



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, July 10, 2023
1:30 p.m.**

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

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

Page #	Item #	Description
	1.	CALL TO ORDER
1-2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
3-14	6. 1.	CONFIRMATION OF MINUTES Regular Council Meeting Minutes of June 26, 2023
15-20	7. 1.	COMMITTEE REPORTS Development and Planning Services Committee Meeting Minutes of July 4, 2023
21-26	2.	Shuswap Regional Airport Operations Committee Meeting Minutes of June 21, 2023
27-30	3.	Social Impact Advisory Committee Meeting Minutes of June 16, 2023
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
31-56	9. 1.	STAFF REPORTS Senior Planner – 2022 City of Salmon Arm Local Government Climate Action Program Survey
57-60	2.	Director of Engineering & Public Works – New Pump Purchase – Blackburn Park Sanitary Sewer Lift Station (681 – 10 Avenue SW)

- 61-80 10. **INTRODUCTION OF BYLAWS**
 - 1. Official Community Plan Amendment Bylaw No. 4584 [OCP4000-54; Beagle, J. & E./Franklin Engineering Ltd.; 1421 - 17 Street SE; LR to MR] – First Reading
 - 81-84 2. Zoning Amendment Bylaw No. 4585 [ZON-1266; Beagle, J. & E./Franklin Engineering Ltd.; 1421 - 17 Street SE; R-1 to R-4] - First Reading *See Item 10.1 for Staff Report*
 - 85-88 11. **RECONSIDERATION OF BYLAWS**
 - 1. Zoning Amendment Bylaw No. 4579 [ZON-1264; Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)] – Final Reading
 - 89-90 12. **CORRESPONDENCE**
 - 1. Informational Correspondence
 - 13. **NEW BUSINESS**
 - 14. **PRESENTATIONS**
 - 91-94 1. Presentation 4:00 – 4:15 (approximately)
W. Fredette, Centre Manager, The Senior’s Resource Centre
 - 95-104 2. Presentation 4:15-4:30 (approximately)
Kevin Tobin, Artistic Director, Salmon Arm Folk Music Society
 - 15. **COUNCIL STATEMENTS**
 - 16. **SALMON ARM SECONDARY YOUTH COUNCIL**
 - 17. **NOTICE OF MOTION**
 - 105-106 18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
 - 1. June 26, 2023 Presentation: B. Healey - Request for Open Water Races and Swim Run Event
 - 19. **OTHER BUSINESS**
 - 20. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
107-124	1.	Development Permit Application No. DP-451 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]
125-140	2.	Development Variance Permit No. VP-580 [Reid, D. & Verney, C.; 3821 50 Street NW; Service requirements]
141-150	3.	Development Variance Permit No. VP-583 [Ellis, C./Hindbo Construction Group Inc.; 1161 19 Avenue SE; Retaining Wall]
151-162	4.	Development Variance Permit No. VP-584 [LeClair, S./Hindbo Construction Group Inc.; 1121 19 Avenue SE; Retaining Wall]
163-174	5.	Development Variance Permit No. VP-585 [Sanderson, T.; 3450 16 Avenue NE; Setback requirements]
	23.	STATUTORY PUBLIC HEARINGS
175-182	1.	Zoning Amendment Application No. ZON-1258 [Klatt, S. & A./Green Emerald Construction Inc.; 5131 75 Avenue NE; R-1 to R-8]
	24.	RECONSIDERATION OF BYLAWS
183-186	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4568 [ZON-1258; Klatt, S. & A./Green Emerald Construction Inc.; 5131 75 Avenue NE; R-1 to R-8] - Third Reading
	25.	QUESTION AND ANSWER PERIOD
187-188	26.	ADJOURNMENT

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Item 2

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: pursuant to Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (2)(b) the consideration of information received and held on confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

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Item 6.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of June 26, 2023, be adopted as circulated.

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on Monday, June 26, 2023.

PRESENT:

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

- Chief Administration Officer E. Jackson
- Director of Corporate Services S. Wood
- Director of Engineering & Public Works R. Niewenhuizen
- Director of Planning & Community Services G. Buxton
- Chief Financial Officer C. Van de Cappelle
- Planner, C. Larson
- Engineer, G. Bau
- Deputy Corporate Officer R. West

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0302-2023

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; (g) litigation or potential litigation affecting the municipality; l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98; (2)(b) the consideration of information received and held on confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

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

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

Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of June 12, 2023

0303-2023

Moved: Councillor Gonella
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting Minutes of June 12, 2023, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of June 19, 2023

0304-2023

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the Development and Planning Services Committee Meeting Minutes of June 19, 2023 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. CSRD Connect - Board Meeting Highlights - June 2023

For information.

9. STAFF REPORTS

1. Director of Corporate Services - 2022 Annual Report

0305-2023

Moved: Councillor Cannon
Seconded: Councillor Gonella
THAT: Council receive the City of Salmon Arm 2022 Annual Report for information.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

2. Chief Financial Officer – 2024/2025 RCMP Funding (2024 Budget)

0306-2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the City of Salmon Arm approve in principle the 2024/2025 budget of \$5,539,794.00 under the Municipal Policing Contract of which the City is responsible for 90% thereof.

CARRIED UNANIMOUSLY

3. Chief Financial Officer – Moneris Merchant Agreement – Parking Meter Card Acceptance

0307-2023

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute the Merchant Agreement with Moneris for payment processing services related to the City's parking machines supplied by Mackay Meters.

CARRIED UNANIMOUSLY

4. Senior Planner – Proposed Strata Conversion of a Previously Occupied Building: 31 – 4 Street SE

0308-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: Pursuant to Section 242 of the *Strata Property Act*, Council approve the strata conversion of the previously occupied building located at 31 – 4 Street SE on Lot 3, Block 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 936.

CARRIED UNANIMOUSLY

5. Fire Chief – Fire Hall #2 – Architectural Services Award

0309-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council accept the Architectural Consulting Services Quote for Tendering and Construction Services of the Fire Hall #2 addition from Avex Architecture, for the quoted price of \$25,000.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of these works to authorize sole sourcing to Avex Architecture.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

6. Director of Engineering & Public Works - Budget Amendment - Danger Trees

0310-2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to reflect additional funding in the amount of \$25,000.00, which includes additional funds required to remove identified danger trees, reallocated from the Future Expenditure Reserve.

CARRIED UNANIMOUSLY

7. Director of Engineering & Public Works - BC Hydro Electrical Vehicle Charging Station - Hudson Parking Lot - License of Occupation

0311-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council enter into a 10 year license of occupation with BC Hydro for the installation of a Direct Current Fast Charge (DCFC) electrical vehicle charging station at Hudson Parking Lot located at 140 Hudson Avenue NW in Salmon Arm, including the occupation of 6 parking stalls, with the option to extend the term 10 more years at the request of BC Hydro;

AND THAT: the Mayor and Corporate Officer be authorized to execute the License of Occupation with BC Hydro.

CARRIED UNANIMOUSLY

8. Chief Administrative Officer - Active Transportation Advisory Committee

0312-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: Council adopt the Active Transportation Advisory Committee Terms of Reference dated June 26, 2023.

CARRIED UNANIMOUSLY

0313-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: Council appoint Councillor Lavery as Chair of the Active Transportation Advisory Committee.

CARRIED UNANIMOUSLY

9. Chief Administrative Officer - Environmental Advisory Committee - Citizen at Large Membership Appointment and Option to Add Alternate

0314-2023

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council authorize the amendment of the Environmental Advisory Committee Terms of Reference to include an alternate to the Citizens at Large;

9. STAFF REPORTS - continued

9. Chief Administrative Officer - Environmental Advisory Committee - Citizen at Large Membership Appointment and Option to Add Alternate

AND THAT: Council appoint Sarah Johnson as a Citizen at Large to the Environmental Advisory Committee and Bob Demulder as Citizen at Large alternate.

CARRIED UNANIMOUSLY

10. Chief Administrative Officer - Federation of Canadian Municipalities - Proposal to Host a Board Meeting

0315-2023

Moved: Councillor Wallace Richmond
Seconded: Councillor Gonella
THAT: Council authorize the submission of a proposal to host a FCM Board Meeting in 2025;

AND THAT: the associated costs of hosting the event, estimated at \$10,000.00, be included in the 2024 budget, for consideration.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

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

0316-2023

Moved: Councillor Cannon
Seconded: Councillor Gonella
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4568 be read a first and second time.

CARRIED UNANIMOUSLY

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

0317-2023

Moved: Councillor Wallace Richmond
Seconded: Councillor Gonella
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4594 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4592 [Parking Violations] - Final Reading

0318-2023 Moved: Councillor Wallace Richmond
 Seconded: Councillor Gonella
 THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4592 be read a final time.
CARRIED UNANIMOUSLY

2. City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4293 - Third and Final Reading

0319-2023 Moved: Councillor Lindgren
 Seconded: Councillor Flynn
 THAT: the Bylaw entitled City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4293 be read a third and final time.
CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

7. D. Mills, Shuswap Cycling Society - Letter dated June 9, 2023 - Request to use Klahani Park - 8th Annual Shuswap Cross, Cyclocross Race - September 17, 2023

0320-2023 Moved: Councillor Lindgren
 Seconded: Councillor Cannon
 THAT: Council authorize the Shuswap Cycling Society the use of Klahani Park on September 17, 2023 for the 8th Annual Shuswap Cross, Cyclocross Race, subject to the provision of adequate liability insurance.
CARRIED UNANIMOUSLY

8. L. Payne - Email dated June 16, 2023 - Request to use Marine Park to honor Indigenous History Month - June 30, 2023

0321-2023 Moved: Councillor Lindgren
 Seconded: Councillor Wallace Richmond
 THAT: Council authorize Indigenous Rise Up to use Marine Park on June 30, 2023 from 11:00 a.m. to 1:00 p.m. for events that honour Indigenous History Month, subject to the provision of adequate liability insurance.
CARRIED UNANIMOUSLY

9. J. Bellhouse, Executive Director, Shuswap Trail Alliance - Email dated June 8, 2023 - Request for Letter of Support for Rubberhead Jump Line Project

0322-2023 Moved: Councillor Wallace Richmond
 Seconded: Councillor Gonella
 THAT: Council provide a letter of support for the Shuswap Trail Alliance application to the BC Destination Development Fund for the Rubberhead Jump Line project.
CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence

10. H. Scribner, Administrator & Board Secretary, MIABC - Email dated June 13, 2023 - MIABC Voting Delegate

0323-2023

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: Council appoint Councillor Flynn as the Voting Delegate and Councillors Wallace Richmond and Cannon Alternates #1 and #2 respectively, at the MIABC's Annual General Meeting (AGM).

CARRIED UNANIMOUSLY

5. D. Fredlund - Email dated June 21, 2023 - Ducks

0324-2023

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the email correspondence from D. Fredlund dated June 21, 2023 regarding ducks be referred to the Environmental Advisory Committee for review.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

The Meeting recessed at 4:03 p.m.

The Meeting reconvened at 4:09 p.m.

14. PRESENTATIONS

1. B. Healey, CEO Canada, The Swim Academy - Open Water Races and Swim Run Event

Barry Healey, CEO and Courtney Lang, competitor, provided an overview of open water swim run events and were available to answer questions from Council.

Council requested that this item be included on the next regular agenda for further discussion.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Structural Assessment of Old Municipal Hall - 31 Hudson Avenue NE

For information.

20. QUESTION AND ANSWER PERIOD

The Meeting recessed at 4:39 p.m.
The Meeting reconvened at 7:00 p.m.

PRESENT:

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

- Chief Administrative Officer E. Jackson
- Director of Corporate Services S. Wood
- Director of Engineering and Public Works R. Niewenhuizen
- Planner, C. Larson
- Deputy Corporate Officer R. West

ABSENT:

21. DISCLOSURE OF INTEREST

22. HEARINGS

- 1. Development Variance Permit Application No. VP-582 [Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Off-Street Parking Spaces]

0325-2023

Moved: Councillor Cannon
 Seconded: Councillor Gonella
 THAT: Development Variance Permit No. VP-582 be authorized for issuance for Lot 3, Block 1, Section 14, Township 20, Range 10, W6M KDYD, Plan 936 to vary provisions of Zoning Bylaw No. 2303 – Appendix 1, Table A1-1 – Multi-Family R-5 & Suite – reduce the number of required off-street parking spaces from five (5) to four (4).

The Planning Official explained the proposed Development Variance Permit Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:03 p.m. and the Motion was:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

- 1. Zoning Amendment Application No. ZON-1269 [City of Salmon Arm; Text Amendment; Accessible Parking Regulations]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:11 p.m. followed by comments from Council.

- 2. Zoning Amendment Application No. ZON-1264 [Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:14 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

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

0326-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

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

CARRIED UNANIMOUSLY

- 2. City of Salmon Arm Zoning Amendment Bylaw No. 4579 [ZON-1264; Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)] - Third Reading

0327-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4579 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

0328-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of June 26, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:21 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of July, 2023.

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Item 7.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee Meeting Minutes of July 4, 2023 be received as information.

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Tuesday, July 4, 2023.

PRESENT:

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

Director of Corporate Services S. Wood
Director of Planning & Community Services G. Buxton
Director of Engineering & Public Works R. Niewenhuizen
Senior Planner C. Larson
Executive Assistant B. Puddifant

ABSENT:

Mayor A. Harrison

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Deputy Mayor Cannon 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

Councillor Flynn declared a conflict with Items 5.5 and 5.6 as the applicant is a client of his firm.

Councillor Gonella declared a conflict with Item 6.1 as he is employed by the Salmon Arm Folk Music Society.

5. REPORTS

- 1. Official Community Plan Amendment Application No. OCP4000-54 [Beagle, J. & E./Franklin Engineering Ltd.; 1421 17 Street SE; LR to MR]

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 to re-designate Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from Residential Low Density to Residential Medium Density.

S. Mitchell, Franklin Engineering Ltd., agent for the applicants, outlined the application and was available to answer questions from the Committee.

CARRIED

Councillors Lavery and Lindgren Opposed

- 2. Zoning Amendment Application No. ZON-1266 [Beagle, J. & E./Franklin Engineering Ltd.; 1421 17 Street SE; R-1 to R-4] See Item 5.1 for Staff Report

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the south-east portion of Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from R1 (Single Family Residential Zone) to R4 (Medium Density Residential Zone).

CARRIED

Councillors Lavery and Lindgren Opposed

- 3. Development Permit Application No. DP-451 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-451 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094, in accordance with the drawings attached as Schedule A to the Staff Report dated June 23, 2023.

J. Nielsen, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

5. REPORTS - continued

4. Development Variance Permit Application No. VP-580 [Reid, C. & Verney, D.; 3821 50 Street NW; Road upgrades]

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-580 be authorized for issuance for Lot 1, Section 29, Township 20, Range 10, W6M, KDYD, Plan 39577 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, to waive the upgrading of the west side of 50 Street NW along the parcel frontage to the Rural Collector Road Standard (RD-8), including installation of a bike lane, shoulder and drainage ditch.

P. Verney, agent for the applicant, outlined the application and was available to answer questions from the Committee. D. Reid, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 9:13 a.m.

Councillor Wallace Richmond left the meeting at 9:13 a.m. and returned at 9:14 a.m.

5. Development Variance Permit Application No. VP-583 [Ellis, C/Hindbo Construction Group Inc.; 1161 19 Avenue SE; Retaining Wall]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-583 be authorized for issuance for Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall from 2 m (6.5 feet) to 4.25 m (14 feet) in accordance with the drawing attached as Schedule A (Appendix 4) to the Staff Report dated June 23, 2023.

C. Hindbo, Hindbo Construction Group Inc. agent for the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. Development Variance Permit Application No. VP-584 [Leclair, S/Hindbo Construction Group Inc.; 1121 19 Avenue SE; Retaining Wall]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-584 be authorized for issuance for Lot 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

5. REPORTS - continued

6. Development Variance Permit Application No. VP-584 [Leclair, S./Hindbo Construction Group Inc.; 1121 19 Avenue SE; Retaining Wall] - continued

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2 m (6.5 feet) to 5.5 m (18 feet) in accordance with the drawing attached as Schedule A (Appendix 4) to the Staff Report dated June 23, 2023.

C. Hindbo, Hindbo Construction Group Inc. agent for the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

7. Development Variance Permit Application No. VP-585 [Sanderson, T.; 3450 16 Avenue NE; Parcel line setback]

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-585 be authorized for issuance for Lot 27, Section 19, Township 20, Range 9, W6M, Plan EPP125424 which will vary Zoning Bylaw No. 2303, in accordance with the drawings included as Appendix 6 of the staff report dated June 21, 2023 and as follows:

- 1) Section 6.10.0 reduce the front parcel line setback from 6.0 m to 5.0 m; and
- 2) Section 6.10.3 reduce the interior parcel line setback from 1.5 m to 0.9 m;

Subject to the owner installing a 1.8 m tall chain link fence with privacy slats along the west property line.

J. Krogstad, Vanderstad Construction, agent for the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Gonella declared a conflict and left the meeting at 9:27 a.m.

6. FOR INFORMATION

1. Agricultural Land Decision - Reasons for Decision - ALC Application 67109 - 460 10 Avenue SW

For information.

7. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee meeting of July 4, 2023
be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:28 a.m.

Mayor A. Harrison, Chair

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

Item 7.2

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of June 21, 2023 be received as information.

CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee Meeting** held in Room 100 at City Hall, Salmon Arm, BC on **Wednesday, June 21, 2023** at 3:00 p.m.

PRESENT:

Rhona Martin	Director, CSRD,
Jayden Blower	Airport Manager
John McDermott	Lakeland Ultralights
Gord Newnes	Pilot/Hangar Owner
Matt Bruemmer in place of Jeremy Neufeld	RAP Attack
John Hansen	Pilot/Hangar Owner
Hammy McClymont	Pilot/Hangar Owner
Darin Gerow	City staff, Manager of Roads & Parks

ABSENT:

Louise Wallace Richmond	Councilor, City of Salmon Arm
Kent Milley	KS2 Management Ltd
Doug Pearce	Salmon Arm Flying Club
Mark Olson	Pilot/Hangar Owner
Robert Niewenhuizen	City staff, Director of Engineering & Public Works,

GUESTS:

The meeting was called to order at 3:06 p.m. chaired by Rhona Martin.

1. Introductions and Welcome

Rhona Martin, Director, CSRD
Matt Bruemmer, RAP Attack in place of Jeremy Neufeld

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

Moved: Gord Newnes
Seconded: John Hansen
THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of June 21, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of March 22, 2023 Shuswap Regional Airport Operations Committee Meeting

Moved: Jayden Blower

Seconded: Hammy McClymont

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of March 22, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of March 14, 2023 Shuswap Regional Airport Safety Committee Meeting

Moved: Jayden Blower

Seconded: Gord Newnes

THAT: the minutes of the Shuswap Regional Airport Safety Committee Meeting of March 14, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

6. Airport Managers Update

- a) Signs installed north side of terminal building informing users not to drive vehicles into the grass area and to clean up after dogs/pets.
- b) Hazard beacon was out, Inskip has since repaired
- c) Underground Fuel Tank removal completed, went smooth.
- d) Runway reconstruction: repair of minor spots are scheduled for June 22, Lights are still not operable and All-Phase will be repairing
- e) 2 incidents were reported, no injuries.
 - Report was made to Transport Canada regarding a landing and take-off while runway was closed.
 - Discussed how the reports to Transport Canada and CADORS occur
 - Minor discussions on the specific incidents
- f) RAP Attack completing a lot of training, due to keeping the helicopter traffic open during paving assisted with Fuel Sales
- g) Delta C Technology sensor testing still ongoing
- h) Internet updated which has disrupted connection between fuel system and security; IP Addresses updated and some still require updating.

7. Old Business /Arising from minutes

- a) In-ground Fuel Tank Removal – update
Completed by Webb Construction. Everything went very well and reinstatement works look great. Tanks were removed and disposed of and a Rock-pit was installed to deal with onsite drainage.

- b) New lease lot surveys & hangar development
Not a lot of information to discuss with the absence of Rob N. Survey is in process and the understanding is RFP will be issued once survey has been completed. Questions on hanger utility servicing and timeline were not addressed.
- c) BC Air Access Program - Runway Paving - update
Project completed and runway was opened on June 13. Slight delay in start of project & Equipment breakdowns therefore running past our intended project completion date. Project went very smooth and are very happy with the end product. Future budget, subject to availability, may be used to install thermoplastic runway markings in 2024
- d) 222 SRC Air Cadets seacan - update
New Seacan has been installed. Airport manager has reached out to the cadets to schedule the removal of the existing seacan however has not been successful. Airport manager will continue attempts for the existing seacan removal. Discussions around the Rocky Mountain Ranger Trailer and the current condition
- e) Weather Station Fiber
Conduit was installed by City forces during runway closure. City's IT scheduling installation of the Fiber in the near future.
- f) Land side - dog's signage & unauthorized vehicle signage
Installed the signage north of the terminal building for a total of 3 signs. Looks like they have been working as intended.

8. **New Business**

- a) Shuswap Regional Airport & Emergency Expo, June 25, 2023

Discussions on event, updates on acts and review of safety plans

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

NONE

10. **Next meeting - Wednesday, September 20, 2023**

Minutes of the Shuswap Regional Airport Operations Committee of June 21, 2023
Page 4

11. Adjournment

Moved: Hammy McClymont

Seconded: Gord Newnes

THAT: the Shuswap Regional Airport Operations Committee Meeting of June 21, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:59 p.m.

Robert Niewenhuizen, ASCT
Director of Engineering & Public Works

Minutes received as information by Council
on the day of , 2023

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Item 7.3

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of June 16, 2023 be received as information.

CITY OF SALMON ARM

Minutes of the **Social Impact Advisory Committee** meeting held electronically on Friday, June 16, 2023, 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
Jen Gamble	Shuswap Immigrant Services
Shannon Kiehlbauch	Okanagan College
Larissa Image	Okanagan Library
Karen Hansen	Shuswap Association for Community Living
David Parmenter	Interior Health Association-Mental Health
Erin Jackson	Chief Administrative Officer, City of Salmon Arm
Sarah Zuidhof	Building Safer Communities Coordinator, City of Salmon Arm
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
	Neskonlith Indian Band
	Seniors Resource Centre
Kim Sinclair	Aspiral Youth Partners
Tim Gibson	Shuswap Children's Association
Patti Thurston	Shuswap Family Centre

GUESTS:

Isha Matous-Gibbs	Urban Matters
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5. Presentations

a) Isha Matous-Gibbs, Urban Matters - update

Isha Matous-Gibbs, Urban Matters, provided an overview of the completed Poverty Reduction Anti-Stigmatism campaign and an update on the outcomes and findings of the project.

The meeting was called to order at 8:26 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**

The Social Impact Advisory Committee Meeting Agenda of June 16, 2023, was approved by consensus.

4. **Approval of Minutes of April 21, 2023 Social Impact Advisory Committee Meeting**

Moved: Shannon Kiehlbauch

Seconded: David Parmenter

THAT: the minutes of the Social Impact Advisory Committee Meeting of April 21, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

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

7. **New Business**

a) **Interior Health Office of the Medical Examiner - April 14, 2023 - Recent Exemption to the Controlled Drug and Substances Act - Recommendation to Municipalities - referred from Regular Council Meeting of May 23, 2023**

Councillor Louise Wallace Richmond outlined the recommendations contained in the letter.

b) **Peer Assisted Care Teams - S. Hecker**

Shannon Hecker provided an overview of the program that would shift from Crisis to Care and could provide alternative methods of response. There is an information session on Peer Assisted Care Teams on June 16, 2023 and the invitation to this session will be circulated to the Committee members.

8. Other Business &/or Roundtable Updates

9. Next meeting - Tentatively July 21, 2023

10. Adjournment

Moved: Karen Hansen

Seconded: Shannon Hecker

THAT: the Social Impact Advisory Committee Meeting of June 16, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:55 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 9.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: the 2022 City of Salmon Arm Local Government Climate Action Program Survey, attached as Appendix 1 to the staff report dated June 22, 2023, be received as information.

**CITY OF
SALMON ARM**

To: His Worship Mayor Harrison and Members of Council

Date: June 22, 2023

Subject: 2022 City of Salmon Arm Local Government Climate Action Program Survey

RECOMMENDATION

THAT: The 2022 City of Salmon Arm Local Government Climate Action Program Survey, attached to this Development Services Department memorandum as Appendix 1, be received as information.

INTRODUCTION

The purpose of this report is to present the 2022 City submission for the provincial *Local Government Climate Action Program* (LGCAP) to fulfill the public reporting requirements of this annual provincial grant.

BACKGROUND

Announced on May 16, 2022 by the Ministry of Environment and Climate Change Strategy, the LGCAP initiative builds on the previous Climate Action Revenue Incentive Program (CARIP) program. It also builds upon the City of Salmon Arm's history of environmental actions and climate initiatives, as described below.

2008 British Columbia Climate Action Charter

The City's Official Community Plan (OCP) provides overall direction towards creating a more efficient community, with policies of "urban containment" guiding decisions on land use proposals, subdivision, and services / utilities. Along with the majority of other local governments in the province, in 2008 the City voluntarily signed the B.C. Climate Action Charter, a non-legally binding agreement between the provincial government, the Union of British Columbia Municipalities (UBCM) and local governments that acknowledges that climate change is a reality and establishes a number of goals to address the issue going forward. Of particular relevance to local governments is the agreement to achieve the following goals:

1. *Being carbon neutral in respect of their operations by 2012;*
2. *Measuring and reporting on their community's greenhouse gas emissions profile; and*
3. *Creating complete, compact, more energy efficient communities.*

While operations have not been carbon neutral for previous reporting years, the City has been annually measuring and reporting on emissions, and has completed several projects to reduce emissions.

Reserve Accounts

There are two reserve accounts that support climate action: the Climate Action Reserve and the LGCAP Reserve.

The City claimed a carbon tax rebate via CARIP between 2008 and 2021, to be used towards expenditures that will reduce greenhouse gas emissions. The funds received were placed in a Climate Action Reserve which has directly financed various projects. This Climate Action Reserve fund (estimated balance is approximately \$105,818.18) can support projects that allow the City to continue making progress towards carbon neutrality as determined through the budget process. Planned expenses in 2023 include:

- MUA/Glycol Loop Upgrade at the Shaw Centre - \$60,000
- Climate Action Plan - \$16,000

Initiated in 2022, the LGCAP program funds have been placed in an LGCAP Reserve account to support climate initiatives. As of December 2022, the LGCAP Reserve balance is \$149,920.68 (includes interest), with 2023 expected funding to be an additional \$147,082.00. Planned expenses in 2023 include:

- Climate Action Plan = \$44,000
- Universal LED Street Light Conversion – Residential = \$25,000
- Universal LED Street Light Conversion – Cobra = \$10,000
- Shaw Centre – LED Concourse Lighting Upgrade = \$6,800
- SASCU Centre – LED Racquet Court Lighting Upgrade = \$5,200

2008 Energy and Greenhouse Gas Emissions Study

In October of 2008 the City received the Energy and Greenhouse Gas (GHG) Emissions Study completed by Urban Systems, providing a description of initiatives that the City could undertake to reduce emissions and energy consumption and how the Climate Action Reserve may be best directed. The full report is available on the City's website. Over time, the City has acted on several of these recommendations for initiatives funded through the Climate Action Reserve.

2010 Facility Reports

In June 2010, following the broad direction of the City of Salmon Arm Energy and Greenhouse Gas Emissions Study, four specific facility energy studies were completed to analyze the public works building, recreation centre, arena, and RCMP building, the City's largest producers of GHG emissions. The arena and rec centre produce roughly 40% of the City's emissions. Following the recommendations of these reports has guided efforts towards projects to enhance the efficiency of these facilities.

2010 – 2020 CARIP Reports

As a participant in the CARIP program, the City completed annual reports detailing emissions and actions, posted on the City's website and provided to the Province in support of the City's application for the annual CARIP grant. Annual CARIP reports from 2010 to 2020 are available on the City's website. CARIP grants to the City were allocated to a reserve account and subsequently brought forward through the budget process for GHG emissions reduction projects. The CARIP program ended in 2021.

2019 Climate Emergency and Community Energy Association

In September 2019 City Council declared a climate emergency and engaged the Community Energy Association (CEA) to prepare a Community Energy and Emissions Plan (CEEP), and also became a member of the CEA. The CEA has provided support to staff through the CARIP process, particularly through reviewing reporting details and highlighting updates in the CARIP program.

2019 FCM-ICLEI Partners for Climate Protection (PCP) Program

Also in 2019, aligned with CEA membership, the City joined the Federation of Canadian Municipalities (FCM) Local Governments for Sustainability (ICLEI) Partners for Climate Protection (PCP) Program. The PCP program supports municipalities in taking action against climate change by reducing emissions, and consists of a five-step Milestone Framework, recognizing efforts that make a significant contribution to reducing Canada's GHG emissions. The City has been recognized for achieving PCP Milestone 1 for corporate GHG emissions, which is the creation of a baseline inventory and forecast.

2022 - Local Government Climate Action Program (LGCAP)

Announced on May 16, 2022, the Local Government Climate Action Program (LGCAP) provides funding to support the implementation of local climate action that reduces emissions and prepares communities for the impacts of a changing climate. As a signatory to the BC Climate Action Charter, the City is eligible to LGCAP funding subject to requirements primarily including GHG emissions reporting. As previously detailed, LGCAP funding is allocated to a reserve account for future emission reduction projects, similar to the previous CARIP / Gas Tax Grants, and managed through the budget process in the same way.

Corporate Emissions Inventory

The City's corporate emissions inventory tracks energy consumption from corporate operations and quantifies the corresponding GHG emissions. The service areas and required scope of a corporate emissions inventory are defined by guidance documents produced by the Green Communities Committee – a partnership between the provincial government, the Ministry of Environment and the UBCM. The City's corporate emissions inventory was prepared by staff using these guidance documents, which are available

on the BC Climate Action Toolkit website at www.toolkit.bc.ca. A summary of the City's 2022 inventory is shown in Table 1 below.

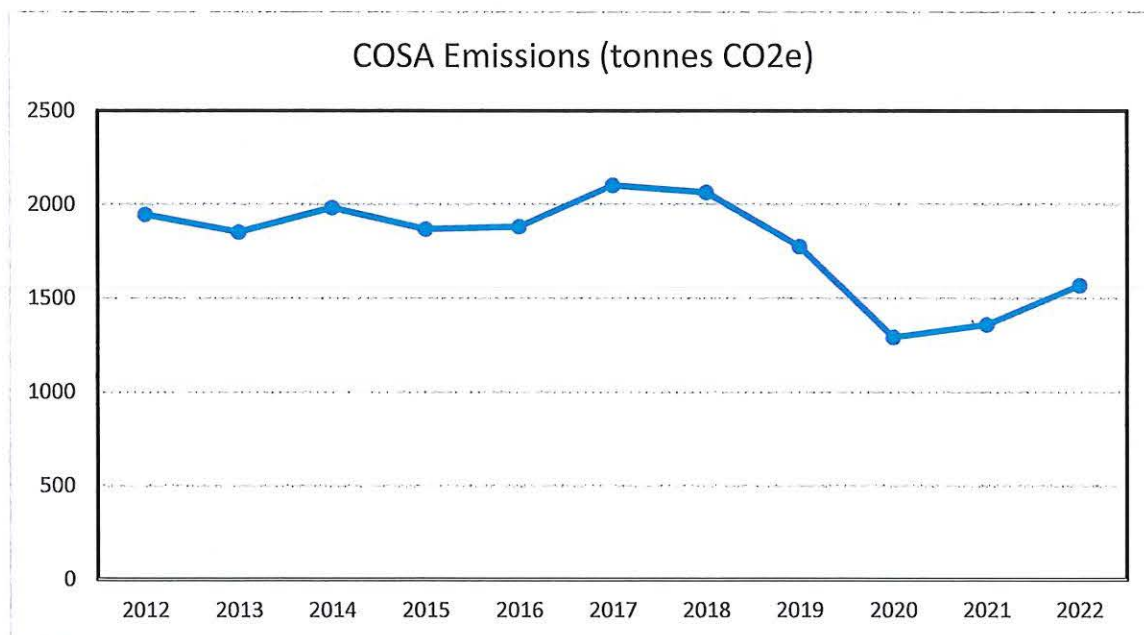
An expanded inventory is attached as Appendix 2. A detailed multi-department analysis could more accurately explain the annual variation in emissions, but in general changes may be attributed to weather (including snowfall and extreme temperature events), capital works projects, demand on programs and facilities (including pandemic-related fluctuating service demands), as well as improved efficiencies.

Table 1. Summary of the 2022 City of Salmon Arm Corporate Emissions Inventory

Service Area	Emissions (tonnes CO ₂ e)
Administration and Governance	64.81
Drinking, Storm and Waste Water	352.87
Solid Waste Collection, Transportation and Diversion	160.9
Roads and Traffic Operations	358.59
Arts, Recreation, Parks and Cultural Services	909.32
Fire Protection	122.04
Organic Waste Diversion	-403
Total	1565.53

* For context, the 2021 total was 1357, 2020 was 1289.7, 2019 was 1772.86, while 2018 was 2061.8 tonnes

The total reported for 2022 represents the third lowest emissions total to date, following 2020 and 2021, as illustrated in the graph below. The significant reduction in emissions initiated in 2019 can be most significantly attributed to the Organic Waste Diversion program.



