

City of Salmon Arm
Regular Council Meeting
Public Session Starts at 2:30 p.m.

Monday, January 13, 2025, 1:00 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

Pages

1. **CALL TO ORDER**

2. **IN-CAMERA SESSION**

Motion for Consideration

THAT: pursuant to Section 90(1)(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity; (c) labour relations or other employee relations; (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; (g) litigation or potential litigation affecting the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and pursuant to Section 90(2)(b) the consideration of information received and held in 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.

PUBLIC SESSION STARTS AT 2:30 P.M.

3. **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.

4. **ADOPTION OF AGENDA**

Motion for Consideration

THAT: the Agenda be adopted as presented.

5. **DISCLOSURE OF INTEREST**

6. **CONFIRMATION OF MINUTES**

6.1 Regular Council Meeting Minutes of December 9, 2024

7 - 14

Motion for Consideration

THAT: the Regular Council Meeting Minutes of December 9, 2024 be adopted as circulated.

6.2 Special Council Meeting Minutes of December 16, 2024

15 - 18

Motion for Consideration

THAT: the Special Council Meeting Minutes of December 16, 2024, be adopted as circulated.

7. COMMITTEE REPORTS

- | | | |
|-----|--|---------|
| 7.1 | Development and Planning Services Committee Meeting Minutes of December 16, 2024 | 19 - 23 |
| 7.2 | Official Community Plan Steering Committee Meeting Minutes of December 3, 2024 | 24 - 25 |
| 7.3 | Community Heritage Commission Meeting Minutes of January 6, 2025 | 26 - 28 |
| 7.4 | Environmental Advisory Committee Meeting Minutes of December 3, 2024 and January 7, 2025 | 29 - 35 |

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE 36 - 39

9. STAFF REPORTS

- | | | |
|-----|---|---------|
| 9.1 | Corporate Officer – Chief Financial Officer and Collector Appointment | 40 - 41 |
|-----|---|---------|

Motion for Consideration

THAT: pursuant to Section 149 of the *Community Charter* and the City of Salmon Arm Officers Designation and Establishment Bylaw No. 4267, Council appoint Patrick Gramiak as Chief Financial Officer and Collector for the City of Salmon Arm effective January 13, 2025;

AND THAT: Council appoint Becca Armstrong as Deputy Chief Financial Officer and Deputy Collector effective January 16, 2025;

AND FURTHER THAT: Council appoint Patrick Gramiak as the City of Salmon Arm representative to the Shuswap Regional Airport Commission for a term expiring December 31, 2025.

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| 9.2 | General Manager, Shuswap Recreation Society – Salmon Arm Recreation 2025 Rates | 42 - 47 |
|-----|--|---------|

- | | | |
|-----|--|---------|
| 9.3 | Manager of Roads and Parks - Memorial Indoor Arena Synthetic Turf Donation to Shuswap Youth Soccer Association | 48 - 49 |
|-----|--|---------|

Motion for Consideration

THAT: Council authorize the donation of the existing synthetic turf from the Indoor Memorial Arena to Shuswap Youth Soccer Association.

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| 9.4 | Director of Engineering & Public Works - Agricultural Land Commission Application No. 422
Subdivision - Road Dedication
Civic: 1451 Shuswap Street SW
Owner: D. and D. Dochstader | 50 - 56 |
|-----|--|---------|

Motion for Consideration

THAT: Council authorize the Agricultural Land Commission Application No. 428 for submission to the Agricultural Land Commission for the land legally described as Lot 1, Plan KAP14458, Township 20, Range 10, W6M, KDYD (1451 Shuswap Street SW).

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| 9.5 | Chief Administrative Officer – Metered Utility Billing - Penalty | 57 - 58 |
|-----|--|---------|

Motion for Consideration

THAT: Council authorize that the ten per centum (10%) penalty for the September and October 2024 metered bi-monthly utility billing, due December

15, 2024, be waived.

- 9.6 Deputy Corporate Officer – Airport Terminal Building Lease and Fee for Service Bylaw Amendment 59 - 62

Motion for Consideration

THAT: The Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4690 be read a first, second and third time;

AND THAT: Council authorize the Mayor and Corporate Officer to execute a lease agreement with Rick Scott dba North Okanagan Vertical Adventures for a three (3 year) period (April 1, 2025 to October 31, 2027) for the use of 67.6 square meters of floor space in the Airport Terminal Building;

AND FURTHER THAT: the monthly lease fees be calculated as follows:

2025: \$647.00 per floor (2024 rate + 3%)

2026: 2025 rate + BC CPI

2027: 2026 rate + BC CPI

subject to advertising in accordance with Section 94 of the *Community Charter* and adoption of Salmon Arm Fee for Service Amendment Bylaw No. 4690.

- 9.7 City Engineer – Climate Resiliency Plan Award 63 - 65

Motion for Consideration

THAT: Council approve the award of the preparation of the Climate Resiliency Plan to Associated Engineering Ltd. in accordance with the terms and conditions of the proposal in the amount of \$199,698.00 plus taxes as applicable.

10. INTRODUCTION OF BYLAWS

- 10.1 Zoning Amendment Bylaw No. 4674 66 - 91

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81769, and Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121

Civic: 900 & 980 16 Street NE

Owner: Kalraun Developments Inc. BC1344674

Agent: Bernd Hermanski Architect Inc.

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4674 be read a first and second time.

AND THAT: final reading of the bylaw be subject to:

1. The consolidation of the subject parcels;
2. Submission of Traffic Impact Assessment (TIA), completed to the satisfaction of the City Engineer, with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA;
3. The registration of a Land Title Act, Section 219 covenant to address the findings and recommendations of the TIA report; and
4. Ministry of Transportation and Transit approval.

11. RECONSIDERATION OF BYLAWS

11.1	Director of Planning & Community Services – Inter-Community Business Licence Amendment Bylaw No. 4687 <u>Motion for Consideration</u> THAT: the bylaw entitled City of Salmon Arm Inter-Community Business Licence Amendment Bylaw No. 4687 be read a final time.	92 - 93
11.2	Zoning Amendment Bylaw No. 4681 (ZON-1296) Text Amendment CD-23 (Comprehensive Development Zone CD-23) <u>Motion for Consideration</u> THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4681 be read a final time.	94 - 96
11.3	Zoning Amendment Bylaw No. 4680 (ZON-1296) Legal: Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322 Civic: 5161 60 Avenue NE Owner: 5161 Canoe Creek Commercial Ltd. Agent: K. Forsyth <u>Motion for Consideration</u> THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4680 be read a final time.	97 - 99
11.4	Zoning Amendment Bylaw No. 4673 (ZON-1300) Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 Civic: 811 28 Street NE (formerly 821 and 861 28 Street NE) Owner: Fireside Electric Ltd., J. Thompson Agent: Crowne Pacific Development Corp. / B. Giese <u>Motion for Consideration</u> THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4673 be read a final time.	100 - 102

12. CORRESPONDENCE

12.1	Informational Correspondence	
12.1.1	Calendar of Events	103 - 104
12.1.2	Building Department - Statistics (December) and Permits (Yearly)	105 - 106
12.1.3	Economic Trust of the Southern Interior (ETSI) - Fall Funding Intake Summary	107 - 109
12.1.4	J. Nelson - email dated December 17, 2024 - Street Parking - 10 Avenue NE	110 - 110
12.1.5	D. McGregor - email dated December 2, 2024 - Fee for Service Bylaw No. 2498	111 - 111
12.1.6	A. Kirkpatrick - email dated January 5, 2025 - Snow Road Bylaw	112 - 112
12.1.7	S. Syme and M. Schroeder, Salmon Valley Agricultural Representatives - letter dated January 6, 2025 Active Transportation from Agriculture's Perspective	113 - 115
12.1.8	S. Mackie, General Manager, R.J. Haney Heritage Village - email dated January 10, 2025 Request for Letter of Support for R.J. Haney Heritage Village &	116 - 116

Museum Grant Application

12.1.9	D. Holmes, Mayor, District of Summerland - letter dated December 18, 2024 Meeting of Agricultural Municipalities at UBCM 2024	117 - 118
12.1.10	E. Vieira, Shuswap Watershed Council - email dated December 18, 2024 - Media Release	119 - 121
12.1.11	T. Mandewo, UBCM President - Letter dated December 16, 2024 - Canada Community-Building Fund Second Community Works Fund Payment for 2024/2025	122 - 122
12.1.12	C. Gardiner, President, Independent Contractors and Businesses Association (ICBA) - letter dated January 7, 2025 - Protecting Taxpayers from Overspending on Local Govt Construction	123 - 124

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

- 19.1 Release from In-Camera Session
The following resolution was released from the In Camera meeting of October 15, 2024:

THAT: Council accept the buyer's offer of \$460,000 for the property described as 5391 75 Avenue NE as per the terms of the offer dated October 10, 2024.

20. QUESTION AND ANSWER PERIOD

21. DISCLOSURE OF INTEREST

22. HEARINGS

- 22.1 Development Permit Application No. 459 125 - 158
Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978
Except Plan KAP54560
Civic: 1141 - 18 Street NE
Owner: CanZea Developments Ltd.

Motion for Consideration

THAT: Development Permit No. 459 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 (1141 – 18 Street NE) in accordance with Appendix 7 in the report dated December 16, 2024;

AND THAT: Development Permit No. 459 vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) – Maximum Permitted Height of a Retaining Wall, 2 m increased to 5.3 m; and
2. Section 9.9.4 – Minimum Setback of Principal Buildings, Exterior Parcel

Line, 5 m reduced to 3 m;

AND THAT: Development Permit No. 459 vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 to waive the 4.0 metres (13.1 feet) width-of-laneway dedication in exchange for registration of a Road Reserve Covenant at time of subdivision;

AND FURTHER THAT: Issuance of Development Permit No. 459 be withheld subject to:

1. the Registration of a *Land Title Act* Section 219 Covenant on the Title of the subject parcel restricting residential use on the parcel to Rental Housing;
2. the receipt of the \$500 Required Tree Density Target Fee as per Tree Protection Bylaw No. 4637; and
3. the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

22.2 Development Variance Permit No. 606
Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023
Civic: 811 28 Street NE (formerly 821 & 861 28 Street NE)
Owner: Fireside Electric Ltd., J. Thompson
Agent: Crowne Pacific Development Corp.

159 - 196

Motion for Consideration

THAT: Development Variance Permit No. 606 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 subject to the final approval of Zoning Amendment Application No. 1300 to vary the provisions of Zoning Bylaw No. 2303 as follows and as shown in Appendix 10 attached to the Staff Report dated October 7, 2024:

Section 4.12.1a - increase the maximum height of a retaining wall and fence in an interior yard from 2.0 metres (6.5 feet) to 3.8 metres (12.5 feet); and

Section 20.5 - increase the maximum height of a principle building from 19 metres (62.3 feet) to 20 metres (65.62 feet) in accordance with the drawings attached to the Staff Report dated October 7, 2024.

23. STATUTORY PUBLIC HEARINGS
24. RECONSIDERATION OF BYLAWS
25. QUESTION AND ANSWER PERIOD
26. ADJOURNMENT

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm

December 9, 2024, 1:30 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Planning and Community Services G. Buxton
Corporate Officer R. West
Executive Assistant M. Evans-Bunkis

Other Staff Present: City Engineer J. Wilson; Deputy Fire Chief C. Guidos; Manager of Planning & Building M. Smyrl; Manager of Roads & Parks D. Gerow

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

Moved by: Councillor Cannon
Seconded by: Councillor Flynn

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; (g) litigation or potential litigation affecting the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the *Community Charter*, Council move In-Camera.

Carried Unanimously

3. 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.

The meeting returned to Regular Session at 2:29 p.m. and recessed until 2:33 p.m.

4. ADOPTION OF AGENDA

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

THAT: the Agenda be adopted as presented.

Carried Unanimously

5. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest relating to Item 14.1 - Transit Service in the Industrial Park - as a number of business owners in the Industrial Park are clients of his firm.

Councillor Flynn declared a conflict of interest relating to Item 9.7 - UBCM Community Resiliency Investment FireSmart Grant Application - as Forsite is a client of his firm.

Councillor Gonella declared a conflict of interest relating to Item 9.6 - Salmon Arm Economic Development Society (SAEDS) Fee for Service Agreement - as SAEDS has been a past sponsor and equipment resource sharing partner on behalf of his employer.

Councillor Wallace Richmond declared a conflict of interest relating to Item 9.6 - Salmon Arm Economic Development Society (SAEDS) Fee for Service Agreement - as her company has a business relationship with SAEDS.

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of November 25, 2024

Moved by: Councillor Wallace Richmond
Seconded by: Councillor Gonella

THAT: the Regular Council Meeting Minutes of November 25, 2024 be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of December 2, 2024

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

For information.

9. STAFF REPORTS

9.1 Director of Engineering and Public Works – Waste Water Treatment Plant – Secondary Clarifier Upgrade

Moved by: Councillor Lindgren
Seconded by: Councillor Flynn

THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reflect additional funding in the amount of \$270,000 for the Secondary Clarifier Upgrade project, funded from the Clares Cove Lift Station (\$180,000); TCH Main (McLeod) (\$81,000); and 4 Ave SE (TCH – 10 St SW) (\$9,000) construction projects;

AND THAT: Council approve the award of the Waste Water Treatment Plant – Secondary Clarifier Upgrade to Uptime Industrial Inc. in accordance with the terms and conditions of the tender in the amount of \$735,965.00 plus taxes as applicable;

AND FURTHER THAT: Council authorizes a pre-approved contingency in the amount of \$75,000 (approximately 10%) to support the project.

