existing hydrant at the intersection of 30 Street NE and 30 Ave NE is within 215m of the development and can provide sufficient flow to meet the bylaw requirement for urban developments (previously estimated by Omega Engineering).
- vi) In order to achieve a fire flow of 60L/s the developer would be required to upgrade 210m of water main and relative appurtenances directly from the trunk main in 30th St NE. As per attached Class D Opinion of Probable Costs, the owner would be required to pay an estimated **\$184,312.80** to complete the upgrade which would significantly reduce the feasibility of the 8-lot subdivision.

Based on the information provided above, the owner would request that the City provide this variance to waive the *owner's* responsibility of providing a fire flow of 60L/s at the development site. The applicant feels the requested variance will not take-away from present public value, meanwhile the upgrade would come at a significant expense to the *owner* and reduce the financial feasibility of the development site.

If you have questions or concerns, please don't hesitate to call or email.

Best Regards,

Lawson Engineering Ltd.

Jessica Johnson, P.Eng
 Project Engineer
jjohnson@lawsonengineering.ca

Attachment(s):

- Class D Opinion of Probable Cost – *Offsite Watermain Upgrading (30th St NE – East PL of 2710 30th Ave NE)*

2710 30TH AVE NE SUBDIVISION
CLASS "D" OPINION OF PROBABLE COST
OFFSITE WATERMAIN UPGRADING (30th St NE - East PL of 2710 30th Ave NE)
2022-12-01

Item No.	MMCD REF.	DESCRIPTION OF WORK	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT \$
DIVISION 01 - GENERAL REQUIREMENTS						
1	01 53 01	Mobilization / Demobilization	LS	1	\$ 4,000.00	\$ 4,000.00
2	01 57 01	General Erosion and Sediment Control	LS	1	\$ 1,000.00	\$ 1,000.00
3	01 57 01	Traffic Control	LS	1	\$ 10,000.00	\$ 10,000.00
SUB-TOTAL DIVISION 01						\$ 15,000.00
DIVISION 03 - CONCRETE WORKS						
4	03 30 20	Remove and Dispose Existing Concrete Driveway	m	45	\$ 45.00	\$ 2,025.00
5	03 30 20	Supply & Install Concrete Driveway	m	45	\$ 255.00	\$ 11,475.00
SUB-TOTAL DIVISION 03						\$ 13,500.00
DIVISION 32 - ROADS AND SITE IMPROVEMENTS						
6	32 12 16	Remove & Dispose Existing Asphalt Driveway	m2	190	\$ 16.00	\$ 3,040.00
7	32 12 16	Supply & Place Asphalt (50mm - Driveways)	m2	190	\$ 36.00	\$ 6,840.00
8	32 92 19	Boulevard Landscaping (Reinstate to Original or Improved Condition)	LS	1	\$ 7,500.00	\$ 7,500.00
9	31 11 01	Tree Removal & Replacement	ea.	1	\$ 8,000.00	\$ 8,000.00
10	31 11 01	Hedge Removal & Replacement	ea.	1	\$ 3,000.00	\$ 3,000.00
SUB-TOTAL DIVISION 32						\$ 26,380.00
DIVISION 33 - UTILITIES (WATER)						
11	33 11 01	Supply & Install 150mm DR18 PVC Watermain	m	210	\$ 280.00	\$ 58,800.00
12	33 11 01	Supply & Install 25a Water Service (From main to PL) c/w Tie-in to Existing	ea.	7	\$ 1,800.00	\$ 12,600.00
13	33 11 01	Tie-in to Existing Water Main at East PL of 2710 30 Ave NE	ea.	1	\$ 6,000.00	\$ 4,000.00
14	33 11 01	Tie in to Existing 100mm AC Water Main at intersection of 28St NE c/w FFF Tee	ea.	1	\$ 15,000.00	\$ 12,000.00
15	33 11 01	Tie-in to Existing 200mm PVC Water Main in 30th Ave NE	ea.	1	\$ 6,000.00	\$ 4,000.00
SUB-TOTAL DIVISION 33						\$ 91,400.00

SUMMARY

DIVISION 01 - GENERAL REQUIREMENTS	\$ 15,000.00
DIVISION 03 - CONCRETE WORKS	\$ 13,500.00
DIVISION 32 - ROADS AND SITE IMPROVEMENTS	\$ 26,380.00
DIVISION 33 - UTILITIES (WATER)	\$ 91,400.00
SUB TOTAL	\$ 146,280.00
CONTINGENCY (20%)	\$ 29,256.00
SUB TOTAL	\$ 175,536.00
GST (5%)	\$ 8,776.80
TOTAL	\$ 184,312.80

1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.

2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction thereby affecting the final cost.

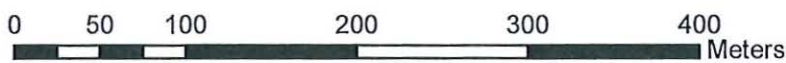
Exclusions:

- Onsite Improvements
- Offsite Improvements Fronting 2710 30 Ave NE
- Asphalt Re & Re on 30th Ave NE (Design assumes all work in Boulevard)

Prepared by: Jessica Johnson, P.Eng

PN:1001279

Reviewed by: Stuart Purves, P.Eng



Subject Parcel



View of subject parcel looking southwest from 30 Avenue NE.



View of subject parcel looking southeast from 30 Avenue NE.



*Memorandum from the
Engineering and Public
Works Department*

TO: Director of Development Services
 DATE: 5 January 2023
 PREPARED BY: Chris Moore, Engineering Assistant
 SUBJECT: **VARIANCE PERMIT APPLICATION FILE NO. VP- 568**
 APPLICANT: **1197665 BC Ltd. and Matejka Property Management and Development Inc., PO Box 544 Stn. Main, Salmon Arm, BC V1E 4N7**
 LEGAL: Lot A Section 24, Township 20, Range 10, W6M, KDYD, Plan 1948 Except Plans 5734, 13562 and 25888
 CIVIC: **2710 – 30 Avenue NE**

Further to the request for variance dated 14 December, 2022; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variance:

The applicant is requesting that Council varies the following requirements of the Subdivision and Development Servicing Bylaw No. 4163 (SDSB):

Schedule B, Part 1, Section 5.4.6: Reduce the Fire Flow Requirement of 60 litres-per-second to 30 litres-per-second

Background:

The SDSB requires that the following fire flows must be met:

Rural Area: 30 litres/sec
 Urban Area: 60 litres/sec

The greater fire flow requirement in the Urban Area is due to increased density and the greater potential for fires involving multiple properties. Although this eight lot development is Urban in nature and located within the Urban Containment Boundary, it is noted that 30 Avenue NE consists mostly of large, well spaced lots, more typical of the Rural area.

Hydrant #85, located 140m west, is the closest hydrant and can only achieve theoretical flows of 30 l/s. This is due to the currently undersized 100mm diameter watermain on 30 Avenue NE. There is however a second hydrant (Hydrant #87) located 215m to the east which achieves theoretical flows of 100 l/s, due to its being serviced directly from the 200mm watermain on 30 Street NE.

As a requirement of subdivision the developer is required to upgrade the 100mm watermain across his frontage to 150mm and install an additional fire hydrant, which at this time is also expected to achieve 30 l/s. The additional fire hydrant significantly improved the current spacing

of hydrants on 30 Avenue NE. Although not currently in our Capital Works budget, at some time in the future the existing Asbestos watermain installed in 1962 on 30 Avenue NE will be upgraded to 150mm and at that point all connected hydrants will achieve the required 60 l/s.

Recommendation:

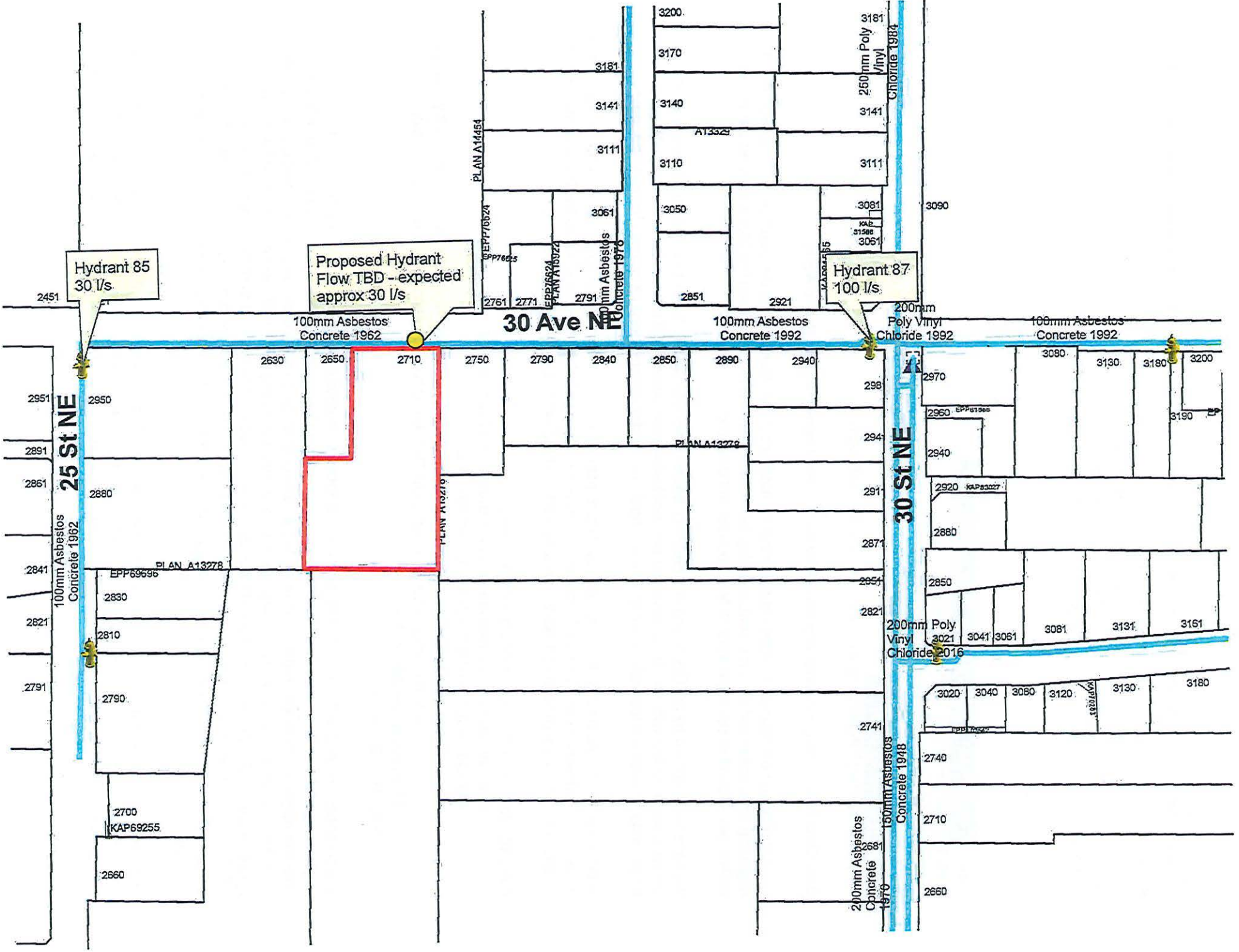
The Engineering Department does not consider the reduction of fire flows to 30 l/s in this location to be of concern, due primarily to the location of a hydrant only 215m to the east which exceeds the 60l/s requirement and the installation of an additional hydrant on the frontage of the development property. **The Engineering Department therefore recommends that the request to reduce the Fire Flow Requirement of 60 litres-per-second to 30 litres-per-second be approved.**



Chris Moore
Engineering Assistant



Gabriel Bau P.Eng.
City Engineer



Rhonda West

From: Barb Puddifant
Sent: Friday, February 3, 2023 8:00 AM
To: Rhonda West; Chris Larson
Subject: FW: [External] VP-568 variance for 20710 30th Ave. N.E. Map

From: [REDACTED]
Sent: Thursday, February 2, 2023 5:57 PM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Cc: 'Kimberly Lahti' [REDACTED]; 'K T' [REDACTED] 'Janey Crook'
[REDACTED]
Subject: [External] VP-568 variance for 20710 30th Ave. N.E. Map

Dear Chris Larson, Senior Planner and Robert Niewenhuizen, Engineering and Public Works:

We just received the proposed water volume variance notification for the proposed development at 2710, 30th Ave. N.E. regarding Subdivision and Development Servicing Bylaw No. 4163 to reduce the Fire Flow Standard from the Urban area 60 litre-per-second to the Rural Area 30 litres-per-second standard.

We have been invited by the City to provide feedback because we abut (within 30 metres) the said property which shares a property line with us. If I understand the subdivision plan correctly, 8 lots would be created with potential for R8 secondary suites – effectively allowing 16 household units under the approved R8 zoning change last August.

Attached to this application is the proposed subdivision plan which I could not read at any magnification. It was drafted by Lawson Engineering Ltd. Would it be possible to have a copy provided which clearly shows the linear measurements of each lot, the proposed road and ROW, and the location of the proposed water infrastructure?

Currently, the 30th Ave. N.E. water line system serves:

- 9 houses and one carriage house on the south side of 30th Ave. N.E. ;
- 4-6 house units on the north side of 30th Ave. N.E.
 - o (note: one building with two rental units opposite 2750 30th Ave. N.E. was constructed 2 years ago outside the urban area, counter to the OCP, but this does not show up on Google maps);
- 18-19 houses on 28th St. N.E.

Total 31 to 33 houses.

The proposed 16 units at 2710 represents about a 33% increase in potential use for the existing water system. If the City Engineering and Fire Department can verify that this increase can be managed safely by the existing 30-liter flow rate, then this might be allowable in the short term, but if additional R* spot zoning is allowed in the neighbourhood, flow capacity may become a larger issue. The proposal would avoid installing a larger 60-liter pipe from 30th Ave. which would consume a large part of the road allowance. but would require the removal of mature trees and hedges along the 30th Ave. road right of way. It also raises the question about whether or not the property owners along 30th Ave should be made aware of the possible option for a larger water system in front of their properties if the 30-liter proposal is not permitted.

I have been unable to contact the proponent (George Simmons?) of the development next door since I do not have his phone number. The last time we talked was last fall when, by chance, he was at the property. We have not had a chance to talk with him about possible fencing along our shared property line, or the preservation of as many trees

along that line as possible, although the consultation issue was raised during the rezoning application to Council last August, 2022 when he was attending online. If you could provide his office contact number, we will try to talk with him about mutually beneficial options.

I trust you will take these points as constructive and reply soon, before the February 13, 2023 submission deadlines. Please feel free to call me at [REDACTED]

Sincerely,

John and Janey Crook

[REDACTED]

Salmon Arm, B.C.
V1E 3L2



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Item 22.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-572 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 60647 which will vary Zoning Bylaw No. 2303, Section 13.12.2 as follows:

- i. reduce the rear parcel line setback from 6.0m to 3.0m for an addition to the existing single family dwelling and in accordance with the drawings as per Appendix 5 attached to the staff report dated January 6, 2023.

[D. Carlson; 2091 20 Street NE; Setback requirements]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: January 6, 2023

SUBJECT: Development Variance Permit Application No. VP – 572
Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP60647
Civic Address: 2091 20 Street NE
Owner/Applicant: Diana Carlson

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP – 572 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 60647 which will vary Zoning Bylaw No. 2303, Section 13.12.2 as follows:

- i. reduce the rear parcel line setback from 6.0m to 3.0m for an addition to the existing single family dwelling and in accordance with the drawings attached as Appendix 5.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The applicant is proposing to vary the rear parcel line setback in the R8 – Residential Suite Zone from 6.0m to 3.0m for an addition to the existing single family dwelling. The eave of the proposed addition would project into the setback an additional 0.3m. The applicant is proposing a building addition that is to include a lower floor garage and a bonus area above the garage.

BACKGROUND

The subject property is approximately 0.158ha (0.39ac) in area. The subject property is zoned R8 (Residential Suite Zone) in 2017 and is designated in the Official Community Plan (OCP) as Residential Medium Density. Subject property maps are enclosed as Appendices 1 to 4.

Adjacent land uses include the following:

North: Single Family Residence	Zoned R4
South: Single Family Residence (driveway)/ Seniors Assisted Living Facility (Andover Terrace)	Zoned R4/CD-14
East: Single Family Residence	Zoned R1
West: Single Family Residence	Zoned R1

The applicant is proposing to construct a garage addition to the existing building. A bonus room area is proposed above the garage addition. The drawings included with the application are enclosed as Appendix 5.

COMMENTSEngineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Public Consultation

Pursuant to the Local Government Act and City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 13, 2023.

Planning Department

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

With regard to lot configuration, the property line along the curve of the cul-d-sac is considered the front parcel line as it is the shortest property line adjacent to the frontage or road and the parcel line opposite the front is considered the rear parcel line. Appendix 2 includes labels for the parcel lines as defined by Zoning Bylaw No. 2303. It should be noted that if the curve of the parcel line was shifted slightly, the west parcel line would have become the rear parcel line and a variance would not be required.

Instances in which the subject property and adjacent lots differ in zoning, staff evaluate setback variance requests of the subject property and the potential build-out of the adjacent parcel in order to consider potential negative impacts on future development. There are no current applications for the redevelopment of the adjacent parcel. However, should the parcel to the north (1971 20 Avenue NE) redevelop under the R4 zone in the future, the proposed rear parcel line setback on the subject property (3.0m) and the interior parcel line setback on the adjacent lot to the north (zone R4, 1.8m interior parcel line setback) would combine to create a minimum of 4.8m between buildings. The combined setbacks and site planning at the time of development would provide ample space for medium density development on the adjacent lot.

Staff support the variance request as the proposed rear parcel line setback variance does not present any perceived negative impact to the general form and character of the surrounding neighbourhood or to the lot directly adjacent to the variance request.

Should Council not support the variance application, the applicant would have to redesign the building addition to be conforming to the zoning bylaw regulations.



Prepared by Melinda Smyrl, MCIP, RPP
Planner



Reviewed by: Rob Niewenhuizen, ASCT
Director of Engineering and Public Works

Ortho Map

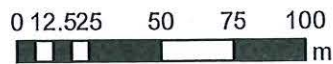
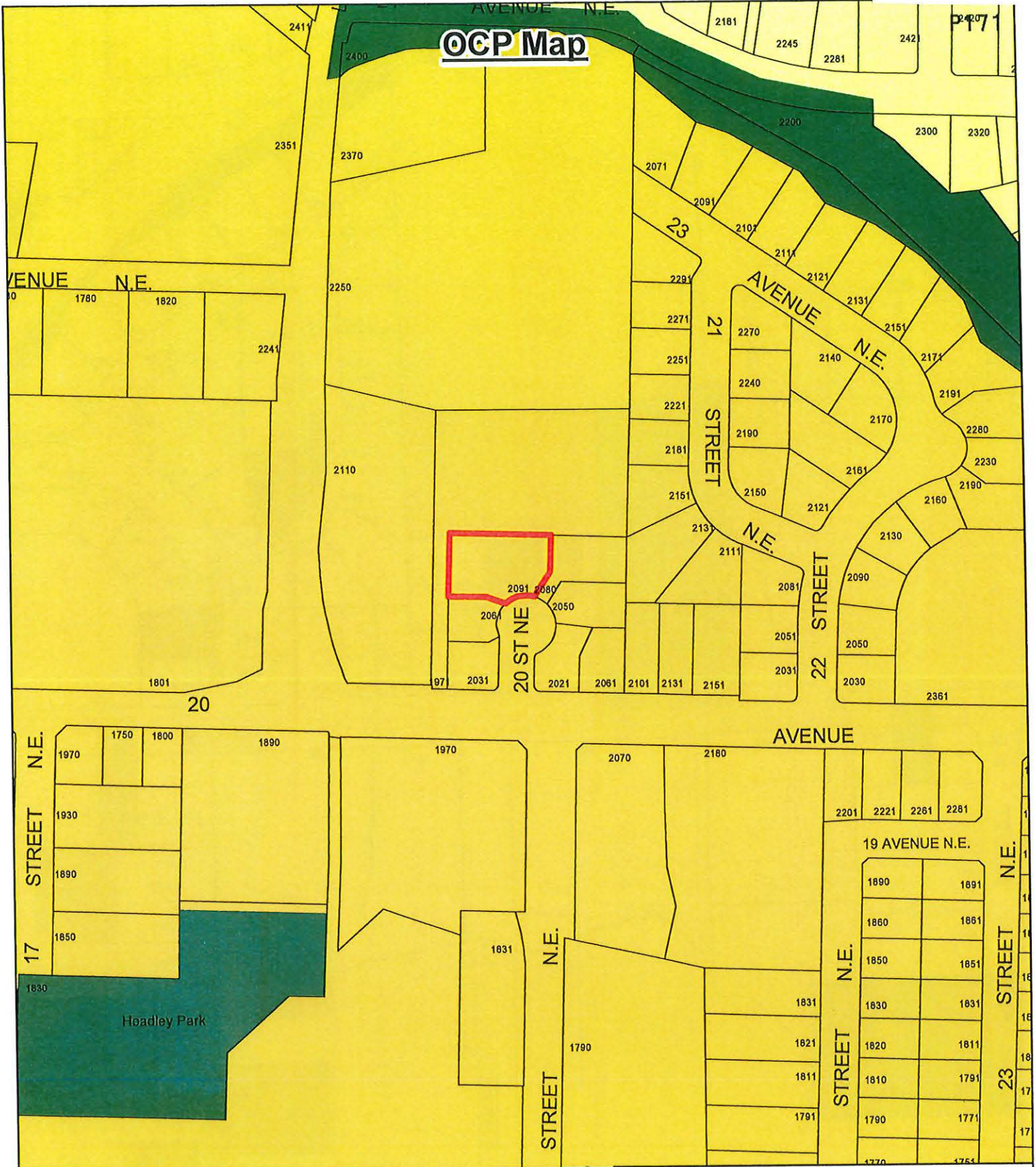







Subject Property



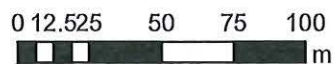
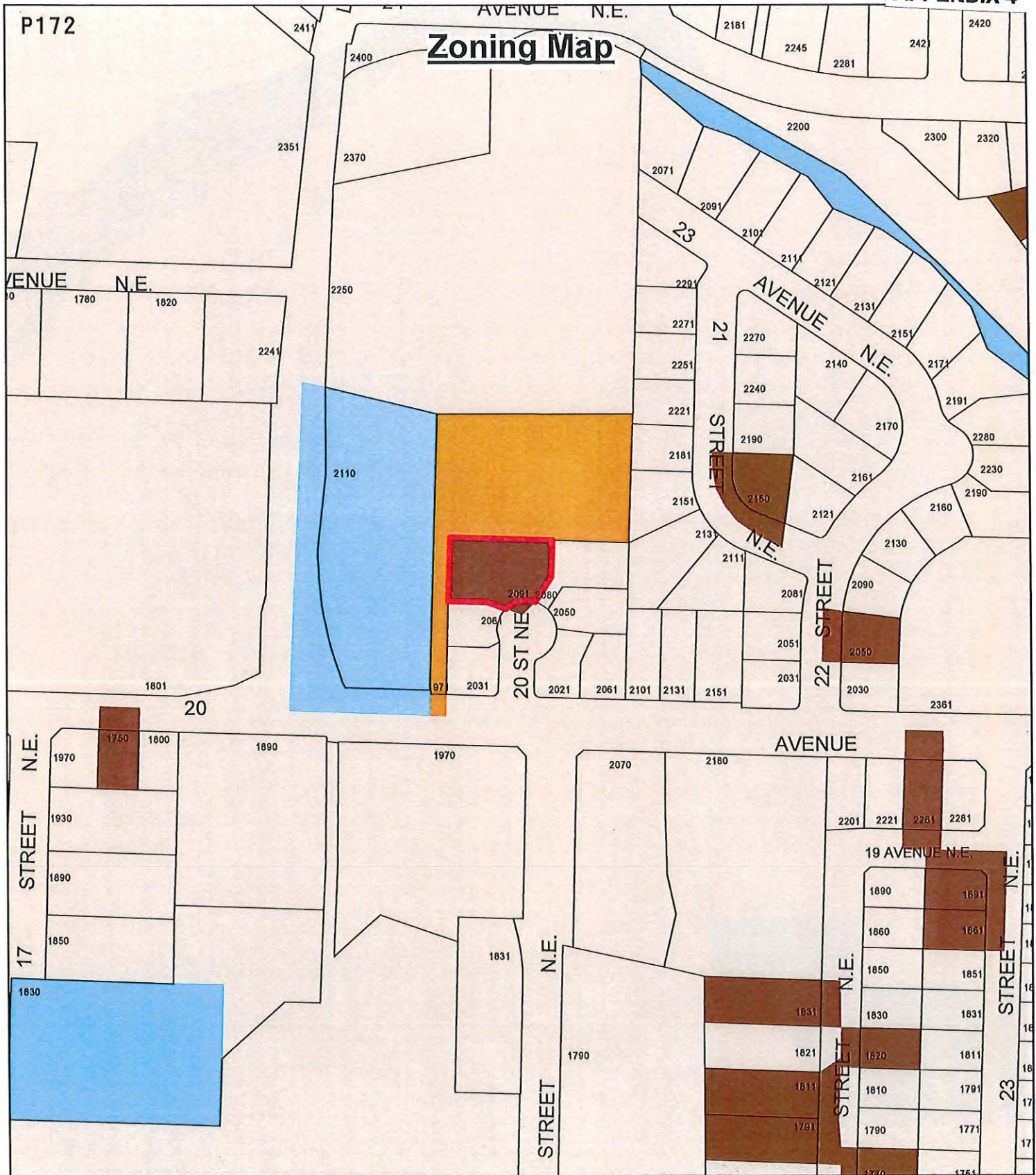
Parcels

OCP Map

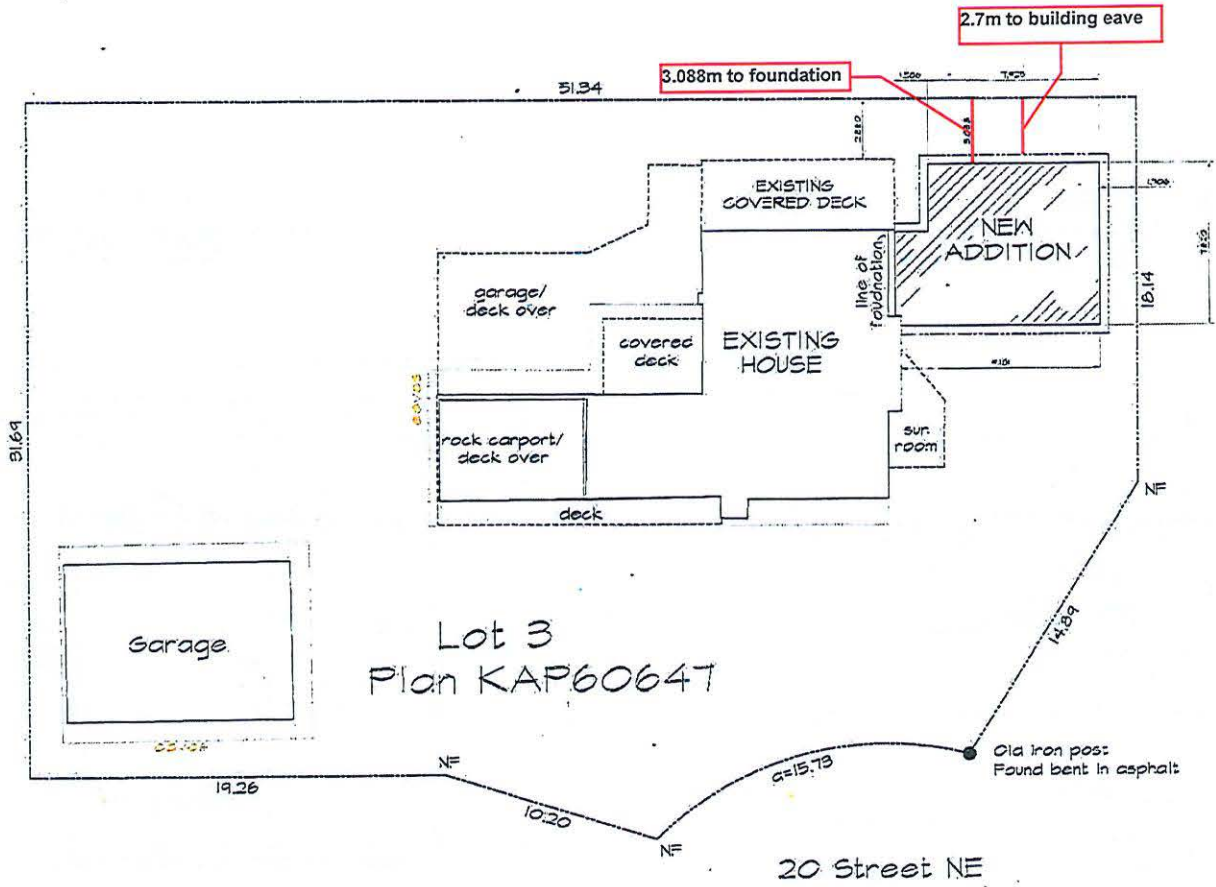


-  Subject Property
-  Park
-  Parcels
-  Residential - Low Density
-  Residential - Medium Density

Zoning Map

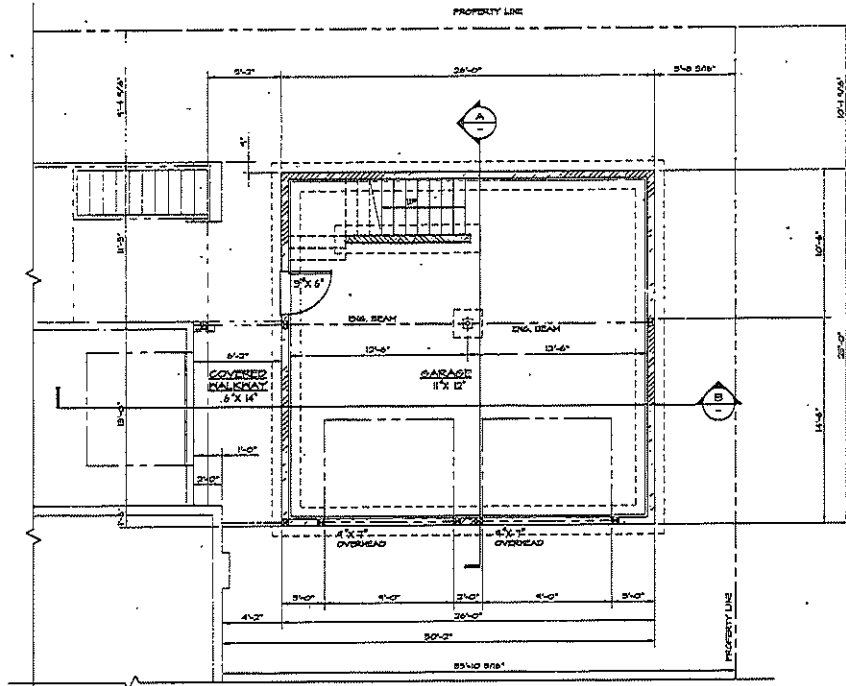


- | | | | | | |
|--|------------------|---|-------|---|-----|
|  | Subject Property |  | CD-14 |  | R-4 |
|  | Parcels |  | P-1 |  | R-8 |
| | |  | R-1 | | |



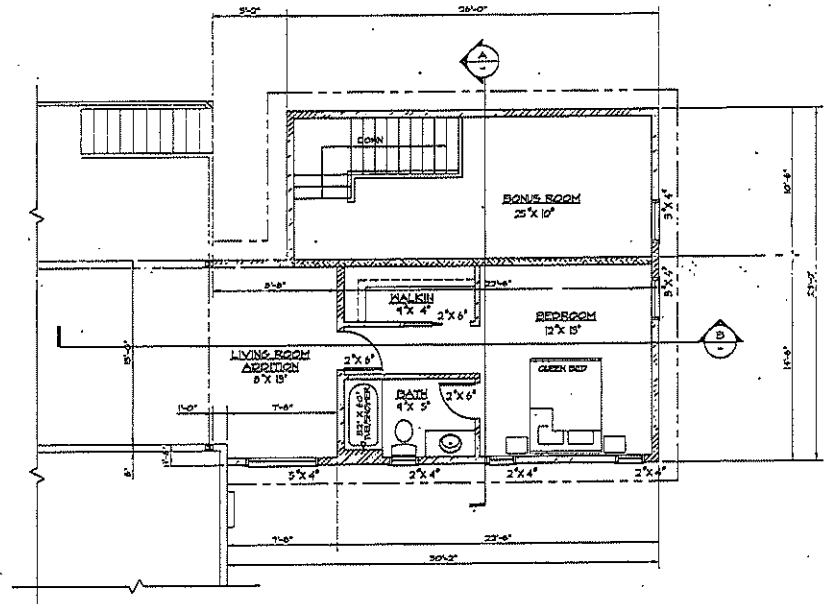
SITE PLAN
1:100

REVISION NO.	DATE	DESCRIPTION	SCALE: 1:100	CLIENT: ARON & DIANA CARLSON 2077 ST. N. E. SALMON AREA B.C.
			DRAWN BY: [blank]	REASON NO. [blank]
			PROJECT: ADDITION TO EXISTING RESIDENCE	DRAWING NO. 22-054-08
THESE DRAWINGS, INFORMATION AND SPECIFICATIONS ARE THE PROPERTY OF PEDERSON DRAFTING & DESIGN LTD. AND ARE NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER FOR ANY PURPOSE WITHOUT THE WRITTEN CONSENT OF PEDERSON DRAFTING & DESIGN LTD.			2880 - ST. JAMES N.E. SALMON AREA B.C. V2J 2K4 TEL: 250-852-8400 FAX: 250-852-8401 WWW.PEDERSONDRAFTING.COM	



**8'-0" CEILING
BASEMENT FLOOR PLAN**

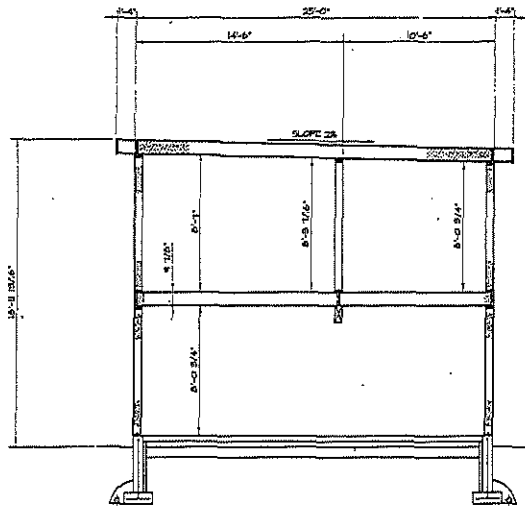
1/4" = 1'-0"
 LIVING AREA OUTSIDE = 650 SQ. FT.
 LIVING AREA INSIDE = 600 SQ. FT.