Trends

With 11 years of tracking and reporting, some observable trends can be noted (Appendix 2). In terms of highlighting what has worked, staff note that:

- the Curbside Organic Waste Diversion has resulted in the most significant emissions reduction;
- the conversion of street lighting to LED lights has resulted in a reduction; and
- the introduction of hybrid fleet vehicles has also contributed to reductions.

Areas noted for improvement or future action towards emissions reduction include:

- the recreation centre and arena buildings mechanical / plant systems are the largest producers of emissions within the City and can be reduced with upgrades and life cycle replacements; and
- the operation of heavy equipment related to road maintenance, once the technology is available.

It is important to note that an increasing population supports a trend towards increased service provision which generally equates to increased emissions. As previously noted, general emission changes and annual fluctuations may be attributed to the climatic conditions, specifically snowfall and temperature (which affect heavy equipment use).

Carbon Neutrality

The City's corporate operations produced a total of 1,565.53 tonnes CO₂e in 2020. In order to be carbon neutral, the City would need to purchase 1,565.53 carbon offset credits from a provider of certified offsets.

Past quotes for carbon offset credits have ranged from \$16.00 to \$25.00 per tonne. To offset 1,565 tonnes CO₂e to become carbon neutral for the 2022 reporting year would cost in the range of \$25,000.00 to \$39,200.00 (not including associated administrative costs). For the reporting years up to and including 2021, the City has not opted to purchase offset credits to achieve carbon neutrality, and staff have not recommended the purchase of such offsets.

Provincial Context

The Province has regularly published summary reports detailing Local Government Climate Actions. The majority of participating local governments have not been carbon neutral, including Salmon Arm: 73% of 2018 CARIP participants (136 reporting local governments) were not carbon neutral. Staff have regularly monitored reports from comparable communities and have observed a somewhat predictable trend where communities with the coldest climates show relatively high emissions, while those in warmer climates report lower emissions. Of the carbon neutral communities, approximately one-third achieve carbon neutrality through their own actions (primarily landfill gas capture or through organic recycling programs), while approximately two-thirds purchase offsets (note that while the City contributes to the CSRD's landfill gas capture, the CSRD maintains all associated carbon credits).

Climate Actions

Local governments are required to report their emissions for the 2022 year to be LGCAP eligible and all of the provincial funding received is to be used towards climate action. The City has been measuring and publicly reporting on emissions and actions for several years now, as well as tracking related projects.

Projects completed in 2022 include:

- Universal LED Street Lighting Project - Residential;
- Universal LED Street Lighting Project - Cobra Heads;
- City Hall office areas - LED conversions;
- Organic Waste Diversion program;
- Residential yard waste pick-up (bi-annual);
- Water Conservation initiatives - water restriction review;
- Peoples Corner upgrade; removing concrete 'park'; placing grass, trees and plantings;
- BC Hydro Community ReGreening grant program (new and replacement park trees);
- Sidewalk projects including Okanagan Avenue Sidewalk Extension (30-31 St SE) - (790m sidewalk/multiuse path: 370 m replacement and 420 m new, 75.6 km sidewalks and paths maintained);
- Greenways enhancements (4,400 m new trails created, 600 m repaired, 43,790 m maintained);
- Wildfire Fuel Load Management (Little Mountain treatment project);
- Public Works Building Renovation & Addition: heating, cooling, lighting upgrades;
- Active Transportation Network Plan adopted;
- Continued Ross Street Underpass construction;
- Round-about projects, three locations (design stage);
- Commenced Auto Road Connector project including multi-use path (design stage);
- Continued Lakeshore Road Improvements including multi-use path (design stage);
- Canopy LED lighting at the SASCU Recreation Centre;
- Foyer and concourse LED lighting at the Shaw Centre;
- Roof Replacement at the Shaw Centre;

Shaw Centre motor replacement;
SASCU Recreation Centre roof replacement; and
Polar Energy plan projects at the Shaw Centre (ice plant efficiency).

Future projects (2023 and beyond) include:

Continued Universal LED Street Lighting Project - Residential;
Continued Universal LED Street Lighting Project - Cobra Heads;
Continued City Hall office areas - LED conversions;
Continued Organic Waste Diversion program;
Continued residential yard waste pick-up (bi-annual);
Continued Water Conservation initiatives (universal metering implementation plan, source protection plan, education, implement staged water restrictions);
Continued park enhancements (Klahani, Blackburn, and Canoe Beach Parks) including:
 Canoe Beach Cabin area RAPR restoration;
Park washrooms light LED upgrades;
McGuire Lake Lighting;
BC Hydro Community ReGreening grant program (new and replacement park trees);
Continued greenways enhancements;
West Bay Connector Phase 1 (design stage);
Various sidewalk replacement projects;
Active Transportation initiatives including:
 16 Street/11 Avenue Sidewalk Replacement with Multi-Use Path;
 10 Ave SW – multi use path (west of Piccadilly – 100 m);
Additional road painting for bike lanes;
Continued Lakeshore Road Improvements including multi-use path;
Continued Auto Road Connector project including multi-use path;
Wildfire Fuel Load Management (Little Mountain Treatment, Park Hill prescription, provincial Mt. Ida and Fly Hills projects);
Fleet vehicle upgrades;
Salmon Arm Art Gallery – HVAC Improvements & Replacement;
Completion of Ross Street Underpass – May 2023;
Trans Canada Highway improvements including parallel pathway – 2023;
Polar Energy plan projects at the Shaw Centre (Hucul heat recovery pending funding); and
Preliminary concepts for Aquatic Centre replacement.

The future projects listed are options and suggestions by City staff, and each would be subject to Council's consideration through the annual budget process.

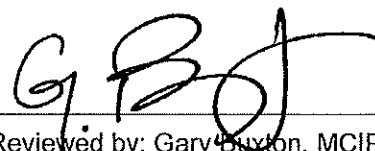
LGCAP program funding is to be fully allocated to support climate action initiatives.

CONCLUSION

Staff have provided the 2022 City of Salmon Arm Climate Action Program Survey for information. The 2022 Climate Action Program Survey will be placed on the City's website to communicate the City's ongoing efforts to reduce GHG emissions.



Prepared by: Chris Larson, MCIP, RPP
Senior Planner



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

LGCAP Year 2 Survey

Introduction

Reaching net-zero emissions and adapting to a changing climate will require a whole-of-society approach. The new Local Government Climate Action Program (the Program) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#) and [Program Guide](#).

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Information collected will:

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The [CDP](#) (global disclosure system).

Instructions

*Please do not provide any personal information (e.g. email, phone number) in the survey.

Survey: Word Version

A survey template (i.e. a Word version) is available on the [Local Government Climate Action Program webpage](#). The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people cannot enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attest to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds held in reserve will be spent by March 31, 2025.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2023.

Requirements**1. Reporting**

- Report on at least one or more project(s) linked to an objective from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) in Questions 10-13. Only one initiative related to buildings is required to meet this requirement.
- Attest that funds will be allocated to climate initiatives before submitting your survey; and
- For communities with populations of 15,000+, measuring and reporting local government or Nation's corporate emissions is required.

Optional open-ended questions asking for one or more initiatives related to climate action may be highlighted in the LGCAP Year 2 Summary Report or other Program materials to acknowledge innovative local climate solutions.

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2023.

3. Posting the survey & attestation form publicly

- The design / format of the form can be changed however all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2023.

Download a copy for your records!

Once submitted, you can download a copy of the completed survey and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!

The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Question 1: How many staff in full time equivalents (FTEs) are dedicated to working on climate action?

For example: Can include staff in engineering, emergency management, sustainability, transportation, waste management, etc. If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

0.5

Question 2: Does your local government or Nation have a climate action plan or other guiding document(s)?

Yes

If yes, please select the type of plan(s) from the list.

Standalone energy-related plan

If yes, please indicate the date the plan was adopted/approved.
If you don't remember the month, you can enter "01" for January.

CEEP – March 2020

If yes, please include a link to the document or webpage if available.

https://www.salmonarm.ca/DocumentCenter/View/3025/CEEP-Final-Oct_2020?bidid=

Question 3: Has your local government or Nation declared a climate emergency?

Yes

Question 4: Please select the top 3 challenges impeding the advancement of climate action in your community.

Lack of staff capacity or expertise.

Lack of financial resources.

Lack of provincial or federal government support or collaboration.

Corporate Greenhouse Gas Emissions

Measuring corporate emissions is a Program requirement for all communities with a 2020 population of 15,000 and above ([see population statistics here](#)). Corporate GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,

- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [Scope Summary Document](#),
- [Corporate Inventory Reporting Tool](#),
- [Becoming Carbon Neutral Guidebook](#) (Scope),
- [Carbon Neutral Workbook](#) (Scope),
- [Guidance on Including Contracted Emissions in Corporate Inventories](#),
- [Contracted Emissions Calculator](#),
- [2022 BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2022 calendar year, has your local government or Nation measured and reported associated corporate GHG emissions?

Yes

If your local government or Nation measured 2022 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent).

989.51 (in-house services)

Optional: Please indicate how many tonnes of CO₂e are associated with facilities.

1004.17 (including in-house and contracted services)

Optional: Please indicate how many tonnes of CO₂e are associated with mobile sources.

699.1 (including in-house and contracted services)

If your local government or Nation measured 2022 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent).

979.02

P42 City of Salmon Arm – LGCAP 2022

If your local government or Nation measured 2022 corporate GHG emissions, please report the total number of corporate GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent).

This would be the sum of the two questions above.

1968.53 (not including credit from organic diversion)
1565.53 (2022 Grand Total including credit from organic diversion)

Please provide the link to the public report if available.

Optional

https://www.salmonarm.ca/321/Plans-Reports

Optional: Please provide any further comments you wish to share on corporate emissions measurement and reporting here (e.g. system or approach used to measure corporate emissions).

1565.53 (2022 Grand Total including credit from organic diversion)

Community-Wide Greenhouse Gas Emissions

B.C. Climate Action Charter signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The Community Energy and Emissions Inventory (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI) . A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

Question 6: For the 2022 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

- No, we do not measure and report community-wide emissions data due to lack of financial capacity.
- No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.

If not, has your community or Nation measured and reported community-wide emissions in the past?

No

For the 2022 calendar year, did your community use raw data from the Community Energy and Emissions Inventory initiative to calculate community-wide emissions?

No

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

None

If your local government or Nation's targets don't conform to the target years noted above, please enter them here. Format e.g.: target 2035 50% baseline 2010, target 2060 70% baseline 2010

2011 Official Community Plan (OCP): <https://www.salmonarm.ca/DocumentCenter/View/52/OCP-Bylaw-No-4000?bidId=>

The City's current GHG reductions target, established in the 2011 OCP, is a 6% reduction from 2007 levels by 2020. The 2020 per capita GHG reduction, from the 2007 baseline, is 17.5%. Corporate emissions have been reduced by approximately 30% from 2012.

Question 8: The Province has also committed to introducing a target of net-zero emissions by 2050. Does your local government or Nation have a net-zero or carbon-neutral emissions target?

No

Question 9: If data was provided by the Province, which three supporting indicators would be most valuable to your local government or Nation to advance climate action?

- Housing type: Private dwellings by structural type
- Floor area: Average floor area by building category and era
- Residential density: Population and dwelling units per "net" land area
- Commute by mode: Employed labour force by mode of commute

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C.'s plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must report on at least one or more project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to the buildings sector.

The [buildings and communities sectoral target](#) for the province is 59% to 64% emissions reductions by 2030.

- Step Code adoption
- Efficiency upgrades to public buildings

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to buildings.

Shaw Centre Energy Savings Plan (\$5,000)
 Shaw Centre – Glycol Cooling Loop (\$60,000)

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to the transportation sector. The transportation [sectoral target](#) for the province is 27% to 32% emissions reductions by 2030.

- Revising existing bylaws or implementing new ones to support active transportation
- Active transportation planning
- Active transportation infrastructure investments
- Electric vehicle charging infrastructure investments

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to transportation.

Connect Salmon Arm, the City's Active Transportation Network Plan was adopted in 2022

Question 12: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to community-wide action.

- Complete, compact communities
- Organics diversion

Complete, Compact Communities - Please select all that apply.

See [Complete Communities Guide and Program](#) for supports advancing identified community goals through the creation of more complete, compact and energy efficient communities.

- Rezoning
- Density bonuses
- Secondary suites and laneway homes
- Infill development
- Urban containment boundaries
- Official Community Plans

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to community-wide action.

Planning for a new OCP.

Adhered to OCP land use designations, Urban Containment Boundary.

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on at least one or more project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13: Please indicate all initiatives your local government or Nation completed or had in-progress in the 2022 calendar year to adapt to and build resilience to climate impacts.

- Undertaking or completing a risk assessment or [Hazard Risk Vulnerability Assessment](#) (HRVA)
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives
- Monitoring climate risks (floods, wildfire, etc.)
- Public engagement on climate risks and actions
- Utilizing natural assets/nature-based solutions
- Developing emergency/hazard response plans

Optional: Please highlight one or more climate adaptation project(s) that were completed or in-progress in the 2022 calendar year to reduce risk and increase resilience.

Wildfire Fuel Load Reduction – the City has engaged in multiple projects to reduce wildfire fuel load in key locations of the community, contributing to reduced risk and promoting “fire smart” principles.

Question 14: Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be complete in the next two years.

Question 15: What are the most significant climate hazards faced by your jurisdiction and what is the timeframe of their expected impact to your community?

For each selection, please then indicate if the timeframe of their expected impact is short, medium, long or not sure. (short [current/by 2025]; medium [2026-2050]; long [beyond 2050])

Extreme heat and heat stress - short

Extreme cold, snow and ice - short

Wildfire - short

Wind, rain, and other storm events - short

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the impacts identified in Question 15? Please select one or more of what you consider the most valuable types of information for planning.

Local observations and/or Indigenous knowledge

Localized climate modelling and projected scenarios

Assessment of potential community impacts

Assessment of community vulnerabilities

Risk assessment of hazards

Mapping of climate change impacts and hazards

Demographic information

Projected development

Adaptation planning information

- Technical expertise to implement solutions
- Community/stakeholder engagement and support
- Information on partnership opportunities
- Examples of actions taken by other communities

Question 17: Based on the hazards you indicated as most significant in Question 15, which groups are most vulnerable to the impacts of climate hazards?

- Low-income households
- People experiencing homelessness
- Seniors
- Persons with disabilities

Question 18: Of the hazards identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2022 calendar year, if any. If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

Hazard	Adaptation measure
Extreme heat and heat stress	Mapping to identify affected areas
Extreme cold, snow and ice	Increased service levels
Wildfire	Fuel Load mitigation projects
Wind, rain, and other storm events	Stormwater planning Infrastructure being replaced at more robust level

Equity

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your community ensure equitable access to and distribution of climate action opportunities and benefits?

Please select all that apply.

- By collecting and analyzing disaggregated and/or spatial data on the impacts of climate policy and change.
- By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.
- There are no specific measures in place to ensure equitable access to and distribution of opportunities and benefits.

Optional: Please highlight a climate initiative completed or in-progress in the 2022 calendar year that promotes equity and inclusion.

Equity mapping has been included in our latest planning initiative, the Active Transportation Plan 2022

LGCAP Year 1 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20: What did/will your local government or Nation spend its LGCAP funding on for year one of the Program (2022)? Please select all that apply and indicate the dollar value associated with each initiative.

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

- Climate study
- Buildings initiatives
- Put in reserve for future project

Resilient Infrastructure - Please select from the list.

- Buildings
- Energy systems

Buildings - Please select from the list.

- Efficiency upgrades to public buildings

Reserve funding - How will funds be allocated?

- Please indicate the project(s) funds have been allocated to:

Shaw Centre Energy Savings Plan (\$5,000)
 Shaw Centre – Glycol Cooling Loop (\$60,000)
 Additional to-be-determined projects

Question 21: How much additional funding for climate action were you able to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign and up to two decimal places

n/a

Question 22: Please estimate the total investment in climate mitigation your local government or Nation made in 2022, including from sources beyond your LGCAP funds. For guidance, this includes (but is not limited to): integrating climate change mitigation (i.e. GHG reduction) measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, and increasing human and institutional capacity with respect to climate change mitigation.

Format: no dollar sign and up to two decimals If no estimate is possible, please provide 0 as an answer.

55,084.11

Question 23: If estimated and available, what are the expected emissions reductions from these investments?

Format: in tonnes CO2e

n/a

Question 24: Please estimate the total investment in climate adaptation and resilience your local government or Nation made in 2022, including from sources beyond your LGCAP funds.

For guidance, this includes all actions that strengthen resilience and the ability to adapt to climate-induced impacts. Examples include (but are not limited to): addressing climate-related hazards; integrating adaptation measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate adaptation, and impact reduction and early warning systems.

Format: no dollar sign and two decimal places If no estimate is possible, please provide 0 as an answer.

1,931,140.22

Question 25: Does your community or Nation use a formal framework to apply a [climate lens](#) on infrastructure planning and decision-making?

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Question 26: What is the value in the Program's continuity for your community?

Optional

This program facilitates data collection and public reporting which may not otherwise be completed. It provides an opportunity to communicate changes in policy or available resources to local communities and helps fund projects that may not otherwise be completed.

Service Area	Emissions (tonnes CO ₂ e)										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Administration and Governance	72	42.9	60.7	55.4	53.1	74.57	78.02	70.74	57.74	56.35	64.81
Drinking, Storm and Waste Water	462	403.4	455.8	427.9	405.4	451.26	427.23	418.35	324.6	328.2	352.87
Waste Collection, Transport and Diversion	107	106.5	119.5	113.8	116.5	115	123.1	113.5	133	164.5	160.9
Roads and Traffic Operations	266	344.7	361.6	367.1	369	415.59	425.94	427.53	389.5	365.4	358.59
Arts, Rec, Parks and Cultural Services	932	858.3	877.3	806.7	843.2	932.53	904.44	875.82	742.94	790.33	909.32
Fire Protection	105	94.5	106	95.4	91.7	111.55	103.1	106.12	99.9	105.32	122.04
Subtotal	1944	1850.3	1980.9	1866.3	1878.9	2100.05	2061.8	2012.06	1747.7	1810.1	1968.53
Organic Diversion	0	0	0	0	0	0	0	-239.2	-458	-453.1	-403
Total	1944	1850.3	1980.9	1866.3	1878.9	2100.5	2061.8	1772.86	1289.7	1357	1565.53

Service Area	Emissions tonnes CO ₂ e										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Administration and Governance											
City Hall	65	36.2	53	47.4	44.6	64.67	69.07	66.02	54.99	53	62.1
Fleet	7	6.7	7.7	8	8.5	9.9	8.95	4.72	2.75	3.35	2.71
Total	72	42.9	60.7	55.4	53.1	74.57	78.02	70.74	57.74	56.35	64.81
Drinking, Storm and Waste Water											
Water	130	148.1	165.8	161.2	145	159.84	134.93	126.9	67.2	70.8	97
Sewer (Treatment Plant)	153	125.6	156.7	146	135	157.77	167.97	167.19	140.7	149.5	150.09
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83	8.5	11.16
Fleet	169	119	122.7	111.2	116.1	121.13	113.43	113.77	106.81	99.4	94.62
Total	462	403.4	455.8	427.9	405.4	451.26	427.23	418.35	324.6	328.2	352.87
Waste Collection and Diversion											
Curbside Collection*	107	106.5	119.5	113.8	116.5	115	123.1	113.5	113.8	147.5	148.4
Biosolids*									15.3	14.7	9.8
CSA Facility Collection*									3.9	2.2	2.7
Total	107	106.5	119.5	113.8	116.5	115	123.1	113.5	133	164.5	160.9
Roads and Traffic Operations											
Lighting	18	16.4	20.2	19.8	20.3	20.77	20.97	21.48	8.8	7.82	5.71
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83	8.5	11.16

Fleet	238	317.6	330.8	337.8	339.4	382.3	394.07	395.56	370.87	349.1	341.72
Total	266	344.7	361.6	367.1	369	415.59	425.94	427.53	389.5	365.4	358.59
Arts, Rec, Parks and Cultural Services											
Parks+cemetery+LMC	12	10.7	11.55	10.3	8.6	12.9	20.0	15.26	8.99	12.4	19.94
Public Works Yard (1/3)	10	10.7	10.6	9.5	9.3	12.52	10.9	10.49	9.83	8.5	11.16
Arena and Recreation Centre*	810	761	759.7	695.1	740.8	829.34	801.31	784.76	646	692.23	789.52
Haney Heritage Village & Museum*	10	7	8.8	7.7	7.3	10.19	9.95	11.72	10.07	12.55	14.88
Art Gallery*	13	15	17.9	12.3	11.6	14.04	12.67	13.3	12.06	11.99	13.72
Fleet	77	53.9	68.75	71.8	65.6	53.54	49.61	40.29	55.99	52.66	60.1
Total	932	858.3	877.3	806.7	843.2	932.53	904.44	875.82	742.94	790.33	909.32
Fire Protection											
Fire Halls & Training Centre	72	63.5	74.2	63.7	59.8	80.37	75.18	72.69	68.8	69.73	82.99
Fleet	33	31	31.8	31.7	31.9	31.18	27.93	33.43	31.1	35.59	39.05
Total	105	94.5	106	95.4	91.7	111.55	103.1	106.12	99.9	105.32	122.04
Sub Total	1944	1850.3	1980.9	1866.3	1878.9	2100.5	2061.8	2012.06	1747.7	1810.1	1968.53
In-House Portion	991	960.8	1075	1037.4	1002.7	1131.93	1114.77	1088.78	946.57	928.8	989.51
Contracted Portion*	953	889.5	905.9	828.9	876.2	968.57	947.03	923.28	801.13	881.3	979.02
Organic Diversion	0	0	0	0	0	0	0	-239.2	-458	-453.1	-403
Grand Total	1944	1850.3	1980.9	1866.3	1878.9	2100.5	2061.8	1772.86	1289.7	1357	1565.53

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Buildings											
City Hall	65	36.2	53	47.4	44.6	64.67	69.07	66.02	54.99	53	62.1
Arena and Rec Centre*	810	761	759.7	695.1	740.8	829.34	801.31	784.76	646	692.23	789.52
<i>Shaw Arena</i>			387.31	316.35	343.11	406.71	378.82	365.31	291.45	305.16	371.95
<i>SASCU Rec Centre</i>			372.39	378.74	397.67	422.63	422.48	419.45	354.5	387.07	417.57
Haney Heritage Village & Museum*	10	7	8.8	7.7	7.3	10.19	9.95	11.72	10.07	12.55	14.88
Art Gallery*	13	15	17.9	12.3	11.6	14.04	12.67	13.3	12.06	11.99	13.72
Fire Halls & Training Centre	72	63.5	74.2	63.7	59.8	80.37	75.18	72.69	68.8	69.73	82.99
Sr Center – 31 Hudson										1.31	7.56
Building Totals	970	882.7	913.6	826.2	864.1	998.61	968.18	948.49	791.92	840.8	1004.17

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Fleet											
Admin	6	6.7	7.7	8	8.5	9.9	8.95	4.72	2.75	3.35	2.71
Water	169	119	122.7	111.2	116.1	121.13	113.43	113.77	106.81	99.4	94.62
Roads	238	317.6	330.8	337.8	339.4	382.3	394.07	395.56	370.87	349.1	341.72
Parks	77	53.9	68.75	71.8	65.6	53.54	49.61	40.29	55.99	52.66	60.1
Fire Protection	33	31	31.8	31.7	31.9	31.18	27.93	33.43	31.1	35.59	39.05
Totals	523	528.2	561.75	560.5	561.5	598.05	593.99	587.77	567.52	540.1	538.2

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Item 9.2

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: the 2023 budget contained in the 2023-2027 Financial Plan be amended to reflect the replacement of a pump at the Blackburn Park Sanitary Sewer Lift Station in the amount of \$40,000.00 funded from:

- Sewer Future Expenditure Reserve - \$30,000.00; and
- A reallocation of funding from the Lift Station Soft Start and Impellor Replacement project - \$10,000.00;

AND THAT: Council approve the purchase of a new 20 HP Flygt Sewerage Pump for the Blackburn Park Sanitary Sewer Lift Station from Electric Motors & Pump Service Ltd. (EMPS) for the quoted total price of \$38,585.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of a new 20 HP Flygt Sewerage Pump to authorize sole sourcing of same to EMPS.

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Gerry Rasmuson, Utilities Manager
DATE: June 29, 2023
SUBJECT: **NEW PUMP PURCHASE – BLACKBURN PARK SANITARY SEWER LIFT STATION (681 – 10 AVENUE SW)**

STAFF RECOMMENDATION

THAT: The 2023 Budget contained in the 2023-2027 Financial Plan be amended to reflect the replacement of a pump at the Blackburn Park (Rotten Row) Sanitary Sewer Lift Station in the amount of \$40,000 funded from:

- Sewer Future Expenditure Reserve - \$30,000; and
- A reallocation of funding from the Lift Station Soft Start and Impellor Replacement project - \$10,000.

AND THAT: Council approve the purchase of a new 20 HP Flygt Sewerage Pump for the Blackburn Park Sanitary Sewer Lift Station from Electric Motors & Pump Service Ltd., (EMPS) for the quoted total price of \$38,585 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of a new 20 HP Flygt Sewerage Pump to authorize sole sourcing of same to EMPS.

BACKGROUND

The Blackburn Park Sanitary Sewer Lift Station is a key component of the Cities wastewater collection system. The station is responsible for pumping all sewer from the South West sector of Salmon Arm and a significant portion of the South East sector including the Hillcrest area. The City utilizes Flygt pumps exclusively in all of its sanitary lift stations. Each station is typically equipped with 2 pumps that alternate during operations with most of the stations having an available spare pump for redundancy.

During routine servicing of the station on June 24, 2023 one of the original operational pumps which was installed in 2006, was identified as requiring a major rebuild as several parameters failed during inspection. The pump was shipped to EMPS for inspection and an estimate to repair was presented on June 25, 2023 for \$22,000. A budget was in place this year to replace the impellor on this pump along with some seals. However, staff believe the prudent approach would be to forego repairs on this pump and purchase a new pump while reallocating the funds for the impellor towards the purchase.

STAFF COMMENTS

The authorized local Flygt dealer is Electric Motor & Pumps LTD based out of Kelowna. As the only authorized dealer for the Interior all orders for Flygt parts and pumps are forwarded to EMPS. Consequently, these products must be sole sourced. If we were to contact any other Flygt dealers in Western Canada we would immediately be referred to EMPS. The pricing for pumps and materials is governed across Canada by Flygt themselves. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of Flygt pumps.

Delivery time for the pump is approximately 10-12 weeks from time of award and there is no charge from EMPS for delivering the pump to Salmon Arm.

Staff recommend that Council approve the award of the Flygt pump purchase to Electric Motors & Pump Service Ltd. for the quoted total price of \$38,585.00 plus taxes as applicable and that the amendment be funded from Future Expenditures Reserves and the Rotten Row Lift Station Soft Start and Impellor Replacement Major Maintenance account.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

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Item 10.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4584 be read a first time.

[OCP4000-54; Beagle, J. & E./Franklin Engineering Ltd.; 1421 - 17 Street SE; LR to MR]



To: His Worship Mayor Harrison and Members of Council

Date: June 22, 2023

Subject: Official Community Plan Amendment Application No. 4000 – 54 and Zoning Amendment Application No. 1266

Legal: Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795
 Civic Address: 1421 17 Street SE
 Agent: Franklin Engineering Ltd. (Samantha Mitchell)
 Owner: Jesse & Emily Beagle

MOTION FOR CONSIDERATION

- THAT:** A Bylaw be prepared for Council’s consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 to redesignate Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from Residential Low Density to Residential Medium Density;
- 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*, Council shall consider the proposed Official Community Plan Amendment in conjunction with:
- 1) The Financial Plans of the City of Salmon Arm; and
 - 2) The Liquid Water 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 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from R1 (Single-Family Residential Zone) to R4 (Medium Density Residential Zone).

STAFF RECOMMENDATION:

That the Motion for Consideration be defeated.

PROPOSAL

The applicant is proposing to amend the Official Community Plan (OCP) and zoning for 1421 17 Street SE for the purposes of a two lot subdivision (Appendix 5). The applicant has provided a letter in support of their application (Appendix 6).

BACKGROUND

The subject property is designated Low Density Residential in the OCP, within the Urban Containment Boundary and zoned R1 (Single – Family Residential Zone) in the Zoning Bylaw (see Appendices 1-4). The

subject property is approximately 652.0sq.m. (7018.0sq.ft.) in area. A single-family dwelling was constructed on property on 2022.

Adjacent land uses include the following:

North: R1 Single – Family Residential/Single Family Dwelling
 South: R8 Residential Suite Zone/Single Family Dwelling and Suite
 East: R7 Large Lot Single-Family Residential/Single Family Dwelling
 West: R7Large Lot Single-Family Residential/Single Family Dwelling

The properties in the vicinity of the subject property could be characterized as large lots (average 1375sq.m in area) with homes constructed in the 1970's and 1980's. The lot area of these parcels prohibits subdivision under the existing R7 zoning. The established housing density and format is very typical of the buildout in of the Hillcrest neighbourhood at a time when septic service for each lot was necessary. Presently, the entire Hillcrest neighbourhood is now fully serviced and the lack of infill development has resulted in blocks with large parcels. Since 2009, tracks of undeveloped parcels to the east and south have been developed as larger single-family subdivisions with smaller lot areas than the established areas.

The Low Density Residential designation allows for 22 units per hectare and Medium Density Residential designation allows for 40 units per hectare. In order to pursue the proposed two-lot subdivision and given the lot area, the OCP designation of the subject property must be amended and the site rezoned from R1 to R4.

Table 1, below, illustrates differences between the R1 and R4 zones. It should be noted that in the R4 zone, secondary suites are not a permitted use and given the proposed lot areas and existing single-family dwelling, the ultimate buildout of proposed Lot 1 would be a single-family dwelling. If the application were to rezone from R1 to R8 (Residential Suite Zone) it would result in the same number of units and would not require an amendment to the OCP. The proposed Lot 1 and Lot 2 do not however meet the minimum lot area or minimum lot widths required by the R-8 zone so the subject property could not be subdivided further.

Table 1 – Zoning Analysis (Existing Lot: 652.0sq.m)

	<u>R-1</u>	<u>R-4 (326.3 sq.m. lots)</u>	<u>R-4 with Bonus</u>
Density	1 unit	1 unit/lot	3 units
Height	10 m	10 m	13 m
Parcel Coverage	55 %	55 %	55 %
Setback – front	6 m	5 m	5 m
Setback – interior side	1.5 m	1.2 / 1.8 m	1.2 / 1.8 m
Setback – rear	6 m	5 m	5 m
Parking	2	2 per dwelling	2 per dwelling

COMMENTS

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (optional and mandatory consultation requirements during OCP amendments), the proposed OCP amendments were referred to the following organizations on February 16, 2022:

Adams Lake Indian Band:	Response (attached as Appendix 7)
Neskonlith Indian Band:	No response to date
Economic Development Society:	Response (attached as Appendix 8)
School District No. 83:	No response to date

Given the response of the Adams Lake Indian Band, staff contacted the BC Archeological Branch and they confirmed that there are no known sites on the subject property. As directed by the Adams Lake Indian

Band response, prior to any work commencing on the site the owner has been made aware that there may be artifacts and prior to work commencing they should contact ALIB to ensure that the regulations of the *Heritage Conservation Act* are adhered to.

Section 477 - Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for an OCP amendment), prior to Second Reading of the bylaw, Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is consistent with both the City's financial and waste management plans.

Engineering Department

No concerns with OCP Amendment or rezoning applications and have provided comments on required road and service improvements at the subdivision stage (Appendix 9).

Building Department

No concerns.

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 notice outlines 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 August 14, 2023.

Planning Department

In considering the proposal, staff looked to the Urban Residential section in the OCP and the Salmon Arm Community Housing Strategy, both documents offer guidelines and policies for incorporating higher density housing options in the community. In particular, OCP policy "8.3.1 Encourage residential developments within the UCB that create a mix of residential housing types" may support the proposed development. Staff note that in the last three years there have been OCP amendments that staff supported. In each of those scenarios the proposed OCP amendment and subsequent rezoning would have provided a substantial increase in the number of housing units being brought online and due to the scale of the development ties-in to established infrastructure those development could have proceeded with minimal issues. Staff viewed other OCP amendment applications in light of the recently adopted Housing Strategy and Housing Needs Assessment and were supportive of the efforts to bring more variety in housing formats and housing affordability into the community. In this instance, the proposal is not contributing a substantial increase in the number of units or variety in the housing stock.

There has been little development in the surrounding block of the neighbourhood over the last decade. If approved the subject property would be the only parcel designated as Medium Density Residential in a larger area of Low Density Residential and an area predominantly zoned R7 – Large Lot Single-Family Residential zoned lots.