Carried Unanimously

9.2 Deputy Corporate Officer – Janitorial Services Contract for City of Salmon Arm Fire Halls

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

THAT: Council award the City of Salmon Arm Fire Halls Janitorial Contract to Indigo Cleaning Services at the tendered price of \$13,800.00 plus taxes as applicable, for the period of January 1, 2025 to December 31, 2026;

AND THAT: Council authorize the Mayor and Corporate Officer to execute the contract for same.

Carried Unanimously

9.3 Director of Engineering and Public Works – Recycle BC 2025 Master Services Agreement and Statement of Work

Moved by: Councillor Lavery
Seconded by: Councillor Cannon

THAT: Council authorize the Mayor and Corporate Officer to execute the Recycle BC Master Services Agreement and Statement of Work for Curbside Collection Services Provided by Local Government, effective January 1, 2025 to December 31, 2029.

Carried Unanimously

9.4 Corporate Officer – Council Appointment - Bylaw Enforcement Officer

Moved by: Councillor Gonella
Seconded by: Councillor Cannon

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

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

Carried Unanimously

- 9.5 Director of Engineering and Public Works – Zone 2 Pump Station – Purchase Recommendation – Pump / VFD / PDC Supply

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Lindgren

THAT: Council approve the purchase of the Zone 2 Pump Station – Pump Supply to Aggressive Pump & Supply in accordance with the terms and conditions of the tender for the quoted amount of \$566,845.34 plus GST as applicable;

AND THAT: Council approve the purchase of the Zone 2 Pump Station – VFD Supply to HSL Automation Ltd in accordance with the terms and conditions of the tender for the quoted amount of \$287,642.75 plus GST as applicable;

AND FURTHER THAT: Council approve the purchase of the Zone 2 Pump Station – PDC Supply to KJ Controls Ltd in accordance with the terms and conditions of the tender for the quoted amount of \$181,322.00 plus GST as applicable;

Carried Unanimously

- 9.6 Chief Administrative Officer – Salmon Arm Economic Development Society Fee for Service Agreement

Councillors Wallace Richmond and Gonella declared a conflict and left the meeting at 3:03 p.m.

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Salmon Arm Economic Development Society for a five (5) year term from January 1, 2025 to December 31, 2029;

AND THAT: the funding for the agreement be as follows:

- 2025: 2024 rate of \$351,032 + BC CPI
- 2025 additional: a one-time allocation of \$60,000 for Five Year Economic Action Plan
- 2026: 2025 rate (excluding additional) + BC CPI
- 2027: 2026 rate + BC CPI
- 2028: 2027 rate + BC CPI
- 2029: 2028 rate + BC CPI

Amendment:

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

THAT: the 2025 additional one-time allocation of \$60,000 for a Five Year Economic Action Plan be phased by allocating \$30,000 in 2025 and \$30,000 in 2026.

Carried Unanimously

Moved by: Councillor Flynn
Seconded by: Councillor Cannon

THAT: the Mayor and Corporate Officer be authorized to execute a Fee for Service Agreement with the Salmon Arm Economic Development Society for a five (5) year term from January 1, 2025 to December 31, 2029;

AND THAT: the funding for the agreement be as follows:

2025: 2024 rate of \$351,032 + BC CPI
2025 additional: a one-time allocation of \$30,000 for Five Year Economic Action Plan
2026 additional: a one-time allocation of \$30,000 for Five Year Economic Action Plan
2026: 2025 rate (excluding additional) + BC CPI
2027: 2026 rate + BC CPI
2028: 2027 rate + BC CPI
2029: 2028 rate + BC CPI

Carried Unanimously

9.7 Deputy Fire Chief – UBCM Community Resiliency Investment FireSmart Grant Application

Councillors Wallace Richmond and Gonella returned to the meeting at 3:17 p.m.

Councillor Flynn declared a conflict and left the meeting at 3:17 p.m.

Moved by: Councillor Lindgren
Seconded by: Councillor Cannon

THAT: the 2025 and 2026 Budgets contained in the 2024 - 2028 Financial Plan Bylaw be amended to include \$400,000.00 (\$200,000.00 per year) for FireSmart Initiatives, to be funded through the UBCM - CRI FireSmart Community Funding and Supports funding stream;

AND THAT: Council authorize the submission of a grant application under the UBCM-CRI FireSmart Community Funding and Supports 2025 Intake in the amount of \$400,000.00.

Carried Unanimously

10. INTRODUCTION OF BYLAWS

10.1 Director of Planning & Community Services – Inter-Community Business Licence Amendment Bylaw No. 4687

Councillor Flynn returned to the meeting at 3:21 p.m.

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Inter-Community Business Licence Amendment Bylaw No. 4687 be read a first, second and third time.

Carried Unanimously

11. RECONSIDERATION OF BYLAWS

11.1 Manager of Planning & Building – Bylaw No. 4680 and Bylaw No. 4681

Moved by: Councillor Flynn
Seconded by: Councillor Lavery

THAT: third reading of the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4680 be rescinded;

AND THAT: third reading of the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4681 be rescinded.

Carried Unanimously

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.8 P. Thurston, Executive Director, Shuswap Youth Services Collaborative - email dated December 5, 2024

Request for Letter of Support

Councillor Cannon left the meeting at 3:42 p.m. and returned at 3:44 p.m.

Moved by: Councillor Wallace Richmond
Seconded by: Councillor Gonella

THAT: Council provide Shuswap Youth Services Collaborative a letter of support for Rise Up Indigenous Wellness' application to the National Crime Prevention Strategy grant for funding over the next 5 years for a proposed On the Land camps and Youth Mentoring Program.

Carried Unanimously

13. NEW BUSINESS

14. PRESENTATIONS

The meeting recessed at 3:50 p.m.

The meeting reconvened at 3:57 p.m.

Councillor Flynn declared a conflict and left the meeting at 3:57 p.m.

14.1 Presentation 4:00-4:15 (approximately)

Steven DeBoer, 4AG Robotics Inc.
Transit Service in the Industrial Park

S. DeBoer, 4AG Robotics Inc., provided an overview of the request for transit service in the industrial park and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

The meeting recessed at 4:28 p.m.

MEETING RESUMES AT 7:00 P.M.

21. DISCLOSURE OF INTEREST

22. HEARINGS

22.1 Director of Engineering and Public Works – Development Variance Permit No. 607 (Canoe Zone 2 Pump Station)

Following a motion from the floor, 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:

Moved by: Councillor Gonella

Seconded by: Councillor Flynn

THAT: Council authorize the issuance of Development Variance Permit No. 607 for the land legally described as Lot 5, Section 6, Township 21, Range 9, W6M, KDYD, Plan 4310 (3751 Canoe Beach Drive NE) that varies Section 2.2 of Subdivision and Development Services Bylaw No. 4293, waiving the requirements for frontage improvements including - curb and gutter, road drainage, multiuse path, boulevard construction, street lights and fire hydrants.

Carried Unanimously

23. STATUTORY PUBLIC HEARINGS

24. RECONSIDERATION OF BYLAWS

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 7:04 p.m.

CORPORATE OFFICER

MAYOR, A. HARRISON

SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm

December 16, 2024, 7:00 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Planning and Community Services G. Buxton
Corporate Officer R. West

Other Staff Present: Manager of Planning & Building M. Smyrl; City Engineer J. Wilson

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 7:00 p.m.

2. IN-CAMERA SESSION

3. 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.

4. ADOPTION OF AGENDA

Moved by: Councillor Gonella
Seconded by: Councillor Flynn

THAT: the Agenda be adopted with the addition of Late Item - 23.1 - Zoning Amendment Application ZON-1296 - Staff Report dated December 16, 2024.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

7. COMMITTEE REPORTS

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS
10. INTRODUCTION OF BYLAWS
11. RECONSIDERATION OF BYLAWS
12. CORRESPONDENCE
13. NEW BUSINESS
14. PRESENTATIONS
15. COUNCIL STATEMENTS
16. SALMON ARM SECONDARY YOUTH COUNCIL
17. NOTICE OF MOTION
18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
19. OTHER BUSINESS
20. QUESTION AND ANSWER PERIOD
21. DISCLOSURE OF INTEREST
22. HEARINGS
23. STATUTORY PUBLIC HEARINGS

23.1 Zoning Amendment Application ZON-1296

Text Amendment
 CD-23 (Comprehensive Development Zone CD-23)

The Planning Official explained the Zoning Amendment application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:07 p.m.

23.2 Zoning Amendment Application ZON-1296

(See Item 23.1 for Staff Report)

Legal: Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322

Civic: 5161 60 Avenue NE

Owner: 5161 Canoe Creek Commercial Ltd.

Agent: K. Forsyth

The Planning Official explained the Zoning Amendment application.

Submissions were called for at this time.

K. Forsyth, the agent, was available to answer questions from Council.

J. Stuart read a letter submitted by R. Bauman that expressed concerns regarding increased traffic, congestion and changes to the character of the neighbourhood.

J. Stuart expressed concerns that the proposal will have a negative impact on the neighbourhood.

C. Favell expressed concerns regarding increased traffic and road conditions.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:19 p.m.

24. RECONSIDERATION OF BYLAWS

24.1 Zoning Amendment Bylaw No. 4681 (ZON-1296)

Text Amendment

CD-23 (Comprehensive Development Zone CD-23)

Moved by: Councillor Cannon

Seconded by: Councillor Wallace Richmond

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4681 be read a third time;

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

1. the registration of a Land Title Act Section 219 Covenant; and
2. Ministry of Transportation and Transit approval.

Carried Unanimously

24.2 Zoning Amendment Bylaw No. 4680 (ZON-1296)

Legal: Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322

Civic: 5161 60 Avenue NE

Owner: 5161 Canoe Creek Commercial Ltd.

Agent: K. Forsyth

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4680 be read a third time;

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

1. the registration of a Land Title Act Section 219 Covenant; and
2. Ministry of Transportation and Transit approval.

Carried Unanimously

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 7:43 p.m.

CORPORATE OFFICER

MAYOR, A. HARRISON

DEVELOPMENT AND PLANNING SERVICES

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm

December 16, 2024, 8:00 a.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

COUNCIL PRESENT: Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Planning & Community Services G. Buxton
Corporate Officer R. West
Senior Planner C. Larson
Manager of Planning & Building M. Smyrl
Planner A. Jeffrey

Other Staff present: City Engineer J. Wilson

1. CALL TO ORDER

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

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. ADOPTION OF AGENDA

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Agenda be adopted as presented.

Carried Unanimously

4. APPROVAL OF MINUTES

Moved by: Councillor Lindgren

Seconded by: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of December 2, 2024 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Zoning Amendment Application No. 1302

Legal: Lots 1, 2 and 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 4214

Civic: 560, 580 & 610 Shuswap Street SE

Owner: 1474042 B.C Ltd.

Arun Deo, agent for the owner, was available to answer questions from the Committee.

Moved by: Councillor Lindgren

Seconded by: 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 Zoning Bylaw No. 2303 by rezoning:

1. Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 4214 (560 Shuswap Street SE)
2. Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 4214 (580 Shuswap Street SE)
3. Lot 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 4214 (610 Shuswap Street SE)

from R-10 (Residential Zone) to R-5 (High Density Residential Zone);

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

- i. Consolidation of the subject parcels;
- ii. Submission of Traffic Impact Analysis (TIA) completed to the satisfaction of the City Engineer with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA and the registration of a *Land Title Act*, Section 219 covenant to address the findings and recommendations of the TIA report, and;
- iii. Ministry of Transportation and Transit approval.

Carried Unanimously

6.2 Development Permit Application No. 459

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978
Except Plan KAP54560

Civic: 1141 - 18 Street NE
Owner: CanZea Developments Ltd.

Graham Richardson, agent for the applicant, was available to answer questions from the Committee.

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 459 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 (1141 – 18 Street NE) in accordance with Appendix 7 in the report dated December 16, 2024;

AND THAT: Development Permit No. 459 vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) – Maximum Permitted Height of a Retaining Wall, 2 m increased to 5.3 m; and
2. Section 9.9.4 – Minimum Setback of Principal Buildings, Exterior Parcel Line, 5 m reduced to 3 m;

AND THAT: Development Permit No. 459 vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 to waive the 4.0 metres (13.1 feet) width-of-laneway dedication in exchange for registration of a Road Reserve Covenant at time of subdivision;

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would authorize the City of Salmon Arm to enter into a housing agreement for rental housing for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 (1141 – 18 Street NE);

AND FURTHER THAT: Issuance of Development Permit No. 459 be withheld subject to:

1. the Registration of a *Land Title Act* Section 219 Covenant on the Title of the subject parcel restricting residential use on the parcel to Rental Housing;
2. the receipt of the \$500 Required Tree Density Target Fee as per Tree Protection Bylaw No. 4637; and
3. the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

Carried Unanimously

6.3 Housing Agreement Bylaw

City of Salmon Arm and Crowne Pacific Development Corporation
Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005 and
Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198
Civic Address: 821 and 861 28 Street NE

Councillor Cannon joined the meeting at 8:44 a.m.

Moved by: Councillor Flynn

Seconded by: 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 authorize the Mayor and Corporate Officer to enter into a Housing Agreement for the proposed development to be located at Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005, and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198 (821 & 861 - 28 Street NE);

AND THAT: the Housing Agreement for purpose built rentals include the following terms:

- i. be enforceable for a period of no less than 25 years from the date of occupancy; and
- ii. registration of the a *Land Title Act Section 219* covenant, prohibiting use of the property except as permitted by the Housing Agreement.

Amendment:

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Flynn

THAT: the Housing Agreement for purpose built rentals include the following terms:

- i. be enforceable for a period of no less than 15 years from the date of occupancy.