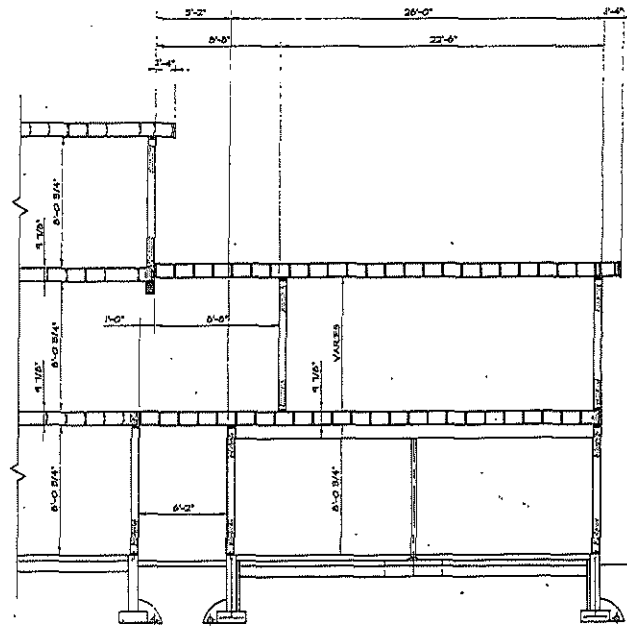
**8'-0" CEILING
MAIN FLOOR PLAN**

1/4" = 1'-0"
 LIVING AREA OUTSIDE = 123 SQ. FT.
 LIVING AREA INSIDE = 674 SQ. FT.

REVISION NO. DATE DESCRIPTION		PEDERSON DRAFTING & DESIGN LTD.	CLIENT: ARON & DIANA CARLSON 241 - 207th ST. N. E. SALMON ARK B.C.	
THESE DRAWINGS, INFORMATION AND EXPLICIT MATTER, HERE OF AND THE CONFIDENTIAL, SEALS AND EXCLUSIVE PROPERTY OF PEDERSON DRAFTING & DESIGN LTD. AND ARE NOT TO BE REPRODUCED, COPIED OR LOANED IN ANY MANNER FOR ANY PURPOSE THAT SO EVER WITHOUT WRITTEN CONSENT.			SCALE: 1/4" = 1'-0" DATE: OCT. 2002 PROJ. NO.:	DRAWN BY: [blank] REVISION NO.: [blank]
2840 - 12th AVE. N.E. SALMON ARK B.C. V2E 2K4 PH: 250-433-3481 FAX: 250-400-4481 EMAIL: pederson@pederson.ca WEB: www.pederson.ca		ADDITION TO EXISTING RESIDENCE FLOOR PLANS		
22-054-03		DRAWING NO.		

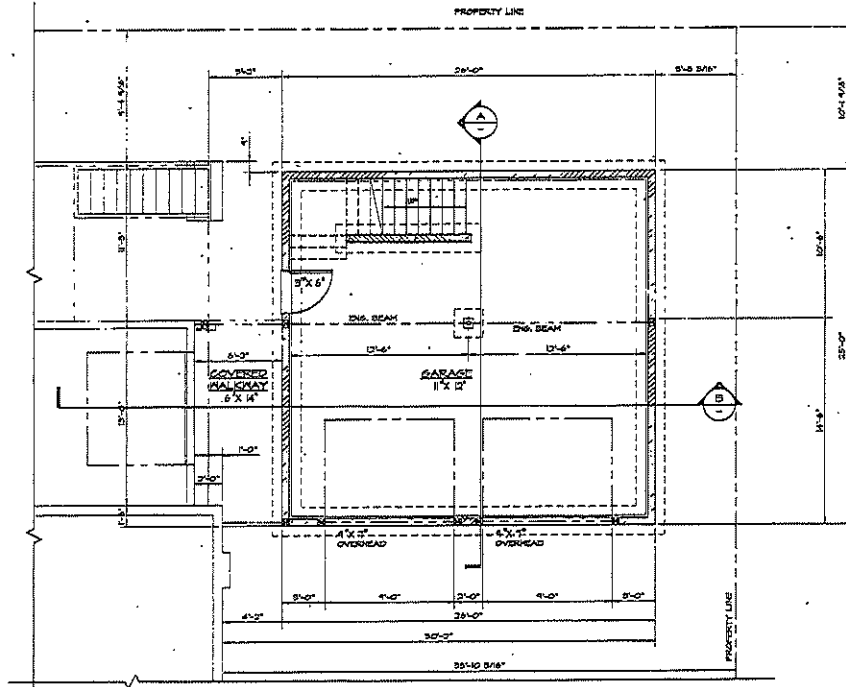


A SECTION
1/4" = 1'-0"



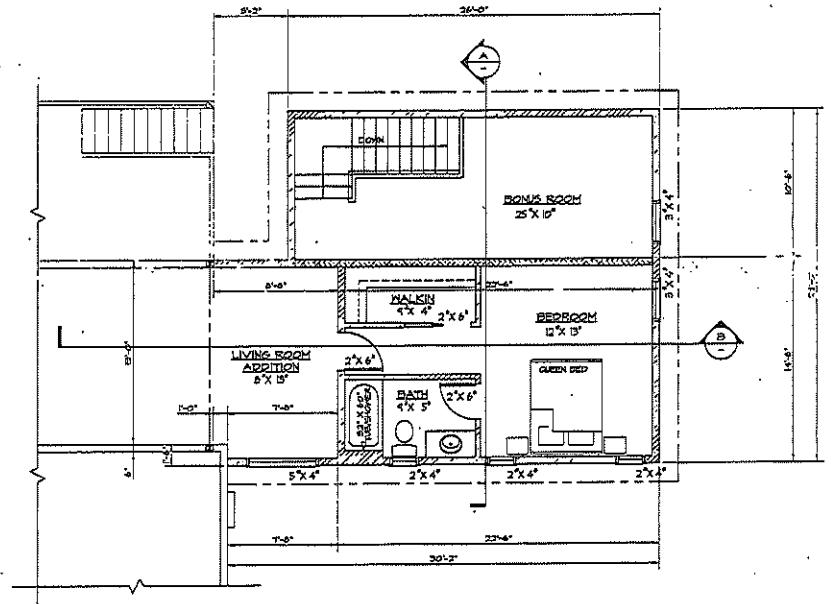
B SECTION
1/4" = 1'-0"

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REVISION NO.	DATE	DESCRIPTION			



8'-0" CEILING
BASEMENT FLOOR PLAN

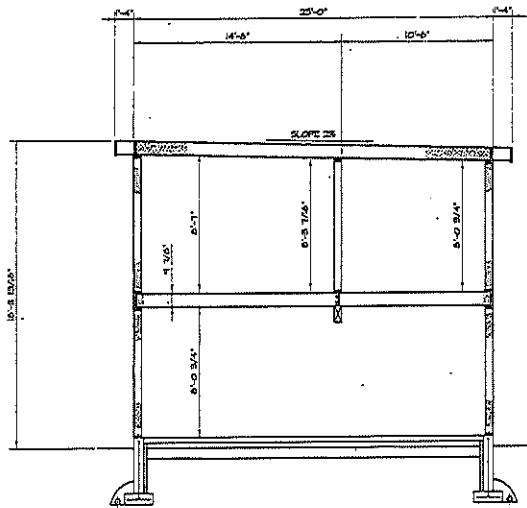
1/4" = 1'-0"
LIVING AREA OUTSIDE = 650 SQ. FT.
LIVING AREA INSIDE = 800 SQ. FT.



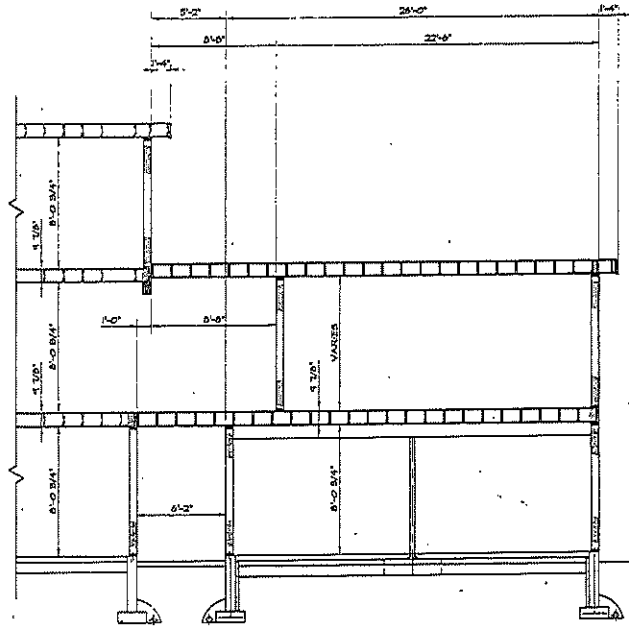
8'-0" CEILING
MAIN FLOOR PLAN

1/4" = 1'-0"
LIVING AREA OUTSIDE = 122 SQ. FT.
LIVING AREA INSIDE = 674 SQ. FT.

REVISION NO.		DATE	DESCRIPTION	PEDERSON DRAFTING & DESIGN LTD.	CLIENT: ARON & DIANA CARLSON 210 - 20TH ST. N.E. SALMON ARMY B. C.	
SCALE: 1/4" = 1'-0"		DATE: 05/26/2002			DRAWN BY: ALP	CHECKED BY: REYMOND AN
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2020 - 101 AVE. N.E. SALMON ARMY B.C. V2E 3K4 PH: 250-453-8401 FAX: 250-453-4641 EMAIL: pederson@pederson.ca WEB: 575.pederson.ca				DRAWING DESCRIPTION: FLOOR PLANS		
DRAWING NO.: 22-054-03						



A SECTION
1/4" = 1'-0"



B SECTION
1/4" = 1'-0"

REVISION NO. DATE DESCRIPTION			PEDERSON DRAFTING & DESIGN LTD.	CLIENT: ARON & DIANA CARLSON 2141 - 26TH ST. N.E. SALMON ARK. B. C.	
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2180 - 5TH AVE. N.E. SALMON ARK. B.C. V1E 3K4 EMAIL: repederson@shaw.ca			PH: 250-432-5401 FAX: 250-432-6494 WEB SITE: repederson.com		DRAWING NO. 22-054-05

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Item 22.3

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-566 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489, which will vary Zoning Bylaw No. 2303 Section 13.14.2, reducing the rear parcel line setback from 3.0 m to 2.0 m to facilitate construction of a new detached suite in accordance with the drawings as per Appendix 3 attached to the staff report dated December 13, 2022.

[Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; Setback requirements]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

To: His Worship Mayor Harrison and Members of Council

Date: December 13, 2022

Subject: Variance Permit Application No. VP-566 (Setback)

Legal: Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489
 Civic Address: 2498 – 4B Avenue SE
 Owner: B. & C. Siebenga
 Applicant: Whitstone Developments Ltd. (c/o Mark Wilson)

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-566 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489, which will vary Zoning Bylaw No. 2303 Section 13.14.2, reducing the rear parcel line setback from 3.0 m to 2.0 m to facilitate construction of a new detached suite in accordance with the drawings attached in Appendix 3 on the subject property.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 2498 – 4B Avenue SE (Appendices 1 and 2). The property is approximately 929 square metres (9999 square feet) in area/size. The applicant is requesting that the minimum rear parcel line setback for detached suites be reduced from 3.0 m to 2.0 m to accommodate a new 34' x 20' (680 square feet) garage with a 31' x 20' (620 square feet) suite above. A site plan, floor plans, and building elevations are attached as Appendix 3.

The applicant has provided a letter of rationale, attached as Appendix 4. Site photos are attached as Appendix 5.

BACKGROUND

The property is designated Medium Density Residential (MR) in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the City's Zoning Bylaw (Appendices 6 and 7). There is also an associated R-8 rezoning file (ZON-1256) to go along with this variance permit application to legally permit a detached suite on the subject property.

For this property, the front parcel line is 4B Avenue SE, the exterior side parcel line is 25 Street SE, and the rear parcel line applicable to the setback variance is the southern parcel line that borders 531 25 Street SE; the north interior side parcel line of that parcel.

Adjacent land uses include the following:

North: 4B Avenue SE; single family dwellings	Zoned R-1
South: single family dwelling and accessory buildings/structures	Zoned R-1
East: 25 Street SE; single family dwellings	Zoned R-1
West: single family dwelling and accessory buildings/structures	Zoned R-1

COMMENTSBuilding Department

No concerns.

Engineering Department

No Engineering concerns.

Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Development Variance Permit Procedures Bylaw*, notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advise those with 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 February 13, 2023.

Planning Department

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

As described in the letter submitted by the applicant (Appendix 4), the owner/applicant is requesting a rear parcel line setback variance from 3m to 2m be granted to permit a proposed detached suite (garage with a suite above). Some of the reasons for this request are 1) although the proposed suite has proposed access onto 25 Street SE (meaning its rear yard would be the west property line), the actual rear parcel line of the property is the southern-most property line (which borders 531 25 Street SE and requires a minimum 3.0-metre setback as opposed to only a 2.0-metre setback for interior side parcel lines), and 2) the owner/applicant wishes to have the proposed detached suite further away from the existing single family dwelling, which has an existing deck within this rear yard area.

With respect to the adjacent parcel to the south, the proposed 2m setback is aligned with the applicable setbacks for that parcel (1m for an accessory building or 2m for a detached suite). Thus, the proposed setback is generally consistent, as applicable along the 25 Street SE streetscape.

Given the irregular lot shape (with two large frontages), the irregular setbacks relative to the orientation of the proposed detached suite (i.e. the suite's rear is considered the interior setback and its side is regarded as the rear setback), the location of the existing single family dwelling, and the existing vegetation that limits any potential visual impacts, staff have no concerns with this variance request.