Furthermore, the City recently initiated the review of the current OCP. While the proposal may provide for more density on this particular site, ahead of an OCP review the proposed development may adversely affect the potential redevelopment of the larger block of R7 zoned lots in the vicinity of the subject property. Through the OCP review, staff, with considerable public engagement and input, will evaluate residential housing densities in all corners of the City. Equally, given the recent direction of the provincial government on increasing housing supply, it is likely that increasing opportunities for more housing and more variety in

housing formats will be the focus in all neighbourhoods. This work is to be done in conjunction with infrastructure planning, including road network planning and the availability of other City services.

Amending the OCP and rezoning in an area where it may be considered premature can have the affect of negating future development at a larger scale. Staff are aware that through the next OCP review will focus on evaluating opportunities to increase densities in Area A and B. In the Hillcrest area there has been relatively little long range planning for in-fill development. Components to facilitate long term infill and redevelopment such as infrastructure planning and road network planning is limited in this area to date. Given the age of properties and lot areas in the general vicinity, it is very likely that the City will see more infill development in this area.

Staff do not support the proposed OCP amendment or rezoning of the subject property. Staff are of the opinion that this proposal is premature and that in the context of a more fulsome review of housing density and infill development potential through the OCP review is a better venue to evaluate increasing the density of the subject property.





Prepared by: Melinda Smyrl, MCIP, RPP
Planner

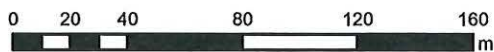


Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning and Community
Services



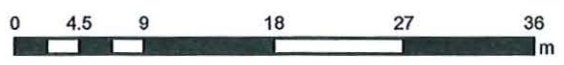
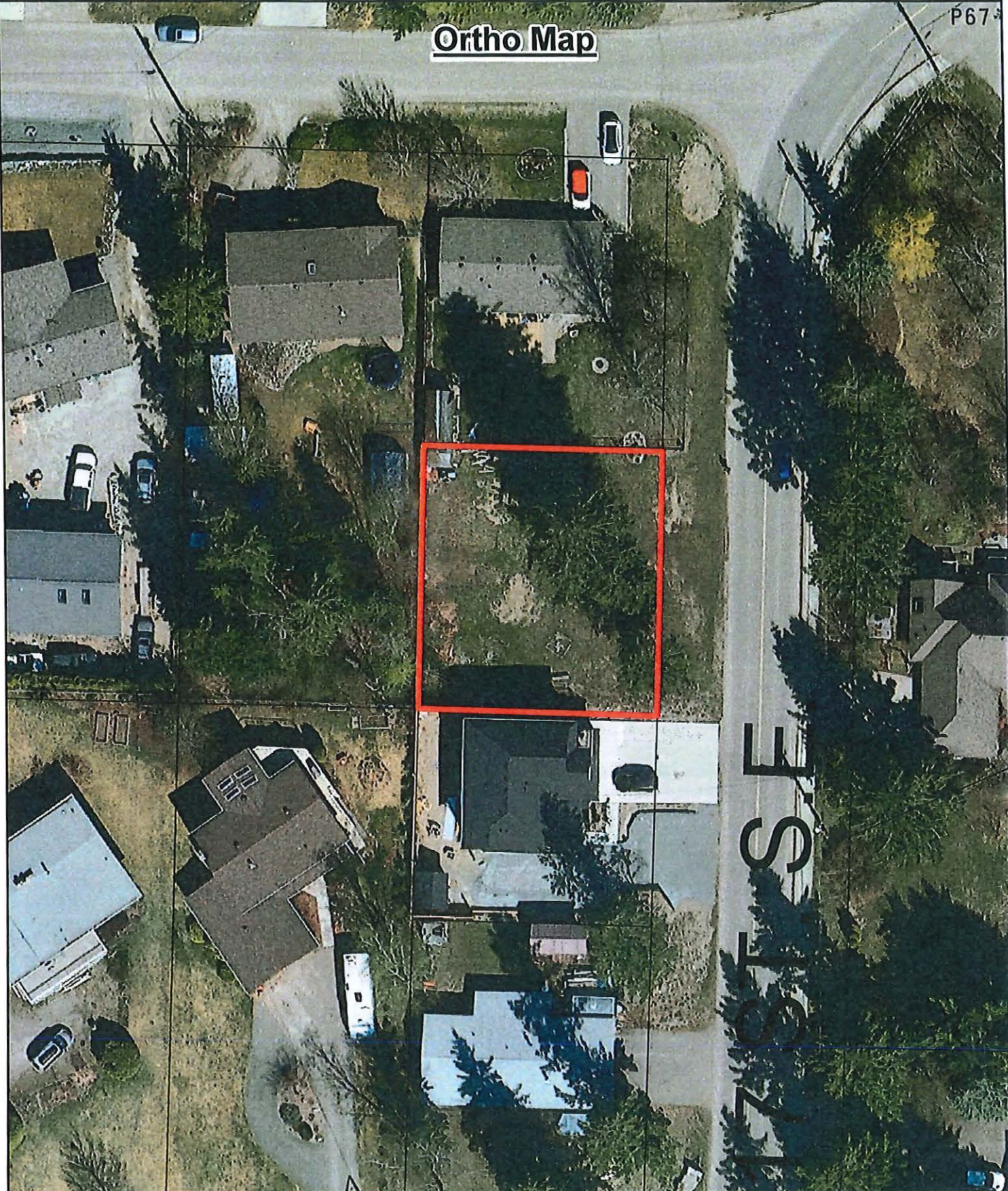
 Subject Property

 Parcels



Ortho Map

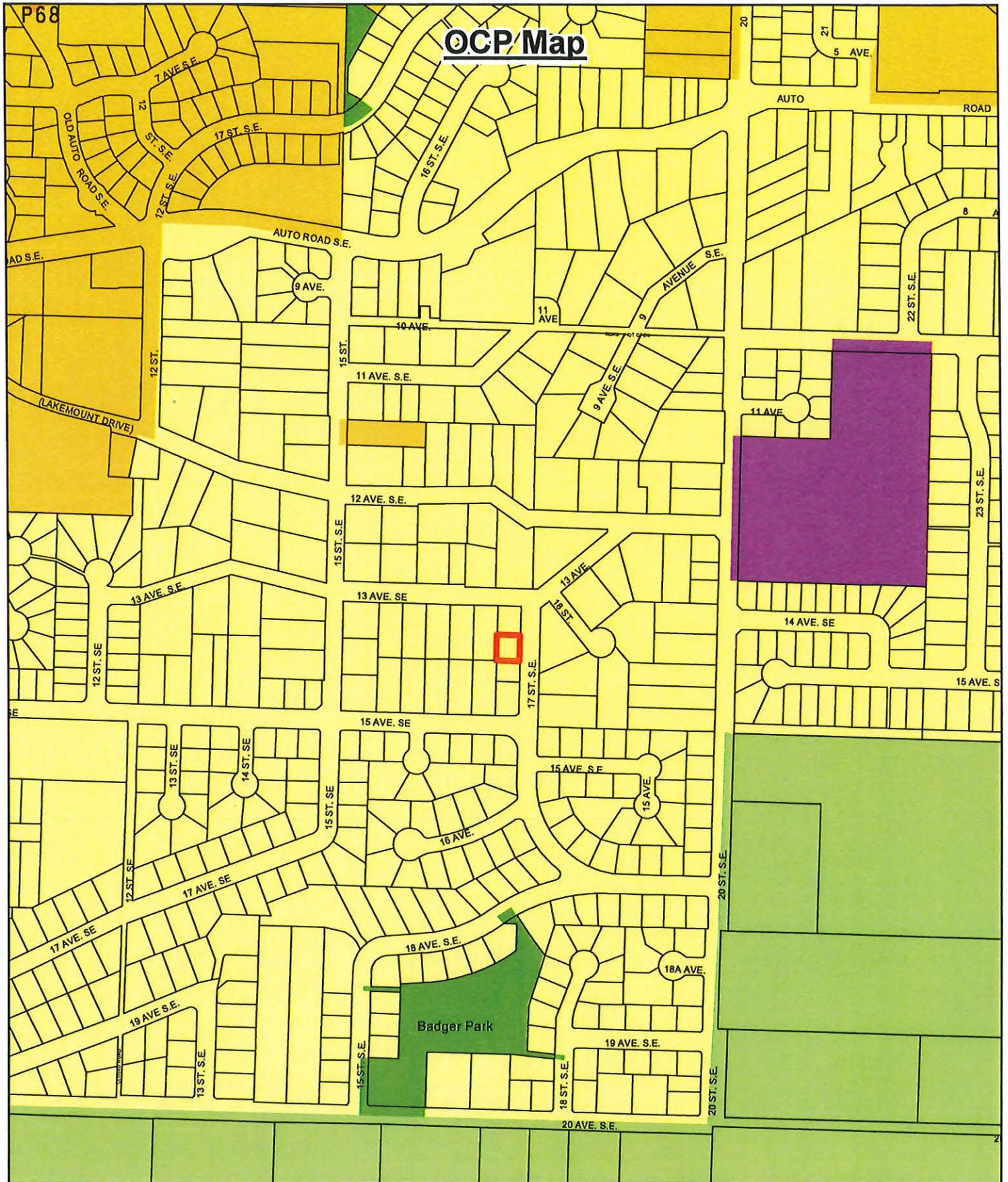
P67



Subject Property

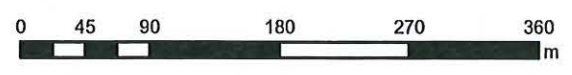


Parcels



OCP Map

P68



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

Zoning Map

P69

2 AVE. S.E.

13 AVE. SE

15 AVE. SE

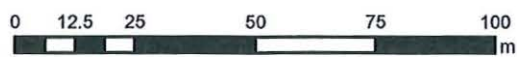
13 AVE.

18 ST.

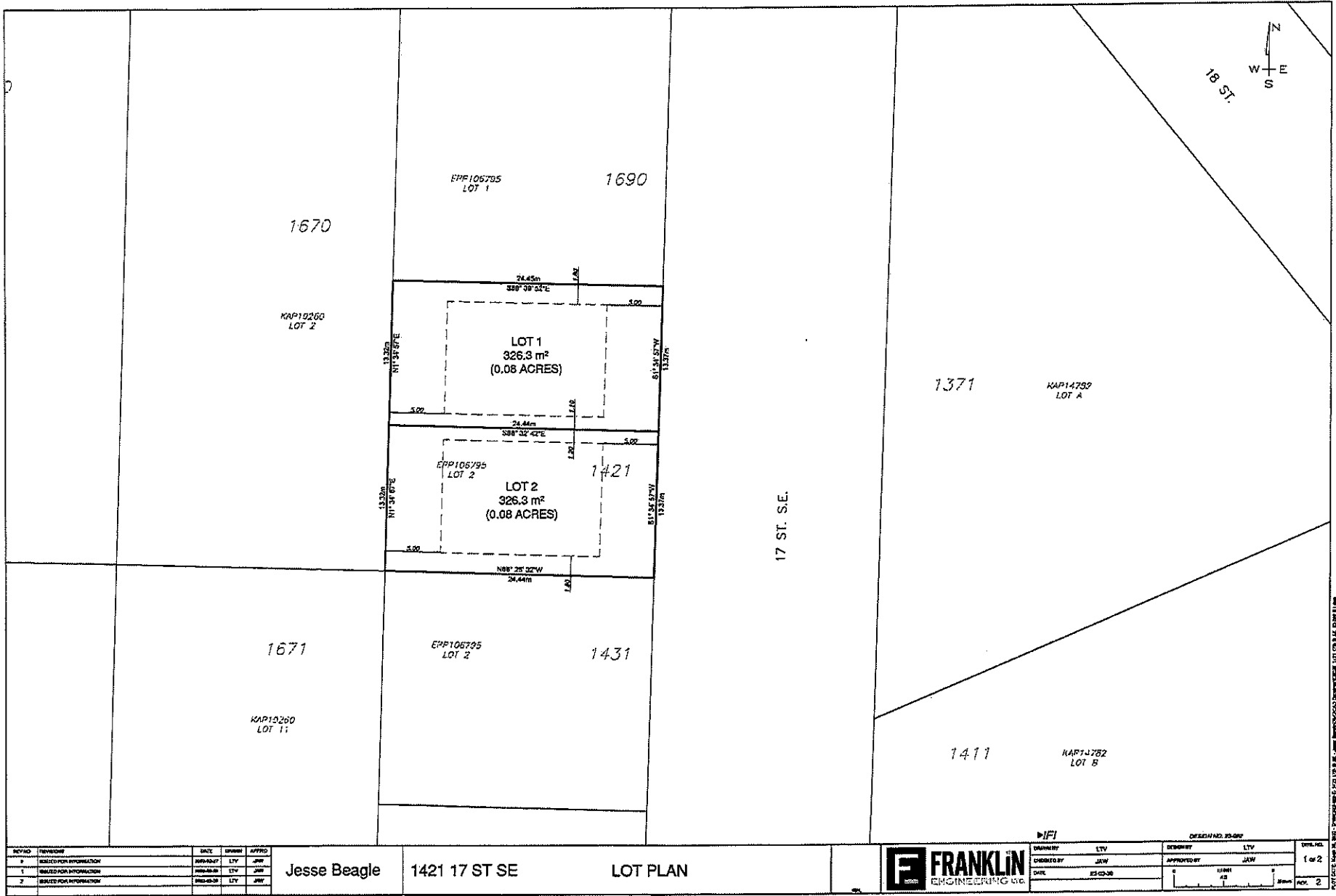
17 ST. S.E.

15 AVE. S.E.

15 AVE.



-  Subject Property
-  Parcels
-  R-1
-  R-2
-  R-7
-  R-8



REV NO	REVISIONS	DATE	BY	APP'D
0	BASED FOR INFORMATION		LTV	JAW
1	BASED FOR INFORMATION		LTV	JAW
2	BASED FOR INFORMATION		LTV	JAW

Jesse Beagle

1421 17 ST SE

LOT PLAN



DATE		OFFICIAL NO. 15-002	
DESIGNED BY	LTV	CHECKED BY	LTV
DRAWN BY	JAW	APPROVED BY	JAW
DATE	03-03-20	SCALE	1/4" = 1'
		SHEET NO. 2 OF 2	

City of Salmon Arm
Box 40 – 500 2 Ave NE
Salmon Arm, BC V1E 2N2
c/o Development Services Department

RE: 1421 17th ST SE, Salmon Arm BC – Jesse Beagle

We are requesting that this application be brought forward to Council for the purpose of Rezoning, and OCP amendment.

The current lot is zoned R-1 with a newly built, single-family home. It is proposed that the lot be rezoned to R-4, for the purpose of subdividing the property into two equal area lots. The current home would remain on one lot and the other lot would be available to build an additional single-family home.

The reason for an R-4 zoning would be to accommodate bylaw lot size requirements. R-1 requires 450 square meters minimum parcel area and 14m minimum frontage width. Our two lots are proposed at 326 square meters with 13.37m frontage width. Our subdivision plan meets R-4 zoning, which requires 300 square meters minimum parcel area for a single-family dwelling and a minimum parcel width of 10 meters. Placement of the existing home would fit into R-4 setback requirements with no need for variances.

As per the City of Salmon Arms Zoning Bylaws Section 9.7, the only building option on the additional subdivided lot, if rezoned to R-4, would be a single-family home. Duplex and other building options require a larger lot size and frontage. The 1.8m setbacks for the R-4 lots from neighboring R-1 properties would be further than 1.5m setbacks required for R-1, which would benefit neighbors.

To conclude, while we need to ask for a medium density zoning, we are not looking to drastically increase the density of this area.

Sincerely,

Samantha Mitchell
Project Coordinator



Adams Lake Indian Band

Project Name:

OCP4000-54 / 1421 - 17 STREET SE

FN Consultation ID:

OCP-54

Consulting Org Contact:

Kathy FRESE

Consulting Organization:

[City of Salmon Arm](#)

Date Received:

Wednesday, April 19, 2023

Weytk,

Re. OCP4000-54 / 1421 - 17 STREET SE

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

218 known ALIB cultural heritage sites found within 5 km of the provided polygon (1 intersecting)

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of Secwepemcul'ecw. 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 that are practiced in accordance with Secwepemc customs, laws, and governance structures.

Recommendations:

ALIB does not object to this project as currently designed. Please notify ALIB through the "messages" function in NationsConnect with as much notice as possible if any significant scope changes are anticipated.

Please share any cultural heritage, environmental, and archaeological reports associated with this project.

Kukstemc,

Brent Davidson,
Title and Rights Technical Coordinator
Adams Lake Indian Band
Chase, BC.



May 24th, 2023

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

Dear Chris,

Re: OCP Amendment Application No OCP 4000-54

The Salmon Arm Economic Development Society (SAEDS) Board of Directors reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 1421 17th Street SE from low density residential to medium density residential as well as rezoning from R1 to R4.

The SAEDS Board was not in support of the proposed OCP amendment and felt that perhaps this proposal could be best considered within the upcoming Official Community Plan review. We thank you for the opportunity to comment on this proposed OCP bylaw amendment.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bill Laird", is written over a faint, larger version of the same signature.

Bill Laird,
Board Chairperson

TO: Gary Buxton, Director of Planning
DATE: May 16, 2023
PREPARED BY: Mustafa Zakreet, Engineering Assistant
APPLICANT: **J. & E. Beagle**
SUBJECT: SUBDIVISION APPLICATION NO. 23-06
LEGAL: Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795
CIVIC: **1421 – 17 Street SE**

Further to your referral dated April 19, 2023, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning, but are requirements as a condition of Subdivision. Engineering Department does not have any concerns related to the Rezoning.

General:

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

SUBDIVISION APPLICATION FILE: 23-06

May 16, 2023

Page 2

subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 17 Street SE, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 17 Street SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

Water:

1. The subject property fronts a 150mm diameter Zone 5 watermain on 17 Street SE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 25mm metered service from the 150mm diameter watermain on 17 Street SE. Since this service traverses the proposed lot, it is proposed that the existing service is used for the proposed lot, and a new 25mm metered service from the 150mm diameter watermain on 17 Street SE will be required for the existing lot. Owner / developer is responsible for all associated costs.
3. The proposed parcel is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10 utilizing the existing 25mm service from the 150mm diameter watermain on 17 Street SE. 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).

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 17 Street SE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 17 Street SE. Since this service traverses the proposed lot, it is proposed that the existing service is used for the proposed lot and a new 100mm service from the sanitary sewer on 17 Street SE be added to have a 100mm service in each new lot. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 23-06

May 16, 2023

Page 3

3. The proposed parcel is to be serviced utilizing the existing 100mm service from the sanitary sewer on 17 Street SE. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

Drainage:

1. A 375mm diameter storm sewer terminates at a manhole about 43m north of the property on 17 Street SE. Extending the stormwater main along the frontage of the property is required, or an alternative stormwater management system is required to address the road drainage on 17 Street SE.
2. The subject property is in an area with no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020).
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw (SDSB) No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2 of the SDSB.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3 of the SDSB. 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.



Mustafa Zakreet
Engineering Assistant



Gabriel Bau P.Eng.
City Engineer

CITY OF SALMON ARM

BYLAW NO. 4584

**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 August 14, 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 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from LR (Low Density Residential) to MR (Medium 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. 4584".

READ A FIRST TIME THIS DAY OF 2023

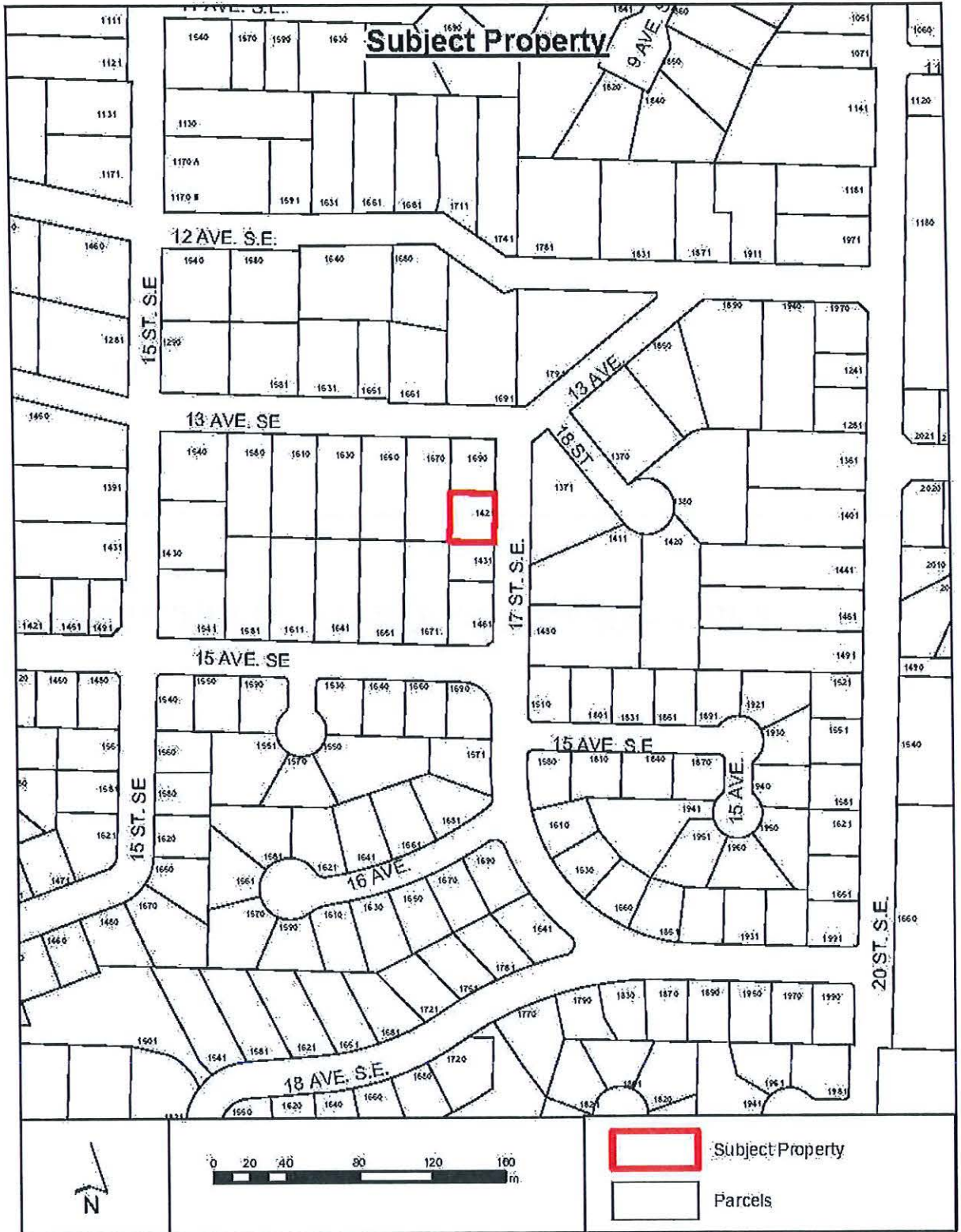
READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER



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Item 10.2

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4585 be read a first time.

[ZON-1266; Beagle, J. & E./Franklin Engineering Ltd.; 1421 - 17 Street SE; R-1 to R-4]

CITY OF SALMON ARM

BYLAW NO. 4585

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on August 14, 2023 at the hour of 7:00 p.m. was published in the _____, 2023 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 12, Township 20, Range 10, W6M, KDYD, Plan EPP106795 from R-1 (Single Family Residential Zone) to R-4 (Medium 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. 4585"

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: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4579 be read a final time.

[ZON-1264; Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)]

23. STATUTORY PUBLIC HEARINGS

2. Zoning Amendment Application No. ZON-1264 [Brentwell Construction Ltd./Crevier, L. & S.; 31 4 Street SE; Text Amendment; Addition to Definitions and to R-5 (High Density Residential Zone)]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 7:14 p.m. followed by comments from Council.

CITY OF SALMON ARM

BYLAW NO. 4579

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 June 26, 2023 at the hour of 7:00 p.m. was published in the June 14 and June 21, 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:
 - a) Section 2.2 - Definitions - Secondary Suite - e) and f) to read:
 - e) Must be located within a building or portion of a building of residential occupancy; and
 - f) Must be located within a building or portion of building where both dwelling units constitute a single real estate entity.
 - b) Amend the R-5 Zone - Section 10.3.13 to add "Secondary Suite" as a permitted use.

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. 4579"

READ A FIRST TIME THIS 12th DAY OF JUNE 2023

READ A SECOND TIME THIS 12th DAY OF JUNE 2023

READ A THIRD TIME THIS 26th DAY OF JUNE 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 27th DAY OF JUN , 2023



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

INFORMATIONAL CORRESPONDENCE - July 10, 2023

- | | | |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 1. | Building Department - Building Statistics - June 2023 | N |
| 2. | Building Department - Building Permits - Yearly Statistics | N |
| 3. | L. Kellett, Deputy Corporate Officer, City of Prince George - Email dated June 28, 2023
- City of Prince George Resolution Submission to 2023 UBCM Convention -
Reimbursing Local Governments for Medical Services Provided by Local Government
Fire and Rescue Service | N |
| 4. | Shuswap Watershed Council - Media Release dated June 28, 2023 - Shuswap Watershed
Council releases 2022 Water Quality Summary Report | N |
| 5. | Shuswap Watershed Council - June 14, 2023 - Council meeting highlights | N |
| 6. | Interior Health News Release dated July 5, 2023 - Interior Health aims to boost responses
to B.C. SPEAK Survey | N |
| 7. | J. Pattinson, Vice Chair, Shuswap Climate Action Society - Copy of letter dated July 4,
2023 to BC Transit - Request to recognize the importance of transit in rural areas | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 14.1

CITY OF SALMON ARM

Date: July 10, 2023

W. Fredette, Centre Manager
The Senior's Resource Centre

Mayor Harrison and Councillors

Thank you for inviting us to a council meeting to update you about the Seniors Resource Centre and the important programs and services we offer here in beautiful Salmon Arm! Over time, the city's amazing history of generous financial support of our senior centre has allowed us growth and the ability to help more Salmon Arm residents than ever before. Our centre is still located beside Fletcher Park and below Chu Dental as it has been for 20 years. We operate with 1 full time and two part-time staff with approximately 30 volunteers and our board of directors. We are not here today to ask for a bigger or improved space, but to plant a seed: that for continued growth and success, change is needed. Before we ask your help with that change our new Board of Directors and staff are setting out to establish best practices and logical next steps to attain this sustainable growth. We are presently collaborating with other local service providers to ensure we minimize duplication and share broader resources as effectively as possible.

WHAT ARE WE DOING?

Our FOOT CARE clinic caters to between 40 to 85 clients per month with only two days per week, Tuesday and Wednesday. The nurses would like to be open three to five days per week but our main hall where foot care is provided is also used for our equally successful Day Away adult day program .

We presently have 1 to 2 licensed nurses who work on the same day and provide foot care to a minimum of 7 clients each per day. The waiting list for foot care appointments is growing and we are prepared to add additional days provided we have the space. Five days of foot care could generate over 300 clients per month, depending on the number of nurses working each day. We have 3 nurses that alternate now. We see the need to provide the Foot Care clinic with their own permanent space where they could set up a professional clinical environment that is independent from our other program space.

Our very popular DAY AWAY PROGRAM is still offered on Thursday and Friday with 10 to 12 people per day, as allowed by Interior Health. This number is now at capacity. Our current number of wait-listed clients would allow us to support another program day for Day Away. Our Day Away Coordinator Mary Preston utilizes many different materials for crafts and decoration with additional equipment and materials needed for cognitive and physical games. The program always supplies snacks and lunch so our dining space with a kitchen in the main hall is essential for storage and food supplies to be able to run the two successful programs per week with hopes of a third day in the near future.

ALZHEIMER SUPPORT is an important and ever growing service provided at our centre. Alzheimer's Society of BC funds one of the Caregiver Support group meetings that we hold twice a month but because of the need, the centre funds the second meeting. We are currently in the planning stage of another support group for people suffering from memory loss, especially from dementia- related illnesses. We just held the very first meeting last month on June 19th that was small but successful. We discovered that based on 2021 demographic information, over 30% of Salmon Arm is over the age of 60 and Alzheimer's and other diseases are becoming more prevalent. Our senior residents and their families need support more than ever to maneuver through these life changing and stressful times. The Centre would like to help residents adapt to these health changes in sync with the aging population and focus on assisting them to maintain their well being by reducing the stress related to life- altering diseases.

CVITP

Community Volunteer Income Tax Program because of a lack of resources we could not offer this free program in 2023 which has over the past 22 years served the most vulnerable of our population to ensure their government programs and pensions continued by filing their taxes on time...in some cases helping new residents who had never filed in Canada. We are on track to deliver this program for 2024 in a very new and exciting way which could serve over the usual 1200 plus senior and low-income clients.

SENIORS ADVOCACY

Our centre staff and a volunteer are available to assist seniors and others with the challenges associated with filing forms for government pensions, rental assistance, food programs, and connection to mental health and countless other services. What a great day it will be to not hear about a lonely senior isolated in a room having to decide to eat every other day in order to have enough money for rent...we can't solve every problem but we want to become the answer to the question, "Who do I call for help?"

The Seniors' Resource Centre provides a compassionate ear, hands on assistance where possible, and links to other service providers who can best help our various clients. Whether it is a low cost Medical Drive to Kelowna or one of our Better Meals that we sell from our location, we try to provide our seniors a valuable service to help make their lives easier and more independent.

Our Society is very grateful to have our present location and will continue to serve the many senior needs with the resources at hand. The request for change is imminent though, and we will do our homework and come to you with a request for assistance when that request can be well quantified and more specific. For today, we simply ask you to please let us know what you need from us to help you make the decision to support our growth and transition to a Society that could serve more than a fraction of the population of our fine city. We hope to be part of our city's new growth and are excited to expand with the changing times.

Our Mission is: "Helping senior members of our community and involving them in improving the quality of their lives while recognizing the essential value of a volunteer workforce and cooperative community liaisons."

With your continued support for the Seniors' Resource Centre and from other supporters in our great community, we know and look forward to helping build Salmon Arm to become the amazing community we all dream of living in now and in the future.

Item 14.2

CITY OF SALMON ARM

Date: July 10, 2023

K. Tobin, Artistic Director
Salmon Arm Folk Music Society

2022 | LONG AWAITED RETURN



Reengage our audiences and stakeholders
 Support artists, technical crews and local venues

Presented a four off season events:

- Dan Mangan Concert Film (online)
- Barney Bentall (Live)
- Joel Plaskett Emergency (Live)
- Whitehorse (Live)

Supported many community organizations and events, including: Women Who Wine, Salmon Arm Pride's *Loud and Proud*, Salty Dog, A.L Fortune Drumline, Wednesday on the Wharf, Monashee Festival, and WinterFest to name a few



THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY

2022 ROOTS and BLUES BY THE NUMBERS

The annual Festival was comprised of 68 performances across

seven stages and sites:

- Performances: 36
- Workshops: 12
- Pluk'w Stage: 12
- Tuned Up Series: 7
- Kick Off Concerts: 1

Number of Artists: 307

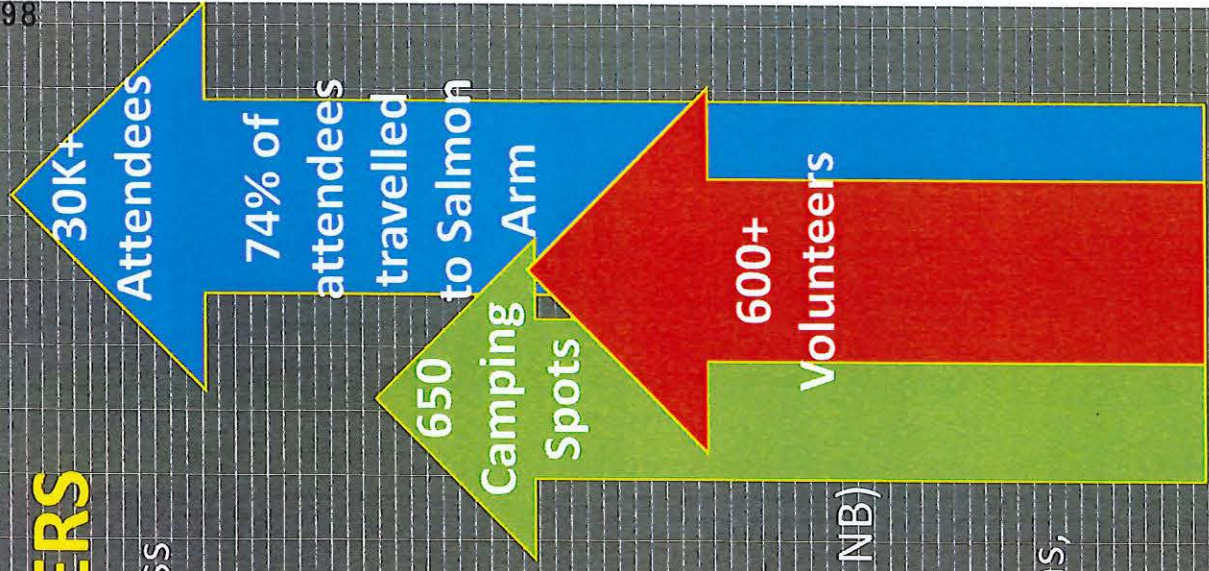
Canadian Artists 75% of artists

Countries 3 (Canada, US, Mexico)

Provinces/Territories 8 (BC, AB, SK, MB, ON, Yukon, QC, NB)

Local/Regional Artists

Mozi Bones, Oot and Oots, Kiki the Eco Elf, Salmon Armenians, Meg n' Mike, Shred Kelly, Craig Thomson/Wade Dorsey and Nicholas Dorsey



THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY

2023 | HERE AND NOW

OFF SEASON PROGRAMMING

- MICHAEL KAESHAMMER SOLD OUT
- HARRY MANX SOLD OUT
- SLOAN SOLD OUT
- FIVE ALARM FUNK SOLD OUT

31ST ROOTS and BLUES FESTIVAL

- Tuned Up Free Series August 14-19
- Wednesday on the Wharf August 16
- Kick Off Concert August 17
- ROOTS and BLUES August 18-20
 - Over 60 performances
 - 5 stages
 - Workshops
 - Camping
 - Food and Artisan Vendors
 - Youth and Indigenous Program
 - Environmental Initiatives

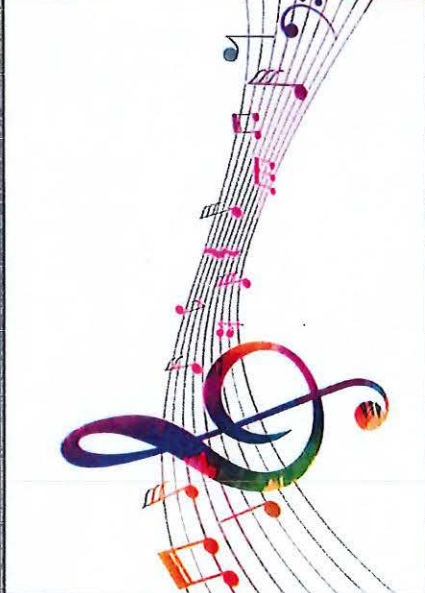


THE FUTURE
IS NOW!