Opposed (2): Councillor Lavery, and Councillor Lindgren

Carried

Moved by: Councillor Flynn

Seconded by: 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 authorize the Mayor and Corporate Officer to enter into a Housing Agreement for the proposed development to be located at Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005, and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198 (821 & 861 - 28 Street NE);

AND THAT: the Housing Agreement for purpose built rentals include the following terms:

- i. be enforceable for a period of no less than 15 years from the date of occupancy; and
- ii. registration of the a *Land Title Act Section 219* covenant, prohibiting use of the property except as permitted by the Housing Agreement.

Opposed (1): Councillor Lavery

Carried

6.4 Agricultural Land Commission Application No. 422

Subdivision - Road Dedication
Civic: 1451 Shuswap Street SW
Owner: D. and D. Dochstader

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends that Council authorize the Agricultural Land Commission Application No. 428 for submission to the Agricultural Land Commission for the land legally described as Lot 1, Plan KAP14458, Township 20, Range 10, W6, KDYD (1451 Shuswap Street SW).

Carried Unanimously

7. **FOR INFORMATION**

7.1 Official Community Plan Process Update

For information.

8. **IN-CAMERA**

Moved by: Councillor Flynn
Seconded by: Councillor Gonella

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

Carried Unanimously

9. **ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 10:18 a.m.

MAYOR, A. HARRISON

CITY OF SALMON ARM

Minutes of the **Official Community Plan Steering Committee** Meeting held in person in Room 100 at City Hall and by virtual means on **Tuesday December 3, 2024** at 2:30 p.m.

PRESENT:

Nicolas Harrison
Julia Beatty
Craig Newnes
Tracey Kutscher

Mike Melin
Alan Harrison
Shannon Hecker
Thomas Vicars

Jen Bellhouse
Sarah Nicolls
Janelle Rimell
Teri Meikle

Chris Larson
Gary Buxton

Morgan Paiement
Michael Meyer (Modus
Planning, Design &
Engagement)

Melinda Smyrl
Kiera Vandeborne (Modus
Planning, Design &
Engagement)

ABSENT:

Howard McMillan
Martha Wickett

Bill Laird
Joe Johnson

David Knight
Louise Wallace Richmond

GUESTS:

1. **Call to Order**

The meeting was called to order at 2:35 p.m.

2. **Acknowledgement of Traditional Territory**

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. **Approval/changes/additions to Agenda**

The Agenda was approved by a consensus of the Committee members. Mayor Harrison shared a copy of the column that he had written for the Salmon Arm Observer, noting that it would be published in the December 4 edition.

4. **Approval of minutes from September 24, 2024**

Moved: Nicholas Harrison

Seconded: Thomas Vicars

THAT: the Official Community Plan Steering Committee Meeting Minutes of September 24, 2024 be accepted as presented.

CARRIED

5. **Phase 3 Engagement Summary Review**

Michael Meyer and Kiera Vandeborne, Modus Planning, Design and Engagement, presented an outline and summary of the feedback received during the Phase 3

engagement activities noting that a 4% response rate is representative of the community population.

Mayor Harrison asked the Committee members to reflect on what stood out or resonated with them.

Committee members commented and discussed the following:

- Engagement results established competing priorities
- the prioritization indicated in the results would be the main guide based on financial and logistical limitations
- potential partnerships
- budget and timelines
- Agricultural Land Reserve concerns
- Climate Change targets
- Reduced public engagement between Phase 2 and Phase 3
- Support for additional density and varied housing forms
- Urban Containment Boundary
- input from residents regarding the OCP process
- recreational facilities

6. Phase 4 Update and Engagement outline

Michael Meyer and Kiera Vandeborne provided a timeline and activities planned for Phase 4.

Committee members noted and discussed the following:

- timelines for Council review of plan
- means of notifying the public through workshops and the City website
- First Nations involvement and collaboration

7. Set Next Meeting Date

The next meeting date was selected as Tuesday January 14, 2025, at 14:30 in Room 100 at City Hall. City staff would send out a calendar reminder.

8. Adjournment

There being no further business, the Official Community Plan Steering Committee meeting of Tuesday December 3, 2024 was adjourned at 3:40 p.m.

Chair

Received for information by Council the _____ day of _____, 2025.

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, January 6, 2025, at 2:00 p.m.**

PRESENT:

Councillor David Gonella, Chair	City of Salmon Arm
Cindy Malinowski	R.J. Haney Heritage & Museum
Deborah Chapman	R.J. Haney Heritage & Museum
Linda Painchaud	Member at Large
Lorne Reimer	Member at Large
Mary Landers	Member at Large
Morgan Paiement	City of Salmon Arm, Recorder

GUESTS:

Aubree Jeffrey	City of Salmon Arm
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ABSENT:

Pat Kassa	R.J. Haney Heritage & Museum
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The meeting was called to order at 1:59 p.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. Approval / changes / additions to Agenda

Moved: Mary Landers

Seconded: Linda Painchaud

THAT: the Agenda for the January 6, 2025, Community Heritage Commission Meeting be approved with the amendment to move item 6. a) New Business to before item 5. Old Business from Minutes.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 2, 2024 Community Heritage Commission Meeting

Moved: Cindy Malinowski

Seconded: Deborah Chapman

THAT: the minutes of the Community Heritage Commission Meeting of December 2, 2024, be approved.

CARRIED UNANIMOUSLY

6. New Business

a) Zoning Amendment Application – 3181 11 Avenue NE (#47 on Heritage Register)

CHC members expressed appreciation for being informed of development proposals on Heritage Register properties. Members are happy that the site will continue to be used for agricultural uses. Members suggested that something such as a sign be placed on the property acknowledging the history of the site and the Century Farm Status.

5. Old Business from Minutes

a) Heritage Plaque Program – Criteria for Installation

It was decided that a sub-committee will meet and research possible criteria for installation and present their ideas at the next CHC meeting. Some potential ideas were ensuring the plaques are front facing and at a certain height. It was suggested that the plaque installations be made into an event to bring heritage to people's attention. City Staff will look into getting help from the City's Communications Coordinator in developing a public relations strategy. It was discussed that the possibility of purchasing more plaques should be discussed in advance of the end of 2025.

b) Wright/Lund Pond – Verbal Update

City Staff will mail letters this week to members of the Wright and Lund families asking for them to reply indicating whether or not they support the proposed renaming.

c) Heritage Register – New Statements of Significance

City Staff are editing the statements of significance. They will be brought to the next CHC meeting for review. At this meeting a formal motion can be made with a recommendation to Council.

d) Heritage Conservation Awards 2025

Letters to the 2025 Heritage Conservation Award recipients will be mailed this week. Once City Staff receive replies they will print certificates and give to Mary to get framed or if the award is declined a letter will be mailed to the alternate recipient. Event details for the award reception will be discussed at the next meeting.

7. Other Business &/or Roundtable Updates

a) Historic Route Signs

Linda will send a list of missing signs to City Staff who will share with the Public Works Department.

b) Proposed New Time for Meetings

Some CHC members would like the meeting time to be moved to 1:00p.m. City Staff will contact the Administrative Department to see if this is possible.

8. Next Meeting

Monday February 3, 2025 at 2:00 p.m.

9. Adjournment

Moved: Mary Landers

Seconded: Deborah Chapman

THAT: the Community Heritage Commission Meeting of January 6 2025, adjourn at 2:37 p.m.

CARRIED UNANIMOUSLY

David Gonella, Chair

Received for information by Council on the day of , 2025

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 101, at City Hall, 500 2 Avenue NE, Salmon Arm, BC and by virtual means on Tuesday, **December 3, 2024** at 2:15 p.m.

PRESENT:

Councillor Sylvia Lindgren, Chair	City of Salmon Arm
Sue Hunt	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Richard Wale	Salmon Arm Fish & Game Club
Emily Murphy	Canoe Forest Products
Ken Whitehead	Citizen at Large
Sarah Johnson	Citizen at Large
Carmen Fennell	Citizen at Large
Jenn Wilson	City of Salmon Arm, City Engineer
Michelle Evans-Bunkis, Recorder	City of Salmon Arm, Executive Assistant

ABSENT:

Alex Johnny	Adams Lake Indian Band
Travis Elwood	School District No. 83
Christina Thomas	Neskonlith Indian Band
Hermann Bruns	Agricultural Industry

1. Call to Order

The meeting was called to order at 2:19 p.m.

2. Introductions and Welcome

3. 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.

5. Approval/changes/additions to Agenda

Moved: Pauline Waelti

Seconded: Richard Wale

THAT: the Environmental Advisory Committee Meeting Agenda of December 3, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes from November 5, 2024

Moved: Pauline Waelti

Seconded: Richard Wale

THAT: the Minutes of the Environmental Advisory Committee Meeting of November 5, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

6. Presentations

No presentations

7. Old Business/Arising from Minutes

a) Update on EAC Recommendations to Council

Council received the recommendation to review the current animal licensing bylaw #2398 at their meeting on November 25, 2024. Council was supportive of the idea but decided that it was not a priority item when considering current projects and available resources.

Council received the recommendation to investigate the possibility for adding motion sensors to the lights at the end of the Wharf at their meeting on November 25, 2024. Council approved the recommendation and directed City staff to research options and implications.

b) Education Working Group - Update (Attachment included)

The Education Working Group met on November 28, 2024, and compiled the attached list of suggested options for short term and long term educational opportunities.

The committee reviewed the options as a group and considered the feasibility of each, and agreed on initiatives to focus their efforts on.

Jenn Wilson will invite Darin Gerow, Manager of Roads & Parks, to a future EAC meeting to discuss water conservation efforts.

Moved: Janet Pattinson

Seconded: Ken Whitehead

THAT: the EAC and Education Working Group work with Green Farms to plan a seminar focusing on fire smart landscaping and water conservation.

CARRIED UNANIMOUSLY

Moved: Janet Pattinson

Seconded: Sue Hunt

THAT: the EAC and Education Working Group proceed with investigating the possible use of anti-idling signage in high-problem areas, such as schools, bus pickup locations, and the SASCU Recreation Centre.

CARRIED UNANIMOUSLY

Moved: Janet Pattinson

Seconded: Sue Hunt

THAT: the EAC and Education Working Group move forward with plans for a campaign to educate the public regarding animal welfare.

CARRIED UNANIMOUSLY

8. New Business

a) Update re: RFP for Climate Action Carbon Resiliency Plan

Jenn Wilson reported that City staff received 11 RFP submissions. Staff will proceed with reviewing each submission and may have progress to report in the new year.

b) Status of recommendations for updating the Pesticide Use Bylaw

No progress to report at this time – this item is on hold while City staff continue to focus on other priorities.

9. Other Business & / or Roundtable Updates

Discussion around the potential for having younger committee members join the EAC.

Moved: Janet Pattinson

Seconded: Sarah Johnson

THAT: the EAC recommends that Council direct staff to consider updating the Terms of Reference to create 2 seats for youth members – 1 high school student and 1 aged under 25 years.

CARRIED UNANIMOUSLY

Roundtable Updates:

- Emily Murphy – Canoe Forest Products (CFP) is looking into logging the hillside along South Canoe over the next couple of years. This will help to mediate the pine beetle issue and prevent future spread.
- Ken Whitehead – Due to upcoming conflicts, Ken will be taking a three-month hiatus from the EAC from January – March, 2025. He will return to his position in April, 2025.
- Sue Hunt – The Shuswap Climate Action committee is working on sharing more information via their website and newsletters. Current highlights include the energy efficient home initiative in Vernon, fire smart landscaping and water conservation.

- Richard Wale - Sent letters of concern and filed reports with police regarding the homeless encampment on Shaw Road. The CSRD confirmed that the area had been cleaned up recently, but do not know who facilitated the effort. The campers have since moved to a different location on Shaw Road, closer to the golf club. Fire safety and environmental hazards remain a concern.
- Pauline Waelti - The Shuswap Environmental Action Society's movie screening has been put on hold.
- Carmen Fennell - Attended the Solid Waste Association of North America (SWANA) event in New Westminster in November. Notable presentations included the importance of considering green space when planning new developments, and new policies in place to encourage proper disposal/salvage of demolition materials.
- Janet Pattinson - There is a Shuswap Naturalists Club meeting tonight, all are welcome. One topic of discussion will be the West Bay Trail updates and its effect on local trees and wildlife.

10. Next Meeting - January 7, 2025

11. Adjournment

The Meeting was adjourned at 3:44 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the ____ day of _____, 2024.

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 100, at City Hall, 500 2 Avenue NE, Salmon Arm, BC and by virtual means on **Tuesday, January 7, 2025** at 2:15 p.m.

PRESENT:

Councillor Sylvia Lindgren, Chair	City of Salmon Arm
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Emily Murphy	Canoe Forest Products
Sarah Johnson	Citizen at Large
Jenn Wilson	City of Salmon Arm, City Engineer
Michelle Evans-Bunkis, Recorder	City of Salmon Arm, Executive Assistant

GUESTS:

Darin Gerow	City of Salmon Arm, Manager of Roads & Parks
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ABSENT:

Alex Johnny	Adams Lake Indian Band
Travis Elwood	School District No. 83
Christina Thomas	Neskonlith Indian Band
Hermann Bruns	Agricultural Industry
Ken Whitehead	Citizen at Large
Richard Wale	Salmon Arm Fish & Game Club
Carmen Fennell	Citizen at Large

1. Call to Order

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

2. Introductions and Welcome

3. 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.