Prepared by: Evan Chorlton
Planner I



Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Subject Property Map

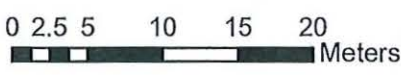
APPENDIX 1



 Subject Property
 Parcels



0 10 20 40 60 80
Meters



- Subject Property
- Parcels

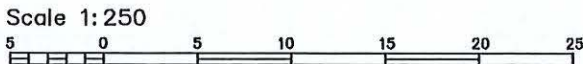
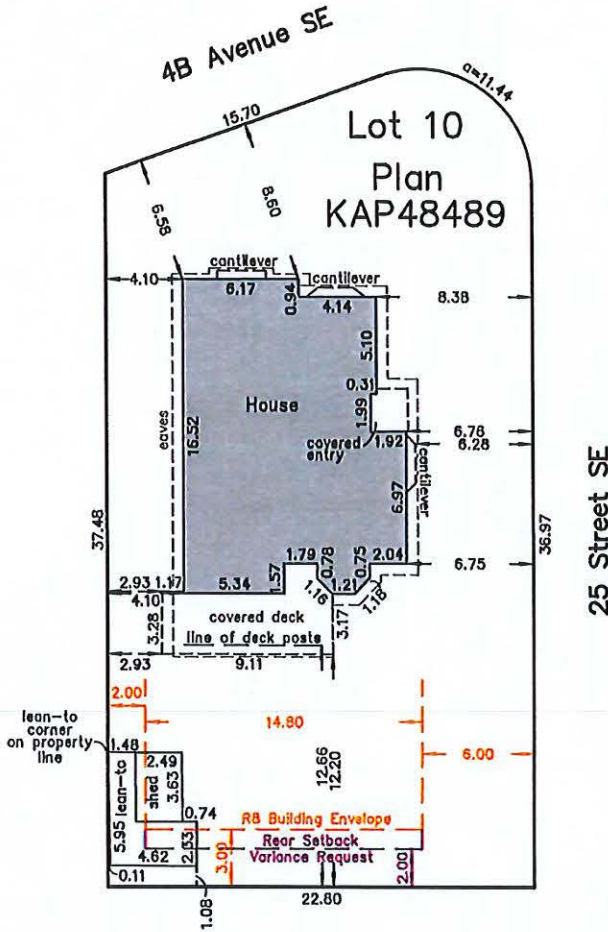
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Whitstone Development
c/o Mark Wilson
Box 716
Salmon Arm, BC V1E 4N8

Re: Lot 10, Sec 13, Tp 20, Rge 10,
W6M, KDYD, Plan KAP48489

Parcel Identifier (PID): 017-994-420
Civic Address: 2498 4B Ave SE, Salmon Arm

List of documents registered on title which may affect
the location of improvements:
Statutory Building Scheme: KF118310



All distances are in metres.
Dimensions derived from Plan KAP48489

Offsets from property line to building are
measured from the siding.

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

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

This building location certificate has been prepared in accordance with the
Professional Reference Manual and is certified correct this 8th day of
November, 2022.

Nicole
Bird
BTKBAK

Digitally signed
by Nicole Bird
BTKBAK
Date: 2022.11.17
13:53:54 -0800

BCLS

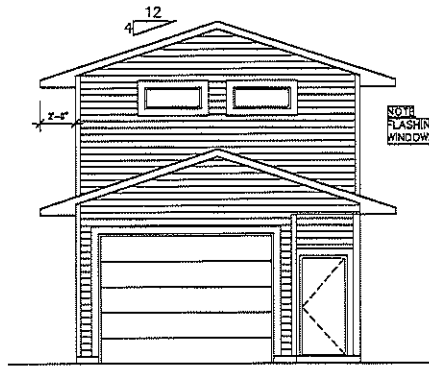
COPYRIGHT © BROWNE JOHNSON 2022
LAND SURVEYORS

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document in whole or in part without
the prior written consent of
BROWNE JOHNSON LAND SURVEYORS.

**THIS DOCUMENT IS NOT VALID UNLESS
ORIGINALLY or DIGITALLY SIGNED.**

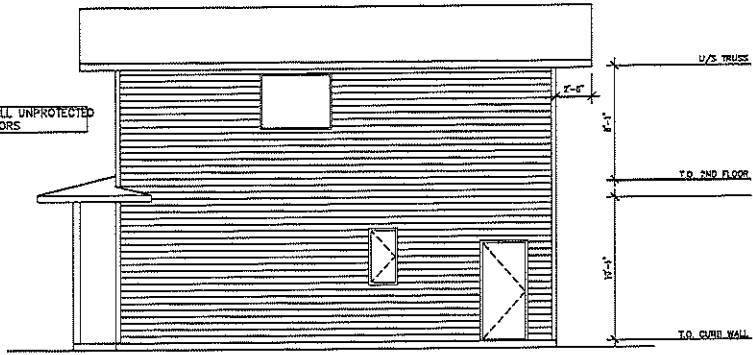
Our File: 636-22

Fb: 636-22.row

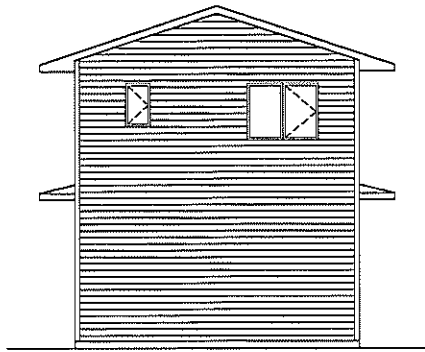


FRONT ELEVATION

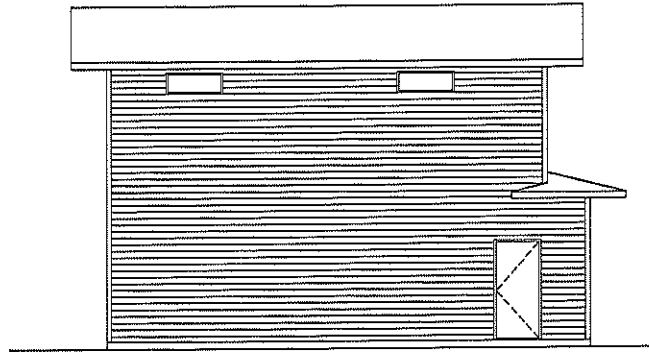
NOTE
FLASHING OVER ALL UNPROTECTED
WINDOWS AND DOORS



RIGHT ELEVATION



BACK ELEVATION



LEFT ELEVATION

APPENDIX 4

November 21, 2022

City of Salmon Arm
Development Services Department
500 – 2nd Avenue NE
Box 40
Salmon Arm BC.
V1E 4N2

To whom it may concern,

Re: 2498 4B Avenue SE

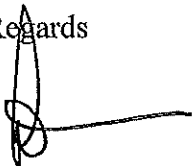
This letter is to request a variance be granted to allow for a reduced back yard setback from 3M to 2M. The set back is requested as the lot corners 25th Street SE and 4B Avenue SE. This request runs in conjunction with the Rezoning application from R1 to R8 to allow for the building of a carriage home that would be accessed off of 25th Street SE.

Reasons for the request are as follows:

1. This setback variance would fit with the appearance of the existing setbacks of the homes built on 25th Street SE, as the existing home has the appearance of fronting 25th Street SE.
2. The variance would allow for the existing home to have a larger back yard when the proposed carriage home is built.
3. If the existing home was deemed to be fronting 25th Street SE the side yard setback would be 2m which is the requested variance.

Thank you for considering

Regards

A handwritten signature in black ink, appearing to be 'Mark Wilson', written over the word 'Regards'.

Mark Wilson

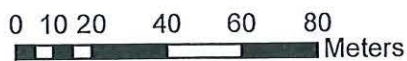
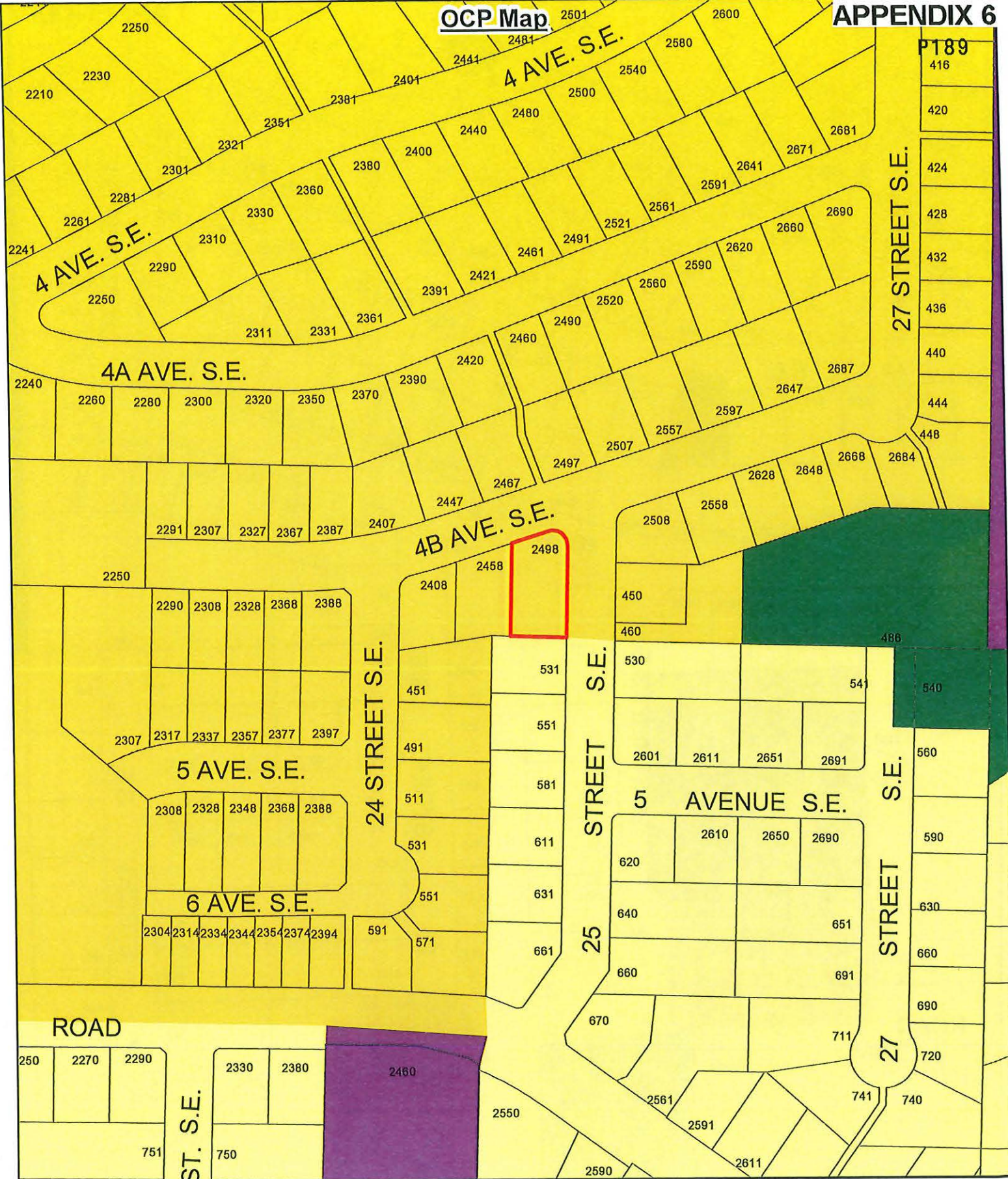
APPENDIX 5



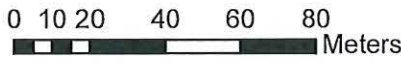
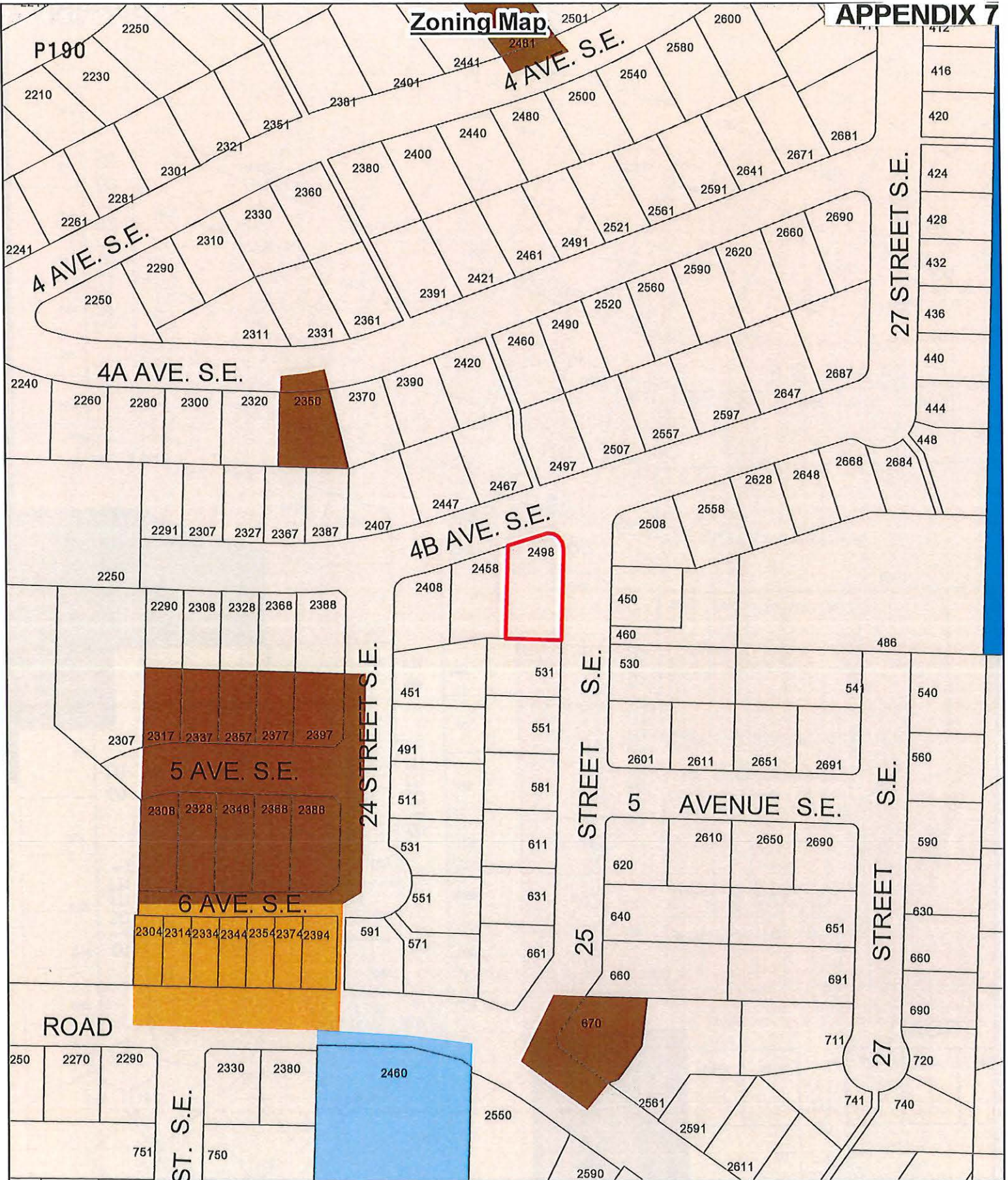
Photo 1: photo looking northwest at subject property and 25 Street SE



Photo 2: photo looking west at subject property and approximate detached suite location



- Subject Property
- Parcels
- Park
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Commercial - Neighbourhood



- Subject Property
- Parcels
- C-10
- R-1
- P-1
- R-4
- P-3
- R-8

VP - 566

Zon - 1256

P191

Bylaw # 4565

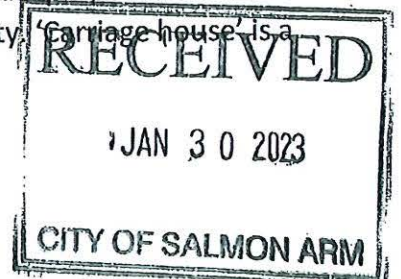
Neighborhood response to Whitstone's Development of:

2498-4B Ave S.E.