WHERE MUSICIANS GO TO PLAY

Working Together | CITY OF SALMON ARM

FINANCIAL
NOISE EXTENSION
STREET CLOSURE
CAMPING
SECURITY INVESTMENTS



THE FUTURE
IS NOW!

WHERE MUSICIANS GO TO PLAY

2023 | INVESTING IN OUR FUTURE

Office grounds expansion. Organization manages over 30 acres during various operations (Office, Fair Grounds, Camping)

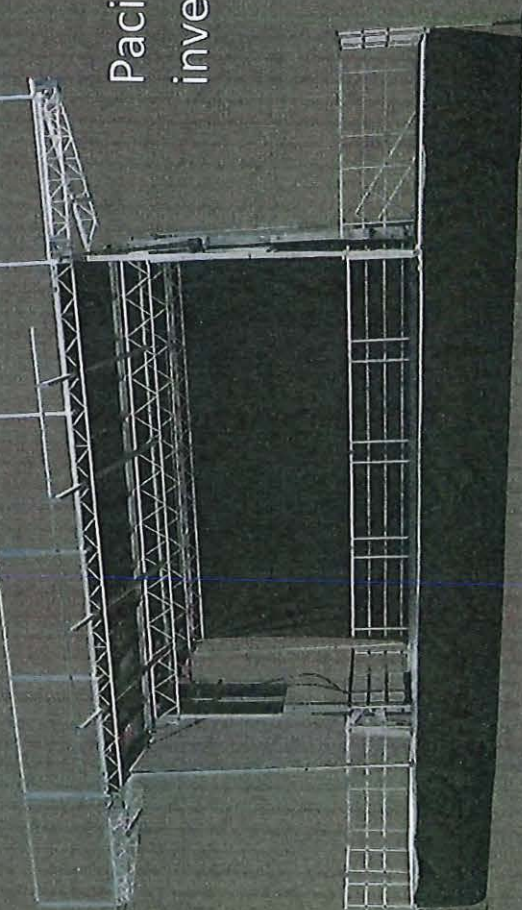
1,100+ workforce (staff, volunteers and suppliers) to run the RB

Estimated \$7M in economic impact for SA



PacifiCan Grant provided resources that were invested in:

- SL100 Stage
- Cargo Van (Purchased from SA business)



THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY

THE FUTURE IS BRIGHT

Engage and participate in local / regional meetings

Marketing Campaign promoting SA culturally vibrancy

Provide accessible mentorship support and opportunities

Continue Developing and Deepening Relationships

Support strategies and organization that promote Salmon Arm and the Shuswap as the Live Music Capital Destination

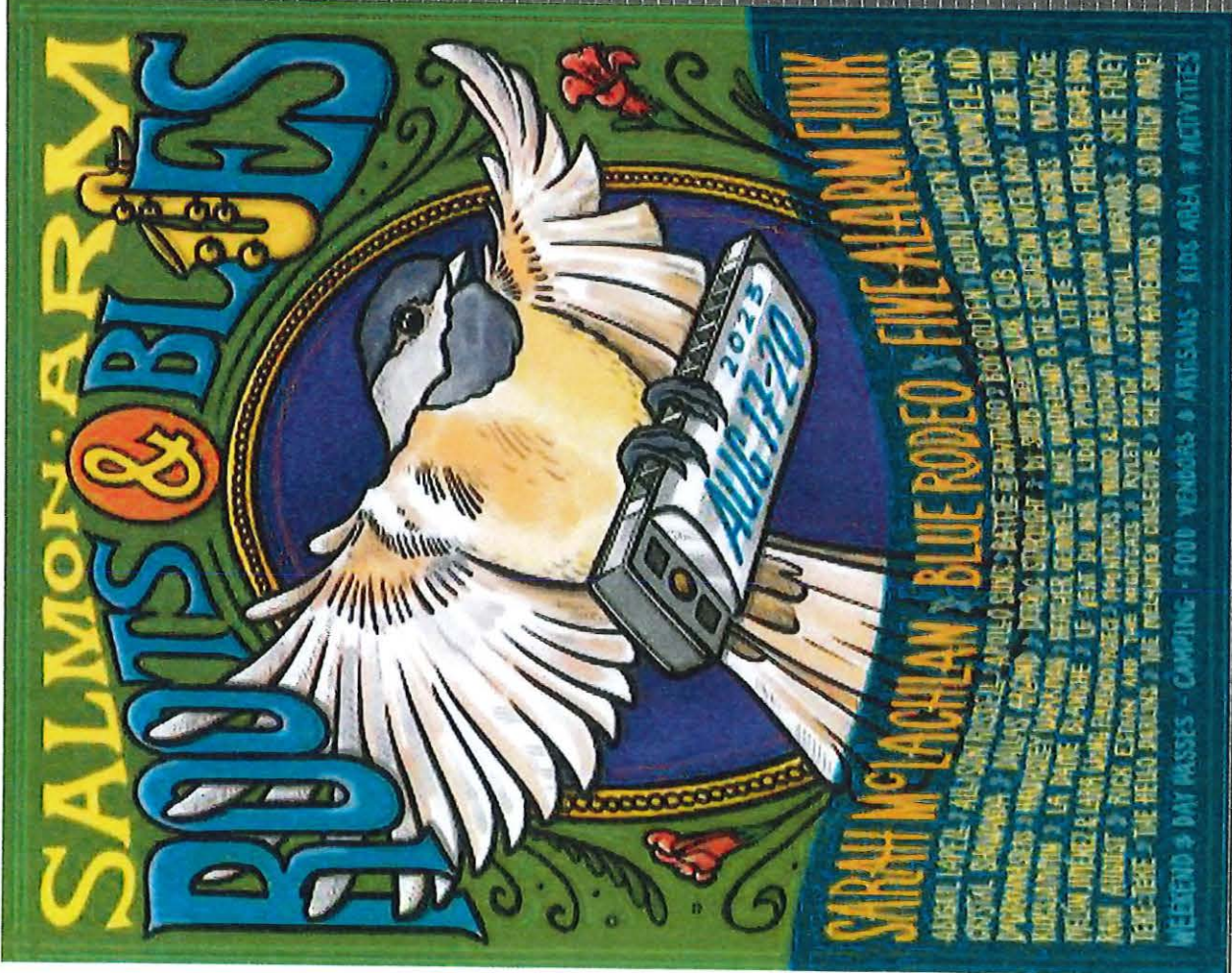
Community engagement aimed to increase local engagement in SAFMS events

Support and develop educational opportunities for local/regional audiences and musicians



THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY



SALMON ARM CITY COUNCIL

THE FUTURE IS NOW!

PRESENTED BY
Kevin Tobin, Artistic Director

WHERE MUSICIANS GO TO PLAY

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Item 18.1

CITY OF SALMON ARM

Date: July 10, 2023

June 26, 2023 Presentation:
B. Healey - Request for Open Water Races and Swim Run Event

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Item 22.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-451 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094, in accordance with the drawings attached as Schedule A to the staff report dated June 23, 2023.

[Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: June 23, 2023

Subject: Development Permit Application No. DP-451 (Industrial)

Legal: Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094

Civic Address: 3601- 20 Avenue SE

Applicant: Aviator Business Park Inc.

STAFF RECOMMENDATION

THAT: Development Permit No. DP-451 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094, in accordance with the attached drawings (Schedule A).

PROPOSAL

The proposal is for the development of the third phase of an industrial use facility comprised of 2 industrial warehouse buildings as shown in Schedule A (Appendix 1).

BACKGROUND

The subject parcel, at 3601 20 Avenue SE, is located approximately 600 m west of the Salmon Arm Regional Airport (Appendix 2 and 3). The initial phase (DP-430) of development included the construction of four 468 m² (5,038 ft²) storage buildings for *mini warehousing* use, totalling nearly 1,858 m² (20,000 ft²). The second phase of the development (DP-436 – Appendix 9) will include approximately 1,486 m² (16,000 ft²) of industrial space in the form of two 8,000 ft² buildings on the street front portion of the subject parcel. The letter of proposal, site plan and elevations (Appendix 1) provides further details on the application and proposal.

The subject parcel is 3.6 ha (8.9 ac) in area, designated Industrial - Light (IL) in the City's Official Community Plan (OCP), and zoned M-1 - General Industrial (Appendix 4 and 5). The parcel is within a designated Special Development Area, identified in the 1980s for the future expansion of the City's Industrial Park. Included within the "Industrial Development Permit Area", this designation means that any development is subject to form and character design policies under Section 10.5 of the OCP.

Land uses directly adjacent to the subject property are as follows:

North: A2 (Rural Holding) parcel within the ALR, OCP designation Industrial - Light (IL)

South: A2 (Rural Holding) parcel within the ALR

East: M2 (Light Industrial), OCP designation Industrial - Light (IL) (Access Precision)

West: M6 (Industrial Holding) parcel not in the ALR; and three rural parcels all zoned A2 (Rural Holding) and within the ALR

This is the fourth form and character industrial development permit application within this Industrial - Light designated area to come before City Council. The first such development permit was issued for the property directly east in 2014 (Access Precision Machining), while the second was issued in October 2021 for Phase 1 of this development. Staff note that a future road network has been planned over this area in order to support the future Industrial-Light development area (Appendix 6). Site photos are attached (Appendix 7).

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. Part 3 building will require full professional design and review.

Design Review Panel

The Development Permit application triggered referral to the Design Review Panel (DRP). The DRP reviewed this electronically and supported the application as presented.

Engineering Department

Comments attached (Appendix 8).

Planning Department

This application is to permit the development of two new industrial warehousing structures: simple buildings with metal facades and roofs. This development is subject to the form and character design policies under Section 10.5 of the OCP, categorized specifically as siting and building, landscape and screening, as well as access, circulation, and parking area guidelines.

Siting and Building Guidelines

The proposed development includes two buildings sited on the middle portion of the parcel, west of the existing buildings. The associated drive aisles as well as landscaping at the property's frontage have been addressed through previous DP application processes. The approved building elevations associated with DP-436 are attached as Appendix 9.

The form and character of the buildings proposed are similar to other industrial buildings in the area. The materials proposed are a painted metal siding with contrasting openings. Somewhat minimal architectural details are proposed, with no roof overhang, the buildings feature peaked rooflines. The buildings proposed as part of this phase would be set back well in excess of the required 6 m interior parcel line setback area.

Staff feel that the proposed development substantially aligns with the Industrial Development Permit Area objectives and design guidelines. The Design Review Panel noted no concerns through their review and support of the proposal as presented.

Landscape and Screening Guidelines

Landscaping and screening has been approved at previous application stages (Appendix 3). All plantings proposed and installed to date are fire smart, drought tolerant and deer resistant, aligned with OCP policies 10.5.15 and 10.5.18.

Access, Circulation, and Parking Guidelines

The newly-proposed two-building development proposes to use the same curving access route as approved in previous phases with adjacent parking spaces along asphalt driveways, which aligns with OCP policy 10.5.24. The majority of the parking area is to be screened from 20 Avenue SE by proposed buildings.

Zoning

The proposed warehousing use is permitted in the M-1 General Industrial Zone, subject to BC Building Code and zoning regulations (parking area and access, screening and landscaping requirements). The 6.5 m height of the proposed buildings is far less than the 15 m maximum building height permitted, while all requisite setbacks are met.

Staff note that one parking space is required for every 100 square metres plus 1 per 2 employees and a total of two loading spaces for this phase of the development. There is an excess of available space to

meet these requirements. Both the driveway, circulation surfaces, and aisle widths of 7.3 m are proposed to meet applicable requirements.

Road Reserve

A future road network has been planned affecting the subject parcel to support the future development and expansion of the Industrial Park (Appendix 6), and as such is once again a key element of this proposal. The proposal includes a 10 m wide strip along the east parcel line for the future road network. Given road construction is still premature at this time but recognizing the importance of the future road plan, the registration of a Section 219 road reserve covenant was required to secure the future road alignment. Said covenant is registered on Title and another Section 219 road reserve covenant is not required. Staff note that road dedication and construction would be triggered by future subdivision.

At the Development Permit stage, road dedication, upgrades and the extension of water, sanitary and storm sewer mains (or a cash contribution in lieu of those extensions) are not required. Servicing upgrades, including road dedication, may be required either at the time of the Building Permit (as determined by the development proposed) or upon further subdivision of the property.

CONCLUSION

While the buildings proposed are relatively simple, Staff consider the development as proposed to be a positive addition to the industrial area, consistent with Industrial Development Permit objectives and guidelines. The future road plan for this area has been addressed by the proposal. Considering the use and the site plan, and noting the development potential of the site, staff recommend support of the proposed development.



Prepared by: Chris Larson, MCIP, RPP
Senior Planner



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



April 17, 2023

To: Whom it May Concern

Re: Proposed Development at 3601 20th Ave SE, Salmon Arm, BC

Our proposal is to construct 2 Pre-Engineered buildings to be used as indoor and covered storage for RV's, boats and various other recreational vehicles.

These 2 buildings will consist of 1 – 80' x 150' fully covered storage building with 2 overhead access doors and 2 man doors and 1 – 40' x 120' Lean Too style building to provide covered RV storage.

The proposal for the construction of these 2 buildings are directly related to requests from existing customers and potential customers whom we couldn't previously accommodate for covered or fully enclosed storage in the Salmon Arm area. With the rising cost of recreational vehicles, owners of these vehicles are looking for covered or indoor storage to protect their investment.

Regards,

A handwritten signature in black ink, appearing to read "Jade Nielsen", is written over a large, light-colored oval scribble.

Jade Nielsen

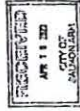
President

Aviator Business Park Inc.



Edward F. Gough Architect
8634-103 Street
Edmonton, AB T5K 1A8
Office: (780) 423-3424
SAB

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Appendix Schedule A Letter and Site Plans

AVIATOR BUSINESS PARK
Address: 2014 AVENUE S.E. EDMONTON, ALBERTA T6C 2S1

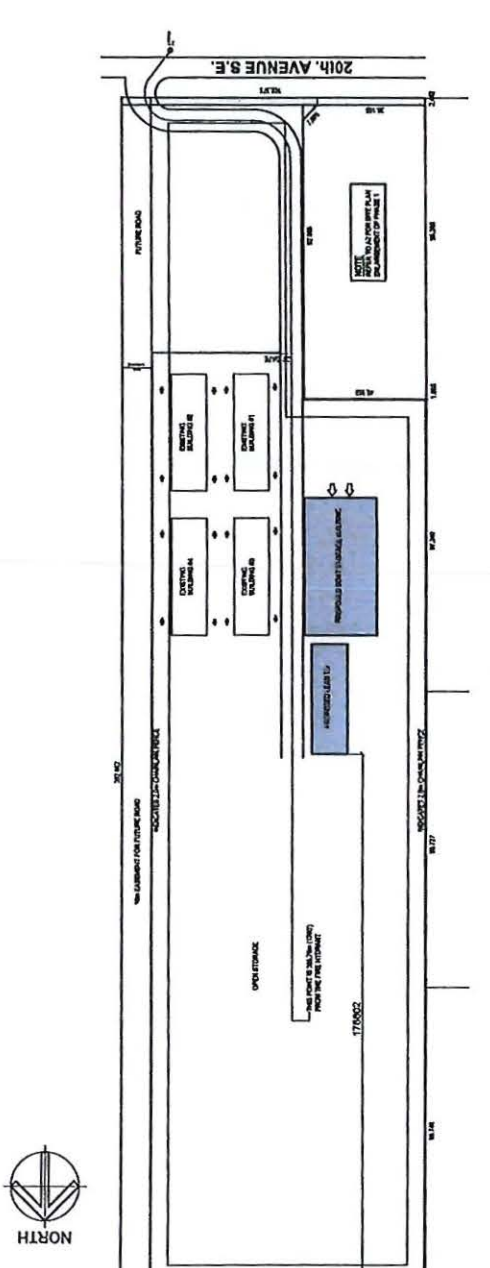
Project No. EGI692
Version V1
Date: 04/17/2023
Drawing Title: SITE PLAN
Drawing No. DP

PROJECT INFO:
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2014 AVENUE S.E.
EDMONTON, ALBERTA T6C 2S1
LOCALITY NUMBER:
N1730522

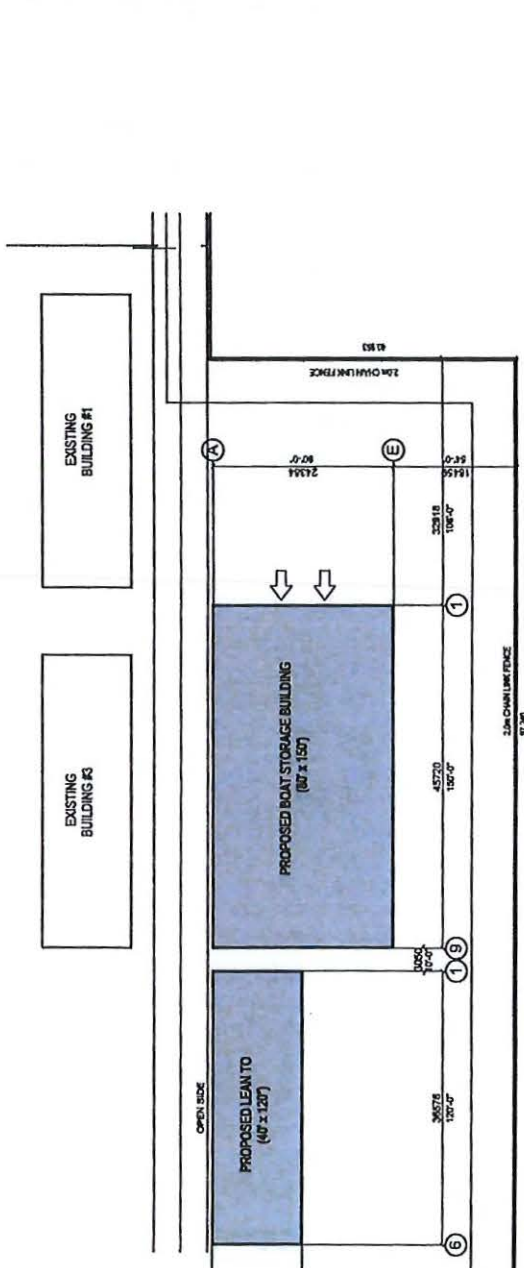
ZONING:
R1
SITING AREA:
2148.00 SQ.M.

THE CITY OF EDMONTON
ZONING BY-LAW NO. 2262
PROPOSED
ZONING: R1
GENERAL INDUSTRIAL ZONE
32.1 PURPOSE:
GENERAL INDUSTRIAL AND MANUFACTURING
32.1.1 PERMITTED USES:
32.1.1.1 MANUFACTURING AND STORAGE BUILDINGS
32.1.1.2 LIGHT MANUFACTURING AND STORAGE BUILDINGS
32.1.1.3 LIGHT INDUSTRIAL USES
32.1.1.4 FLOOD MANAGEMENT BUILDINGS
32.1.1.5 LIGHT INDUSTRIAL USES
32.1.1.6 LIGHT INDUSTRIAL USES
32.1.1.7 LIGHT INDUSTRIAL USES
32.1.1.8 LIGHT INDUSTRIAL USES
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32.1.1.25 LIGHT INDUSTRIAL USES
32.1.1.26 LIGHT INDUSTRIAL USES
32.1.1.27 LIGHT INDUSTRIAL USES
32.1.1.28 LIGHT INDUSTRIAL USES
32.1.1.29 LIGHT INDUSTRIAL USES
32.1.1.30 LIGHT INDUSTRIAL USES

R.C. CODE INDEX:
TYPE OF WORK:
NEW CONSTRUCTION
32.1.1.1 LIGHT INDUSTRIAL USES
32.1.1.2 LIGHT INDUSTRIAL USES
32.1.1.3 LIGHT INDUSTRIAL USES
32.1.1.4 LIGHT INDUSTRIAL USES
32.1.1.5 LIGHT INDUSTRIAL USES
32.1.1.6 LIGHT INDUSTRIAL USES
32.1.1.7 LIGHT INDUSTRIAL USES
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32.1.1.30 LIGHT INDUSTRIAL USES



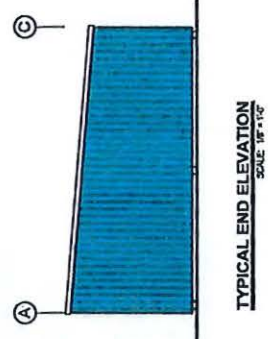
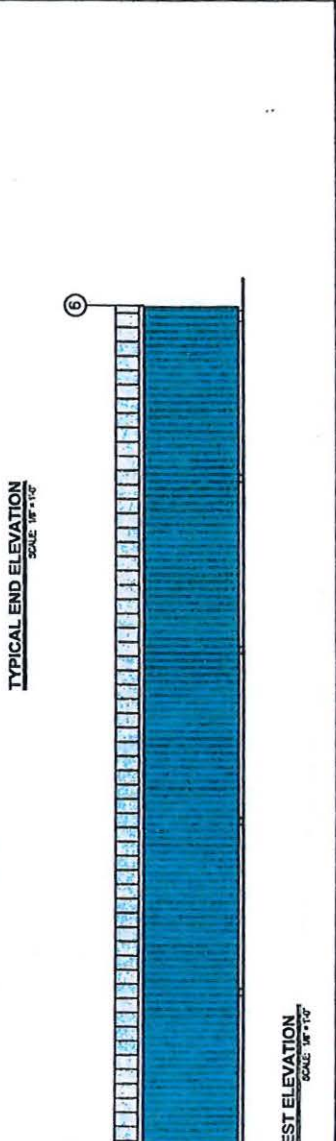
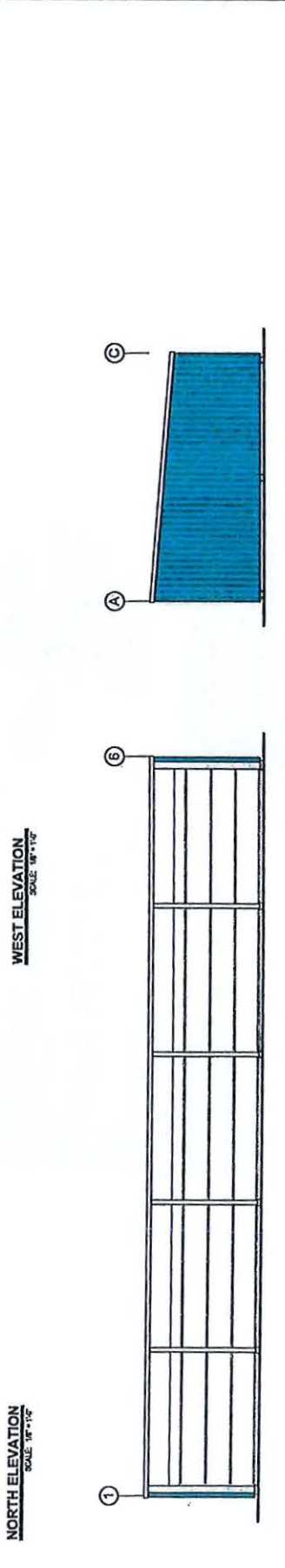
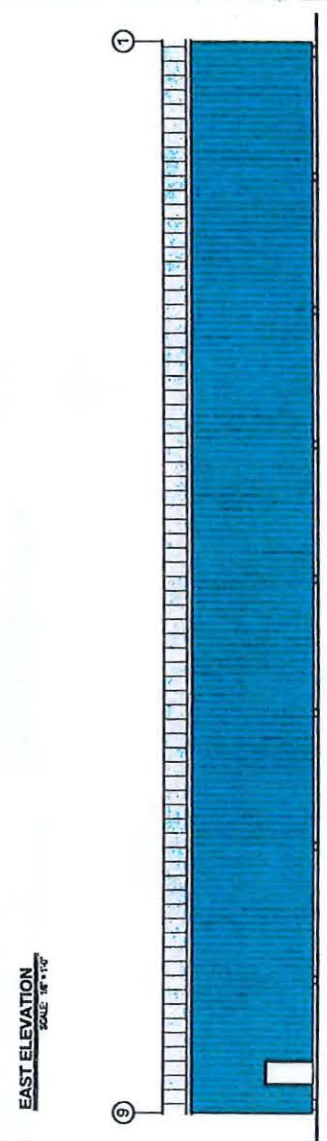
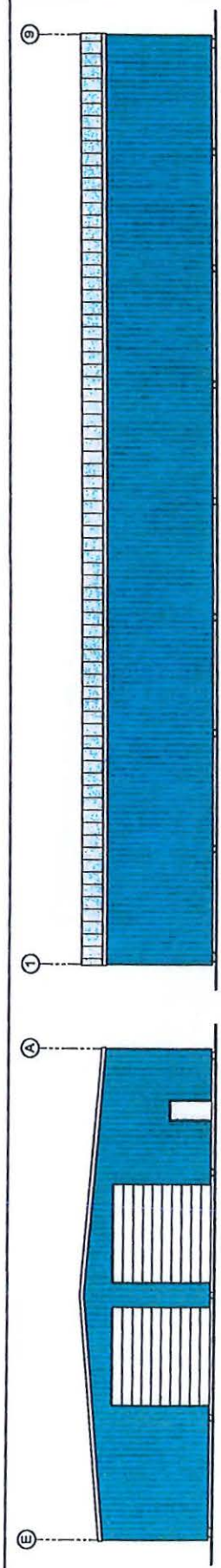
OVERALL SITE PLAN
SCALE: 1:250

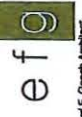


PARTIAL SITE PLAN
SCALE: 1:250



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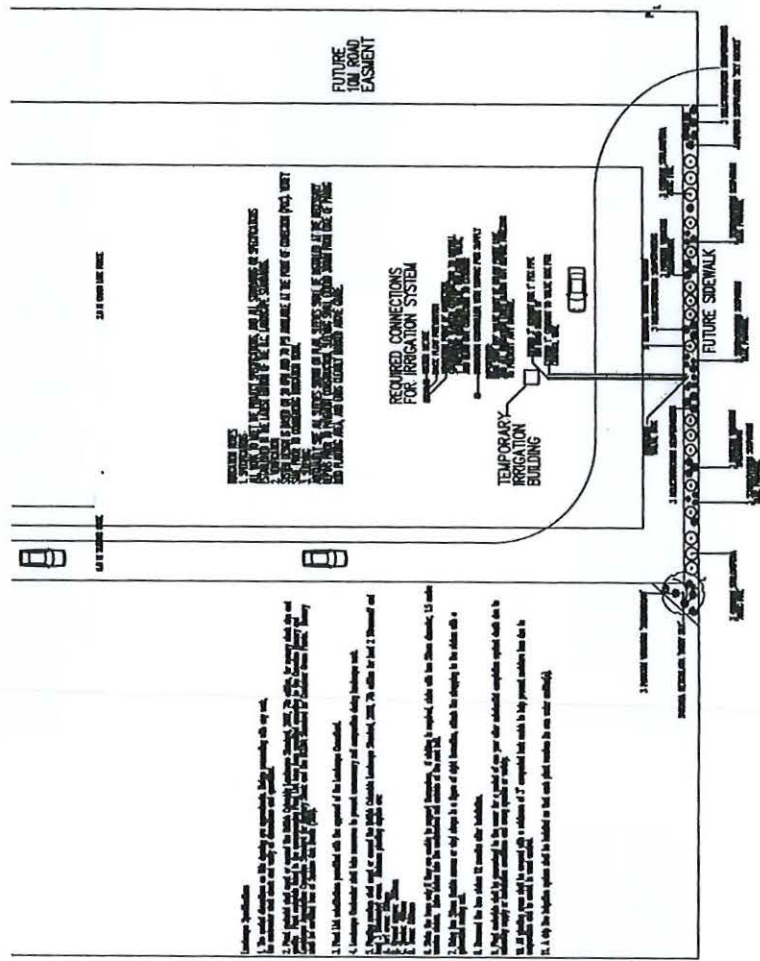
AVIATOR BUSINESS PARK

Project Address:
3601 20TH AVE SE
Edmonton, AB T6C 2E5
Project No:
EGT1692
Revision:
1

Date:
04/17/2023
Drawing Title:
EXISTING LANDSCAPE PLAN
PHASE 1 & 2
Drawing No.:

DP-11

Appendix 1: Schedule A Letter and Site Plans



REQUIRED CONNECTIONS FOR IRRIGATION SYSTEM

TEMPORARY IRRIGATION BUILDING

FUTURE (10M ROAD EASEMENT



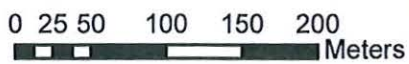
NOTES:
1. LANDSCAPE PLAN IS FOR PHASES 1 & 2.
2. ALL PLANTS ARE TO BE INSTALLED IN ACCORDANCE WITH THE SCHEDULE A LETTER AND THE RECORDS OF THE PROJECT.
3. THE LANDSCAPE PLAN IS TO BE USED IN CONJUNCTION WITH THE RECORDS OF THE PROJECT.

AVIATOR BUSINESS PARK
3601 20TH AVE SE, SALMON ARM
1:250
11 FEB 2021
PAT DILLON

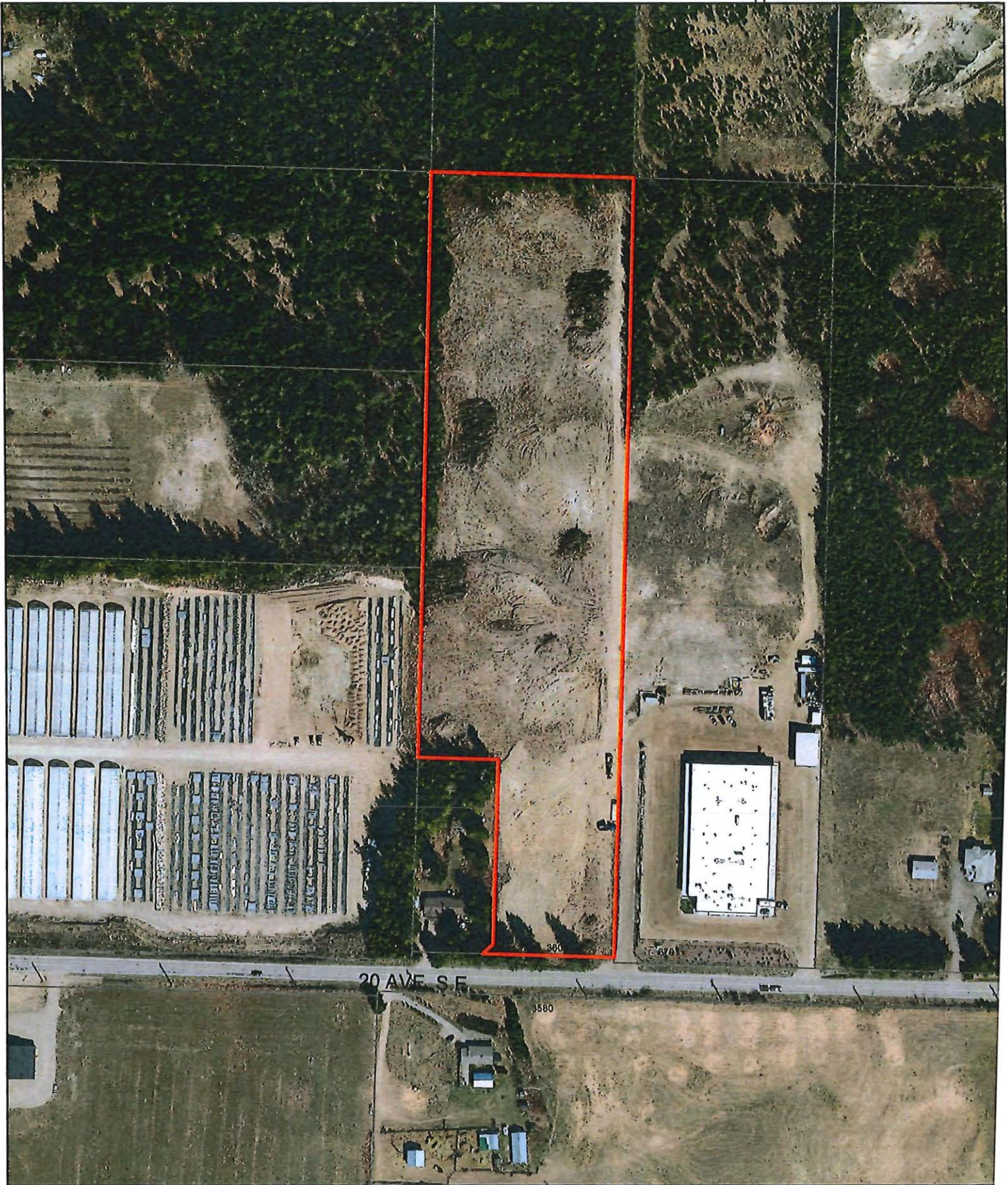
PLANT LIST

PLANT NAME	QUANTITY	NOTES
...
...
...
...
...