5. Approval of Agenda

Moved: Pauline Waelti

Seconded: Sarah Johnson

THAT: the Environmental Advisory Committee Meeting Agenda of January 7, 2025 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes from December 3, 2024

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the minutes of the Environmental Advisory Committee Meeting of December 3, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

6. Presentations

a) Darin Gerow - City of Salmon Arm, Manager of Roads & Parks

Darin Gerow spoke to the committee regarding irrigation systems, drought-resistant plants and other water conservation efforts being made by the City.

7. Business Arising from Minutes

a) Update re: RFP for Climate Action Carbon Resiliency Plan

Jenn Wilson provided an update to the Committee. A recommendation will be going forward to Council on January 13, 2025.

This will be included as a standing agenda item at future meetings.

b) Education Working Group - Update

The working group met on January 2, 2025. Notes from this meeting were reviewed and options for possible action items were discussed.

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the Committee recommends that Council authorize staff to look into costs and appropriate locations for anti-idling signs at City Hall, the Recreation Center and Rogers Rink.

CARRIED UNANIMOUSLY

Moved: Janet Pattinson

Seconded: Sarah Johnson

THAT: the Committee recommends that Council authorize the EAC to proceed with planning a seminar with local nurseries on drought-resistant and fire-safe landscaping options.

CARRIED UNANIMOUSLY

Moved: Sarah Johnson

Seconded: Judith Benson

THAT: the Committee recommends that Council authorize the EAC to consult with representatives from School District 83 regarding an anti-idling education campaign.

CARRIED UNANIMOUSLY

Moved: Janet Pattinson

Seconded: Judith Benson

THAT: the Committee recommends that Council authorize the EAC to gather bylaws from other Municipalities referring to cats in preparation for future opportunities.

CARRIED UNANIMOUSLY

Moved: Julia Beatty

Seconded: Sarah Johnson

THAT: the Committee recommends that Council authorize the EAC to initiate work on a responsible pet ownership education campaign.

CARRIED UNANIMOUSLY

8. New Business

No new business

9. Roundtable Updates

Committee members provided updates from their organizations.

10. Next Meeting - February 4, 2025 at 2:15pm.

11. Adjournment

The Meeting was adjourned at 3:43 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the ____ day of _____, 2024.

Rhonda West

From: Columbia Shuswap Regional District <listserv@civicplus.com>
Sent: Wednesday, December 18, 2024 8:29 AM
To: Rhonda West
Subject: [External] CSRD Connect - Meeting Highlights - December 2024



December 2024

The Columbia Shuswap Regional District's E-newsletter is integrated directly with our website's [sign-up function](#). We hope you find the information useful. Please email communications@csrd.bc.ca with any comments or suggestions.

Correspondence

Road safety concerns

Concern over traffic changes at the Highway 97A and Highway 97B junction due to construction on the Bruhn Bridge has the CSRD Board of Directors urging drivers to use extra caution. Directors pointed to the numerous highway improvement projects within the CSRD, noting it is important for all drivers to be aware of road conditions and construction work across the region.



As a reminder, the CSRD is not the agency in charge of roads or road maintenance. Within the CSRD's Electoral Areas, all of the roads are the responsibility of the [Ministry of](#)

[Transportation and Transit](#). If you have a concern or comment, please contact the relevant Provincial service maintenance contractor. [View news release](#).

Business General

Recycle BC Master Services Agreement Renewal

The CSRD's recycling programs will be getting a boost from Recycle BC beginning in 2025. With the previous contract up for renewal, Recycle BC worked with CSRD staff and other local governments to develop new rates that will see a significant increase in funding to the CSRD for the term of the five-year agreement. The savings will be used to lower the tax rate for the service and fund new recycling programs. [View report](#).



Business by Area

Sicamous & District Recreation Centre

A motion for the CSRD to enter into discussions with the District of Sicamous to take over administration and operation of the Sicamous and District Recreation Centre was not seconded and did not proceed to discussion at the board table. Following this, CSRD Director and Sicamous Mayor Colleen Anderson said a letter from the District of Sicamous requesting a statutory service review into the management of the

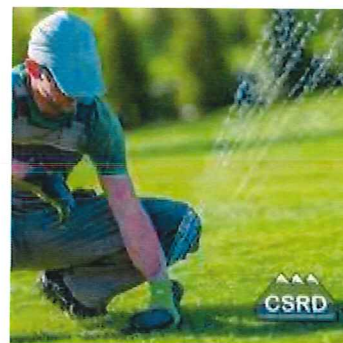
Sicamous arena would be coming to the Board on December 17. A review would take place in 2025.

Water Utility Rates and Regulation

To ensure the CSRD's water systems are properly funded and money is set aside for equipment replacement and upgrades, the Board approved a bylaw that sets residential user fee rates for the next five years. Increases in water user fee rates will take effect in 2025 for all of the CSRD's 10 active water systems. They are necessary to cover increasing inflationary and servicing costs. The amount of the increase varies depending on the needs of each water system. [View news release](#). [View report](#).

Water conservation

The CSRD is introducing a new four-stage water restriction plan in spring 2025 to help protect water supplies and reduce strain on CSRD water infrastructure. The new water restrictions will be similar to plans already in place in neighbouring municipalities including the City of Salmon Arm, District of Sicamous and City of Revelstoke. It will have increasing levels of water-use restrictions based on drought levels or other environmental factors, such as wildfires or water system capacity. [View news release](#). [View report](#).





Land Use Matters

Electoral Area C: Official Community Plan Amendment Bylaw No. 725-31

The Board voted to deny first reading of an application to redesignate a 10.57-hectare portion of a property at 3311 Colton Road in Tappen to Rural Residential to create a nine-lot subdivision with lots ranging in size from one hectare to 1.4 hectares. CSRD staff were recommending the application be denied first reading because the Official Community Plan discourages lands outside the Village Centre and Secondary Settlement Areas from being designated for residential development. [View report.](#)

For information and background reports for the other Development Services items discussed at this meeting, please see the [December 13, 2024 Board Meeting agenda](#). If you have questions about a specific application, contact the planning department at plan@csrd.bc.ca

Closed meeting releases

The resolutions released from the December 13, 2024 Board Meeting are as follows:

Appointments to the Shuswap Tourism Advisory Committee

THAT: the following Shuswap Tourism Advisory Committee members with appointment terms ending December 31, 2024 be extended by one year to end December 31, 2025:

Jen Bellhouse,
Melanie Buettner,
Althea Mongerson,
Garret Pristie,
Monica Seys,
Shelly Witzky.

Appointments to the Regional Accessibility Advisory Committee

THAT: the Board appoint the following people to the Regional Accessibility Advisory Committee for a three-year term, ending December 31, 2027:

Jackie Casey,
Armanul Islam Khan,

Jackie Paul,
Ross Harris.

THAT: the Board appoint the following people to the Regional Accessibility Advisory Committee for a two-year term, ending December 31, 2026:

Connie Sebelius,
Maia Reynard.

Government Frameworks for LaserFiche (LF) Cloud Migration and Forms Automation

THAT: the Board empower the authorized signatories to enter into an agreement with Government Frameworks for a five-year term totalling \$1,089,350.

Next Board Meeting

Thursday, January 16, 2025

The Regular CSRD Board Meeting will be held at the CSRD Boardroom, located at 555 Harbourfront Drive, NE, Salmon Arm. The public session of the meeting will start at 9:30 AM (PT) / 10:30 AM (MT). Any scheduling changes to the meeting start time will be noted on the [Meeting Calendar](#) on the CSRD's website.



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


Budget Discussions


January 30, 2025 & February 27, 2025


The annual budget discussions will be held at the CSRD Boardroom, located at 555 Harbourfront Drive, NE, Salmon Arm. The public is welcome to observe and ask questions in-person or via Zoom. The access link can be found on the [Meeting Calendar](#) of the CSRD website under the meeting date.

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

Recordings of CSRD Board Meetings will be available until the date of the next Regular Board meeting, at which point they will expire. [View meeting video.](#)

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555 Harbourfront Drive NE, PO Box 978 Salmon Arm, BC V1E 4P1

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REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Corporate Officer – Chief Financial Officer and Collector Appointment

Date: January 13, 2025

Motion for Consideration:

THAT: pursuant to Section 149 of the *Community Charter* and the City of Salmon Arm Officers Designation and Establishment Bylaw No. 4267, Council appoint Patrick Gramiak as Chief Financial Officer and Collector for the City of Salmon Arm effective January 13, 2025;

AND THAT: Council appoint Becca Armstrong as Deputy Chief Financial Officer and Deputy Collector effective January 16, 2025;

AND FURTHER THAT: Council appoint Patrick Gramiak as the City of Salmon Arm representative to the Shuswap Regional Airport Commission for a term expiring December 31, 2025.

Background:

Section 149 of the *Community Charter* provides that one of the municipal officer positions must be assigned the responsibility of financial administration. The City of Salmon Arm Officers Designation and Establishment Bylaw establishes the positions of Chief Financial Officer and Deputy Chief Financial Officer and assigns power, duties and functions for these roles. Due to a vacancy in each of the above positions, Council must make formal appointments to the positions.

Upon appointment, and as part of the Chief Financial Officer and Deputy Financial Officer positions, an Oath of Office will be sworn by the appointed individuals.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

N/A

Alternatives & Implications:

Following legislation, Council must make appointments to the Officer positions of Chief Financial Officer and Deputy Chief Financial Officer.

Communication:

A public announcement will be made following the appointments by Council.

Prepared by: Corporate Officer

Approved by: Chief Administrative Officer

Attachments:

- None



INFORMATION ONLY

To: Mayor & Members of Council

Title: General Manager, Shuswap Recreation Society – Salmon Arm Recreation 2025 Rates

Date: January 13, 2025

Background:

The Shuswap Recreation Society (SRS) is responsible for the operations of the ROGERS Rink Arena Complex, SASCU Recreation Centre, and the SASCU Sports Complex at Little Mountain. Within these responsibilities, and forming part of the Lease and Operating Agreements, SRS sets the user fees and rates, with the City reserving the final right of approval.

The attached rate sheet outlines the proposed 2025 rates. Overall, the rates reflect an average increase of 3.0%, which aligns with the Consumer Price Index. These rate increases will take effect on February 1, 2025. It should be noted that drop-in rates are commonly paid in cash, and in an effort to keep payments simple, these fees have been rounded to the nearest \$0.25. As a result the actual change varies slightly from 3.0% on some drop-in rates. Further the 10x & 30x passes are increased based on the single use price with a 10% discount applied.

Past increases included a 3.0% increase in 2024. Staff will attempt to continually monitor competition rates with other regional recreation facilities in order to maintain equity and reduce the likelihood that users will travel to neighboring communities to use facilities.

The attached document does not include programming rates as these are based strictly on cost recovery.

Financial Considerations:

None

Alternatives & Implications:

Information only – no motion required.

Communication:

Attachments:

- 2025 Summary Rate Sheet.

Shuswap Recreation Society - 2025 Rates

Admissions

Aquatics

Adult (19+)	Single pass	\$6.75
Senior (60+)	Single pass	\$5.50
Student (13-18)	Single pass	\$5.50
Child (6-12)	Single pass	\$4.50
Tot (1-5)	Single pass	\$2.25
Family (max 5)	Single pass	\$14.50
Parent & Tot	Single pass	\$6.25
Adult (19+)	10 x pass	\$60.75
Senior (60+)	10 x pass	\$49.50
Student (13-18)	10 x pass	\$49.50
Child (6-12)	10 x pass	\$40.50
Tot (1-5)	10 x pass	\$20.25
Family (max 5)	10 x pass	\$130.50
Parent & Tot	10 x pass	\$56.25
Adult (19+)	30 x pass	\$182.50
Senior (60+)	30 x pass	\$148.50
Student (13-18)	30 x pass	\$148.50
Child (6-12)	30 x pass	\$121.50
Tot (1-5)	30 x pass	\$60.75
Family (max 5)	30 x pass	\$391.50
Parent & Tot	30 x pass	\$168.75
Adult (19+)	6 month pass	\$351.62
Senior (60+)	6 month pass	\$274.14
Student (13-18)	6 month pass	\$274.14
Child (6-12)	6 month pass	\$238.38
Tot (1-5)	6 month pass	N/A
Family (max 5)	6 month pass	\$709.20
Parent & Tot	6 month pass	N/A
Adult (19+)	Single pass	\$8.00
Senior (60+)	Single pass	\$6.75
Student (13-18)	Single pass	\$6.75
Adult (19+)	10 x pass	\$72.00
Senior (60+)	10 x pass	\$60.75
Student (13-18)	10 x pass	\$60.75
Adult (19+)	30 x pass	\$216.00
Senior (60+)	30 x pass	\$182.25
Student (13-18)	30 x pass	\$182.25
Adult (19+)	6 month pass	\$423.70
Senior (60+)	6 month pass	\$355.31
Student (13-18)	6 month pass	\$355.31
All Users	45 min Session	\$17.50
Adult (19+)	Single pass	\$5.75
Senior (60+)	Single pass	\$4.75