A "Carriage House" at the corner of 4B Ave. and 25th St. SE

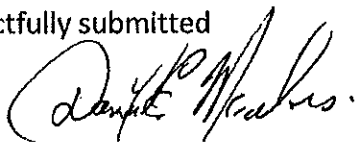
The following submission outlines the reasons for the neighborhood opposition to this development. The undersigned strongly oppose this development. This is the result of a careful review of both the short-term and long-term implications of building on this property. Our review of this proposal has concluded that there is no particular detail that if adjusted would create the potential to proceed with building. It is just an all-round bad idea. Our reasons for this opposition are as follows:

1. The proposal requires removal of several mature fir trees. This is a community that has mature vegetation that has enhanced bird life. Ravens nest in this vegetation and the Cherrystone Development has displaced such species as Sharp-shinned Hawks, whose habitat has been removed. Habitat depletion is a major concern with "infill" property developments.
2. The 25th St. homes are a model of social community development. This street, with its level grade, is one of the city's most diverse places of social gathering. Despite the traffic, it is the preferred route for approximately 300 children proceeding to school. Approximately 20 dog walkers use the street daily. Several elderly people use the street as a primary route for exercise, and for scores of people in surrounding neighborhoods it is part of their walking route. The street is used as the gathering point for people of all ages. It has been observed that 20 to 30% of the people stop, meet others and have conversations in this area of the neighborhood. It is a family community that is owned and lived in a very social manner. One of the reasons for this is that people own their own homes and have worked to create an inviting space.
3. The neighborhood is used as it is was designed. Single family homes define the neighborhood. Commercial properties were not in the planning. It is a community that is multi-generational and reflects a variety of incomes. The expansion of the community with the Cherrywood development has continued this theme. The present zoning works and does not need to be changed for someone's commercial gain.
4. The proposed carriage house is a second home on a single home lot. Carriage houses are usually built using back alleys. There is no back alley and the size of the proposed structure rivals, in size, some of the homes already existing in the community. Carriage house is a misnomer.



5. It would be a mistake to assume the traffic can be increased, despite the many different uses of this street. Residents on this street have often indicated to speeding drivers that they should slow down. This is a residential-street and increasingly the traffic has created a 'rat run' that joins Okanagan St. to Auto Rd. This proposal suggests the lot would become a multi residential commercial property. We consider this the thin edge of the wedge in creating the 25th, 4B and 27th SE as a traffic connector. This assumption would destroy the strong social environment that has been created in this neighborhood. Commercial property on this dogleg corridor puts a major piece of a residential community at risk.
6. Properties in this neighborhood with their open front yards are welcoming, and the lots size allows for privacy; however, this proposal and its encroachment on the neighbouring lot violates any sense of privacy, particularly given the construction of the existing neighbour's house. A two-story structure overlooking the deck of the existing home is a rude intrusion. It would devalue this existing property.
7. We fear the City is extremely busy and does not have the energy or focus to manage such a small but complex project. Already there is a large farm structure built on an adjacent lot (24th. St.). The two story out- building is similar in its foot print to a second home. How was it permitted? In addition, we have some of the lowest water pressure in the city. What is the long-term plan?
8. This is an existing neighborhood that does not need rezoning to continue to be successful. In a recent review it was found that 8 individuals lived in their own homes with 22 - 28 bedrooms. If there is a social concern for further housing and affordable space, a strategy of apartments in existing homes would be far more productive, less expensive and would also maintain the nature of the community
9. This proposal sets a dangerous precedent in rezoning a property at the centre of the neighborhood. The application changes what can be built in this neighborhood. It is the "thin edge of a wedge" that is not part of any long-term plan. It opens the door to haphazard intrusions and sets the precedent of fragmented community planning. If this proposal, in this context should be approved, it would undermines principles of good management in this city. Please do not approve this application.

Respectfully submitted



Dan Meakes for the 25th St. committee. Petition to follow

Jan. 29, 23'

We the undersigned oppose the Request for a variance to Zoning Bylaw No 2303 Section 13.14.2 and request that the Council of the City of Salmon Arm not approve Variance Permit No. VP-566.

This opposition is primarily but not restricted to the following;



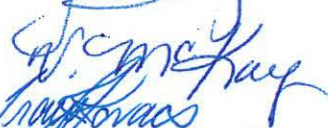



1. This development will change the basic community concept.
2. It introduces commercial property into the community plan.
3. It continues chaotic clutter of structures in the area.
4. The public disclosure for variance appears to be incomplete.

NAME	ADDRESS	SIGNATURE
DAVID MILLARD	531 25 TH ST. S.E.	David Millard
Phyllis Millard	531-25 TH ST S.E.	Phyllis Millard
Leanne Greese	2601 2601 5 TH AVE SE	Leanne Greese
Derek Greese	2601 5 TH AVE SE	Derek Greese
Fred Sommer	530 25 TH ST SE	FRED SOMMER
Brigitte Sommer	530 25 TH ST S.E.	Brigitte Sommer
Alanna Gwenter	460 25 ST. S.E.	ALANNA GWENTER
Bernard Schikowski	460 25 ST. S.E.	B Schikowski
Conrad Schikowski	460 25 TH ST SE	Conrad Schikowski
Cathy Meakes	551 25 ST. SE	C.A. Meakes
MARGARET MACFIE	581 25 ST SE	M. Macfie
William S.H. Macfie	581 25 TH ST SE	William S.H. Macfie
George Zorn	2691,5 AVE SE	George Zorn
Dan Meakes	551 25 TH ST SE	Dan Meakes
MARY SCHEIDEGGER	2651-5TH AVE SE	M Scheidegger
WES GROEN	2651-5TH AVE SE	W Groen
Lorne LAZZAROTTO	631 25 TH ST S.E.	Lorne Lazzarotto
George Lunn	600 25 ST SE.	George Lunn

We the undersigned oppose the Request for a variance to Zoning Bylaw No 2303 Section 13.14.2 and request that the Council of the City of Salmon Arm not approve Variance Permit No. VP-566.

This opposition is primarily but not restricted to the following;

1. This development will change the basic community concept.
2. It introduces commercial property into the community plan.
3. It continues chaotic clutter of structures in the area.
4. The public disclosure for variance appears to be incomplete.

NAME	ADRESS	SIGNATURE
James Holmlund	2458 4B Ave	
Jared King	491 24 St SE	
Val McKay	531 24th St. S.E.	
Tracy Kovacs	2508 4B Ave S.E.	
Chuck Kovacs	2508 4B Ave SE	
Linda Holmlund	2458 4B Ave SE	

Item 23.1

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, February 13, 2023 at 7:00 p.m.

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

Proposed Rezoning of Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 2498 4B Avenue SE

Location: North of Auto Road SE in the southwest corner of 25 Street SE and 4B Avenue SE intersection

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with a detached suite

Owner / Agent: Whitstone Developments Ltd./Siebenga, B. & C.

Reference: ZON-1256/ Bylaw No. 4565

The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from January 31 to February 13, 2023 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.



Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Sue Wood, Director of Corporate Services

February 1 and February 8

Vote Record

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

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



To: His Worship Mayor Harrison and Members of Council

Date: December 13, 2022

Subject: Zoning Bylaw Amendment Application No. 1256

Legal: Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489

Civic Address: 2498 – 4B Avenue SE

Owner: B. & C. Siebenga

Applicant: Whitstone Developments Ltd.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council’s consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

To rezone an R-1 (Single Family Residential Zone) property to R-8 (Residential Suite Zone) to permit the development of a detached suite.

BACKGROUND

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

Adjacent land uses include the following:

North: 4B Avenue SE; single family dwellings	Zoned R-1
South: single family dwelling and accessory buildings/structures	Zoned R-1
East: 25 Street SE; single family dwellings	Zoned R-1
West: single family dwelling and accessory building/structure	Zoned R-1

The subject property is approximately 929m² (9999 ft²) in area. A 620 ft² (57.60 m²) detached suite (with a 20' x 34' garage/shop with separate access below) is being proposed. The documentation provided in support of the rezoning application is attached as Appendix 5. It is worth noting that Appendix 5 only illustrates the R-8 (detached suite) building envelope, not the siting of the building, and that the building could be located anywhere within that envelope without variance. Secondary access for suite parking and garage/shop access is to be provided on the southeast portion of the site.

To date, there are no properties on 4B Avenue SE zoned R-8. However (and as seen in Appendix 4), there are thirteen (13) other R-8 zoned properties within the greater vicinity, with the closest R-8 zoned properties being approximately 70 meters away (2397 5 Avenue SE and 2350 4A Avenue SE). Site photos of the subject property are attached in Appendix 6.

Policy 8.3.25 of the OCP supports detached suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTS

Fire Department

No Fire Department concerns.

Building Department

No concerns. Limiting Distance appears to be ok. BCBC applies to development.

Engineering Department

No Engineering concerns.

Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Zoning Bylaw* notices are mailed to landowners 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 interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. R-8 rezoning for parcels < 0.4 ha does not require the post of a Notice of Development sign. It is expected that the Hearing for this application will be held on February 13, 2023.

Planning Department

Based on the parcel area of 929m², the subject property has the potential to meet the conditions for the development of a detached suite, including sufficient space to meet the parking requirement. The detached suite is supported by OCP policy, and the site plan and dimensions of the unit are compliant with zoning regulations.

Staff support the rezoning of the subject property from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).



Prepared by: Evan Chorlton
Planner I



Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Subject Property Map

APPENDIX 1



P198

4 AVE. S.E.

4A AVE. S.E.

4B AVE. S.E.

5 AVE. S.E.

6 AVE. S.E.

24 STREET S.E.

25 STREET S.E.

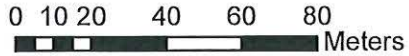
27 STREET S.E.

ROAD

ST. S.E.

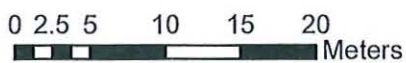
5 AVENUE S.E.


27 STREET S.E.




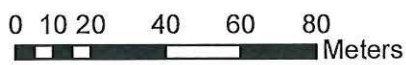
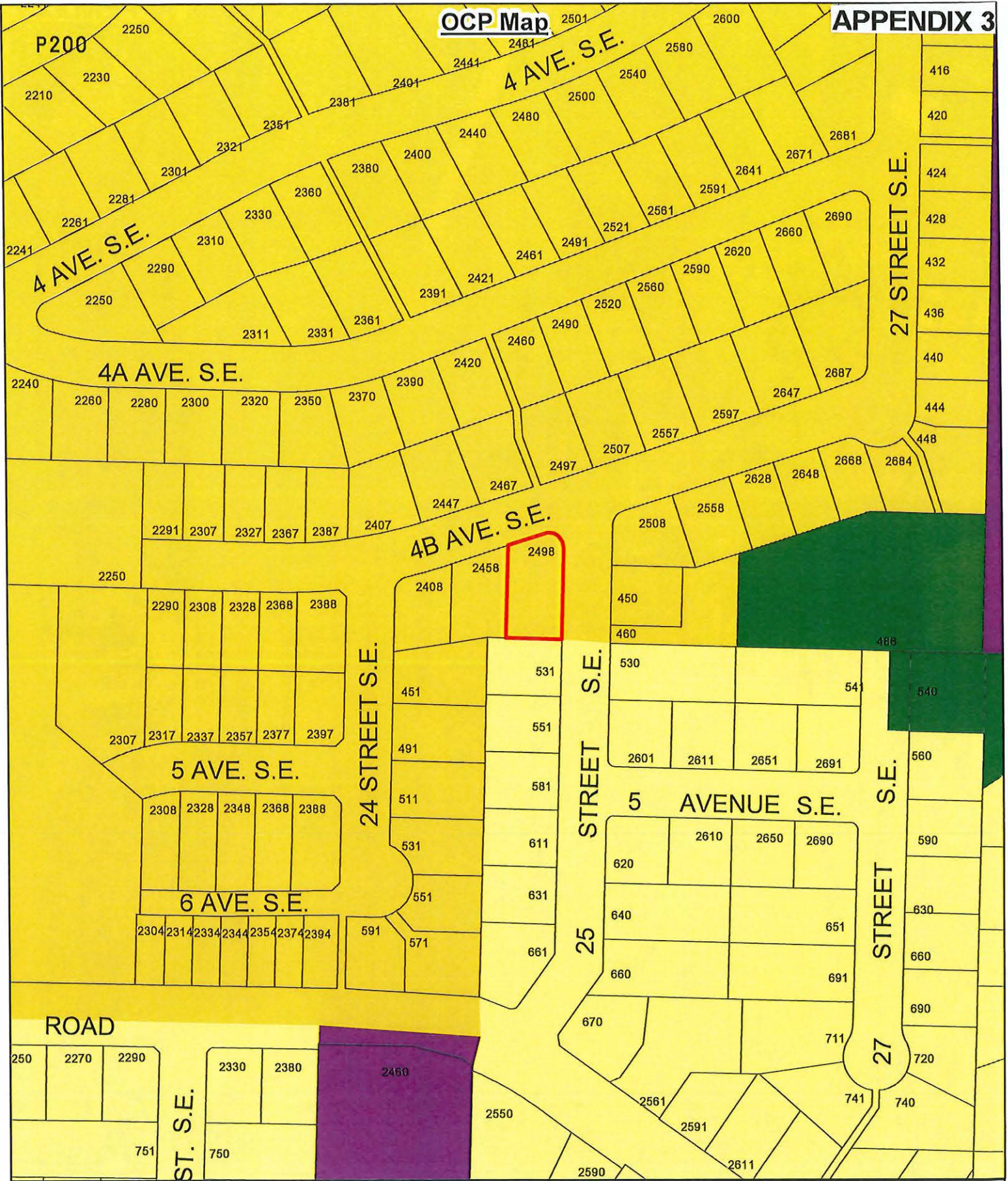
Subject Property

Parcels



 Subject Property

 Parcels



- Subject Property
- Parcels
- Park
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Commercial - Neighbourhood

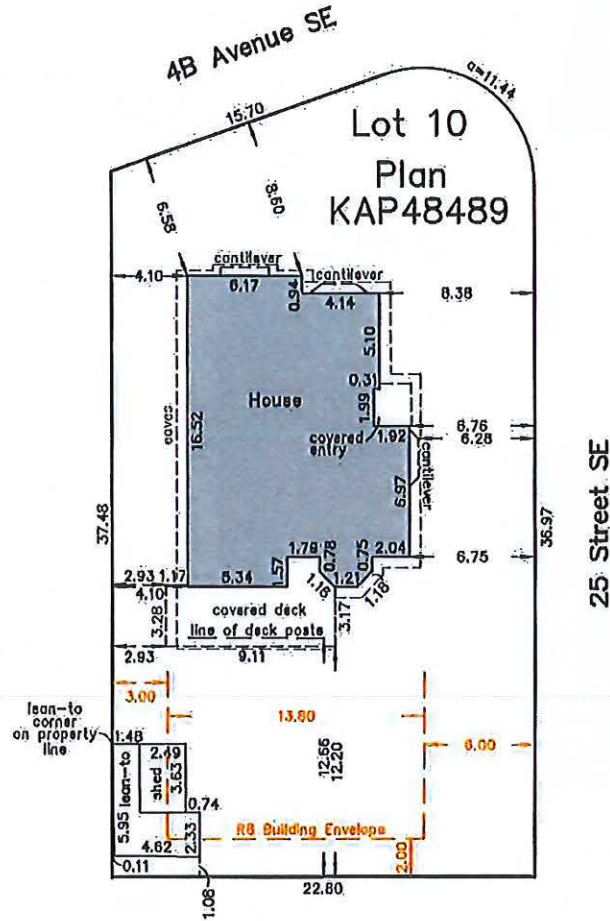
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Whitstone Development
c/o Mark Wilson
Box 716
Salmon Arm, BC V1E 4N8

Re: Lot 10, Sec 13, Tp 20, Rge 10,
W6M, KDYD, Plan KAP48489

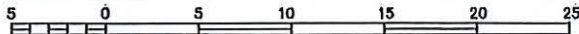
Parcel Identifier (PID): 017-994-420
Civic Address: 2498 4B Ave SE, Salmon Arm

List of documents registered on title which may affect
the location of improvements:
Statutory Building Scheme: KF118310



**Carriage House Building
Envelope Roughly 45'X 26'
with 2M Set back from house
With no variances required.**

Scale 1: 250



All distances are in metres.
Dimensions derived from Plan KAP48489

Offsets from property line to building are
measured from the siding.

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

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

This building location certificate has been prepared in accordance with the
Professional Reference Manual and is certified correct this 8th day of
November, 2022.

Nicole
Bird
BTKBAK

Digitally signed
by Nicole Bird
BTKBAK
Date: 2022.11.09
10:27:29 -08'00'

BCLS

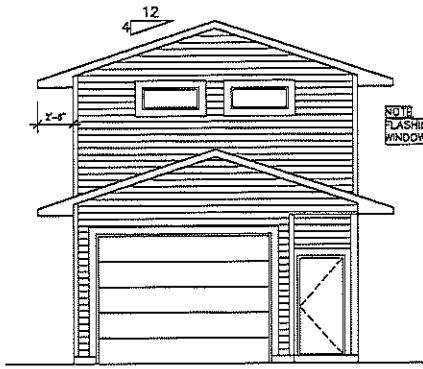
COPYRIGHT © BROWNE JOHNSON 2022
LAND SURVEYORS

All rights reserved. No person may
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document in whole or in part without
the prior written consent of
BROWNE JOHNSON LAND SURVEYORS.