LANDSCAPING IS EXISTING



-  Subject Property
-  Parcels



0 12.525 50 75 100
Meters

-  Subject Property
-  Parcels



P117

30 ST. S.E. (AUTO ROAD)

ST. S.E.

30 ST. S.E. (AUTO RD.)

20 AVE. S.E.

40 ST. S.E.

40 ST. S.E.

Subject Property

Parcels

Open Space

Acreage Reserve

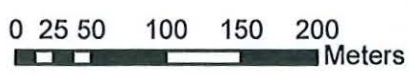
Institutional

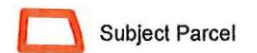
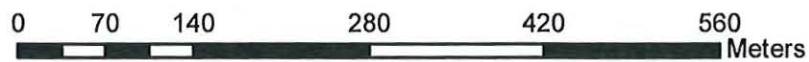
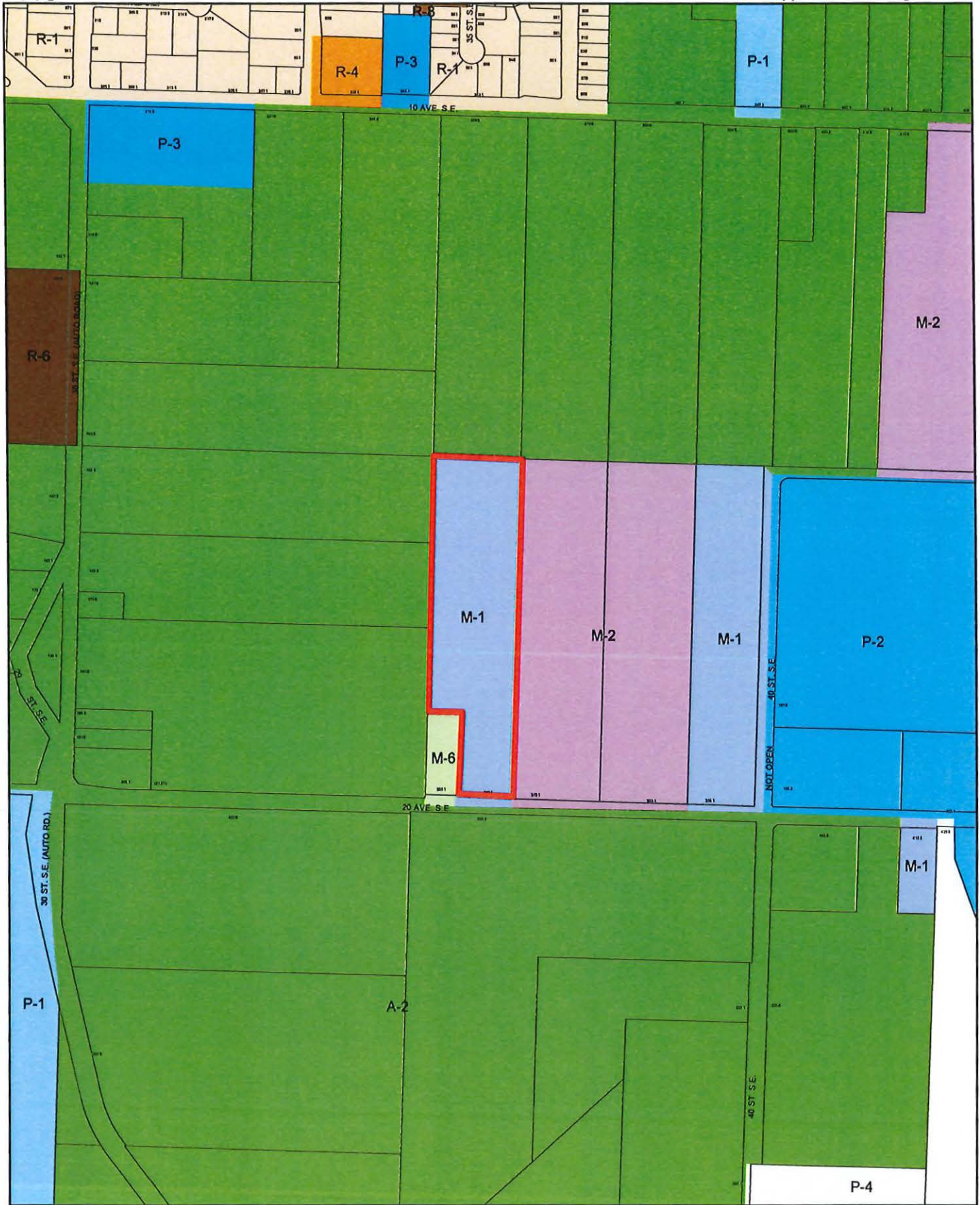
Residential - Low Density

Industrial - General

Industrial - Light

Industrial - Airside







View of subject parcel northwest from 20 Avenue SE. Arrow indicating proposed building location.



View of subject parcel over adjacent parcels northeast from 20 Avenue SE.



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Planning
 DATE: June 26, 2023
 PREPARED BY: Mustafa Zakreet, Engineering Assistant
 APPLICANT: Aviator Business Park Inc.
 SUBJECT: Development Variance Permit Amendment Application No. DP-451
 LEGAL: Lot 15, Section 7, Township 20, Range 9, W6M KDYD, Plan 1230,
 Except Plan KAP83094
 CIVIC: 3601 – 20 Avenue SE

Further to your referral dated April 24, 2023 we provide the following servicing information.

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

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with (underground) electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. 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.
7. 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.

DEVELOPMENT PERMIT APPLICATION NO: DP-451

June 26, 2023

Page 2

Roads / Access:

1. 20 Avenue SE, on the subject property's southern boundary, is designated as Rural Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 20 Avenue SE has been constructed to a Rural Road standard as per the Servicing Agreement completed under Building Permit No. 16982/3 in October 2021. No further upgrade is required.
3. Confirmation is required that Road reserve has been registered along future 37 Street SE, along the eastern boundary of the subject property, including 5m x 5m corner cut.

Water:

1. As "cash in lieu" payment has been received for the future upgrading of the watermain on 20 Avenue SE to 250mm diameter across the frontage of the property as per DP-430. No further upgrades will be required.
2. Records indicate that the existing property is serviced by a metered 200mm water service from the 200mm diameter watermain on 20 Avenue SE. No further upgrade is required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
3. The subject property is in an area with insufficient fire flows and pressures for industrial zoning according to the 2011 Water Study (OD&K 2012). Planned upgrade to the Zone 5 booster station will bring flows and pressure to bylaw requirements; therefore, no upgrades are required at this time.
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property does not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, private on-site disposal systems will be required where sanitary is installed.

Drainage:

1. The subject property does not front on an enclosed storm sewer system. Site drainage will be by an Overland and / or Ground Discharge system. Drainage issues related to development to be addressed at time of Building Permit application to meet requirements of Building Inspection Department.

DEVELOPMENT PERMIT APPLICATION NO: DP-451

June 26, 2023

Page 3

-
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
 3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.



Mustafa Zakreet, EIT
Engineering Assistant



Gabriel Beau Baiges P.Eng.
City Engineer



SOUTH EAST PERSPECTIVE
SCALE: 1/8"=1'-0"



SOUTH WEST PERSPECTIVE
SCALE: 1/8"=1'-0"



SOUTH EAST PERSPECTIVE
SCALE: 1/8"=1'-0"

AVIATOR BUSINESS PARK - PHASE 2
10401 28th AVENUE SE, SUITE 100, ALBUQUERQUE, NM 87123

PERSPECTIVES

DATE: 10/21/11
DRAWN: J. BROWN
CHECKED: A.S. WICKI
STATUS: AS INDICATED
PROJECT: BUILT FOR DEVELOPMENT / PERMIT APPLICATION
DATE: OCTOBER, 2011



Appendix 9: DP-436 Elevations

Item 22.2

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-580 be authorized for issuance for Lot 1, Section 29, Township 20, Range 10, W6M, KDYD, Plan 39577 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, to waive the upgrading of the west side of 50 Street NW along the parcel frontage to the Rural Collector Road Standard (RD-8), including installation of a bike lane, shoulder and drainage ditch.

[Reid, D. & Verney, C.; 3821 50 Street NW; Service requirements]



TO: His Worship Mayor Harrison and Members of Council

DATE: June 21, 2023

SUBJECT: Development Variance Permit Application No. VP-580

Legal: Lot 1, Section 29, Township 20, Range 10, W6M, KDYD, Plan 39577

Civic: 3821 - 50 Street NW

Applicant: Reid, D. & Verney, C. (Owners)

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP - 580 be authorized for issuance for Lot 1, Section 29, Township 20, Range 10, W6M, KDYD, Plan 39577 to vary Section 4.8.1, Subdivision and Development Servicing Bylaw No. 4163, to waive the upgrading of the west side of 50 Street NW along the parcel frontage to the Rural Collector Road Standard (RD-8), including installation of a bike lane, shoulder and drainage ditch.

STAFF RECOMMENDATION

THAT: the Motion for Development Variance Permit No. VP-580 be defeated.

PROPOSAL

The applicant is requesting to waive required road upgrades for 50 Street NW along the parcel frontage in order to reduce the servicing requirements for development on the subject property.

BACKGROUND

The subject property is located in the Gleneden area, has 1 road frontage along 50 Street NW, and is approximately 1.722 hectares in area (Appendix 1 and 2). It is designated Acreage Reserve in the City's Official Community Plan (OCP) (Appendix 3) and is outside of the ALR (Appendix 4). In Zoning Bylaw No. 2303, the subject property is zoned A2 - Small Holding Zone (Appendix 5). The A2 zoning permits agricultural development and limits residential development to a single family dwelling and a Rural Detached Suite.

Adjacent land uses include the following:

North: A2 (Rural Holding Zone) – Agriculture and Single Family Residences

South: A2 (Rural Holding Zone) – Agriculture and Single Family Residences

East: A2 (Rural Holding Zone) – Agriculture and Single Family Residences

West: A3 (Small Holding Zone), P1 (Park and Rec Zone), CD3 – Rural, natural area, Agriculture, and Single Family Residences

In June 2022, a building permit was submitted for the subject property triggering frontage works. Subsequently, a variance application was submitted in March 2023 to waive the frontage works, with additional information received in April.

The Engineering and Servicing Report dated May 29, 2023 that forms the basis of this report is included as Appendix 6, and includes an Opinion of Probable Costs (OPC) for the works required.

50 Street NW – Servicing Requirements

50 Street NW adjacent to the subject parcel is required to be upgraded to a Rural Collector Road Standard (Appendix 7, RD-8). It has been identified in the OCP for a Bike Route (OCP Map 12.2), as well as within the City's Active Transportation Network Plan. Available records show that there is sufficient road right-of-way to accommodate the required upgrades.

Specific to the section fronting the subject property the upgrading includes the installation of asphalt bike lane, shoulder widening and drainage ditch work along the west side of 50 St NE. Relocating a communications pole would also be required. The applicant has provided a letter detailing their request (Appendix 8). The subtotal for the frontage works is \$189,615.23.

It should be noted that the applicant is requesting the Council waive all of the road improvement requirements. The staff recommendation is based on a review of that request.

COMMENTS

Engineering Department

Recommendation to deny request. In response to the request to vary servicing requirements, the Engineering Department have provided comments and illustrative maps (Appendix 6).

Building Department

No concerns.

Fire Department

No response.

Planning Department

When considering servicing variances a number of factors are taken into consideration, including physical or legal constraints such as topography, scale of proposed development, and the growth potential in the area. In this situation there are no physical or legal constraints that would necessitate a relief from bylaw requirements.

Future growth is limited in most of the rural areas due to the ALR boundary and OCP policies regarding growth, with the exception of the Gleneden area. Gleneden is the only rural area, outside of the Urban Containment Boundary where rezoning and subsequent subdivision is supported. Lands to the west and north of the property are outside of the ALR and of sufficient parcel area to accommodate future subdivision.

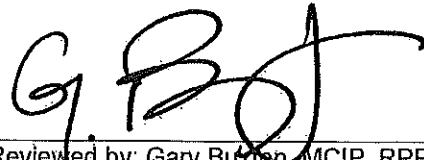
Staff recognize that there are other constraints on development potential, the undeveloped state of the adjacent roadways and surrounding lands, and the particular burden that parcels with larger frontages face when developing. However, completely offsetting the cost of upgrading and construction of 50 Street NW onto the future developer/land owners or the City is problematic. Waiving the requirements would place additional financial burden on the City for the road improvements in the future or increase costs to future developers of adjacent properties.

While Council is not burdened by precedent, staff note that parcels fronting on 60 Street NW were granted variances to waive frontage upgrade requirements in 2022 and 2023 under separate variance applications. 50 Street NW adjacent to the subject parcel is identified in the OCP and the City's Active Transportation Network Plan for active transportation infrastructure, providing the closest alternative route to the Trans Canada Highway to connect to Adams Lake Band land and neighbouring communities beyond.

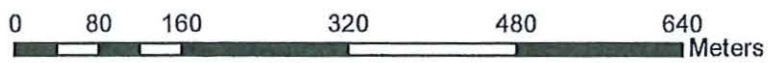
Considering the requirements as previously detailed including OCP and the Active Transportation Plan policy, staff do not recommend that the variances as requested by the applicant be granted. Should Council wish to grant variances to the 50 Street NW requirements to provide some relief, noting that there appears to be sufficient road right-of-way to accommodate the required upgrades, staff suggest that Council consider a 50% cash in lieu contribution (of the \$189,615.23 amount) rather than complete waiver.

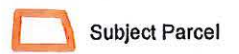
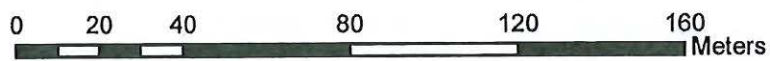


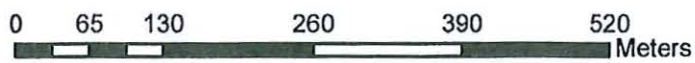
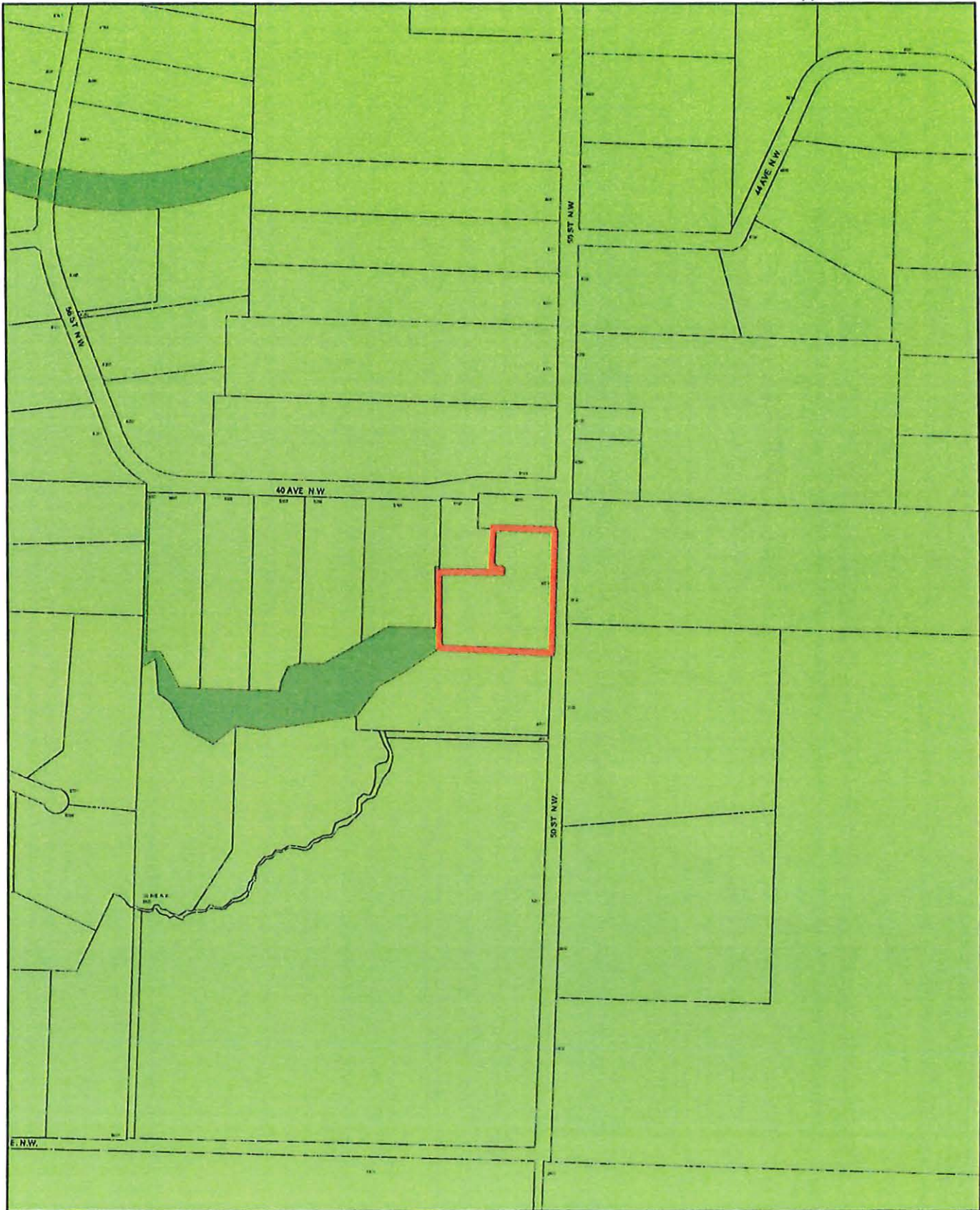
Prepared by: Chris Larson, MCIP, RPP
Senior Planner






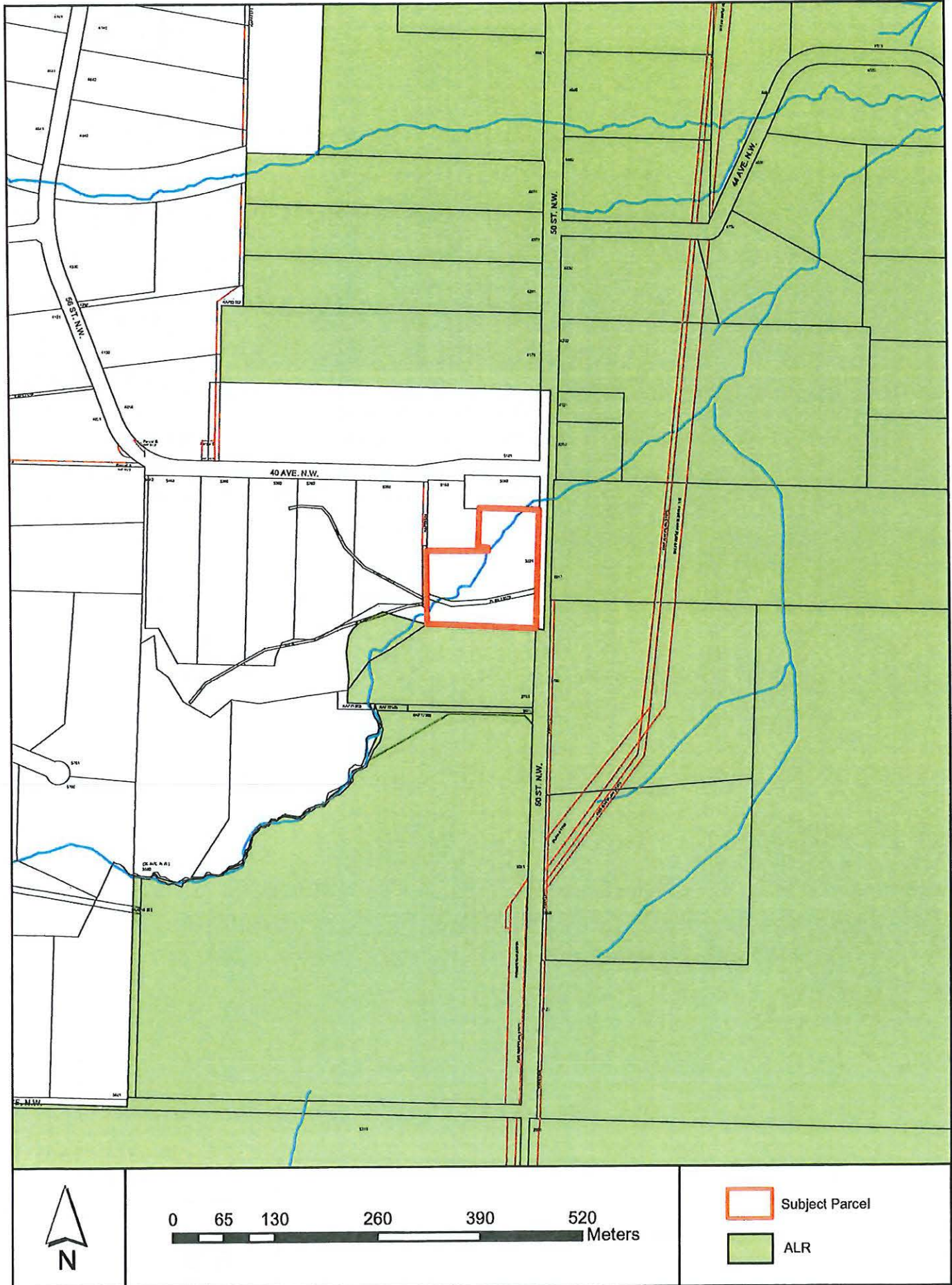
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services

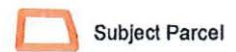
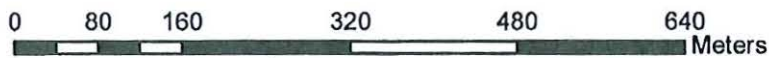
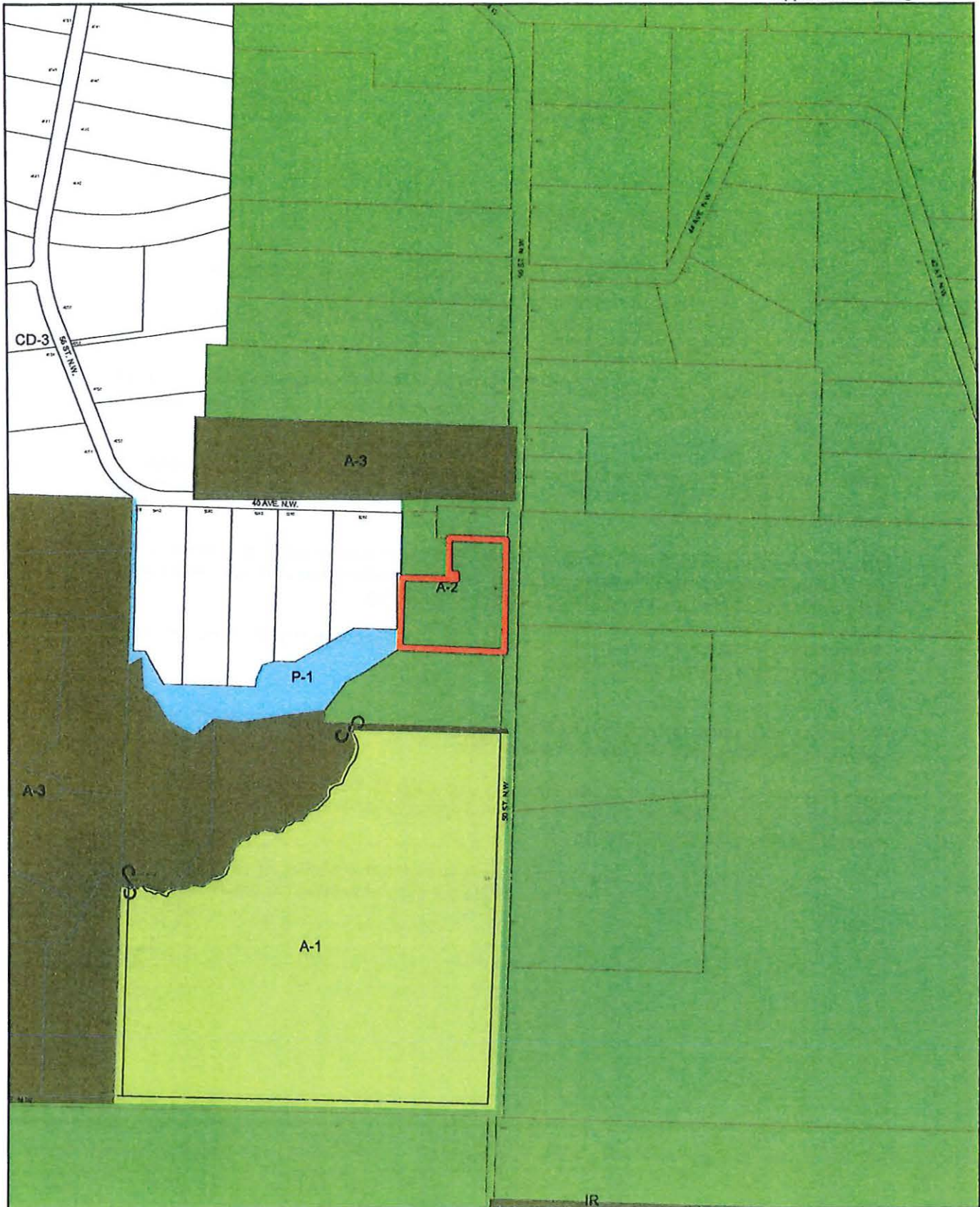






-  Subject Parcel
-  Acres Reserve
-  Park







*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Planning
DATE: 16 June, 2023
PREPARED BY: Mustafa Zakreet, Engineering Assistant
APPLICANT: **Reid C. & D. - 3821 – 50 Street NW Salmon Arm, BC V1E 3A9**
SUBJECT: **VARIANCE PERMIT APPLICATION FILE NO. VP- 580**
LEGAL: Lot 1, Section 29, Township 20, Range 10, W6M, KDYD, Plan 39577
CIVIC: **3821 – 50 Street NW**

Further to the request for variance dated 04 April 2023, the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances.

Where construction of a home is proposed on bare land within the rural area, the Subdivision and Development Servicing Bylaw 4163 (SDSB) requires full upgrade (from centerline) of the road(s) within the property's frontage(s).

The applicant submitted a building permit# 17221B for a new house on the subject property which triggers a full frontage upgrades as per (SDSB). The applicant has also submitted a cost estimate of the required work produced by Gentech Engineering.

The applicant is requesting that Council waive the following requirements of the Subdivision and Development Servicing Bylaw No. 4163:

Waive the requirement to upgrade 50 Street NW to the Rural Collector Road (RD-8) standard, including the installation of a bike lane.

50 Street NW is currently not to standard and upgrading to the Rural Collector Road RD-8 standard is required under the SDSB. The required upgrades include bike lane construction and associated road widening and ditching.

The Official Community Plan (Map 12.2) currently includes this section of road in the Cycle Network Plan (See appendix A); therefore, staff do not support waiving the requirements of the SDSB.

VARIANCE PERMIT APPLICATION FILE NO. VP- 581

16 May 2023

Page 2

Recommendation:

The Engineering Department recommends that the requested variance to waive the requirement for upgrade 50 Street NW to the Rural Collector Road standard (RD-8) be denied.