	Student (13-18)	Single pass	\$4.75
	Child (6-12)	Single pass	\$3.50
	Family (max 5)	Single pass	\$11.75
	Adult (19+)	10 x pass	\$51.75
	Senior (60+)	10 x pass	\$42.75
	Student (13-18)	10 x pass	\$42.75
	Child (6-12)	10 x pass	\$31.50
	Adult (19+)	6 month pass	\$462.58
	Senior (60+)	6 month pass	\$363.54
	Student (13-18)	6 month pass	\$363.54
	Child (6-12)	6 month pass	\$263.93
	Family (max 5)	6 month pass	\$860.45
Pool rentals:	Private (includes 2 guards)	Hourly	\$229.30
	Guards (each additional required)	Hourly	\$47.12
	Schools - Lessons	Hourly	\$38.88
	Schools - Guards	Hourly	\$47.12
	Schools - Recreational	Hourly	\$133.95
	Swim Club - training	Hourly	\$73.22
	Swim Club - meets	Hourly	\$98.19
	Swim Club - lane rental	per lane	\$12.20
	Swim Club - Selkirks Guard Discount rate	Hourly	\$36.61
	Masters - training	Hourly	\$75.21
	Masters - meets	Hourly	\$102.45
	Masters - lane rental	per lane	\$15.61
	Showers	Single pass	\$4.25
	Private Lane Rental	Hourly	\$15.61
	Party Zone		\$34.00
Auditorium rental:	Auditorium - Adult	Hourly	\$92.23
	Auditorium - Adult	Daily	\$905.58
	Auditorium - Youth Sport	Hourly	\$38.60
	Auditorium - Adult Sport	Hourly	\$68.96
	Auditorium - Theatre (< 200)	Set up OR Take down	\$111.39
	Auditorium - Banquet (<200)	Set up OR Take down	\$153.83
	Auditorium - Theatre (200+)	Set up OR Take down	\$185.66
	Auditorium - Banquet (200+)	Set up OR Take down	\$238.70
Meeting rooms:	Room 1	Hourly	\$33.20
	Room 2	Hourly	\$23.27
	Room 3	Hourly	\$16.18
	Board room	Hourly	\$16.18
	Room 1	Daily	\$232.14
	Room 2	Daily	\$162.90
	Room 3	Daily	\$113.80
	Board room	Daily	\$113.80
	Spinners	Monthly	\$90.81
	Relaxation Group	Hourly	\$10.61
Other rentals and fees:	TV / VCR	Daily	\$40.33
	LCD Projector		\$217.48

Overhead		\$60.20
Large screen	Daily	\$73.75
Small screen	Daily	\$33.94
Public address (PA) system mic.		\$40.33
Portable PA system		\$425.39
Flip chart		\$16.74
Theatre lighting	per rental	\$72.15
Theatre lighting - adjustments	Hourly	\$63.65
Electrical connections		\$344.79
Tables (all round tables used are charged)	additional over 65/daily	\$11.18
Chairs		\$2.06
Draping (set-up per square foot)		\$2.06
Cleaning - Staff time	Hourly	\$63.65
Special Event Set UP		\$185.66
Socan Fee		\$109.95

Parks:

Playing fields

Adult	Hourly	\$23.56
Youth	Hourly	\$7.39
Adult	Daily	\$110.40
Youth	Daily	\$78.61
Adult	Non-Prime	\$17.88
All users (weekdays after 5PM)	Prime	\$94.21
All users (weekends)	Prime	\$94.21
All users (weekdays before 5PM)	Non-Prime	\$49.95
All users (daily rate)	Daily	\$659.53
All users	Prime	\$42.29
All users (daily rate)	Daily	\$296.00
McGuire Lake	Hourly	\$37.75
Marine	Hourly	\$37.75
Pavilion (BB)	Hourly	\$37.75
Ross Street Plaza	Hourly	\$37.75
Jackson tennis courts - Youth	Hourly	\$3.41
Jackson tennis courts - Adult	Hourly	\$6.52
McGuire Lake	Daily	\$253.71
Marine	Daily	\$253.71
Pavilion (BB)	Daily	\$253.71
Ross Street Plaza	Daily	\$253.71
Ross Street Plaza - DIA use	Season	\$322.39
Electrical use		\$103.00
Field lights - Little Mountain	Hourly	\$15.05
Tent fee		\$49.66
Electrical connection		\$335.45

ROGERS RINK

Winter season:

Youth	Prime	\$112.66
Adult	Prime	\$208.87
Adult	Non-Prime	\$125.44
Commercial	Prime	\$234.98

	Schools	Non-Prime	\$74.07
	Commercial	Non-Prime	\$164.31
<u>Shoulder season:</u>	Youth	Prime	\$112.66
Spring/Summer	Adult	Prime	\$125.44
	Commercial	Prime	\$164.31
	Schools	Non-Prime	\$74.07
<u>Dry floor:</u>	Dry floor (no ice - per day):	Prime	\$2,110.84
	Dry floor (over ice - per day):	Prime	\$2,573.41
	Youth	Prime	\$59.03
	Adult	Prime	\$66.69
	Commercial	Prime	\$77.19
<u>Public skating:</u>	Adult (19+)	Single	\$6.75
	Senior (60+)	Single	\$5.50
	Student (13-18)	Single	\$5.50
	Child (6-12)	Single	\$4.50
	Tot (1-5)	Single	\$2.25
	Family (max 5)	Single	\$14.50
	Parent & Tot	Single	\$6.25
	Adult (19+)	10 x pass	\$60.75
	Senior (60+)	10 x pass	\$49.50
	Student (13-18)	10 x pass	\$49.50
	Child (6-12)	10 x pass	\$40.50
	Tot (1-5)	10 x pass	\$20.25
	Family (max 5)	10 x pass	\$130.50
	Parent & Tot	10 x pass	\$56.25
	Skate Party		\$68.00
<u>Meeting rooms:</u>	Board room & MPR 1	Hourly	\$25.54
	Conference room	Hourly	\$30.93
	Conference room - Tournaments	Hourly	\$22.70
	Concourse	Hourly	\$88.54
	Upper foyer	Hourly	\$88.54
	Board room	Daily	\$179.36
	Conference room	Daily	\$216.82
	Concourse	Daily	\$503.16
	Upper foyer	Daily	\$503.16
<u>Little Mountain Fieldhouse</u>	LMFH	Hourly	\$42.29
	LMFH	Daily	\$296.00
<u>Other rentals:</u>	Electrical connections		\$765.10
	Glass removal		\$1,123.53
	Ice decking		\$1,544.11
	Stage (per square foot)		\$1.86
	Tables		\$10.88
	Chairs		\$2.13
	Draping (set-up per lineal foot)		\$2.13
	TV / VCR		\$40.31
	LCD Projector		\$217.48
	Overhead		\$60.21

Large screen	\$73.73
Small screen	\$33.95
Public address (PA) system mic.	\$40.31
Portable PA system	\$425.42
Flip chart	\$16.71
Birthday Party Pkg	\$68.00
Clean Up Fee - VIP Room	\$90.81
Printing	\$0.55
Handling	\$1.60
SOCAN fee	\$109.95
Set-up	\$61.00



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Roads and Parks - Memorial Indoor Arena Synthetic Turf Donation to Shuswap Youth Soccer Association

Date: January 13, 2025

Motion for Consideration:

THAT: Council authorize the donation of the existing synthetic turf from the Indoor Memorial Arena to Shuswap Youth Soccer Association.

Background:

City council received correspondence from the Shuswap Youth Soccer Association (SYSA) at the Regular Council Meeting of November 25, 2024. This letter requested that SYSA would like to assume ownership of the artificial turf from the SASCUC Memorial Arena. Further, SYSA will deal with disposal costs when the time comes. At this meeting, Council directed Administration to work with the Shuswap Youth Soccer Association regarding options for the removal of the artificial turf from the SASCUC Memorial Arena at no cost to the City.

Staff have since met with SYSA to clarify details. Their intent is to apply for a Temporary Use Permit to install the synthetic turf outdoors on a private section of land, subject to Council approval. Staff have confirmed the installation is temporary until such time as the Blackburn Park Synthetic field is constructed or an indoor facility could become available. There is no desire to have this as a permanent installation and no permanent structures are proposed to be constructed except for temporary fencing and storage. SYSA stated they would be agreeable to entering into a formal indemnity or hold harmless agreement if ownership was to change.

It is understood by staff that the turf is approaching the end of its useful life. The SYSA had a local professional analyze the current condition and the feasibility of removal and re-installation. Their report stated that the turf should be in satisfactory condition for a playable and safe surface, however, indicated that damage may occur during removal. They could not give full assurance that the turf will be reusable until it is physically removed and there remains a possibility that relocation proves infeasible and the turf will remain at the existing location.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA	X	Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan

Financial Considerations:

There will be no financial costs to the City of Salmon Arm. If Council chooses not to provide the donation of synthetic turf to SYSA, costs may be incurred at time of demolition.

Alternatives & Implications:

THAT: Council does not authorize the donation of the existing synthetic turf from the SASCU Memorial Arena to Shuswap Youth Soccer Association and that City staff prepare for the disposal of the turf along with the demolition of the structure.

Communication:

Prepared by: Manager of Roads, Parks and Recreation

Approved by: Chief Administrative Officer

Attachments:

- None



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Engineering and Public Works - Agricultural Land Commission Application No. 422 (Subdivision – Road Dedication) - 1451 Shuswap Street SW Owner: Daniel and Denise Dochstader

Date: December 16, 2024

Motion for Consideration:

THAT: the Committee recommends that Council authorize the Agricultural Land Commission Application No. 428 for submission to the Agricultural Land Commission for the land legally described as Lot 1, Plan KAP14458, Township 20, Range 10, W6, KDYD (1451 Shuswap Street SW).

Background:

On April 10, 2024, Bill 16 – 2024: Housing Statutes Amendment Act, 2024 was passed. This Act allows local governments to require, as a condition of issuing a building permit, dedication of a portion of the land for highway.

In July of 2024 the owners of 1451 Shuswap Street SW made a Building Permit application for a detached suite on the property. It was determined by staff that as a condition of the building permit the owners would be required to dedicate land that the City requires for the future construction of the roundabout at the intersection of Shuswap Street and 14 Avenue SE. This roundabout will be required as part of the Auto Road Connector project.

The proposed area of road dedication is within the Agricultural Land Reserve (ALR). Road dedication is considered a form of subdivision and therefore subject to Agricultural Land Commission (ALC) approval. While ALC parcels less than two acres are usually exempt from the ALC Regulations this exemption does not apply to subdivision; therefore, the application requires a Council resolution prior to being forwarded to the ALC for a decision.

The subject parcel is 0.3116 ha in area. The area required for Road Dedication is 0.0105 Ha, leaving a remainder of 0.3011 ha.

The proposed Land Acquisition Plan is attached as Appendix 1. The ALC application is attached as Appendix 2.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
X	Bylaw/Policy	X	Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The Fee for Service bylaw requires that the owner pays a fee of \$750 towards the cost of the ALC subdivision and \$2500 towards the Legal / Survey costs. Should the ALC not approve the application, any remaining fees would be returned to the owner. Any additional costs would be the City’s responsibility.

Alternatives & Implications:

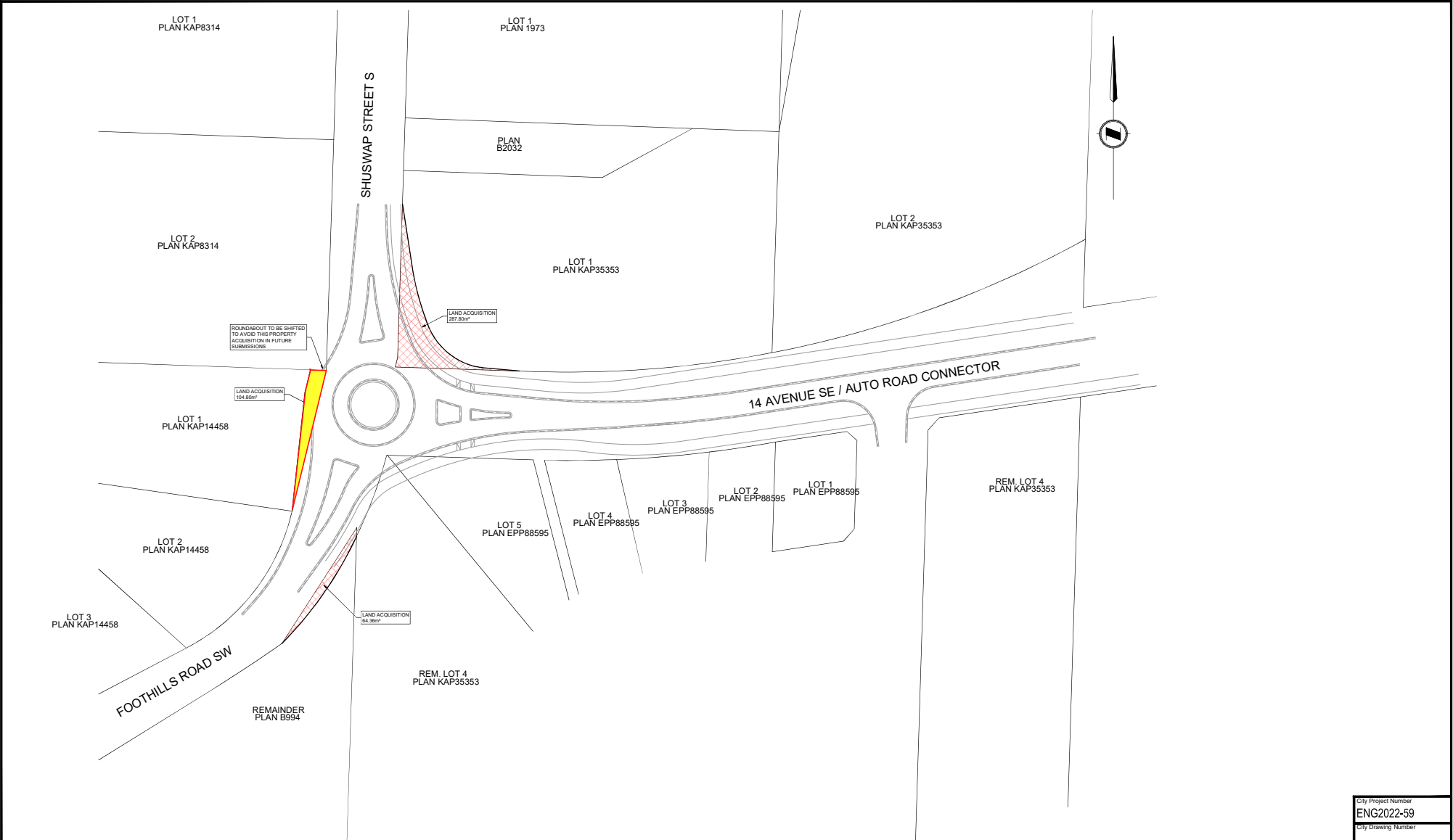
Should Council not authorize this application to the ALC an application will be required at a future date to allow the construction of the roundabout and the City would be responsible for all costs, including purchase of the required land.