**THIS DOCUMENT IS NOT VALID UNLESS
ORIGINALLY or DIGITALLY SIGNED.**

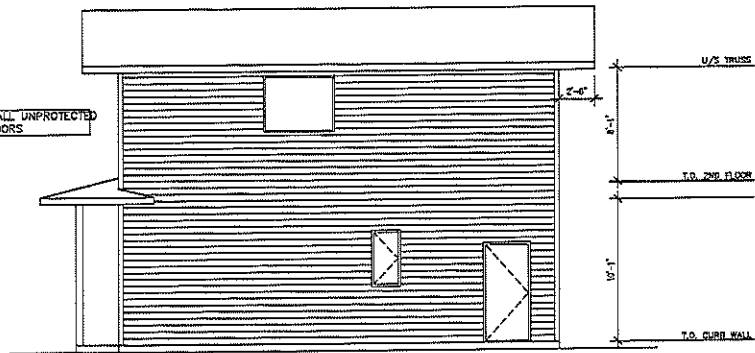
Our File: 636-22

Fb: 636-22.raw

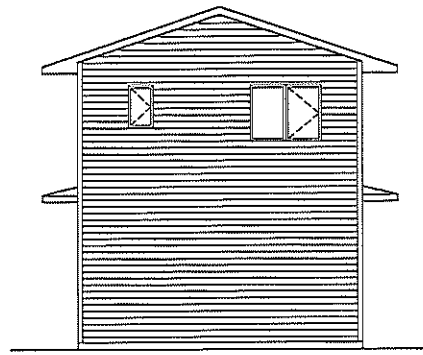


FRONT ELEVATION

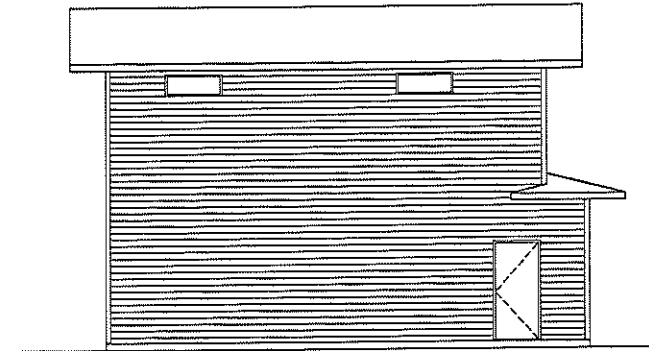
NOTE
FLASHING OVER ALL UNPROTECTED
WINDOWS AND DOORS



RIGHT ELEVATION



BACK ELEVATION



LEFT ELEVATION



Photo 1: photo looking northwest at subject property and 25 Street SE



Photo 2: photo looking west at subject property and approximate detached suite location

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Item 23.2

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, February 13, 2023 at 7:00 p.m.

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

Proposed Rezoning of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

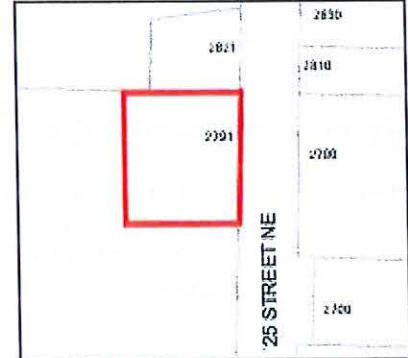
Civic Address: 2791 25 Street NE

Location: Between 26 Avenue NE and 30 Avenue NE on the west side of 25 Street NE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with a suite

Owner / Agent: Hindbo Construction Group Inc./ Weed, J. & Cockrill, E.



Reference: ZON-1254/ Bylaw No. 4562

The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from January 31 to February 13, 2023 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Sue Wood, Director of Corporate Services

February 1 and February 8

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: January 5, 2023

Subject: Zoning Bylaw Amendment Application No. 1254

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501
Civic Address: 2791 25 Street NE
Owners: James Weed and Elaine Cockrill
Applicant: Hindbo Construction Group Inc. (Coady Hindbo)

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council’s consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 from R1 (Single Family Residential) to R8 (Residential Suite Zone).

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite on the subject property.

BACKGROUND

The subject property is located on 25 Street NE between 26 and 30 Avenues NE. The 1920m² property was the subject of two recent Variance Permits related to subdivision servicing (VP – 542) and retaining wall and fence heights (VP – 561) (Appendices 1 and 2). The retaining walls are currently under construction. The subject property is designated Residential Low Density in the City’s Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

- North: single family residence/R1
- South: single family residence/R1
- East: single family residence and single family residence with suite/R8
- West: single family residence/R1 (Single Family Residential)

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property and proposed lots have potential to meet the conditions for the development of a secondary suite, including sufficient space to meet the parking requirement.

COMMENTS

Engineering Department

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning.

Fire Department

No concerns.

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 Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 13, 2023.

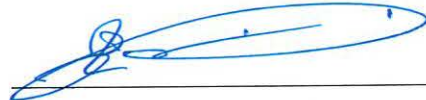
Planning Department

Plans submitted in support of the application are included as Appendix 5. The proposed suite is approximately 78m² (850ft²) in area with a separate entrance positioned to the rear of the property. The proposed driveway could accommodate the required on-site parking required. The applicant has stated that the owners do not intend to rent the unit as it will be for visitor and family use only. Given the regulations governing permitted uses and units types rezoning is required.

Rezoning from R1 to R8 is supported by the previously mentioned OCP policy. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).



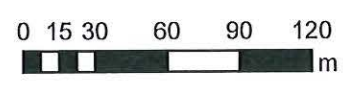
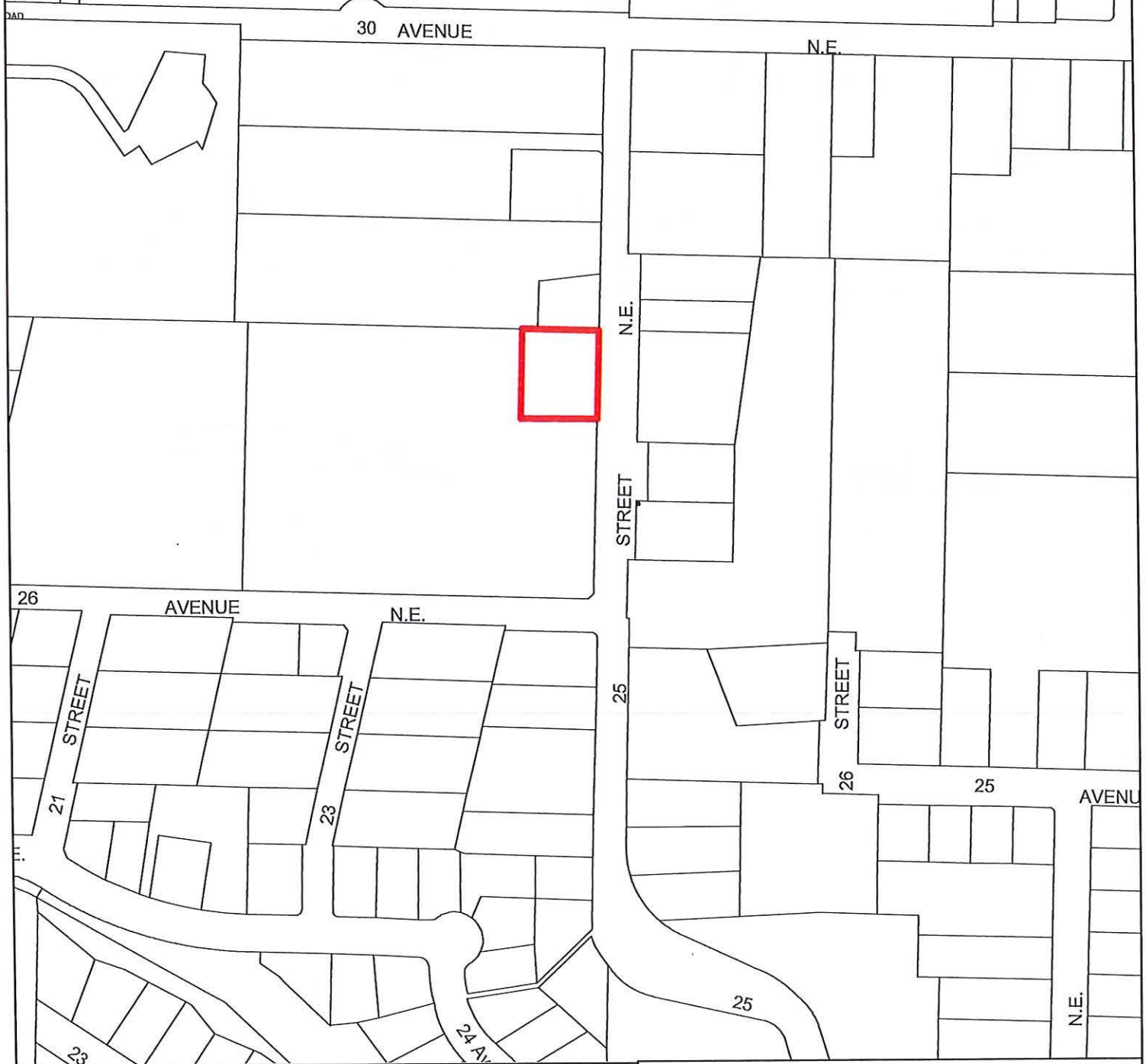
Prepared by: Melinda Smyrl, MCIP, RPP
Planner



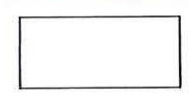
Reviewed by: Rob Niewenhuizen, AScT
Director of Engineering and Public Works

P210

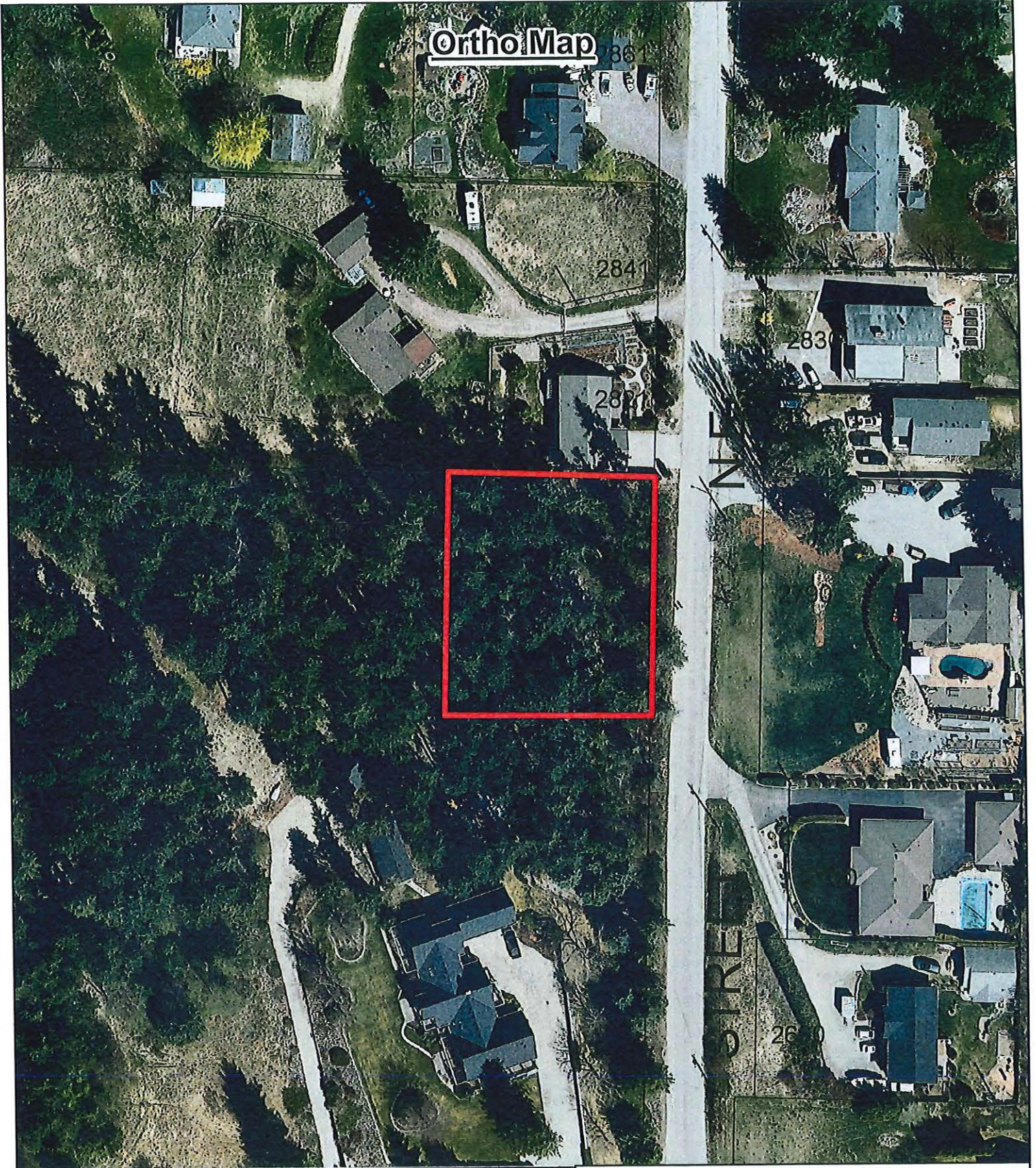
Subject Property Map



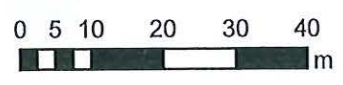
Subject Property



Parcels



Ortho Map

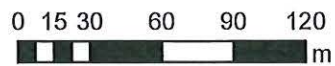
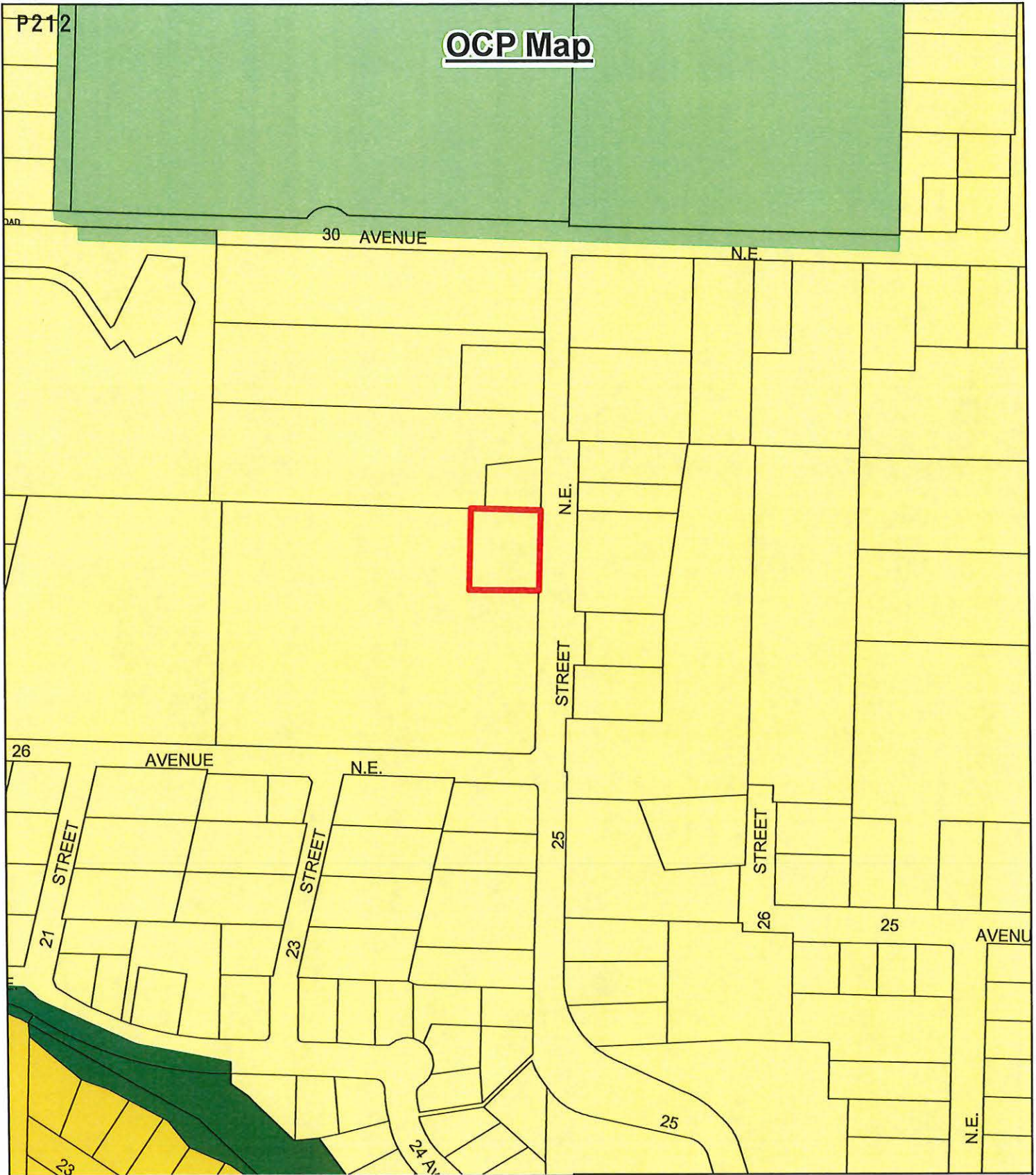