The estimated cost of 50 Street NW upgrade as per Gentech Engineering is: \$189,615 (See Appendix B)



Mustafa Zakreet
Engineering Assistant

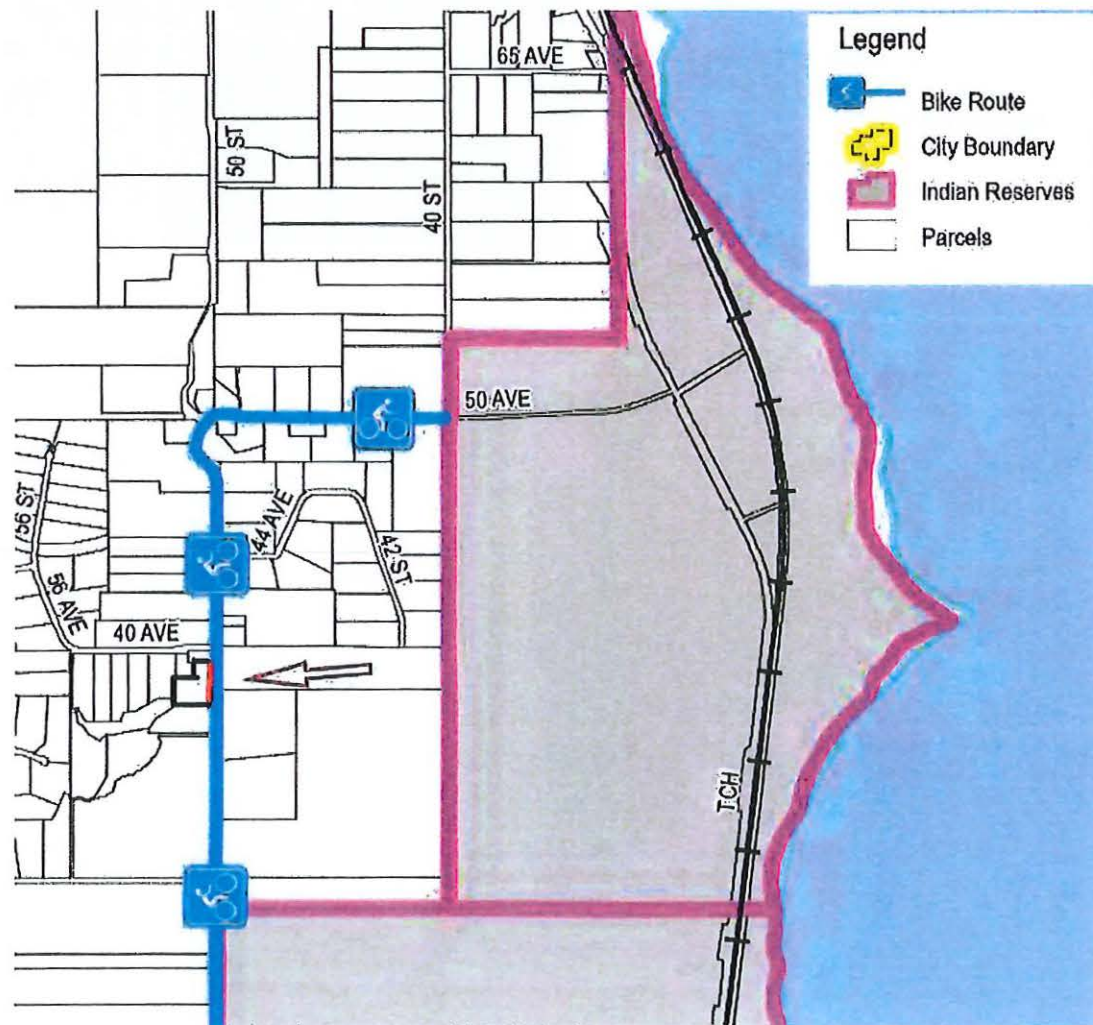
Gabriel Bau P.Eng.
City Engineer

VARIANCE PERMIT APPLICATION FILE NO. VP- 581

16 May 2023

Page 3

Appendix A



VARIANCE PERMIT APPLICATION FILE NO. VP- 581
 16 May 2023
 Page 4

Appendix B

DAWSON REID
JUNE 2023
3821 50th STREET NW - FRONTAGE UPGRADES
CLASS 'C' OPINION OF PROBABLE COST (CASH IN LIEU)
SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE \$	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
1.1	Clearing and Grubbing	LS	1	\$ 15,000.00	\$ 15,000.00
1.2	Asphalt Removal & Disposal	m ²	45 *	\$ 15.00	\$ 675.00
1.3	Common Excavation & Disposal	m ³	500 *	\$ 17.50	\$ 8,750.00
1.4	Supply & Place Sub-Base	m ²	200 *	\$ 70.00	\$ 14,000.00
1.5	Supply & Place Base	m ²	35 *	\$ 95.00	\$ 3,325.00
1.6	Supply & Place 100mm Asphalt (Two 50mm Lifts)	m ²	225 *	\$ 65.00	\$ 14,625.00
1.7	Shouldering	m ²	20 *	\$ 150.00	\$ 3,000.00
	Sub-Total: Roads and Earthworks				\$ 59,375.00
2.0	STORM SEWER WORKS				
2.1	Ditching	m	150 *	\$ 75.00	\$ 11,250.00
	Sub-Total: Storm Sewer Works				\$ 11,250.00
3.0	HYDRO, TELEPHONE, GAS and CATV				
3.1	Relocate Communications Pole	ea	5 *	\$ 10,000.00	\$ 50,000.00
	Sub-Total: Hydro, Telephone, Gas and CATV				\$ 50,000.00
4.0	LANDSCAPING				
4.1	Boulevard Restoration	LS	1	\$ 5,000.00	\$ 5,000.00
	Sub-Total: Landscaping				\$ 5,000.00

VARIANCE PERMIT APPLICATION FILE NO. VP- 581

16 May 2023

Page 5

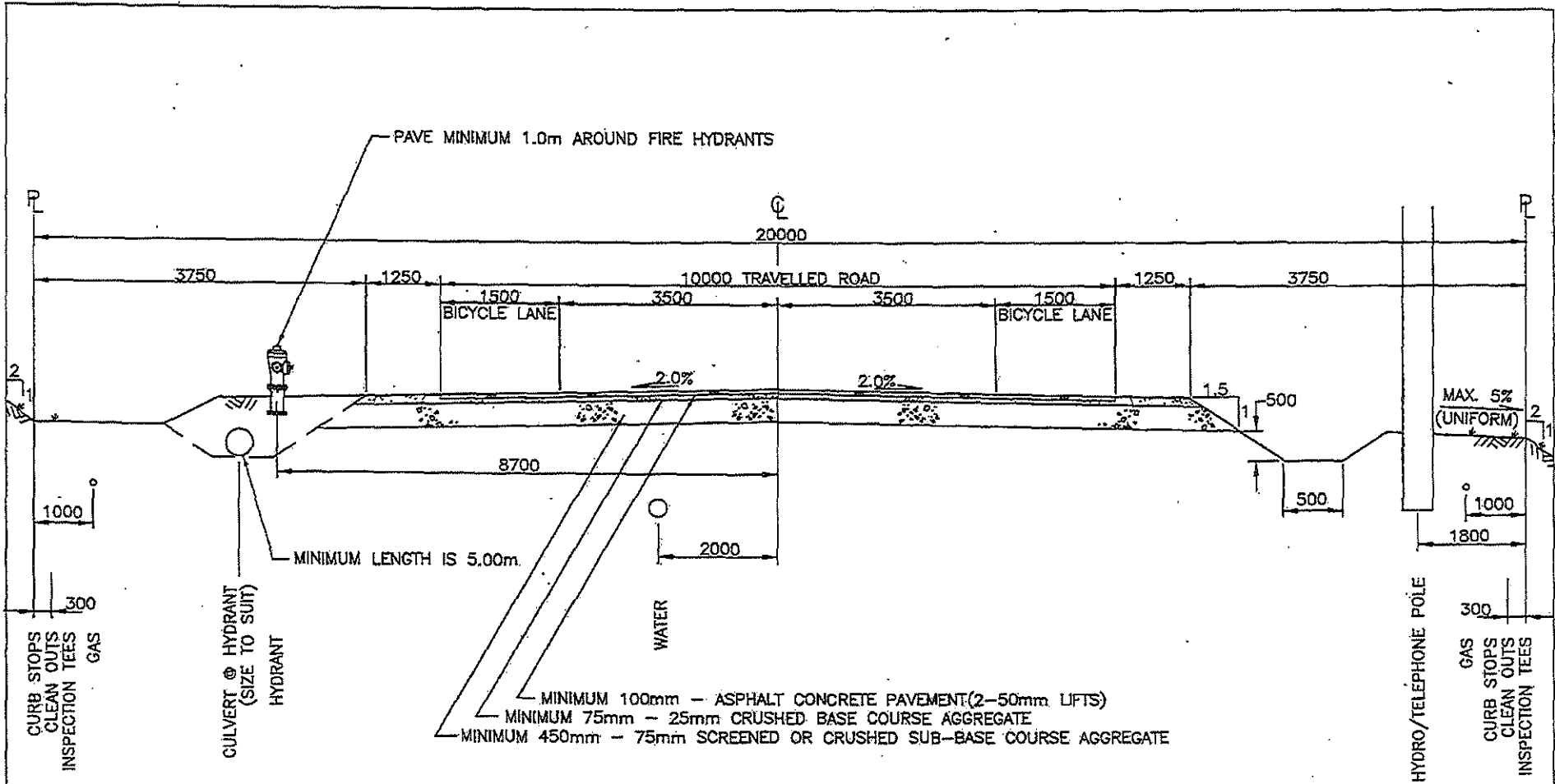
SUMMARY					
1.0	ROADS & EARTHWORKS				\$ 59,375.00
2.0	STORM SEWER WORKS				\$ 11,250.00
3.0	HYDRO, TELEPHONE, GAS and CATV				\$ 50,000.00
4.0	LANDSCAPING				\$ 5,000.00
				SUB-TOTAL	\$ 125,625.00
5.0	CONTINGENCY (25%)				\$ 31,406.25
6.0	ENGINEERING (15%)				\$ 23,554.68
				SUB-TOTAL	\$ 180,585.93
				GST (5%)	\$ 9,029.30
				TOTAL	\$ 189,615.23

***Opinion of Probable Cost Notes**

- 1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.
- 2) Unit Prices are influenced by supply & demand for both contractors and materials at the time of construction, thereby affecting the final cost.
- 3) Prices do not include BC Hydro, Telus, Gas, Legal Survey (BCLS) and property/right-of-way acquisitions
- 4) Prices do not include Geotechnical, Environmental and Archaeological studies, reviews and approvals.
- 5) Unit Prices are estimated in 2023 Canadian Dollars for similar works and exclude taxes.


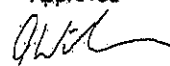
June 15 2023

G. F. WOLGENUTH
67805
PROFESSIONAL ENGINEER
BRITISH COLUMBIA, CANADA



NOTES:

- 1) Where gravel surface is permitted, crossfall shall be 4.0%
- 2) Drainage shall be sheet drainage, no point load drainage permitted
- 3) All materials shall be supplied and placed in accordance with schedule B, Part 3.0 and Schedule D, Approved material list.
- 4) Grades in excess of 2H:1V shall be recommended by a geotechnical engineer and approved by the City Engineer.

 CITY OF SALMON ARM		20m R/W Rural Collector Road Cross-Section		
No.	Revision	Date	Date	Approved
A.	ISSUED FOR APPROVAL	07/14/16	10-11-2016	 City Engineer
			SPECIFICATION DRAWING No. RD-8	

Adopted by Council October 11, 2016

Appendix 7-RD-8

Dear Mayor and council members,

I, Dawson Reid, and my wife, Chelsea Reid, are in need of some help. We have been Salmon Arm residents for over 30 years and for the last year, have been attempting to build a new home on our property. Unfortunately, the engineering and planning department is requiring that we put a bicycle lane on the frontage of 50th (where we reside) before we can proceed. There are a number of reasons why this seems unnecessary to move forward in building our single-family dwelling.

- 1) The bicycle lane would lead no where, as there is no other bicycle lane running along 50th.
- 2) 50th is freshly paved.
- 3) We aren't trying to build a development.
- 4) There are many other builds that have taken place in our area over the last year that didn't have the same requirement.

We are hopeful that this is sorted out ASAP so that we can move forward in the next phase of our life.

Thank you for taking the time to hear us out.

Dawson Reid

250 8049252

Item 22.3

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-583 be authorized for issuance for Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall from 2 m (6.5 feet) to 4.25 m (14 feet) in accordance with the drawing attached as Schedule A (Appendix 4) to the staff report dated June 23, 2023.



TO: His Worship Mayor Harrison and Members of Council

DATE: June 23, 2023

SUBJECT: Variance Permit Application No. VP-583 (Retaining Wall)
Legal: Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083
Civic Address: 1161 – 19 Avenue SE
Owner: Ellis, C.
Agent: Hindbo Construction Group Inc.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-583 be authorized for issuance for Lot 3, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall from 2 m (6.5 feet) to 4.25 m (14 feet) as per the attached Schedule A (Appendix 4).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1161 – 19 Avenue SE (Appendix 1 and 2). The request is for a variance to increase the 2 m (6.5 feet) maximum height of a retaining wall to 4.25 m (14 feet).

This would permit a proposal to build a stepped retaining wall across the 23 m rear (north) parcel line. The proposed siting and elevations are shown in Appendix 4, with site photos (Appendix 5) and a contour map (Appendix 6) also attached.

BACKGROUND

The subject property is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the City's Zoning Bylaw (Appendix 3). The subject property is within the "Byersview" subdivision, slopes significantly north from 19 Avenue SE, and is currently under development with a single family dwelling under construction.

The proposed 4.25 m stepped retaining wall consists of two sections (1.5 and 2.75 m retaining walls) separated by 2.4 m across the north parcel line of the subject property. The north-west corner of the proposed retaining wall is set at the west parcel line (Schedule A - Appendix 4) within the rear and side yard setback areas. The applicant has provided a letter describing their intent with the request (Appendix 5). The Zoning Bylaw provides a setback exception for retaining walls, permitting retaining walls to be sited within the setback areas. Site photos are attached (Appendix 6).

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. Retaining wall requires Building Permit, registered professional design and review.

Engineering Department

No concerns.

Public Consultation

Pursuant to the Local Government Act and City of Salmon Arm Development Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on July 10, 2023.

Planning Department

The applicant is requesting a Zoning Bylaw variance to increase the maximum height of a retaining wall from the maximum of 2 m in a rear and interior side yard within the residential zone to a proposed combined height of 4.25 m (a 14 foot high retaining wall). The purpose of the retaining wall is to raise the original grade to allow for a level back yard on a steep slope.

Staff have concerns regarding the requested variance considering the following:

1. The 4.25 m height requested is relatively large with respect to the 2 m maximum, which should be considered in combination with the proposed wall's length (23 m) relative to the subject property.
2. The base of the proposed retaining wall is positioned on or relatively close to parcel lines, potentially visually affecting the adjacent properties.
3. The combination of the proposed retaining wall and the associated future home (a 10 m / 32.8 foot maximum height is permitted) could create an overall visually imposing structure.

However additional factors also affect this parcel and should be considered with the requested variance, primarily the steep terrain and existing retaining walls on adjacent parcels. Further, Staff note that the proposed stepped wall presents an opportunity for landscaping to mitigate the visual impact of the proposed retaining wall (although such landscaping would be up to the homeowner).

Thus, in support of the requested variance, staff note the following:

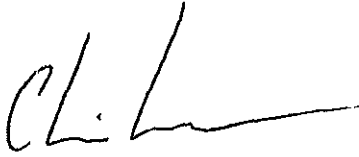
1. The proposed wall is stepped and offers an opportunity for landscaping to mitigate visual impacts.
2. The wall is a continuation, consistent with and proposed to tie into existing walls on adjacent parcels.
3. The steep sloping terrain provides a reasonable rationale for some form of retaining wall to create level yard areas across this development, and is a common approach for single family developments in Salmon Arm.

OCP Policy 8.3.22 suggests minimizing cut, fill and retaining walls on hillside areas, as well as the preparation of grading plans prior to servicing and construction. As noted in the OCP, such a grading plan undertaken in advance can help ensure consistency between neighbouring parcels.

While beyond the scope of a typical grading plan, such a plan can direct a related variance application to address steep slopes across multiple parcels. Considering the steep slopes affecting this development and in anticipation of future variance requests, staff generally encourage this approach for consistency across neighbouring parcels.

CONCLUSION

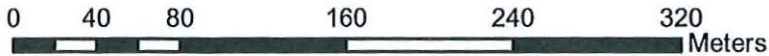
Typically staff would not be in support of a variance of such magnitude and note that Council is not bound to any precedent in their consideration of this proposal. However this request is consistent with adjacent parcels and considering the steep slopes present, the retaining walls in place across adjacent parcels, and the stepped retaining wall proposed (allowing for maintenance and potential landscaping), Staff support the requested variance.



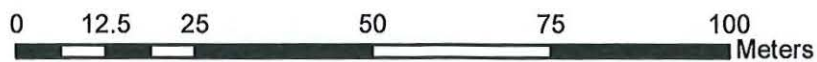
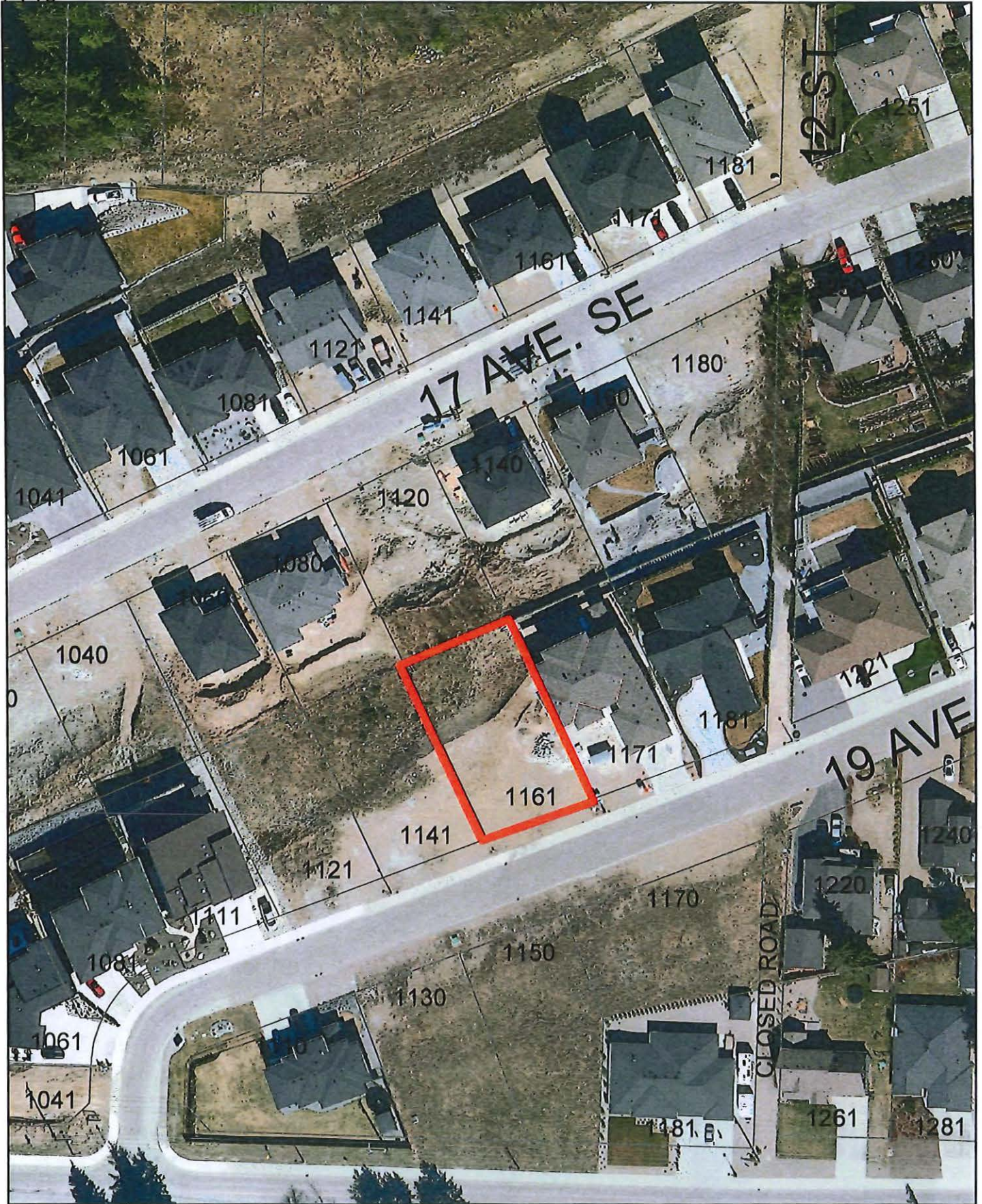
Prepared by: Chris Larson, MCIP, RPP
Senior Planner




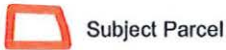
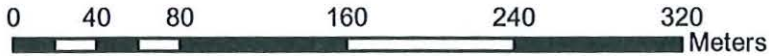
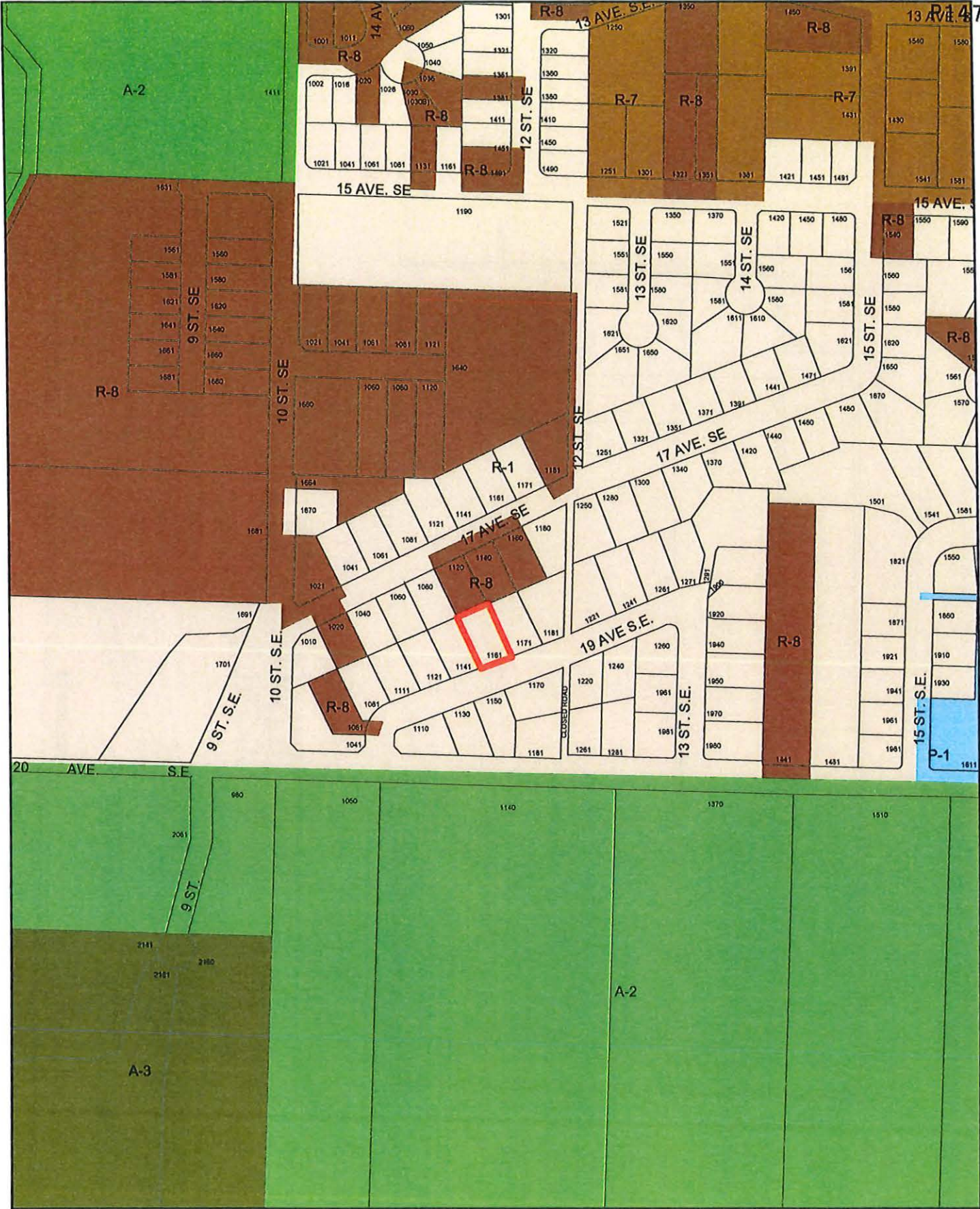
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services



 Subject Parcel



 Subject Parcel





Appendix 4: Schedule A - Site Plan

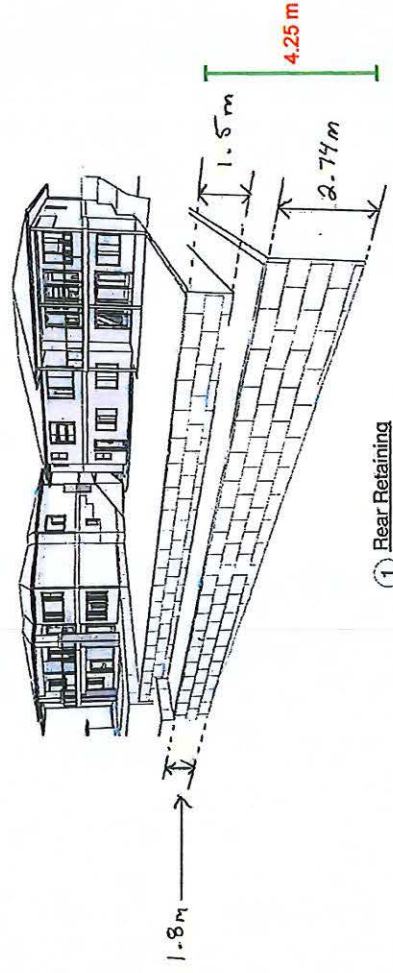
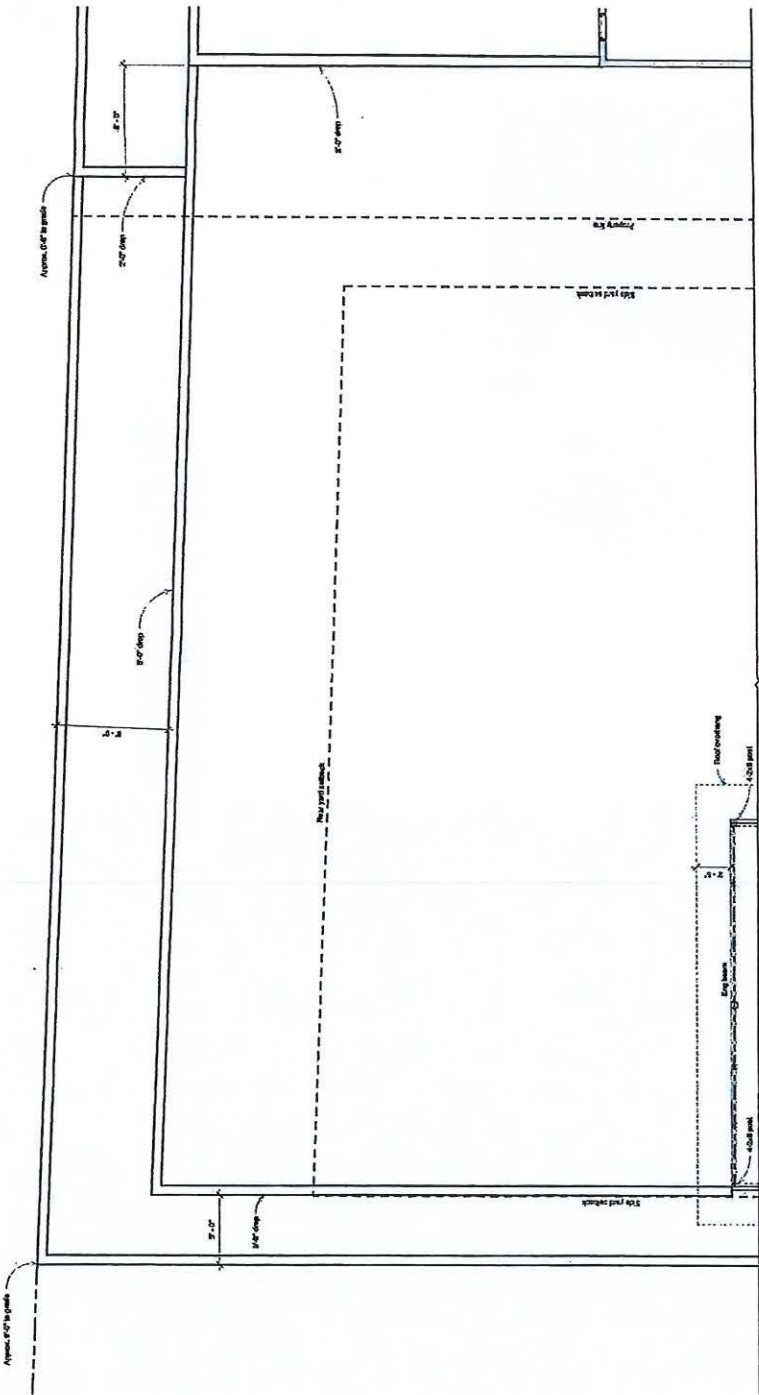
MEYER
 683 Main Street
 Collierville, BC
 V1B 3T6
 250-503-4370
 Kay@MeyerDesigns.ca
 MeyerDesigns.ca

Retaining Walls

Project Number: 2020-01-005
 Date: March 23, 2021
 Designer: Douglas Meyer

9

856, Richards
 1181 10th Ave SE
 Salmon Arm BC



For Retaining Variance v1.0

① Rear Retaining



April 28, 2023

Dear Mayor, Councilors, and City of Salmon Arm Staff:

Hindbo Construction Group Inc. is seeking a height variance for a proposed retaining wall for a new single-family residence to be built at 1161 19 Ave SE.

Current zoning rules state a variance is required if a retaining wall exceeds 2.0 meters (6' 6"). We respectfully request a retaining wall height of 4.25 meters. (14')

Due to the grade/slope of the property, we require a variance for a two-tiered retaining wall which will be 4.25 meters (14') tall. The two-tiered retaining wall will be located at the rear of the property in an east/west direction.

This aligns with existing homes on either side of this property as they are on the same bench which has quite a steep slope. To maintain continuity with properties to the east, the appearance/design/style of this retaining wall is similar. The retaining walls will give the homeowners greater use of their property.

We hope you agree with our request.

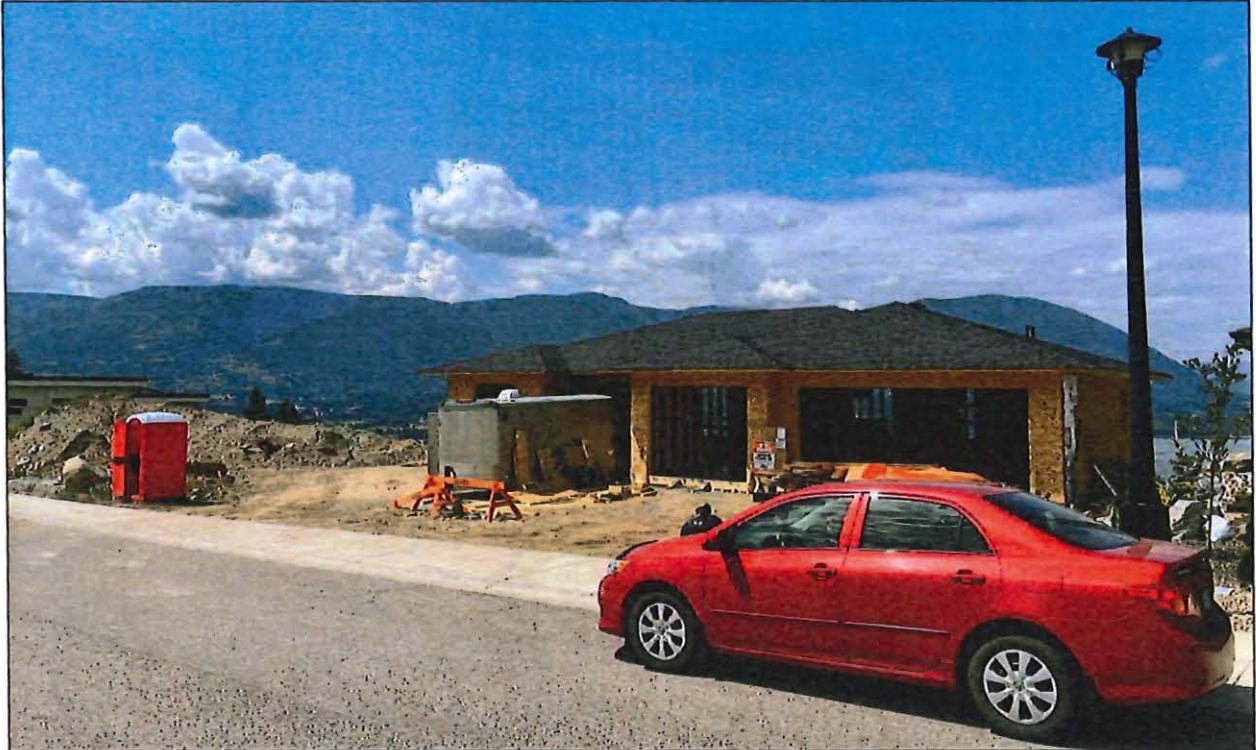
Regards,

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

Coady Hindbo

250 804 3571

info@hindbconstruction.com



View northwest of subject parcel from 19 Avenue SE.



View northeast of subject parcel from 19 Avenue SE

Item 22.4

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-584 be authorized for issuance for Lot 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2 m (6.5 feet) to 5.5 m (18 feet) in accordance with the drawing attached as Schedule A (Appendix 4) to the Staff Report dated June 23, 2023.

[LeClair, S./Hindbo Construction Group Inc.; 1121 19 Avenue SE; Retaining Wall]



TO: His Worship Mayor Harrison and Members of Council

DATE: June 23, 2023

SUBJECT: Variance Permit Application No. VP-584 (Retaining Wall)
Legal: Lot 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083
Civic Address: 1121 – 19 Avenue SE
Owner: LeClair, S.
Agent: Hindbo Construction Group Inc.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-584 be authorized for issuance for Lot 5, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2 m (6.5 feet) to 5.5 m (18 feet) as per the attached Schedule A (Appendix 4).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

This variance request is to increase the 2 m (6.5 feet) maximum height of a retaining wall to 5.5 m (18 feet) to permit the proposed retaining wall within the rear (north) yard of the subject parcel.

BACKGROUND

The subject property is located at 1121 – 19 Avenue SE (Appendix 1 and 2). The subject property is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the City's Zoning Bylaw (Appendix 3). The subject property is within the "Byersview" subdivision, is currently undeveloped and slopes significantly north from 19 Avenue SE.

The proposed 5.5 m retaining wall would be within the rear (north) yard of the subject property, setback 1.6 m to 2.4 m from the rear parcel line, 1.36 m from the east interior side parcel line, and 3.71 m from the west parcel line, which is affected by an easement area (Appendix 4). The Zoning Bylaw provides a setback exception for retaining walls, permitting retaining walls to be sited within the setback areas.

A letter of intent from the applicant (Appendix 5) and site photos are attached (Appendix 6).

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. Retaining wall requires Building Permit, registered professional design and review.

Engineering Department

No concerns.

Public Consultation

Pursuant to the Local Government Act and City of Salmon Arm Development Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on July 10, 2023.

Planning Department

The applicant is requesting a Zoning Bylaw variance to increase the maximum height of a retaining wall from the maximum of 2 m in a rear and interior side yard within the residential zone to a proposed combined height of 5.5 m. The purpose of the retaining wall is to raise the original grade to allow for a level back yard and pool on a steep slope.

Staff have concerns regarding the requested variance considering the following:

1. The 5.5 m height requested is relatively large with respect to the 2 m maximum, which should be considered in combination with the proposed wall's length relative to the subject property.
2. The combination of the proposed retaining wall and the associated future home (a 10 m / 32.8 foot maximum height is permitted) could create an overall visually imposing structure.

Additional factors also affect this parcel and should be considered with the requested variance, primarily the steep terrain and existing retaining walls on adjacent parcels. Further, Staff note that the setbacks for proposed wall present an opportunity for landscaping to mitigate the visual impact of the proposed retaining wall (although such landscaping would be up to the homeowner).

Thus, in support of the requested variance, staff note the following:

1. The proposed wall is set back from property lines and there is an opportunity (at the homeowner's discretion) for landscaping to mitigate visual impacts.
2. The wall is reasonably consistent with those existing walls on adjacent parcels.
3. The steep sloping terrain provides a reasonable rationale for some form of retaining wall to create level yard areas across this development, and is a common approach for single family developments in Salmon Arm.

OCP Policy 8.3.22 suggests minimizing cut, fill and retaining walls on hillside areas, as well as the preparation of grading plans prior to servicing and construction. As noted in the OCP, such a grading plan undertaken in advance can help ensure consistency between neighbouring parcels.

While beyond the scope of a typical grading plan, such a plan can proactively direct a related variance application to address steep slopes across multiple parcels.