Communication: N/A

Prepared by: City Engineer
 Reviewed by: Director of Engineering and Public Works
 Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Roundabout and Road Acquisition Plan
- Appendix 2 - ALC Application



Rev.	Date	Description	Drawn	Design	Appr.
A	2023-01-06	PRELIMINARY DESIGN SUBMISSION	CA	TS	TS

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ORIGINAL DWG SIZE: ANSI D (22" x 34")



51 - 3rd St NE
Salmon Arm BC
Canada V1E 1H6
T 778 536 2251

PRELIMINARY
NOT FOR
CONSTRUCTION

CITY OF SALMON ARM 500 - 2 AVENUE NE, SALMON ARM, BC, V1E 4N2	
SHUSWAP STREET S / FOOTHILLS ROAD SW & 14 AVENUE SE ROUNDABOUT LEGAL PLAN	
City Project Number ENG2022-59	Drawing No. C101
City Drawing Number -	Project Number 2461-0626-100
Rev. A	Rev. A



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 102376
Application Type: Subdivide Land in the ALR
Status: Under Review by L/FNG
Name: DOCHSTADER et al.
Local/First Nation Government: City of Salmon Arm

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 1 SECTION 11 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN
 KAMLOOPS DIVISION YALE DISTRICT PLAN 14458
Approx. Map Area 0.31 ha
PID 009-009-744
Purchase Date Dec 2, 2016
Farm Classification No
Civic Address 1451 SHUSWAP STREET SW
Certificate Of Title TITLE-CB1301809-PID-009-009-744.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
DANIEL W. DOCHSTADER	Not Applicable	6042306480	dandochstader@gmail.com	Not Applicable
DENISE E. DOCHSTADER	Not Applicable	6042306480	dandochstader@	Not Applicable

REBECCA E. DOCHSTADER	Not Applicable	6042306480	gmail.com dandochstader@ gmail.com	Not Applicable
WILLIAM R. MILLER	Not Applicable	6042306480	dandochstader@ gmail.com	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type Local or First Nation Government Staff
First Name CHRIS
Last Name MOORE
Organization (If Applicable) ENGINEERING
Phone 2508034016
Email CMOORE@SALMONARM.CA

4. Government

Local or First Nation Government: City of Salmon Arm

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s). SMALL RESIDENTIAL GARDEN

Describe all agricultural improvements made to the NONE

parcel(s).

Describe all other uses that currently take place on the parcel(s).

RESIDENTIAL

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Residential	RESIDENTIAL ZONED R-10
East	Transportation / Utilities	CITY STREET / ROAD NETWORK
South	Residential	RESIDENTIAL ZONED R-10
West	Residential	SPLIT ZONED - RURAL HOLDING ZONE A2 / RESIDENTIAL ZONE R-10

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Road Dedication	0.0105
2	Lot	0.2995

What is the purpose of the proposal?

The subject parcel comprises 0.3116 Ha zoned R-10 – Residential. The City of Salmon Arm is proposing to construct a new roundabout at the intersection of 14 Avenue SE and Shuswap Street, onto which the subject parcel fronts. The roundabout is currently in the detailed design process, during the initial geometric design it was identified that approximately 0.0105 Ha of land would be required from the subject parcel for the construction of the roundabout (refer to drawing C101). The roundabout location has been moved as far east as possible to minimize the impact on the subject parcel. The roundabout is to be constructed as part of the “Auto Road Connector” project and is identified in the City’s Corporate Strategic Plan to be constructed between 2025 and 2027 and is identified in the City’s OCP.

Why do you believe this parcel is suitable for subdivision?

The Auto Road Connector provides an important Arterial Road connection from the South East (Hillcrest) residential area of the City to the central and western parts of the City. It is particularly important as

it will bypass Shoemaker Hill which is the current connection route and is a very steep hairpin bend that has to be closed in winter for safety reasons. The land required is a small sliver of land along the subject parcel's front boundary and is currently used as driveway and front lawn. This small piece of land is essential to allow the correct geometric design of the roundabout, together with fill slope into the property which is lower than the road.

Does the proposal support agriculture in the short or long term? Please explain.

The proposal does not impact the parcel's ability to be used for agricultural purposes in the future as the land required by the City is already very close to the City road and is separated from the majority of the property by the parcels Primary Dwelling.

Proposal Map / Site Plan

Land Acquisition Plan.pdf

Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?

No

7. Optional Documents

Type	Description	File Name
Other files that are related	OCP MAP - RD NETWORK	OCP-4000 Map 12.1 ROAD NETWORK.pdf
Photo of the Application Site	FUTURE ROAD DEVELOPMENT PLAN	CoSA_AutoRoadConnector_Location Plan.pdf
Other files that are related	CORPORATE STARATEGIC PLAN	CoSA 2022 FINAL CSP.pdf
Professional Report	FUTURE ROAD PLAN - ROUNDABOUT	CoSA - Roundabouts - Shuswap St - 14 Ave SE.pdf



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Chief Administrative Officer – Metered Utility Billing - Penalty

Date: January 13, 2025

Motion for Consideration:

THAT: Council authorize that the ten per centum (10%) penalty for the September and October 2024 metered bi-monthly utility billing, due December 15, 2024, be waived.

Background:

Pursuant to Section 23(b) of Bylaw No. 1274 cited as “Salmon Arm Water Rates and Waterworks Regulation Bylaw 1978”

“The minimum rates and metered consumption rates set out in Schedule “B” shall be billed to metered users bi-monthly and shall be due an payable on the 15th day of the month following the month billed, after which date a penalty of ten per centum (10%) shall be charged.”

The City of Salmon Arm calculated the September and October metered bi-monthly utility billings in November with a due date of December 16, 2024 after which a 10% penalty would apply. Given the disruption to mail services and technical issues with the City’s online eServices portal, it is recommended that the 10% penalty be waived on these invoices.

Any unpaid utility balances as of January 1, 2025 are automatically transferred to the associated property tax account, in accordance with Section 258(2)(b) of the *Community Charter* and will begin accruing interest as of this date.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

Alternatives & Implications:

Communication:

Prepared by: Chief Financial Officer
Approved by: Chief Administrative Officer

Attachments:

-



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Deputy Corporate Officer – Airport Terminal Building Lease and Fee for Service Bylaw Amendment

Date: January 13, 2025

Motion for Consideration:

THAT: The Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4690 be read a first, second and third time;

AND THAT: Council authorize the Mayor and Corporate Officer to execute a lease agreement with Rick Scott dba North Okanagan Vertical Adventures for a three (3 year) period (April 1, 2025 to October 31, 2027) for the use of 67.6 square meters of floor space in the Airport Terminal Building;

AND FURTHER THAT: the monthly lease fees be calculated as follows:

- 2025: \$647.00 per floor (2024 rate + 3%)
- 2026: 2025 rate + BC CPI
- 2027: 2026 rate + BC CPI

subject to advertising in accordance with Section 94 of the *Community Charter* and adoption of Salmon Arm Fee for Service Amendment Bylaw No. 4690.

Background:

Rick Scott, doing business as North Okanagan Vertical Adventures, has been operating a sky diving business at the Shuswap Regional Airport since 2013. The business is operated at the City owned Airport Terminal Building consisting of upstairs and downstairs space totalling 67.6 sq. m. The current lease agreement is for the period of April 1 to October 31 of each year.

An appraisal of the City owned Airport lands was conducted in 2021 suggesting that the current lease rate is below market value. To bring the lease fee closer to the appraisal recommendation, staff are recommending that the 2025 rate reflect a 3% increase, with BC Consumer Price Index (CPI) added to the 2026 and 2027 rates to mitigate inflationary costs.

No additional parties have submitted proposals for the lease space. In calculating the lease rates, staff have taken into account that the Tenant occupies the top floor and a portion of the lower floor.

Fee for Service Bylaw No. 2498, as amended, lists the rate for the Airport Terminal Building under Appendix 1, Schedule B, 1. Airport User Fees, necessitating an amendment to the Fee for Service Bylaw each time the lease for the Terminal Building is negotiated. Staff are recommending that the Terminal Building rental be excluded from the Fee for Service Bylaw. The draft amendment bylaw (Attachment 1) reflects the exclusion of the Airport Terminal Building rental.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The proposed increase will move the lease rates closer to the 2021 Appraisal Recommendation.

Alternatives & Implications:

Council could direct staff not to revise the Fee for Service Bylaw and retain the existing rate of \$628 per floor per month.

Council could authorize an annual increase as determined by Council.

Communication:

Pursuant to Community Charter requirements, the intent to lease the Airport Terminal Building will be advertised in two editions of the Salmon Arm Observer.

Prepared by: Deputy Corporate Officer
 Reviewed by: Corporate Officer
 Approved by: Chief Administrative Officer

Attachments:

- City of Salmon Arm Fee for Service Amendment Bylaw No. 4690

CITY OF SALMON ARM

BYLAW NO. 4690

A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"

WHEREAS it is deemed desirable and expedient to amend the "District of Salmon Arm Fee for Service Bylaw No. 2498";

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

1. Appendix 1 Schedule "B" – Airport User Fees of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby amended to delete the following:

	Terminal Building		
	Per month 1 Office Space - Triple Net (utilities/taxes/maintenance)	\$628.00	
	Per month Basement Storage Area - Triple Net (utilities/taxes/maintenance)	\$628.00	plus GST

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 effective upon adoption.

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Fee for Service Amendment Bylaw No. 4690**”.

READ A FIRST TIME THIS	DAY OF	2025
READ A SECOND TIME THIS	DAY OF	2025
READ A THIRD TIME THIS	DAY OF	2025
ADOPTED BY COUNCIL THIS	DAY OF	2025

MAYOR

CORPORATE OFFICER



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: City Engineer – Climate Resiliency Plan Award

Date: January 13, 2025

Motion for Consideration:

THAT: Council approve the award of the preparation of the Climate Resiliency Plan to Associated Engineering Ltd. in accordance with the terms and conditions of the proposal in the amount of \$199,698.00 plus taxes as applicable.

Background:

The City's Corporate Strategic Plan identifies climate action initiatives as a short term priority. Key to identifying and prioritizing climate-related initiatives that the City should undertake is the preparation of a Climate Resiliency Plan (CRP). Climate resiliency is the ability of people, ecosystems and economies to prepare for, respond to and recover from climate related events and trends. Engineering staff issued a Request for Proposals on October 10, 2024 that closed on November 8, 2024, to obtain the services of a consulting company to collaborate with City staff and stakeholders to create a Climate Resiliency Plan for presentation and approval by City Council.

The planning process will start with a Hazard, Risk and Vulnerability Assessment (HRVA) for climate-related risks, identify broad disaster risk reduction and climate adaptation goals and create a recommended implementation plan of adaptation and risk mitigation measures, along with GHG emissions reduction measures, that maximize co-benefits between competing priorities. The project will assess multiple hazards through the HRVA, help protect vulnerable populations and cultural assets through analysis of vulnerability data, provide recommendations for adaptation projects that will improve community safety, health and well-being and enhance biodiversity.

The proposed project encompasses the area of the City of Salmon Arm directly and indirectly our Regional Partners, namely the Columbia Shuswap Regional District (CSRD), Regional District of the North Okanagan (RDNO) and local Secwepemc First Nations Bands (particularly the Adams Lake Indian Band and the Neskonlith Indian Band). The City recognizes climate risks have no boundaries and looks to coordinate emergency planning and resourcing with our neighbors to maximize the impact of our actions.

The CRP will be a public facing operational document that will identify both corporate and community wide actions. The CRP is intended to provide a roadmap for our community to mitigate climate risks to the best of our collective ability fostering a sustainably resilient community.

Through the RFP process, twelve (12) proposals were received and evaluated. Evaluation criteria consisted of Project Methodology (50%), Proponent Qualifications (40%) and Cost (10%). Note that proponents were asked to submit proposals in the full amount of the \$200,000 budget to make full use of the grant and budgetary amounts available (see Financial Considerations).

A summary of the proposals received and the top three rankings is as follows:

Proponent	Price (excluding taxes)	Proposal Ranking
Airvironment Canada	\$199,750	
Associated Engineering Ltd.	\$199,698	1
Ausenco Engineering Canada ULC	\$190,585	
Introba Canada LLP	\$199,940	
KPMG LLP	\$199,450	
McElhanney Ltd.	\$169,323	
MNP LLP	\$199,100	
Pinna Sustainability	\$198,860	
Stantec Consulting Ltd.	\$197,726	3
Sustainability Solutions Group	\$189,665	
Urban Systems Ltd.	\$199,932	2
WSP Canada Inc.	\$210,485	

Based on this evaluation, staff recommend that the contract for the preparation of the CRP be awarded to Associated Engineering Ltd. in the amount of \$199,698 plus taxes as applicable.