Subject Property

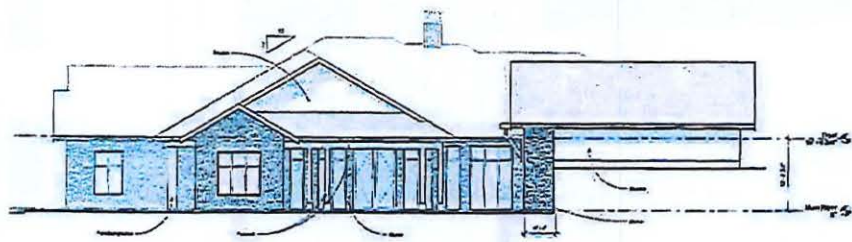


Parcels

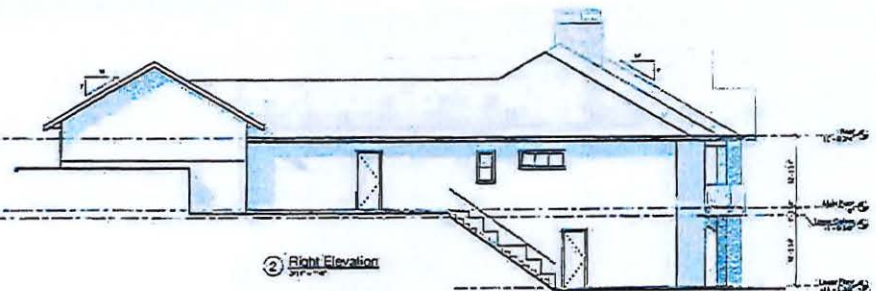
OCP Map



-  Subject Property
-  Parcels
-  Acreage Reserve
-  Park
-  Residential - Low Density
-  Residential - Medium Density



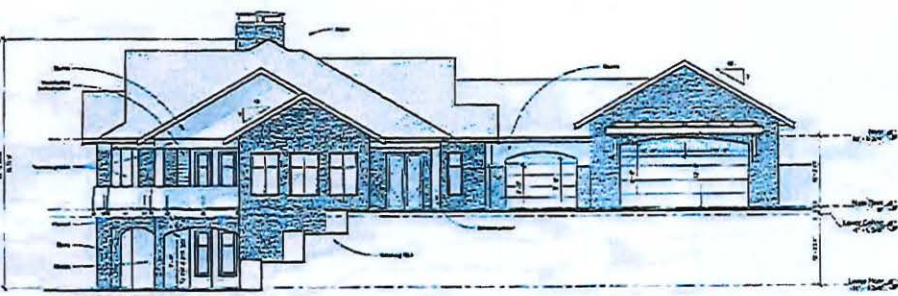
1 Front Elevation



2 Right Elevation



3 Rear Elevation



4 Left Elevation



5 Front Left Perspective



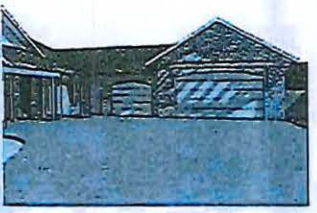
6 Front Entry Perspective



9 Rear Right Perspective



8 Rear Left Perspective



7 Garage Perspective

Typical Cladding

- Stone
- Brick
- Horizontal Siding
- Vertical Siding
- Shingles
- Stucco
- Other

Windows and Doors

- Double Hung
- Single Hung
- Casement
- Slider
- French Door
- Screened Door
- Other

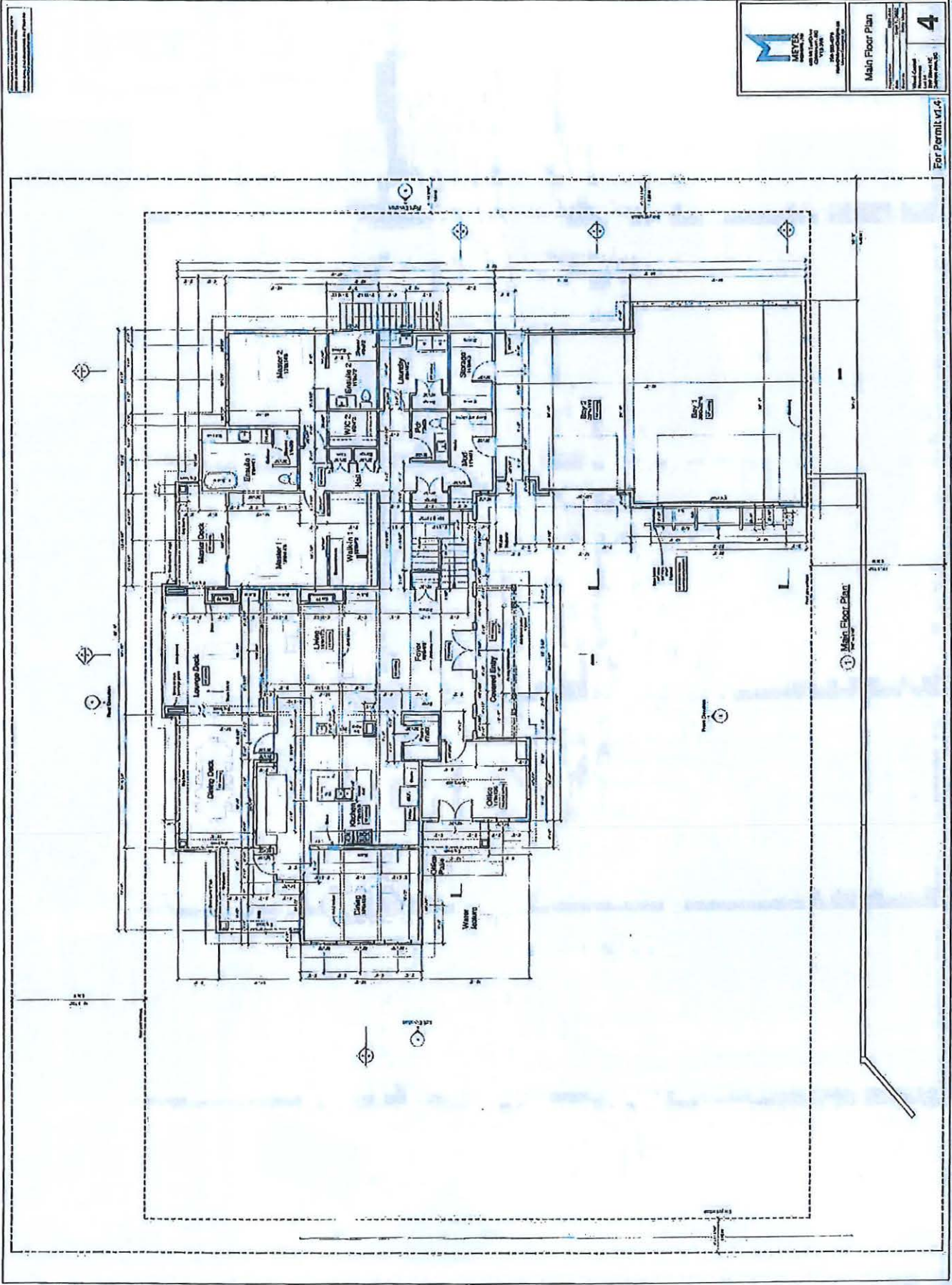
M
MEYER
ARCHITECTS
600 N. The Drive
Cary, NC
919.276.1111
meyerarchitects.com

Elevations and Details

Sheet Number: 5
Date: 11/11/2014
Scale: 1/8" = 1'-0"
Project: 14-001-001
Client: [Redacted]
Architect: MEYER ARCHITECTS
Designer: [Redacted]
Checker: [Redacted]
Printer: [Redacted]

For Permit v1.4

 MEYER ARCHITECTS 1000 15th Street, N.E. Atlanta, GA 30309 Phone: 404.525.1500 Fax: 404.525.1501	Main Floor Plan Date: 11/11/11 Scale: 1/8" = 1'-0" Project No.: 11-111111111	4
	For Permit v1.4	



1 Main Floor Plan

For Permit v1.4

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Item 23.3

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, February 13, 2023 at 7:00 p.m.

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

Proposed Rezoning of Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1421 20 Street NE

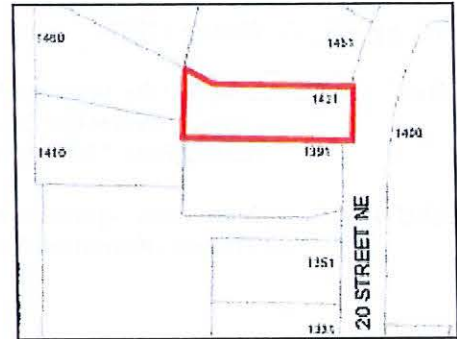
Location: Between 12 Avenue and 15 Avenue NE on the west side of 20 Street NE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with a suite

Owner / Agent: Zaichkowsky, J. & E.

Reference: ZON-1259/ Bylaw No. 4566



The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from January 31 to February 13, 2023 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Sue Wood, Director of Corporate Services

February 1 and February 8

Vote Record

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

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



To: His Worship Mayor Harrison and Members of Council

Date: January 6, 2023

Subject: Zoning Bylaw Amendment Application No. 1259

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983
Civic Address: 1421 20 Street NE
Owner/Applicant: John and Elaine Zaichkowsky

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 from R1 (Single Family Residential) to R8 (Residential Suite Zone);

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

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite within the single family dwelling currently under construction.

BACKGROUND

The subject property is designated Residential Medium Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North: Single Family Residence and Suite Zoned R8
South: Single Family Residence Zoned R1
East: Church of Latter-Day Saints Zoned P3
West: Single Family Residence Zoned R1

The subject property is approximately 0.15ha (0.37ac) in area with a single family home currently under construction. The site plan for the secondary suite and basement is included in Appendix 5. The proposed suite is approximately 87m² (941ft²) in area and occupies a portion of the basement.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a secondary suite, including sufficient space to meet the parking requirement.

COMMENTS

Engineering Department

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning. The completion of the basement suite should be compliant with BC Building Code.

Fire Department

No concerns.

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 Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 13, 2023.

Planning Department

Secondary suites are supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

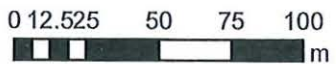
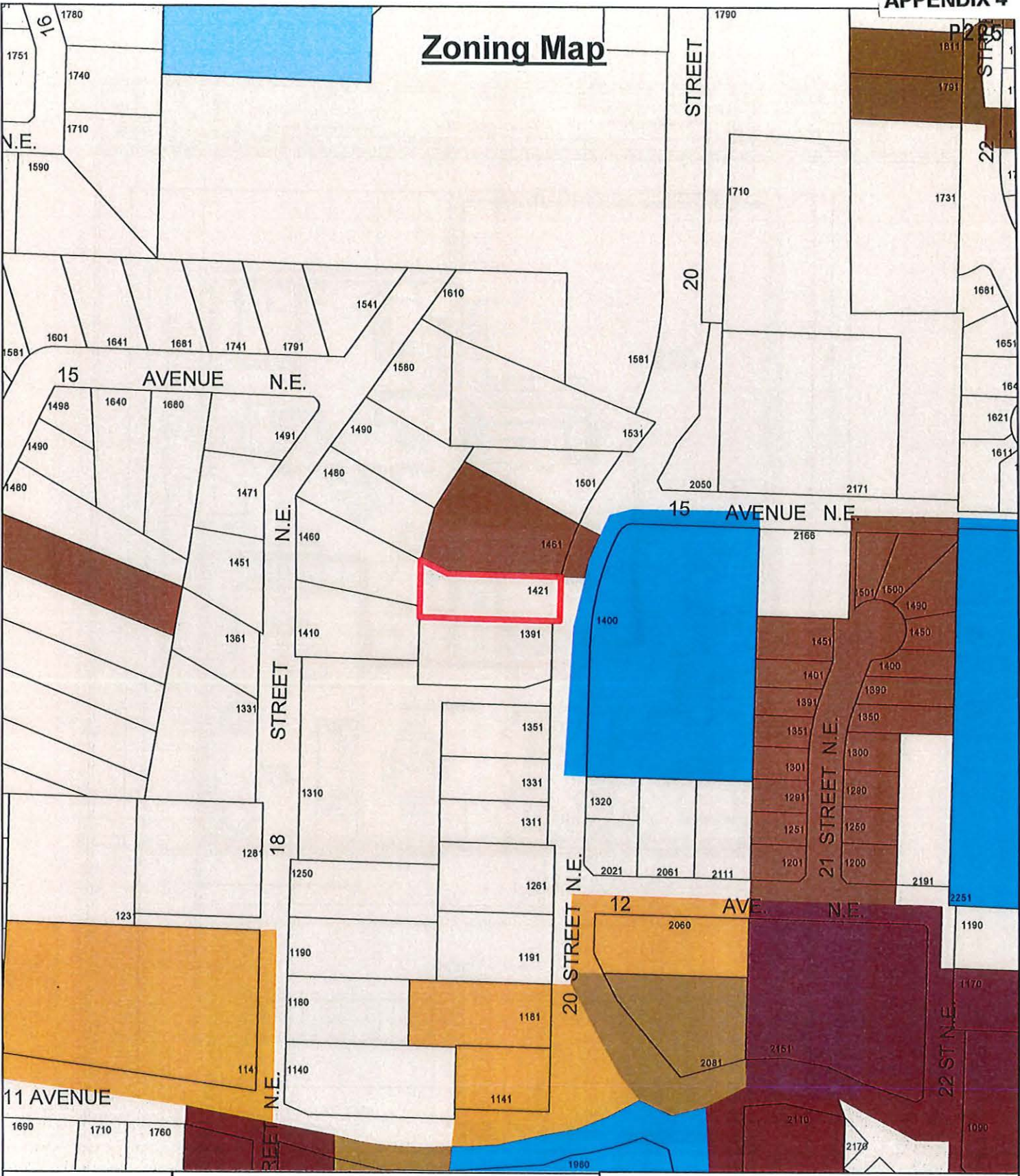