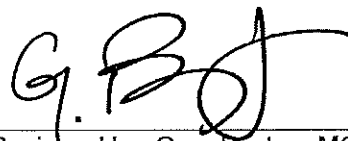
Considering the steep slopes affecting this development and in anticipation of future variance requests, staff generally encourage this approach for consistency across neighbouring parcels.

CONCLUSION

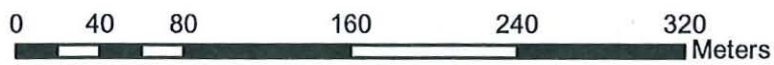
Typically staff would not be in support of a variance of such magnitude and note that Council is not bound to any precedent in their consideration of this proposal. However this request is consistent with adjacent parcels and considering the steep slopes present, the retaining walls in place on adjacent parcels, and the position of the retaining wall proposed (allowing for maintenance and potential landscaping), Staff support the requested variance.



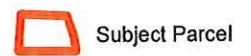
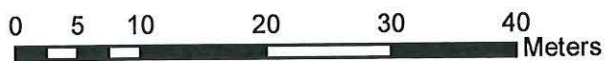
Prepared by: Chris Larson, MCIP, RPP
Senior Planner

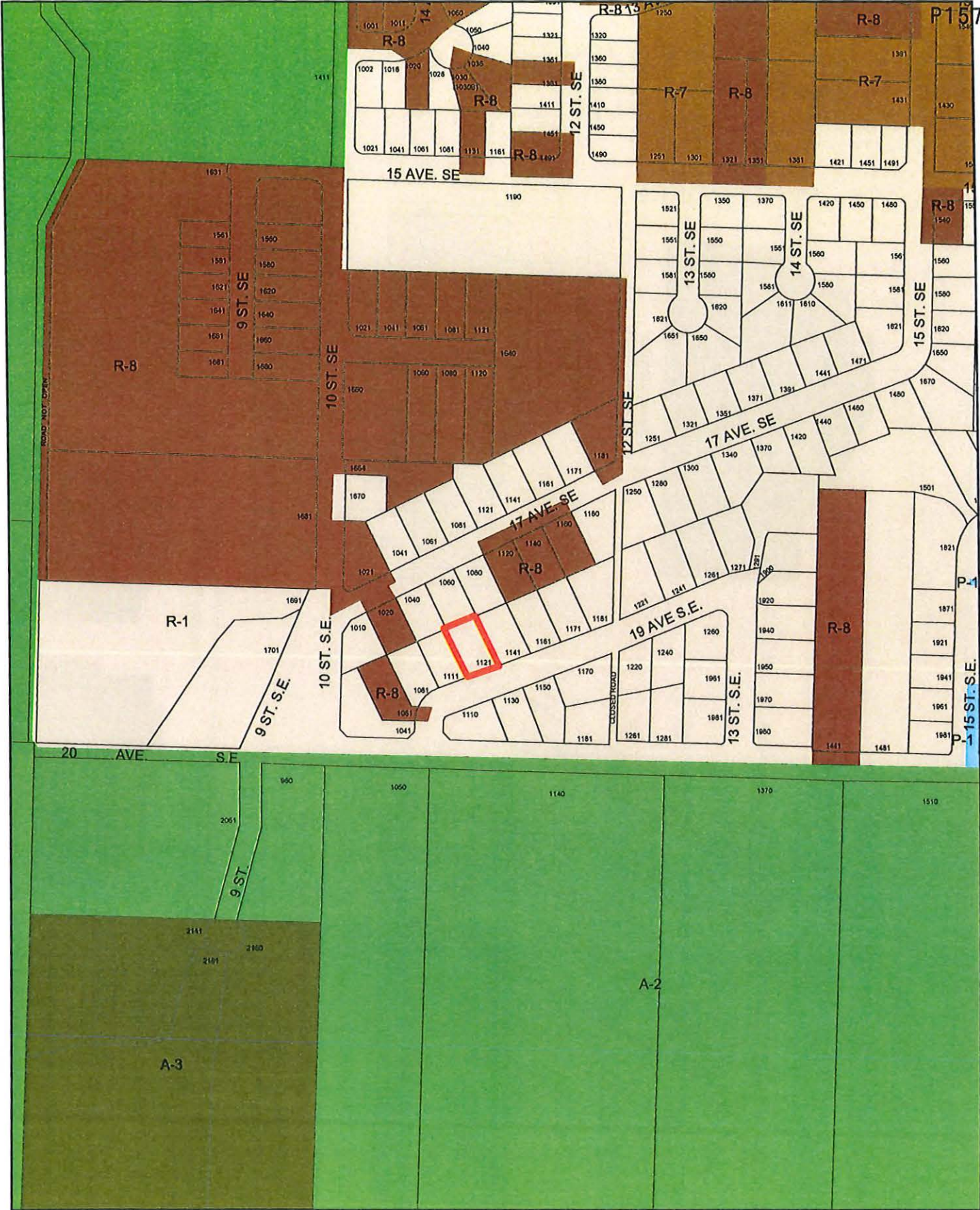


Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services



 Subject Parcel





MEYER ARCHITECTS
 1377 West Ave, SE
 Atlanta, GA 30316
 Phone: 404.525.1111
 Fax: 404.525.1112
 www.meyerarchitects.com

Elevations and Perspectives

4

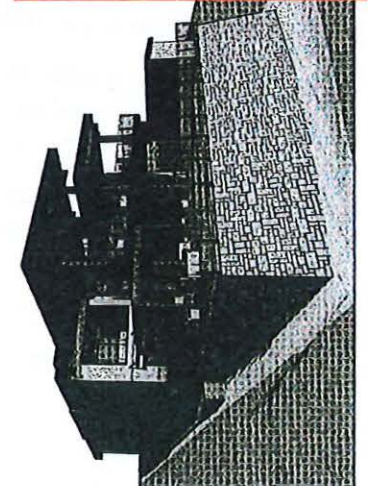
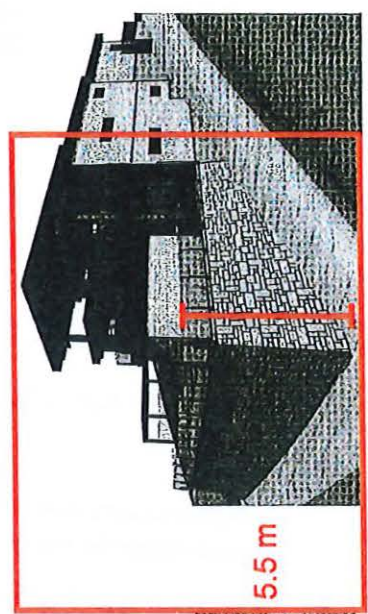
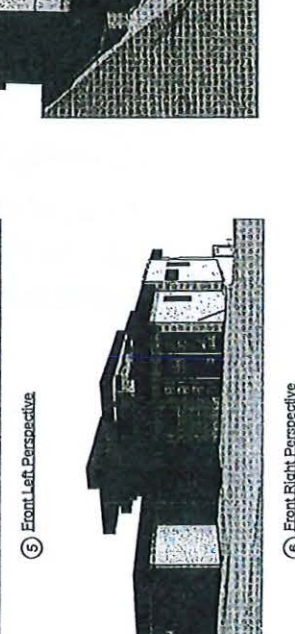
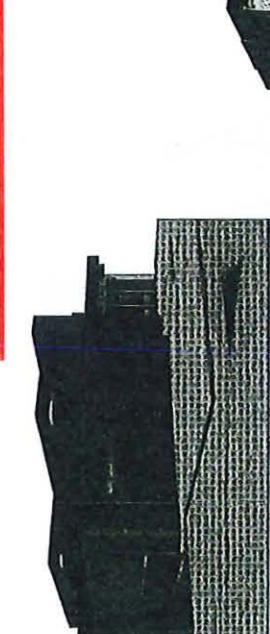
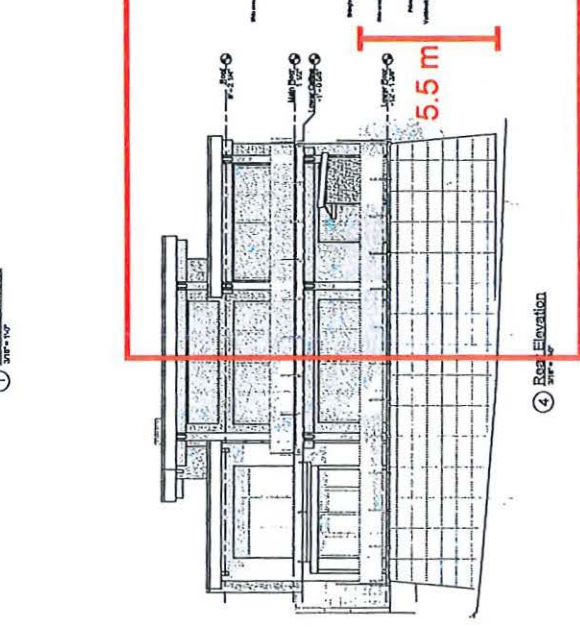
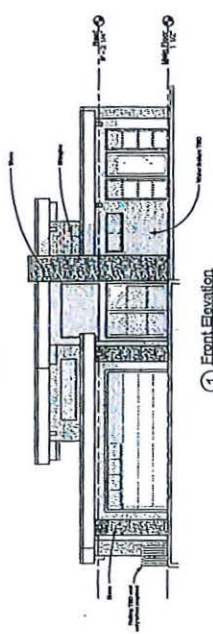
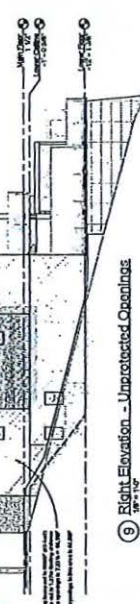
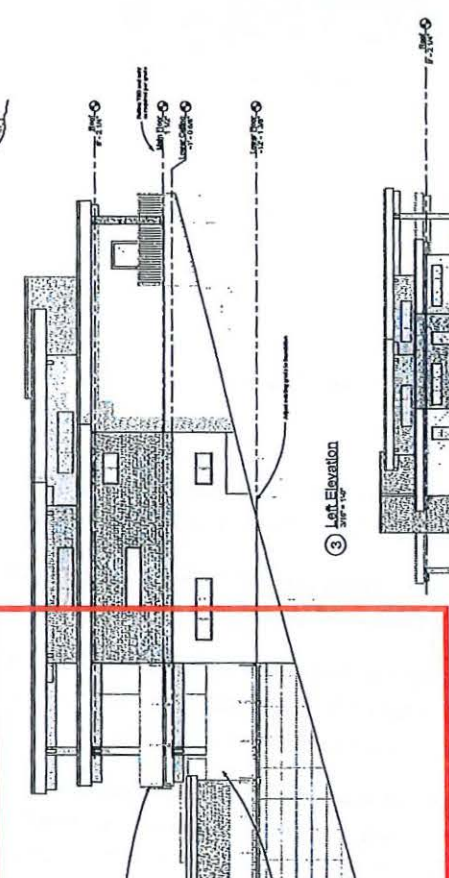
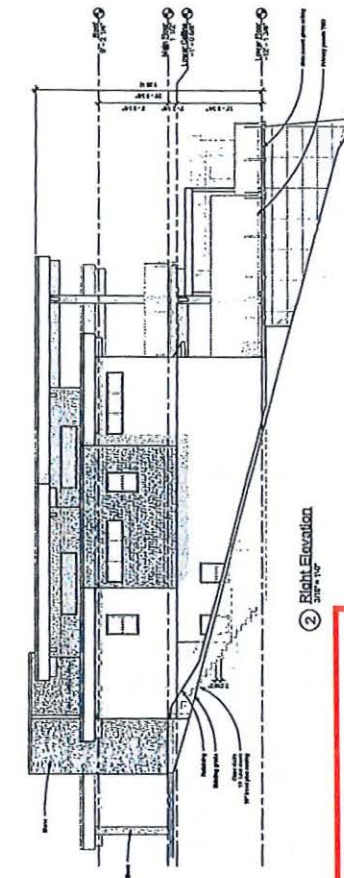
For Permit v1.1

Typical Cladding

- 1. Brick
- 2. Stone
- 3. Concrete
- 4. Metal
- 5. Glass
- 6. Wood
- 7. Stucco
- 8. Slate
- 9. Terrazzo
- 10. Marble
- 11. Granite
- 12. Quartz
- 13. Limestone
- 14. Travertine
- 15. Sandstone
- 16. Slate
- 17. Slate
- 18. Slate
- 19. Slate
- 20. Slate

Windows and Doors

- 1. Window
- 2. Door
- 3. Window
- 4. Door
- 5. Window
- 6. Door
- 7. Window
- 8. Door
- 9. Window
- 10. Door
- 11. Window
- 12. Door
- 13. Window
- 14. Door
- 15. Window
- 16. Door
- 17. Window
- 18. Door
- 19. Window
- 20. Door



For Permit v1.1



April 4, 2023

Dear Mayor, Councilors, and City of Salmon Arm Staff:

Hindbo Construction Group Inc. is seeking a height variance for a proposed retaining wall for a new single family residence to be built at 1121 19 Ave SE.

Current zoning by laws state a variance is required if a retaining wall exceeds 2.0 meters (6' 6"). We respectfully request a retaining wall/railing height up to 5.5 meters (14').

Due to the grade/slope of the property, we require a height of 4.3 meters plus 1.2 meters (42") for the pool deck railing. For a total of 5.5 meters (14'). The proposed retaining wall will be built at the rear of the property in an east/west direction.

This aligns with existing homes on either side of this property as they are on the same bench which has quite a steep slope. To maintain continuity with properties to the west, the appearance/design/style of this retaining wall is similar. The retaining wall will give the homeowner greater use of their property.

We hope you agree with our request.

Regards,

A handwritten signature in black ink, appearing to read "Coady Hindbo", written over a horizontal line.

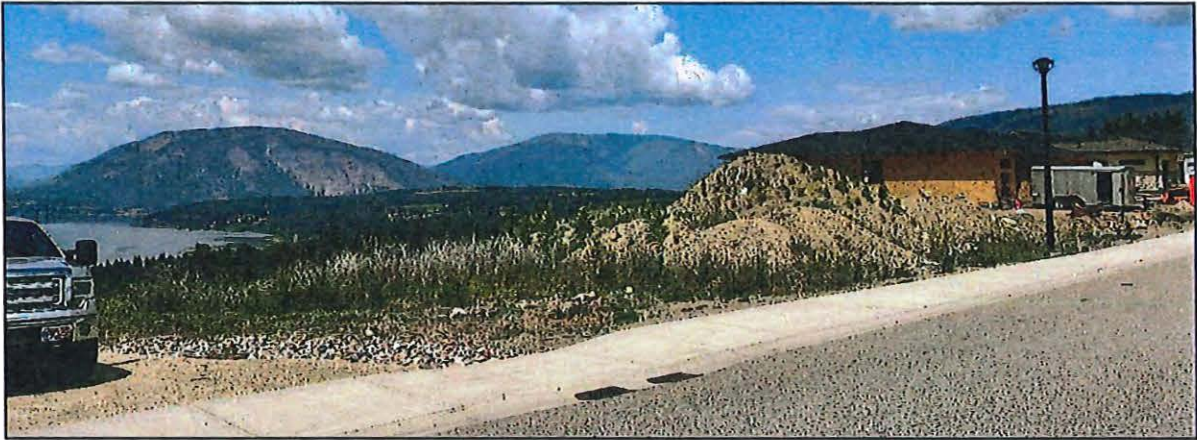
Coady Hindbo

250 804 3571

info@hindboconstruction.com



View northwest of subject parcel from 19 Avenue SE.



View northeast of subject parcel from 19 Avenue SE.



View southeast of subject parcel from 17 Avenue SE.

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Item 22.5

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-585 be authorized for issuance for Lot 27, Section 19, Township 20, Range 9, W6M, Plan EPP125424 which will vary Zoning Bylaw No. 2303, in accordance with the drawings included as Appendix 6 of the staff report dated June 21, 2023 and as follows:

- 1) Section 6.10.0 reduce the front parcel line setback from 6.0 m to 5.0 m; and
- 2) Section 6.10.3 reduce the interior parcel line setback from 1.5 m to 0.9 m;

Subject to the owner installing a 1.8 m tall fence along the west property line.



TO: His Worship Mayor Harrison and Members of Council

DATE: June 21, 2023

SUBJECT: Development Variance Permit Application No. VP – 585
Legal: Lot 27, Section 19, Township 20, Range 9, W6M, Plan EPP125424
Civic Address: 3450 16 Avenue NE
Owner/Applicant: Travis Sanderson

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP – 585 be authorized for issuance for Lot 27, Section 19, Township 20, Range 9, W6M, Plan EPP125424 which will vary Zoning Bylaw No. 2303, in accordance with the drawings included as Appendix 6 of the report dated June 21, 2023 and as follows:

- i. Section 6.10.0 reduce the front parcel line setback from 6.0m to 5.0 and;**
- ii. Section 6.10.3 reduce the interior parcel line setback from 1.5m to 0.9m.**

Subject to the owner installing a 1.8m tall fence along the west property line.

STAFF RECOMMENDATION

THAT: The motion for consideration be denied

PROPOSAL

The applicant is proposing to vary the front parcel line setback from 6.0m to 5.0m and the interior parcel line setback from 1.5m to 0.9m in order to construct a single-family dwelling on a vacant lot. The applicant has provided letter (Appendix 5) and drawings (Appendix 6) in support of their application.

BACKGROUND

The subject property is 0.1ha in area and was recently subdivided in 2022. The vacant parcel is designated in the Official Community Plan (OCP) as Residential Low Density and Zoned R1 – Single Family Residential. The subject property is located adjacent to a trail along the west property line and a vacant lot along the east property line.

Adjacent land uses include the following:

- North: R8 Residential Suite Zone - vacant
- South: R1 Single-Family Residential Zone - vacant
- East: R1 Single – Family Residential Zone - vacant
- West: R1 Single – Family Residential Zone - trail and single-family dwelling

The applicant has provided site plans, elevation drawings and letter of support of their application. The applicant has stated that the variances are necessary in order to accommodate buildings that store vehicles and equipment and access to the garage. The proposed single-family dwelling would be approximately 280m² and the garage would be approximately 15.71m².

COMMENTS

Engineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Public Consultation

Pursuant to the Local Government Act and City of Salmon Arm Development Variance Permit Procedures Bylaw notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on July 10, 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, including adjacent land uses, topography, and legal constraints such as right-of ways. Building setbacks allow distance between adjacent land uses and provide aesthetic value along the streetscape for a consistent and scalable interface between pedestrians, vehicle traffic and the built environment.

Requests to reduce setbacks are considered carefully, particularly in areas in which new development is ongoing. With several adjacent lots to the east and north yet to develop and the older lots to the west already developed to the R1 zoning setbacks, the proposed construction would be closer to the trail and road, becoming an obvious outlier with regard to the streetscape.

As previously mentioned, the lot is approximately 0.1ha in area, the minimum parcel area in the R1 zone is 450m². Staff note that in 2022 sixty Building Permits were issued for single family dwellings or single family dwellings with suites on vacant parcels and no setback variances were requested. Staff are of the opinion that in this instance there are not mitigating circumstances, legal issues, or physical constraints that would necessitate a variance. The owner could consider alternate designs for the accessory building and principal dwelling conforming the bylaws. Staff also note concerns with the building and proximity to the adjacent trail, which could lead to future conflicts.

Staff note that Council may choose to support the variance request. In this instance, staff strongly recommend that Council require the owner to install a chain link fence with privacy slats along the west property line to mitigate the impact of the proposed building and the adjacent trail within a resolution of support. In other areas where fencing is constructed adjacent to trails staff note that fences of solid materials are vandalized with greater frequency than those of chain link.

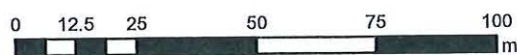
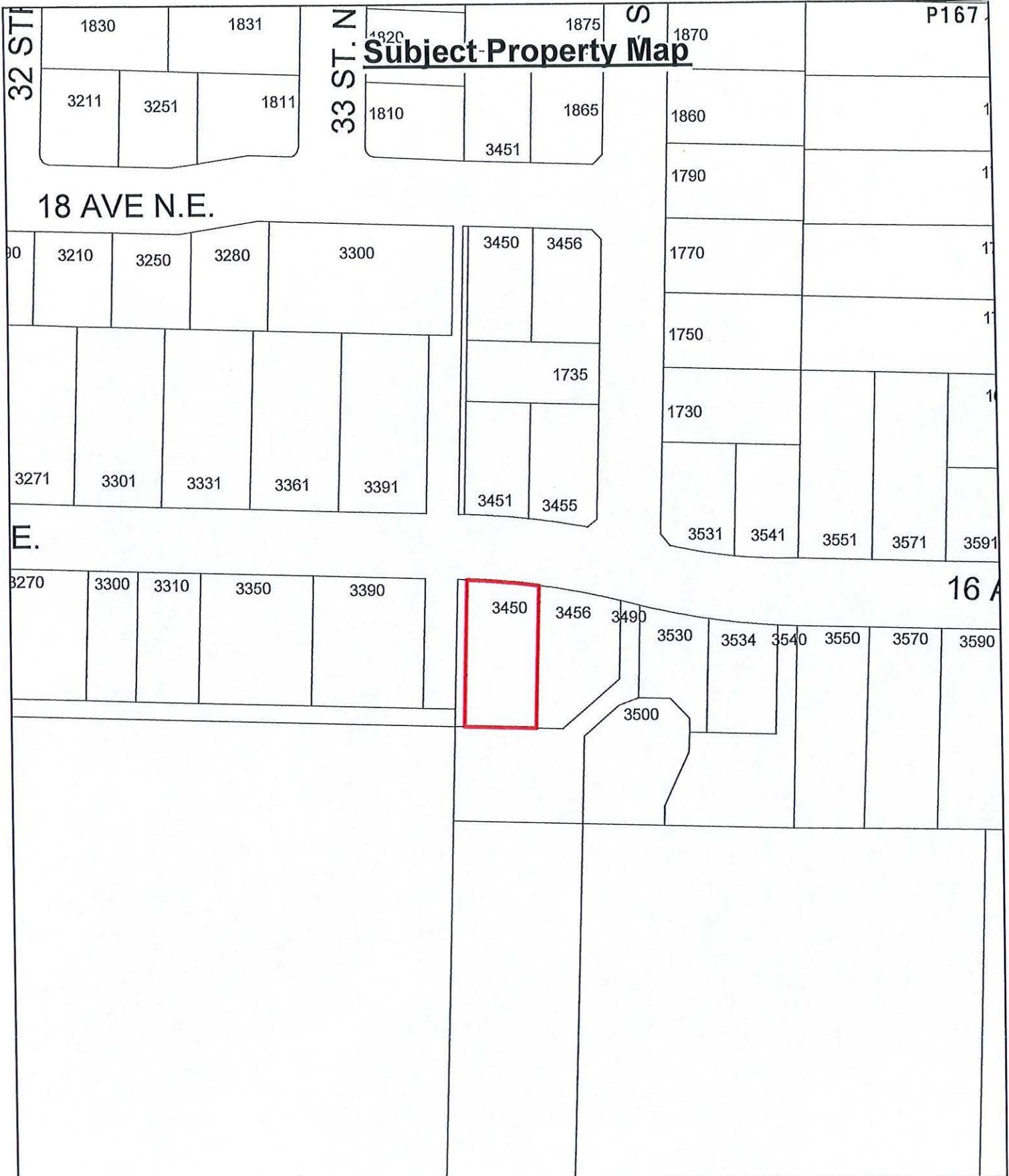
Should Council not support the variance application, the applicant would have to redesign the building to be conforming to the zoning bylaw regulations.

1

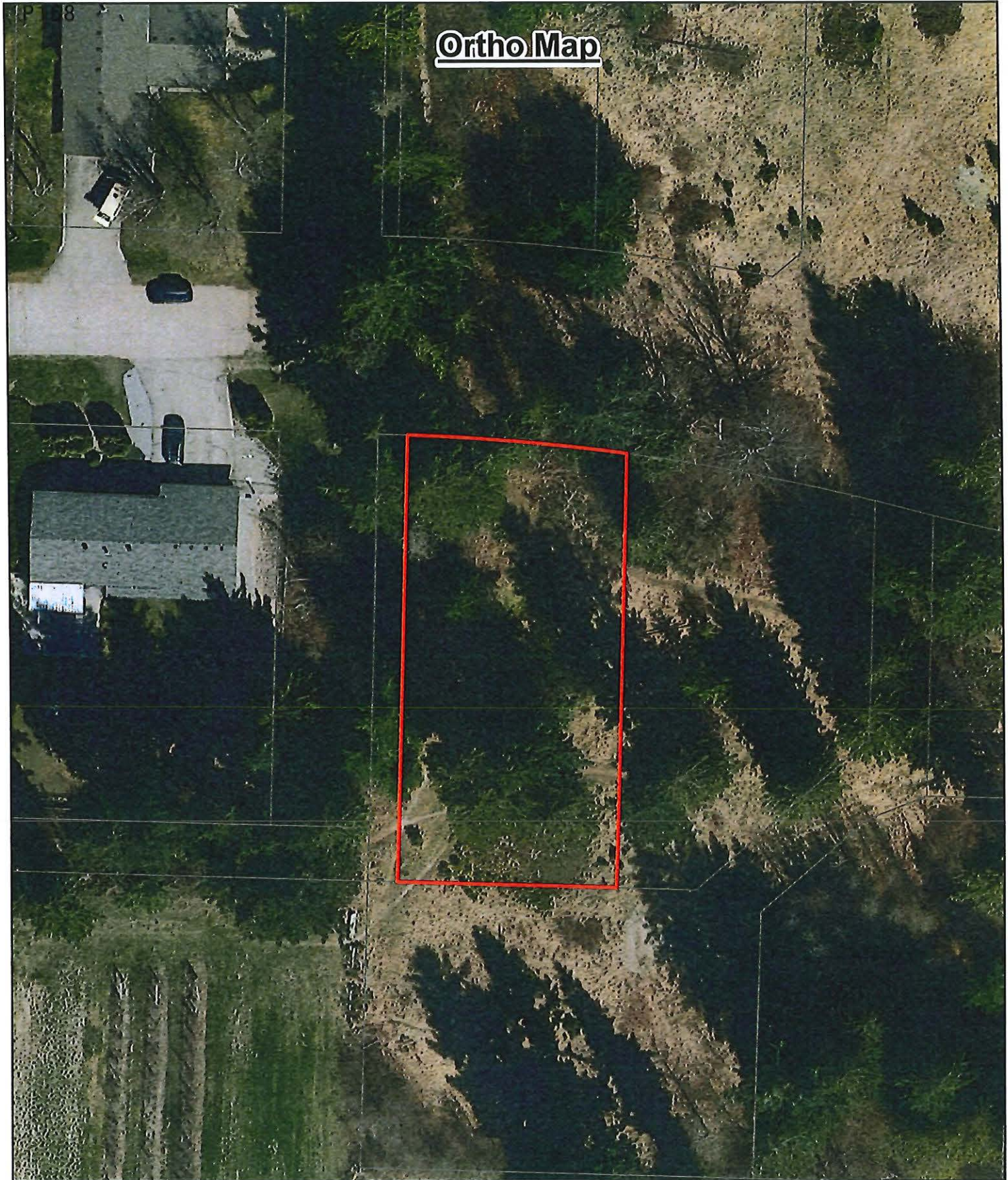

Prepared by Melinda Smyrl, MCIP, RPP
Planner



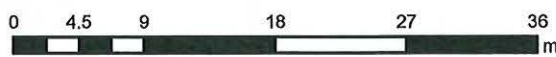
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning and Community Services



-  Subject Property
-  Parcels

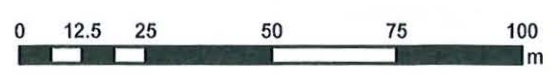
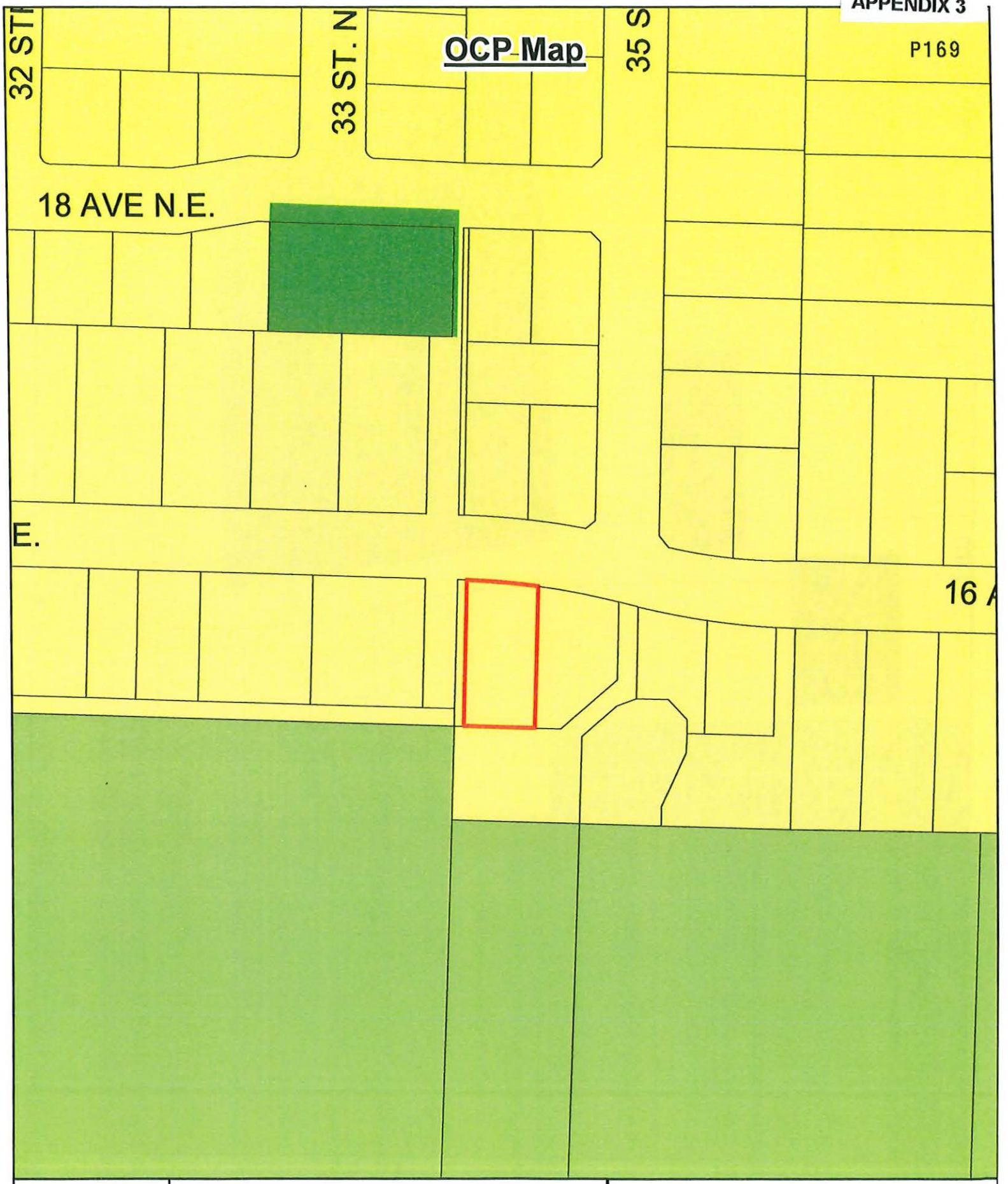


Ortho Map



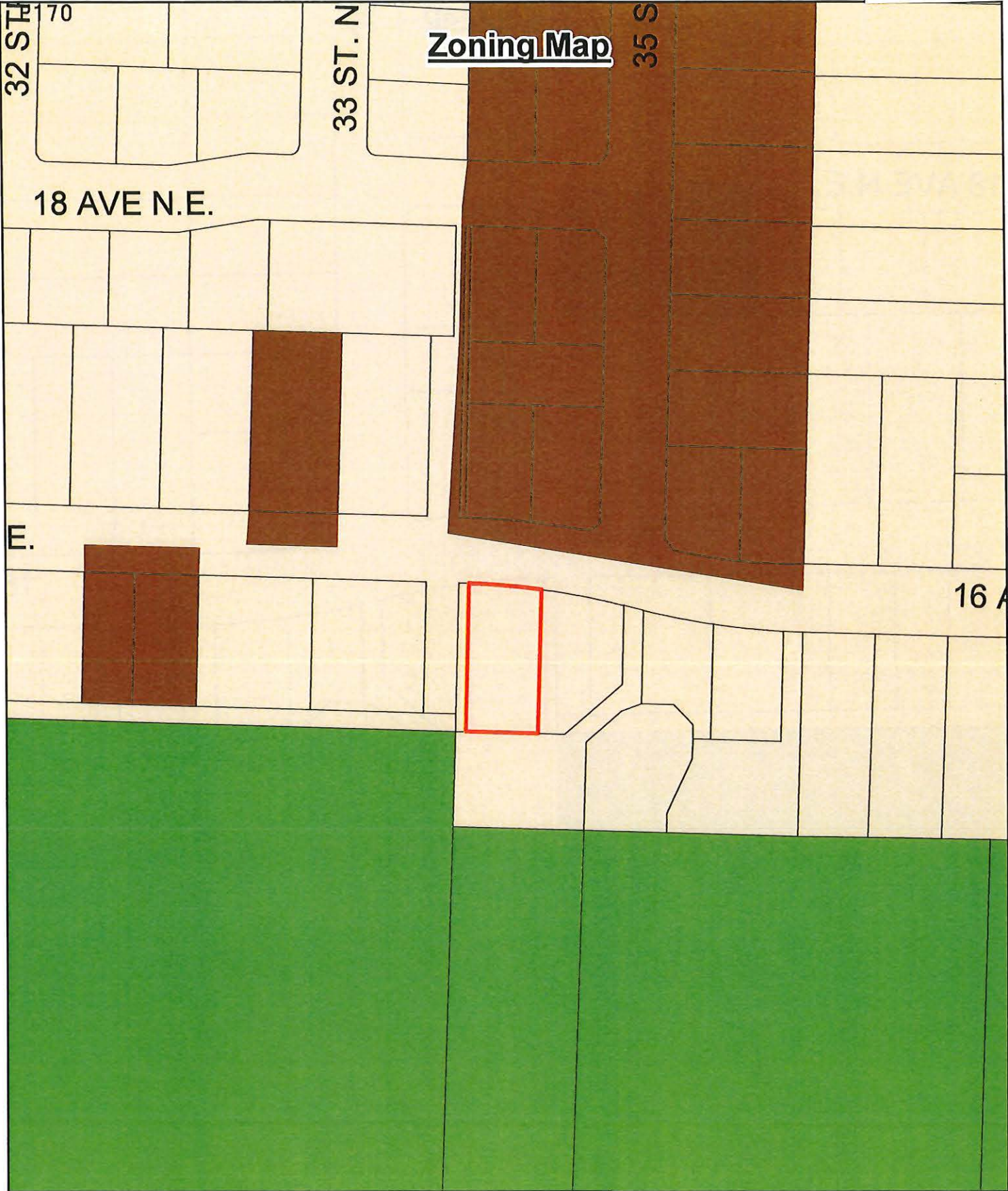
-  Subject Property
-  Parcels

OCP-Map



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

Zoning Map



16 A

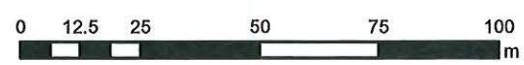
32 ST. N
70

33 ST. N

35 S

18 AVE N.E.

E.