Legislative authority / plans / reports:

X	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy	X	Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The City was awarded a grant of \$150,000 in July 2024 under the Disaster Risk Reduction-Climate Action (DRR-CA) funding stream of the Community Emergency Preparedness Fund (CEPF), administered by the Union of BC Municipalities. The grant is intended to cover climate adaptation work but not greenhouse gas mitigation work. As the Climate Resiliency Plan needs to include both adaptation and mitigation aspects, the City will contribute \$50,000 from the 2024 budget towards the Climate Resiliency Plan. Through the RFP process, proponents were required to ensure that their costs for the GHG mitigation component of the work did not exceed 25% of the \$200,000 budget. The GHG mitigation costs will be tracked separately to ensure accurate financial reporting with regard to the grant funding requirements.

Alternatives & Implications:

Should Council choose not to support the motion, the CRP will not be prepared at this time. Under the terms of the DRR-CA grant, the funds must be used by August 15, 2026.

Communication:

Engagement is a key process of a successful Climate Resiliency Plan. Communication and engagement with our regional partners, committees of Council, community groups, the public and other stakeholders will be undertaken throughout the process.

Prepared by: Engineering Assistant
Reviewed by: City Engineer
Approved by: Chief Administrative Officer

Attachments: None



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Zoning Bylaw Amendment Application No. 1294

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81769, and Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121
Civic: 900 & 980 16 Street NE
Owner: Kalraun Developments Inc. BC1344674
Agent: Bernd Hermanski Architect Inc.

Date: December 2, 2024

Executive Summary/Purpose:

This proposal is to rezone the two subject parcels from P-3 (Institutional) and C-3 (Service Commercial) to C-6 (Tourist Recreation Commercial) for the purpose of permitting a future mixed-use development.

Motion for Consideration:

THAT: the Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning:

Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81769 (900 16 Street NE) from P-3 (Institutional) to C-6 (Tourist / Recreational Commercial); and Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121 (980 16 Street NE) from C-3 (Service Commercial) to C-6 (Tourist / Recreational Commercial);

AND THAT: final reading of the bylaw be subject to:

- 1) The consolidation of the subject parcels;
- 2) Submission of Traffic Impact Assessment (TIA), completed to the satisfaction of the City Engineer, with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA;
- 3) The registration of a Land Title Act, Section 219 covenant to address the findings and recommendations of the TIA report; and
- 4) Ministry of Transportation and Infrastructure approval.

Staff Recommendation:

The motion for consideration be adopted.

Proposal:

This proposal is to rezone the two subject parcels from P-3 (Institutional) and C-3 (Service Commercial) to C-6 (Tourist Recreation Commercial) for the purpose of permitting a future mixed-use development.

Background:

The two subject parcels are approximately 2.4 acres in area on the commercial corridor of 16 Street NE, just north of the Trans Canada Highway, generally between the Service BC office to the west and the RCMP office further to the east (see Appendices 1 through 4).

The parcels are designated Commercial – Highway Service / Tourist (HC) in the City’s Official Community Plan (OCP) and currently zoned P-3 (institutional) and C-3 (Service Commercial) in the Zoning Bylaw (Appendix 5, 6 and 7). The purpose of this application is to rezone the subject parcels to allow for potential future commercial and residential use, as shown in the attached development concept (Appendix 8). A concept for a 6-level building with 120 residential units for seniors and 9 ground-level commercial units has been provided at this preliminary stage. C-6 Zone regulations are attached (Appendix 9).

The subject property is located within the eastern commercial corridor between the City Centre east to 30 Street NE as identified in the OCP, an area characterized by residential, commercial and institutional uses. The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-10) and Institutional (P-3) zones. Adjacent zoning and land uses include the following:

North:	R-10	Residential
East:	TCH and R-10, CD-21	Residential and Commercial
West:	R-10, R-11, R-5 and P-3	Residential and Institutional
South:	P-3, TCH and R-10	Residential and Institutional

The subject parcels are currently vacant, as shown in site photos attached (Appendix 10). The northern parcel was rezoned to C-3 in 2001 through an application to Council (ZON-698) in support of a development proposal that did not advance.

Relevant Policy(ies):

The subject parcels are within a Commercial designated area and the proposed zoning amendment aligns with the Highway Service / Tourist Commercial (HC) designation in the OCP. This amendment would align with the Commercial Objectives and Policies listed in OCP Section 9, which include supporting commercial uses within the primary commercial areas of the City.

The proposed zoning amendments would align with the OCP’s Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types and housing options. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing. The site is adjacent to the City’s 16 Street NE multi-use pathway, a priority project under the Active Transportation Plan connecting uptown and downtown which is currently under development.

Future development of the site would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area, at which time building massing, building form and character, access/egress, site plan and landscaping would be considered in more detail.

Referral Comments:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns with rezoning, subject to the completion of a Traffic Impact Assessment and registration of an associated covenant. Servicing requirements for future development have been provided to the applicant. Comments attached (Appendix 11).

Other

Ministry of Transportation and Infrastructure

Preliminary approval has been granted as of October 8, 2024 (Appendix 12) with the following conditions:

1. No direct access to the Trans Canada Highway, and
2. Consolidation of the two subject parcels.

The MOTI response also references a restrictive covenant on the title of the northern parcel. This covenant is associated with a 2001 zoning application (ZON-698) for a proposed development that did not advance and is no longer relevant. The applicant has advanced the release of this covenant, which is supported by staff. MOTI has noted they are also prepared to release the covenant.

BC Hydro

A right of way will be required prior to development.

Planning Department

The surrounding neighbourhood has been undergoing slow redevelopment, particularly to the southwest and northeast, moving from a mix of older institutional and single family housing residential development, towards newer commercial, residential, and mixed use development.

Staff note that this proposal offers a modest increase in the amount of commercial land base within the City, and a shift from the institutional P-3 Zone and the vehicle-oriented commercial uses of the C-3 zone, to the C-6 zone which offers more options for mixed commercial uses with residential use above.

Aligned with the mixed use development concept proposed, the C-6 Zone has a number of more flexible regulations relative to the P-3 and C-3 Zones. These include a more permissive maximum building height allowance (19 m versus 10 and 12 m), and more lenient setback requirements (including no front setback requirement). These are in keeping with the intent of the C-6 Zone to accommodate pedestrian oriented businesses with a mixture of land uses in an integrated

manner. The C-6 Zone is more supportive of residential use as the increased building height allows for additional upper floor dwelling units, and the potential commercial uses are generally more complimentary (or less potentially impactful) to residential use.

Table 1: Zone Comparison

Regulation	P-3	C-3	Proposed – C-6
Purpose	Charitable, educational, governmental uses	Commercial use oriented towards vehicle traffic	Pedestrian oriented businesses
Residential Use (Upper Level Dwelling Units)	No	Yes (Upper Level Dwelling Units)	Yes (Upper Level Dwellings and work/live studios)
Max Building Height	12m	10m	19m
Minimum Parcel Size	0.11 acres (465m ²)	0.11 acres (465m ²)	0.08 acres (325m ²)
Setbacks	3m/6m	3m/6m	0 (3m from residential)

Residential density proposed at this stage is in alignment with the High Density residential regulations. Based on a parcel area of 2.4 acres, 97 dwelling units would be permitted, with additional potential for a maximum of up to 126 dwelling units through the provision of amenities as specified by the Zoning Bylaw. 120 residential units are envisioned by the preliminary concepts provided at this time, with some underground parking and 9 potential ground level commercial units.

While the intent for the subject parcels under application are illustrated by a development concept attached as Appendix 8, future development would be subject to the consolidation of the parcels and the guidelines of the Highway Service / Tourist Commercial Development Permit Area, with a more detailed development concept subject to review through a form and character Development Permit application.

Staff view the proposed Zoning Bylaw amendments as presented to be consistent with OCP residential objectives and policy, as well as the Community Housing Strategy. The OCP Highway Commercial designation supports the proposed C-6 zoning. The proposal results in a minor increase of the commercial land base, while also supporting housing diversity and an opportunity for an additional housing format.

The subject parcel is considered by staff to be well-suited for the proposed C-6 uses, being well positioned between downtown and uptown, within close proximity to services and facilities, the Trans Canada Highway and on a priority active transportation route. The proposed C-6 zoning of the subject property is consistent with OCP and is therefore supported by staff.

Financial Considerations:

n/a

Committee Recommendations:

n/a

Public Consultation:

Pursuant to the *Local Government Act* bylaw amendment notices are mailed and hand delivered to occupiers and land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper. The notices advise of the date that Council is to consider first reading of the bylaw. Given that the subject property is within the Urban Containment Boundary, the OCP designation is consistent with the proposed zoning and the purpose of the rezoning is largely to provide residential units, Council is prohibited from holding a Public Hearing on the bylaw.

Alternatives & Implications:

Council may not support the proposal, either in whole or in part. Council may direct staff to amend components of the proposal. If the motion for consideration is defeated, the parcels would remain as presently zoned.

Prepared by: Senior Planner

Reviewed by: Manager of Planning and Building

Reviewed by: Director of Planning and Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Location Area
- Appendix 2 – Location Parcel
- Appendix 3 – Aerial Small Scale
- Appendix 4 – Aerial Large Scale
- Appendix 5 – OCP
- Appendix 6 – Zoning Small Scale
- Appendix 7 – Zoning Large Scale
- Appendix 8 – Development Concept
- Appendix 9 – C6 Zone regulations
- Appendix 10 – Site Photos
- Appendix 11 – Engineering Servicing Report
- Appendix 12 - MOTI Preliminary Approval

Subject Property Map

Appendix 1

Lakeshore Rd

12 St NE

18 St NE

11 Ave NE

Trans Canada Highway

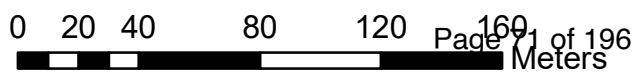
10 Ave NE

9 Ave NE



16 St NE

6 Ave NE

14 St NE

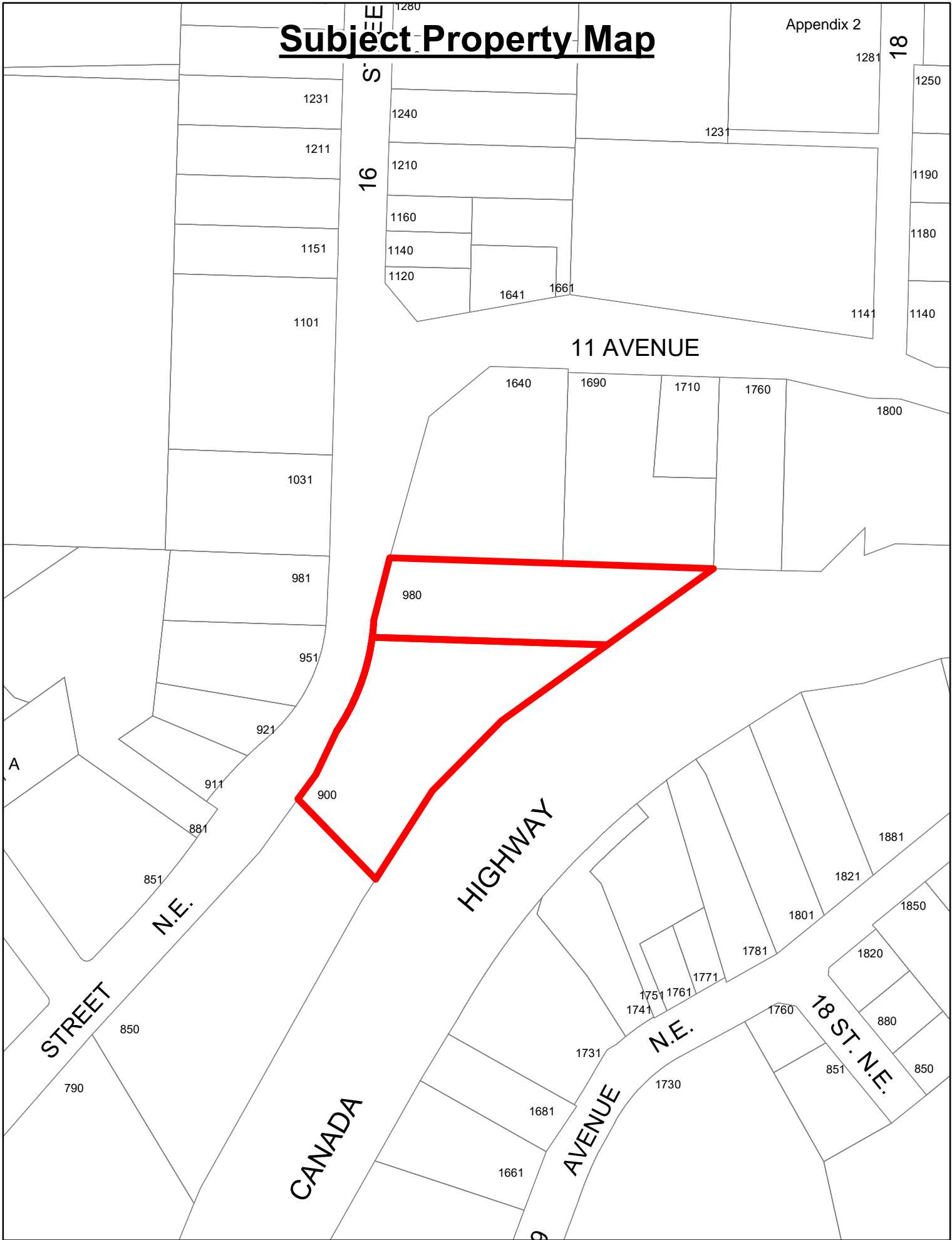


Legend

-  Parcels
-  Subject Property

Subject Property Map

Appendix 2



1280
S
16

18

11 AVENUE

HIGHWAY

CANADA

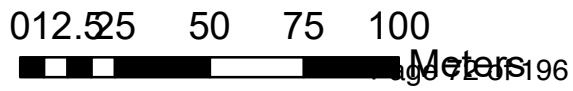
STREET

N.E.