Prepared by: Melinda Smyrl, MCIP, RPP
Planner

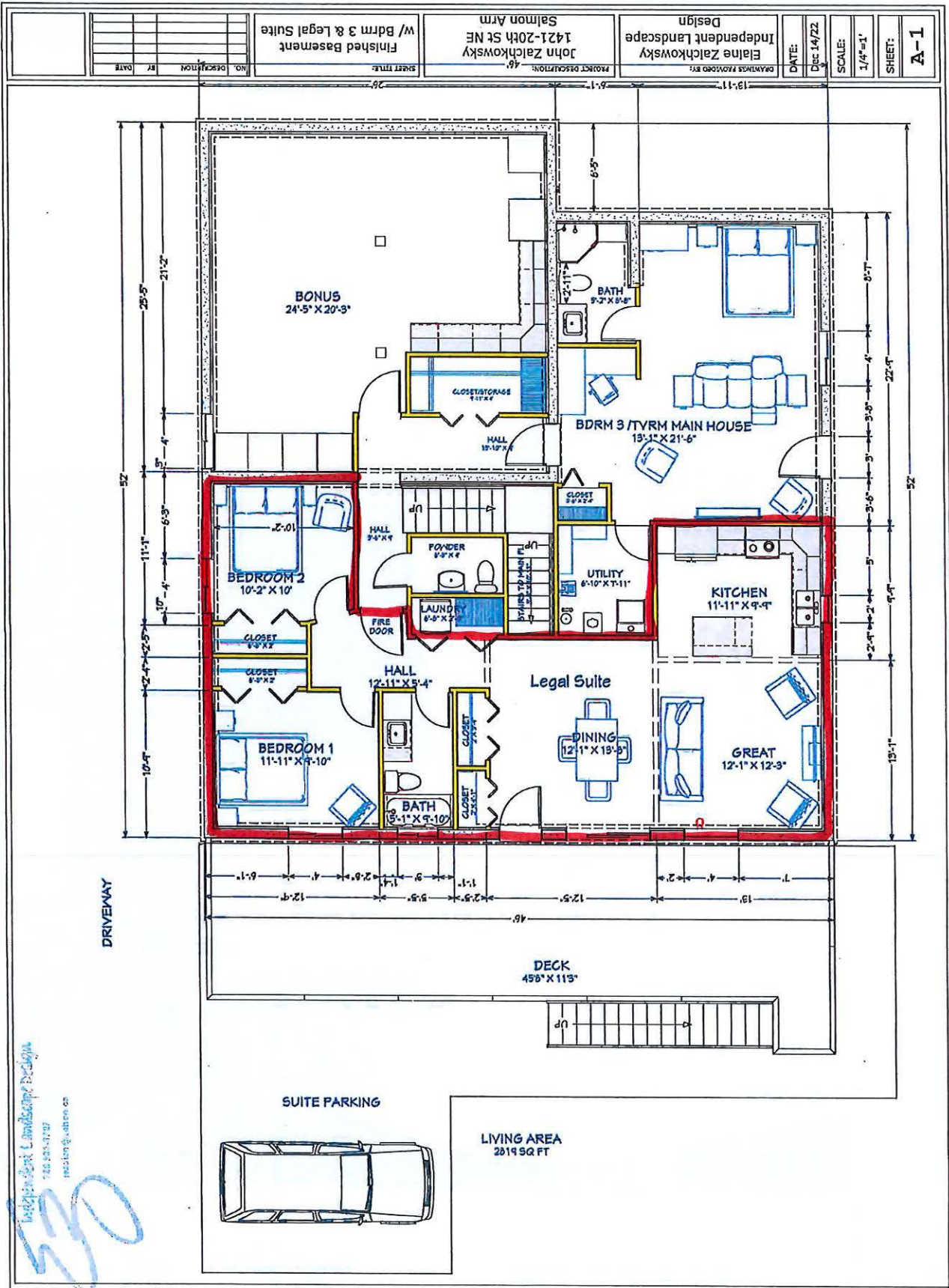


Reviewed by: Rob Niewenhuizen, ASct
Director of Engineering and Public Works

Zoning Map



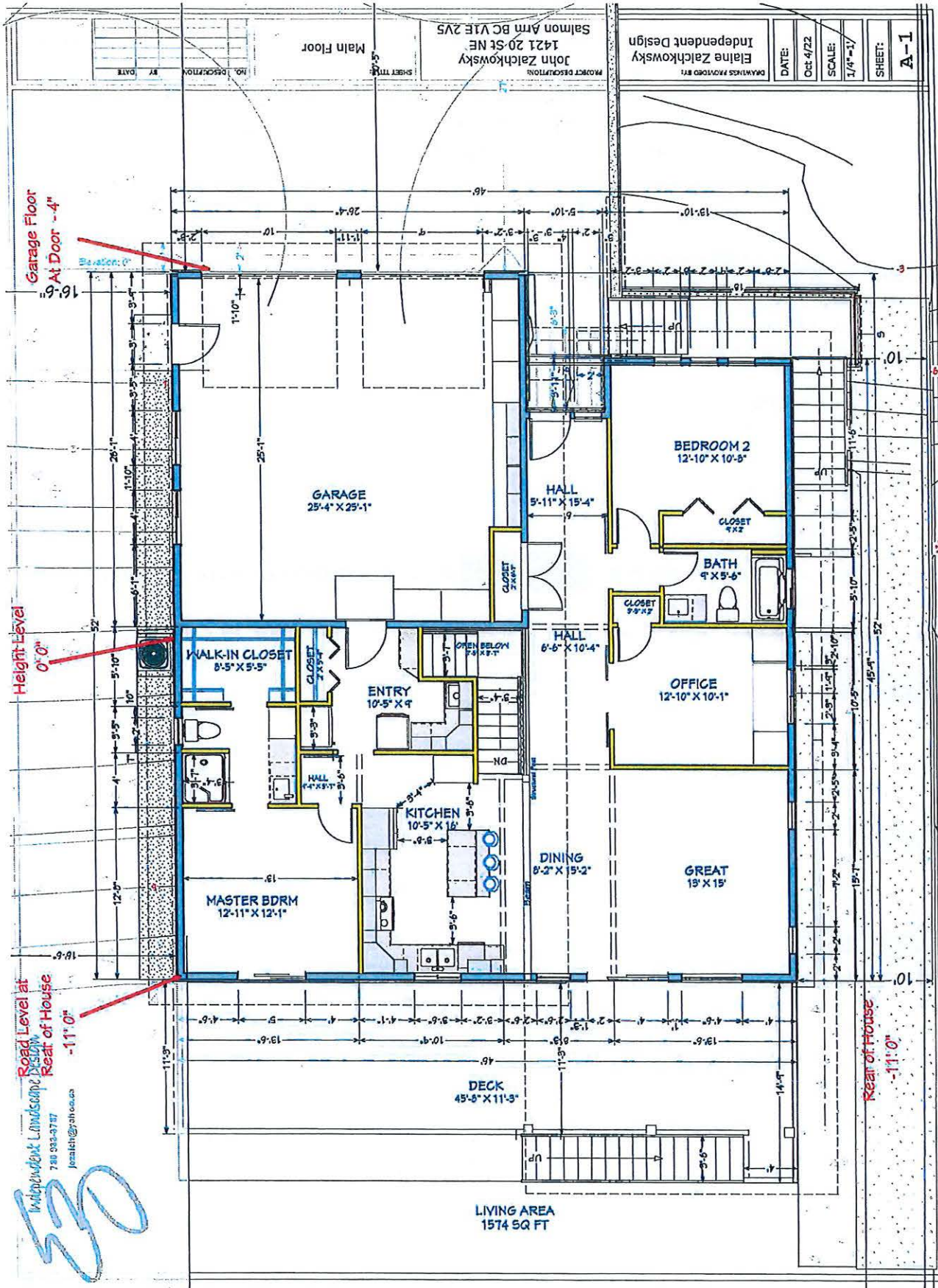
	Subject Property		C-3		P-3
	Parcels		C-5		R-1
			C-6		R-4
			CD-7		R-5
			P-1		R-8



Elaine Zaitchowsky
 1421-20th St NE
 Salmon Arm, BC
 250.835.1727
 ezaitch@salmon.ca

590

Finished Basement



Garage Floor
At Door -4"

Height Level
0'-0"

Road Level at
Rear of House
-11'-0"

Rear of House
-11'-0"

Independent Landscaping Design
780 388-2717
jezaleh@ill.co.ca

ESD

PROJECT DESCRIPTION	John Zalkowsky 1421 20 St NE Salmon Arm BC V1E 2V5
DATE	Oct 4/22
SCALE	1/4" = 1'
SHEET	A-1

LIVING AREA
1574 SQ FT

Main Floor

Rhonda West

From: Barb Puddifant
Sent: Wednesday, February 1, 2023 11:06 AM
To: Rhonda West; Melinda Smyrl
Subject: FW: [External] ZON-1259/Bylaw No.4566

From: Guy Killoran [REDACTED]
Sent: Wednesday, February 1, 2023 11:04 AM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: RE: [External] ZON-1259/Bylaw No.4566

RE: ZON-1259/Bylaw No.4566

1421 20 Street NE

Zaichkowsky, John and Elaine

To Whom It May Concern,

We are the property immediately to the south ([REDACTED]) of John and Elaine's new home and have NO issues with proposed Zoning changes.

Guy and Rae Killoran

[REDACTED]
Salmon Arm BC

V1E 2V5

Guy Killoran

[REDACTED]
Salmon Arm BC
Canada
V1E 2V5
[REDACTED]

Item 24.1

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4565 be read a third and final time.

[ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4565

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

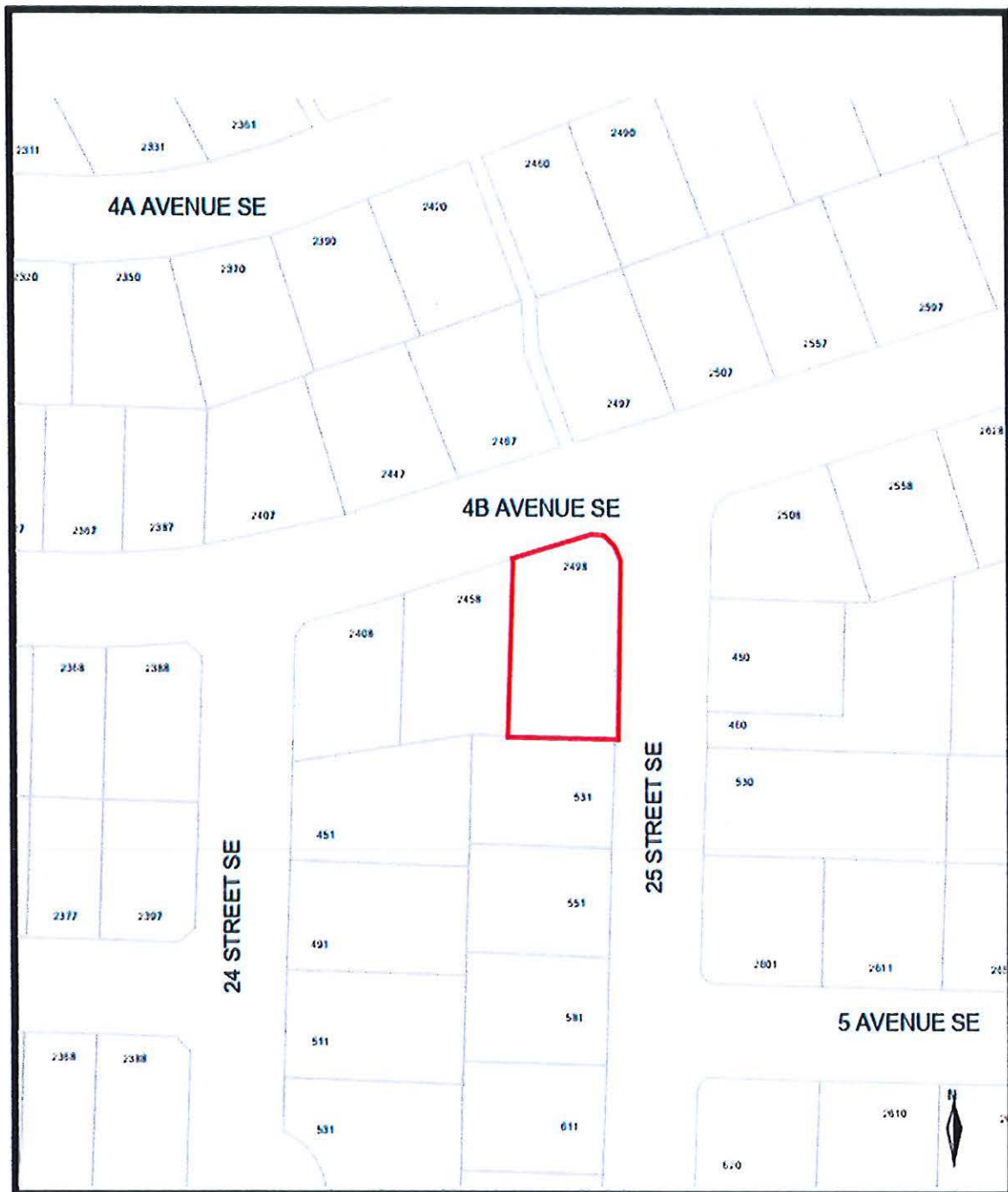
3. ENACTMENT

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

4. EFFECTIVE DATE

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

Schedule "A"



Item 24.2

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4562 be read a third and final time.

[ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4562

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 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. 4562”

READ A FIRST TIME THIS 23rd DAY OF JANUARY 2023

READ A SECOND TIME THIS 23rd DAY OF JANUARY 2023

READ A THIRD TIME THIS DAY OF 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 24.3

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4566 be read a third time.

[ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4566

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 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. 4566"

READ A FIRST TIME THIS 23rd DAY OF JANUARY 2023

READ A SECOND TIME THIS 23rd DAY OF JANUARY 2023

READ A THIRD TIME THIS DAY OF 2023

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

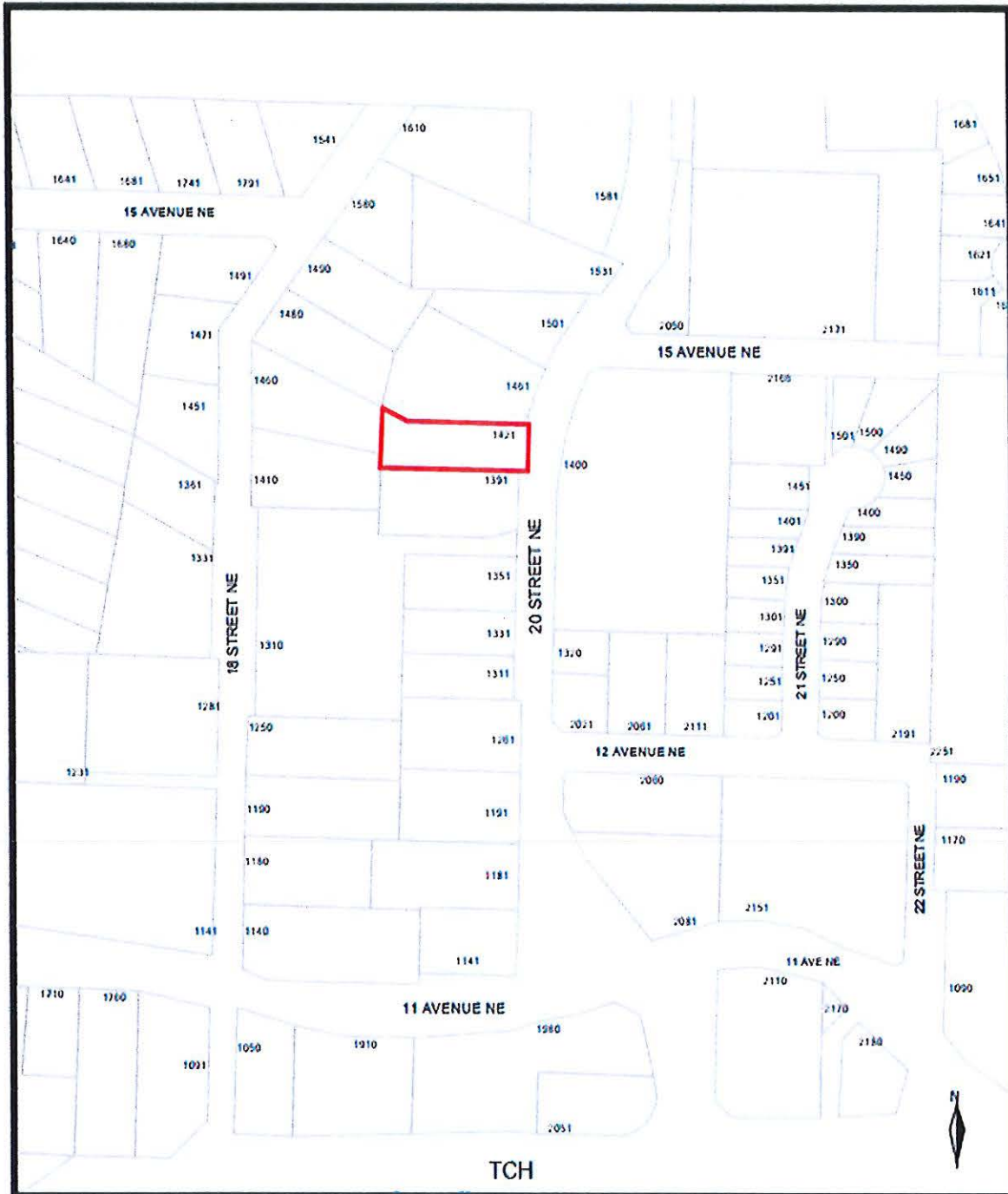
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 26.

CITY OF SALMON ARM

Date: February 13, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 13, 2023, be adjourned.

Vote Record

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

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

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