-  Subject Property
-  A-2
-  Parcels
-  R-1
-  R-8

From: Travis Sanderson
Sent: April 11, 2023 4:23 PM
To:
Cc: vsconstruction@outlook.com
Subject: [External] 3450 16th ave NE

To Mayor Harrison and City Council members,

I am writing regarding address 3450 16th Avenue NE. Our reasoning for applying for a variance for lot set backs and accessory building parcel coverage is to make our best attempts to keep the lot as clean and as tidy as possible.

The house being pushed 1 metre closer to the front property line allows room to make the corner into the shop with a truck.

The house being .600 meters closer to the side property line allows for a driveway to the shop in the back that will allow access to store a travel trailer, trucks, etc.

The side property line has a trail beside it and would not affect neighbouring properties.

The shop being over allowable accessory building size by 148 square feet is to accommodate a travel trailer, snowmobiles, motorbike, and vehicles to fit inside to keep the street/driveway clear and looking tidy and clean.

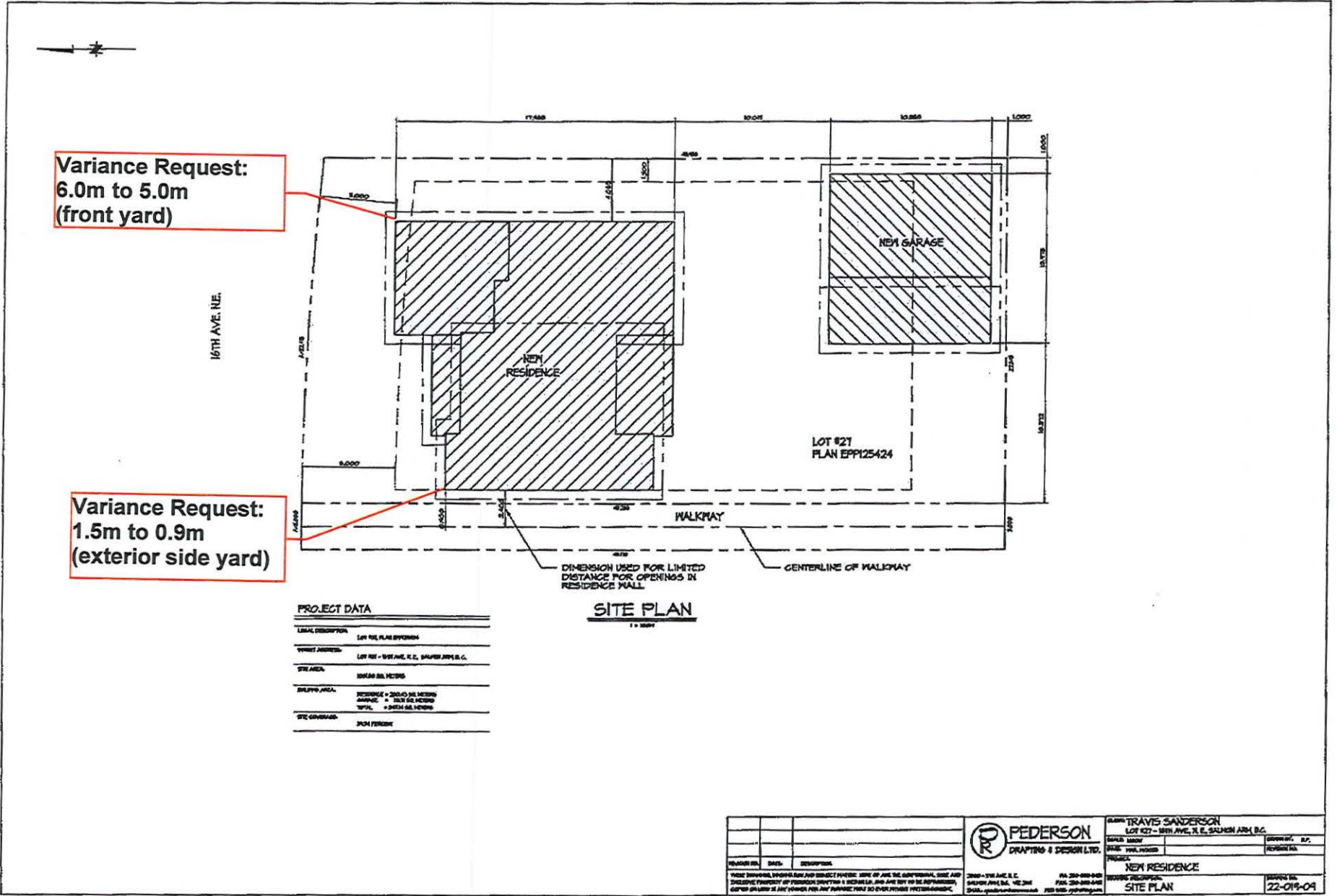
I'm hoping this is enough information and reasoning for the variance. If you have any question or remarks, please don't hesitate to call me.

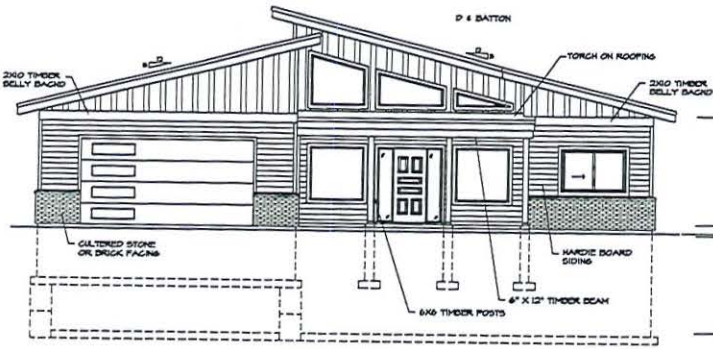
Sincerely,
Travis Sanderson

Jeff Krogstad

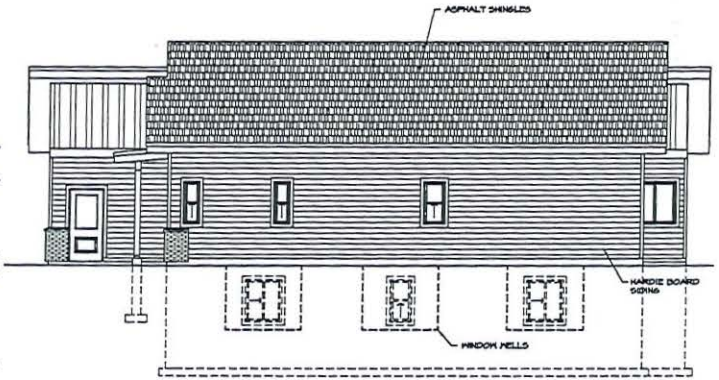
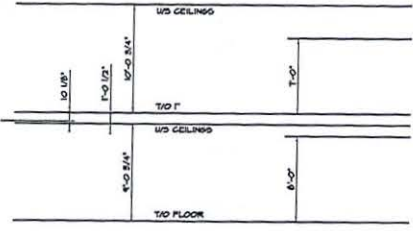
Vanderstad construction

Sent from my iPhone





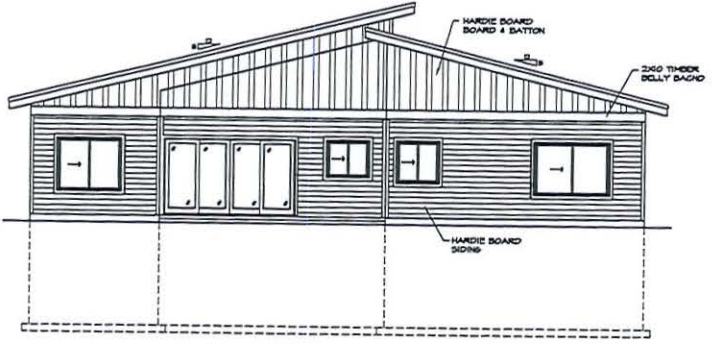
WEST ELEVATION



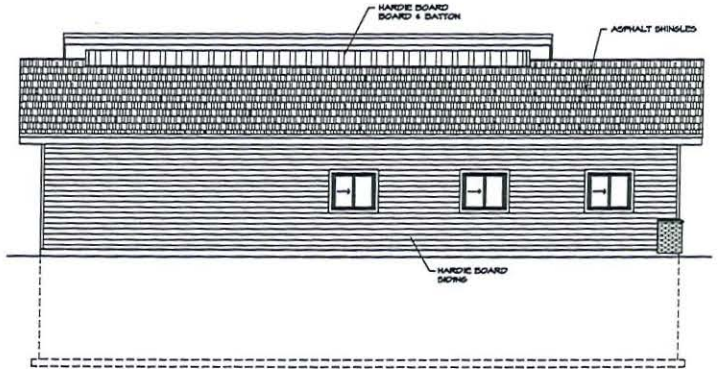
SOUTH ELEVATION

FULL AREA = 462.18 SQ. FT. ± 4.75 SQ. METERS
 25 PERCENT FROM PROPRIETARY REGULAR AND PERCENT ALLOWABLE DIFFERENCES
 CONFORMANCE WITH PLAN PERMITS ± 4.75 SQ. METERS ALLOWED
 ASHALL = 30 SQ. FT. ± 1.49 SQ. METERS

THIS DRAWINGS IS 3/16" = 1'-0"



EAST ELEVATION



NORTH ELEVATION

		<p>PEDERSON DRAFTING & DESIGN LTD.</p>	<p>CLIENT: TRAVIS SANDERSON LOT #2, LAMBS HILL SUBDIVISION, SALMON ARMY B. C.</p>	
REVISION NO.	DATE		DESCRIPTION	SCALE: 3/8" = 1'-0"
			DATE: MAR, 2022	REVISION NO.
			PROJECT: NEW RESIDENCE	
			DRAWING DESCRIPTION: ELEVATIONS	
			DRAWING NO.: 22-019-01	

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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, July 10, 2023 at 7:00 p.m.

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

Proposed Rezoning of Lot 1 District Lot 6412 and Section 5, Township 21, Range 9, W6M, KDYD, Plan KAP69981 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

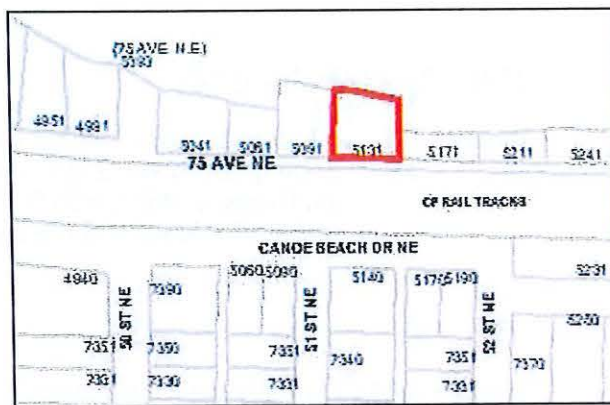
Civic Address: 5131 75 Avenue NE

Location: Northeast of 50 Street NE, North of CP Rail tracks on the North side of 75 Avenue NE

Present Use: Single Family Dwelling

Proposed Use: Redevelopment including the construction and use of a Detached suite

Owner/ Agent: Klatt, S. & A./Green Emerald Construction Inc.



Reference: ZON-1258 Bylaw No. 4568

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 June 27, 2023 to July 10, 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 and virtually. If you wish to attend virtually, a link to the virtual meeting is available in the Agenda section on our website www.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

June 28 and July 5

To: His Worship Mayor Harrison and Members of Council

Date: June 14, 2023

Subject: Zoning Bylaw Amendment Application No. 1258

Legal: Lot 1 District Lot 6412 and Section 5, Township 21, Range 9, W6M, KDYD, Plan KAP69981

Civic: 5131 – 75 Avenue NE

Owner: Klatt. A. & S.

Agent: Green Emerald Construction Inc. (Arsenault, G.)

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1 District Lot 6412 and Section 5, Township 21, Range 9, W6M, KDYD, Plan KAP69981 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

PROPOSAL

This proposal is to rezone the subject parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit future redevelopment including the construction and use of a *detached suite*.

BACKGROUND

The subject parcel is located at 5131 – 75 Avenue NE (Appendix 1 and 2) in Canoe, is approximately 885 square metres in area, and contains an existing single family dwelling (to be removed). 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 development of the site is subject to a variance application (VP-569) and is not considered within this report. Notwithstanding the proposed siting, the parcel meets the conditions to permit a *detached suite* in the proposed R-8 Zone.

The area is largely comprised of R-1 zoned parcels containing single family dwellings. There are presently six R-8 zoned parcels within the vicinity of the subject parcel. Site photos are attached as Appendix 5.

The subject parcel is affected by restrictions resulting from the natural terrain. Directly adjacent to Shuswap Lake, the subject property is entirely within the 30 m streamside protection and enhancement area (SPEA) specified by the Province's Riparian Area Protection Regulations (RAPR). The City's Floodplain Provisions also specify a 15 m setback from the natural boundary of the lake. The applicant has submitted a RAPR report to the Province, which is subject to review. A variance application (VP-569) has been submitted to shift the building envelop south, towards the road and away from Shuswap Lake and the Floodplain setback.

No development on the site is permitted until Provincial acceptance of the RAPR report and the registration of a RAPR covenant on the Title of the subject parcel.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to easily meet the conditions for the

development of a *secondary suite (or detached suite)*, including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No objections to the proposed rezoning.

Building Department

No concerns. Development Cost Charges apply to a *detached suite*.

Fire Department

No 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 do not require the posting of a Notice of Development sign. It is expected that the Hearing for this application will be held on July 10, 2023.

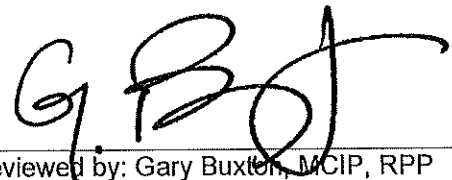
Planning Department

Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw, RAPR, and BC Building Code requirements. Development on the site is not permitted until Provincial acceptance of the RAPR report and the subsequent registration of a covenant registered on the Title of the subject parcel addressing RAPR and the City's Floodplain Provisions.

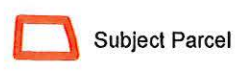
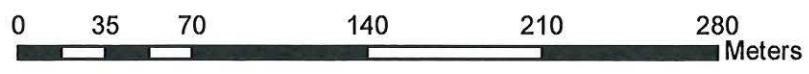
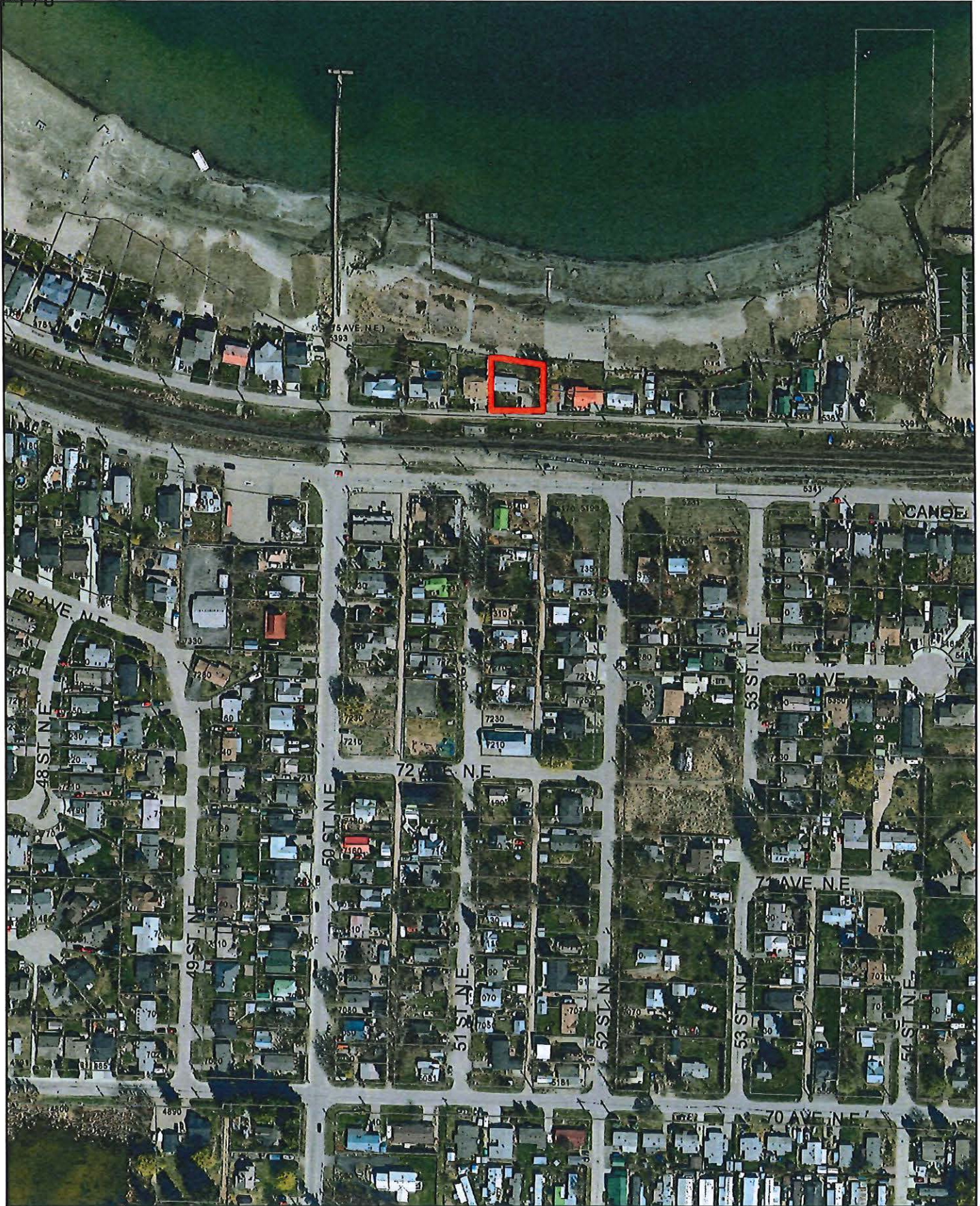
The subject parcel is well suited to R-8 development with sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking. The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff.

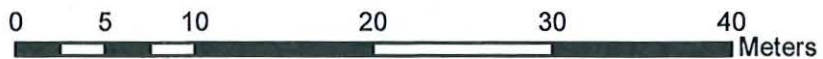


Prepared by: Chris Larson, MCIP, RPP
Senior Planner



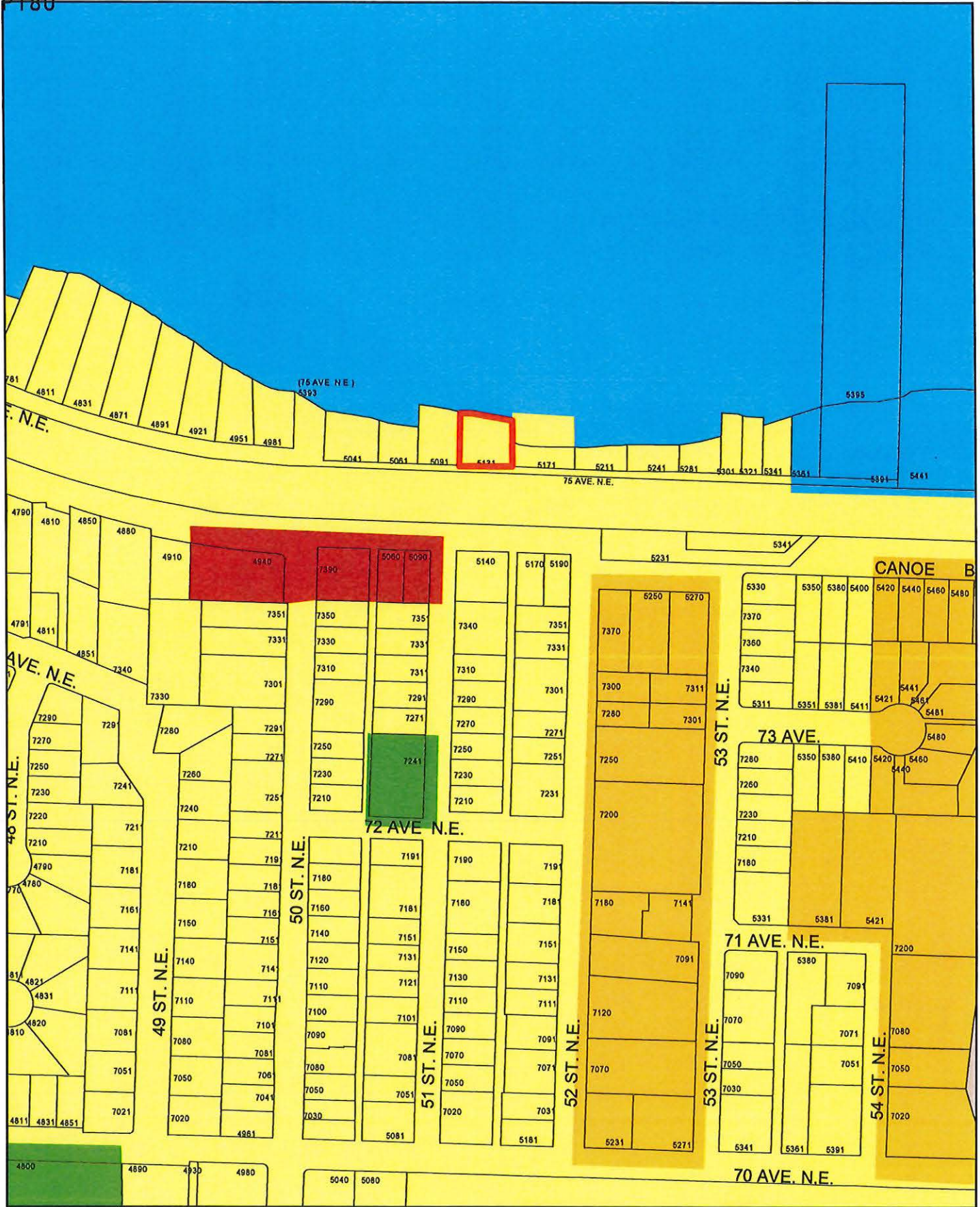
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services



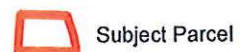
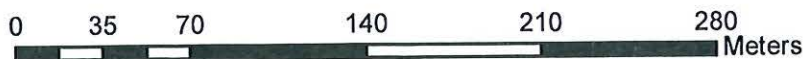
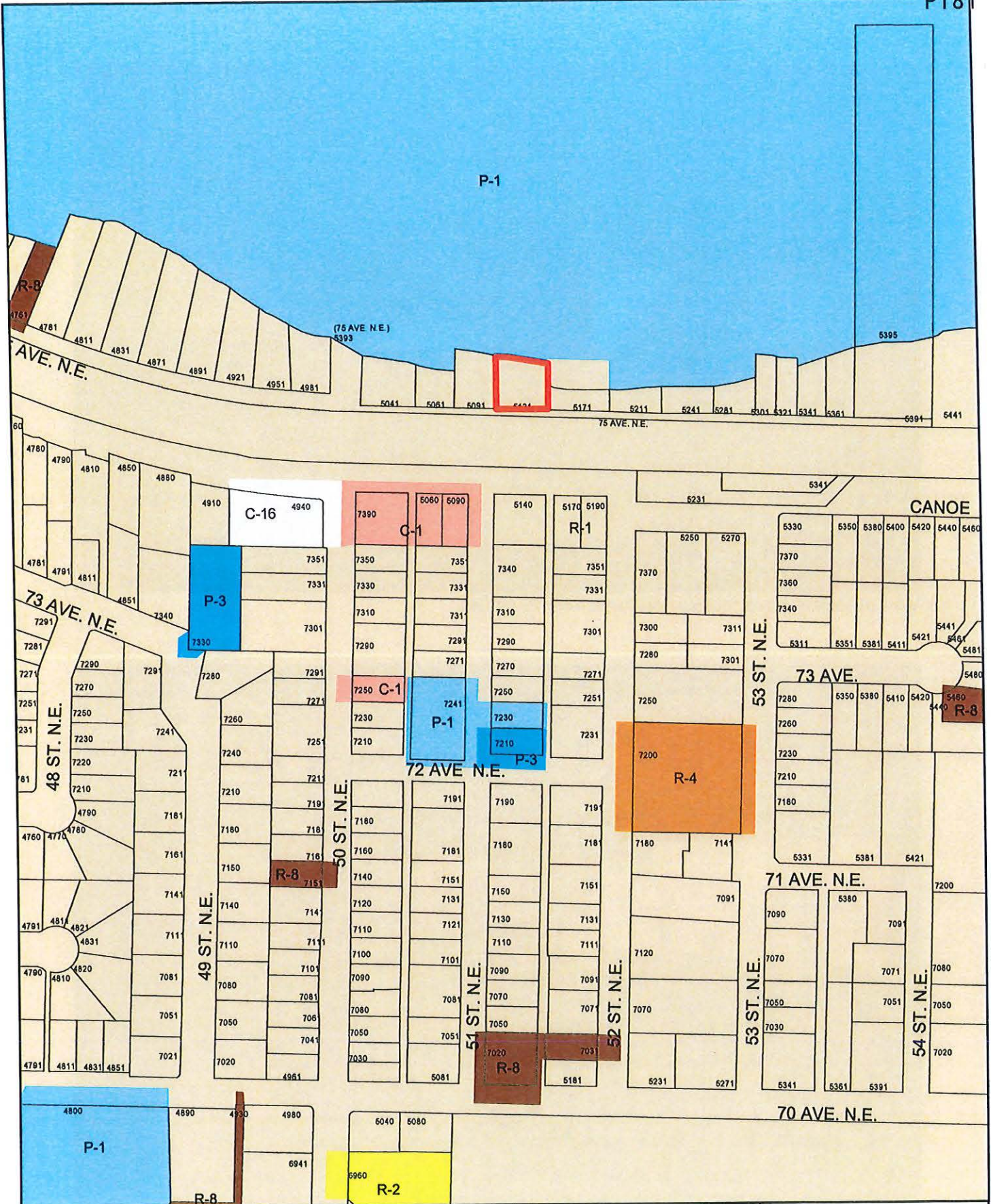


 Subject Parcel

P180



			Subject Parcel	Medium Density Residential
			Park	Low Density Residential
			Lake Recreation	Commercial - Neighbourhood





View of subject parcel looking northwest from 75 Ave NE.



View of subject parcel looking northeast from 75 Ave NE.

Item 24.1

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor

Seconded: Councillor

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

[ZON-1258; Klatt, S. & A./Green Emerald Construction Inc.; 5131 75 Avenue NE; R-1 to R-8]

CITY OF SALMON ARM

BYLAW NO. 4568

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on July 10, 2023 at the hour of 7:00 p.m. was published in the June 28, 2023 and July 5, 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, District Lot 6412 and Section 5, Township 21, Range 9, W6M, KDYD, Plan KAP69981 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. 4568"

READ A FIRST TIME THIS 26th DAY OF JUNE 2023

READ A SECOND TIME THIS 26th DAY OF JUNE 2023

READ A THIRD TIME THIS DAY OF 2023

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

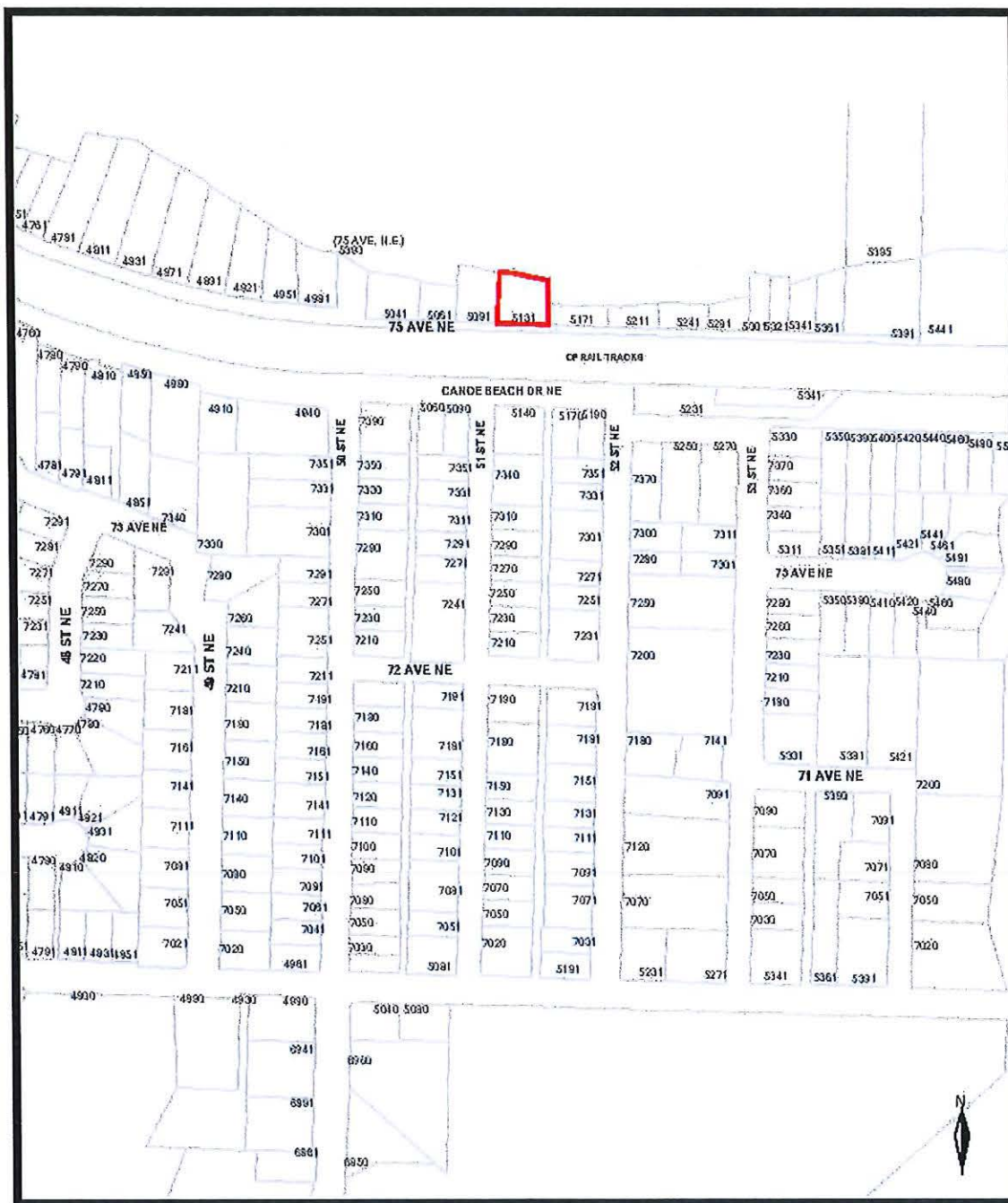
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 26

CITY OF SALMON ARM

Date: July 10, 2023

Moved: Councillor Gonella

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of July 10, 2023, be adjourned.

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