N.E.

AVENUE

18 ST. N.E.



Legend

-  Subject Property
-  Parcels

Ortho Map

Appendix 3

Lake shore Rd

12 St NE

18 St NE

11 Ave NE

Trans Canada Highway

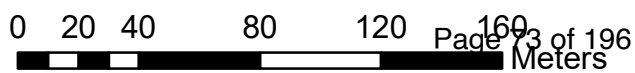
10 Ave NE

9 Ave NE



16 St NE

6 Ave NE

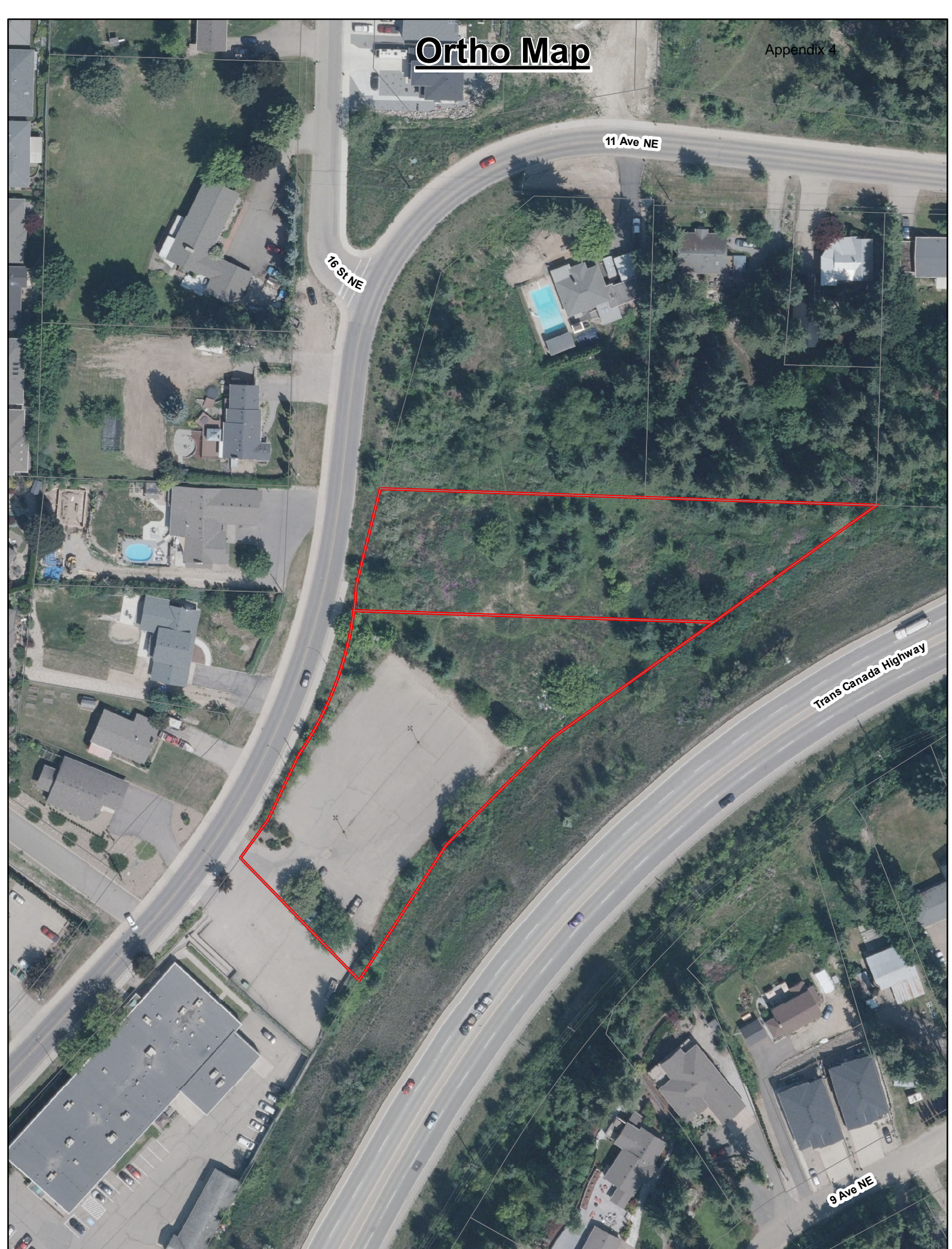
4 St NE



Legend

-  Parcels
-  Subject Property

Ortho Map



16 St NE

11 Ave NE



Trans Canada Highway

9 Ave NE



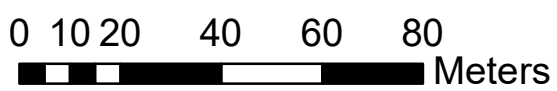
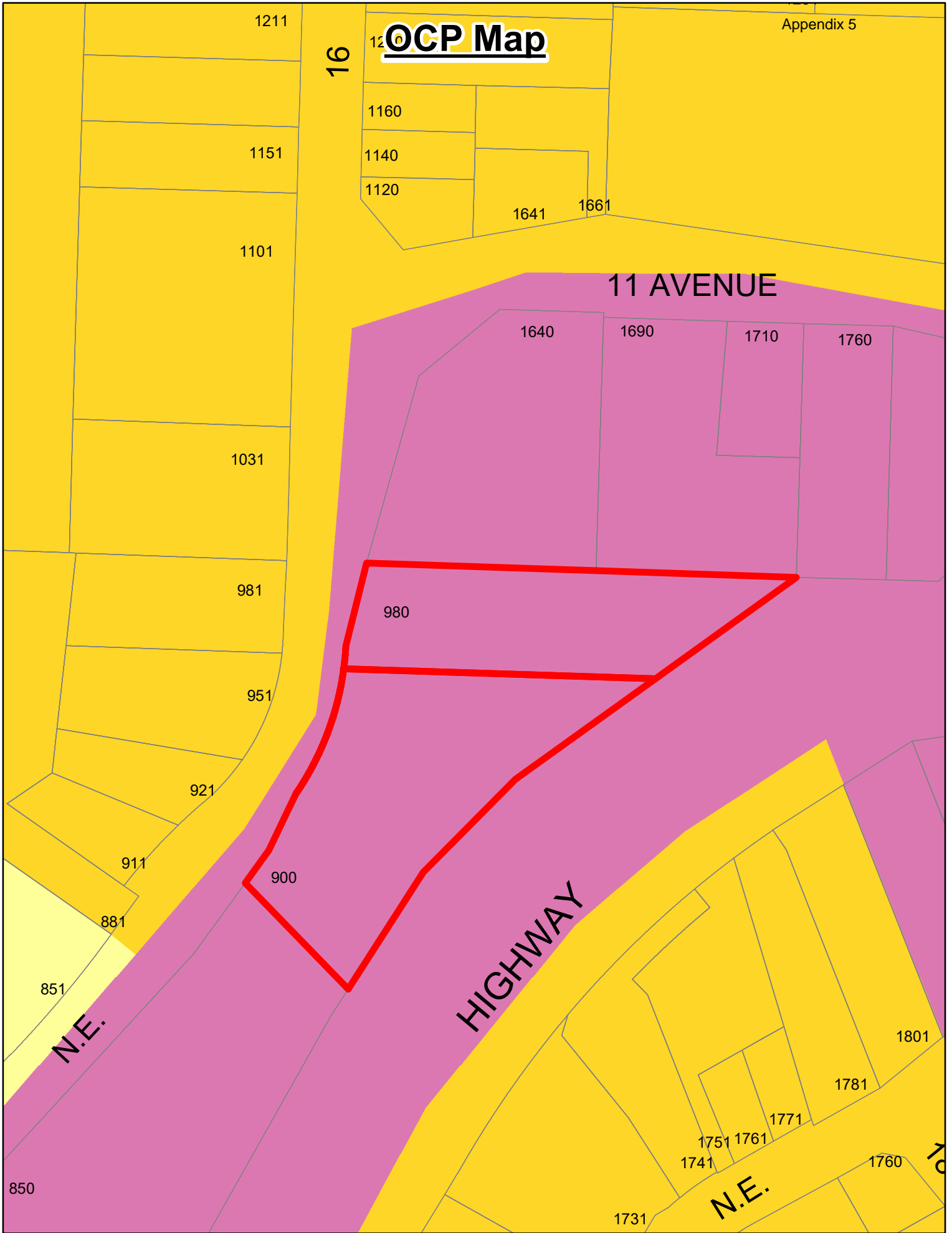
0 10 20 40 60 80
Page 74 of 196
Meters

Legend


-  Parcels
-  Subject Property


OCP Map


Appendix 5




Legend

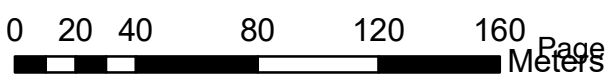
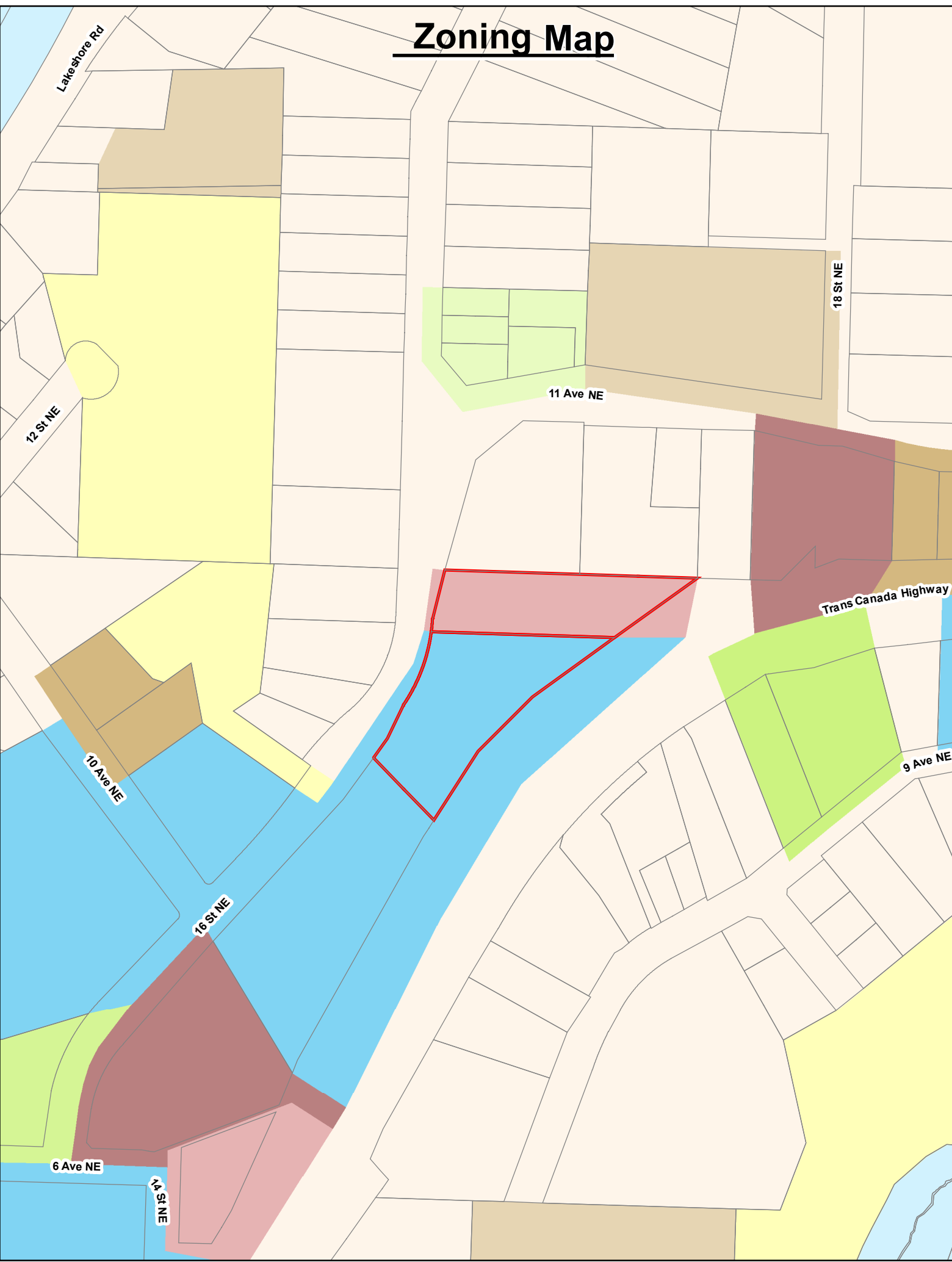
 Subject Property

 Residential - Low Density














 Residential - Medium Density

 Commercial - Highway Service / Tourist

Zoning Map



Legend

	Parcels		C-3		CD-17		P-3		R-11
	Subject Property		C-6		CD-21		P-1		R-5
			CD-7		P-1		R-14		

Zoning Map

Appendix 7

11 Ave NE

16 St NE

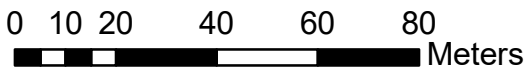
Trans Canada Highway

9 Ave NE

18 St NE

Legend

-  Subject Property
-  C-3
-  CD-7
-  P-3
-  R-11
-  C-6
-  CD-21
-  R-10
-  R-14





Property Plan

Scale: 1:800

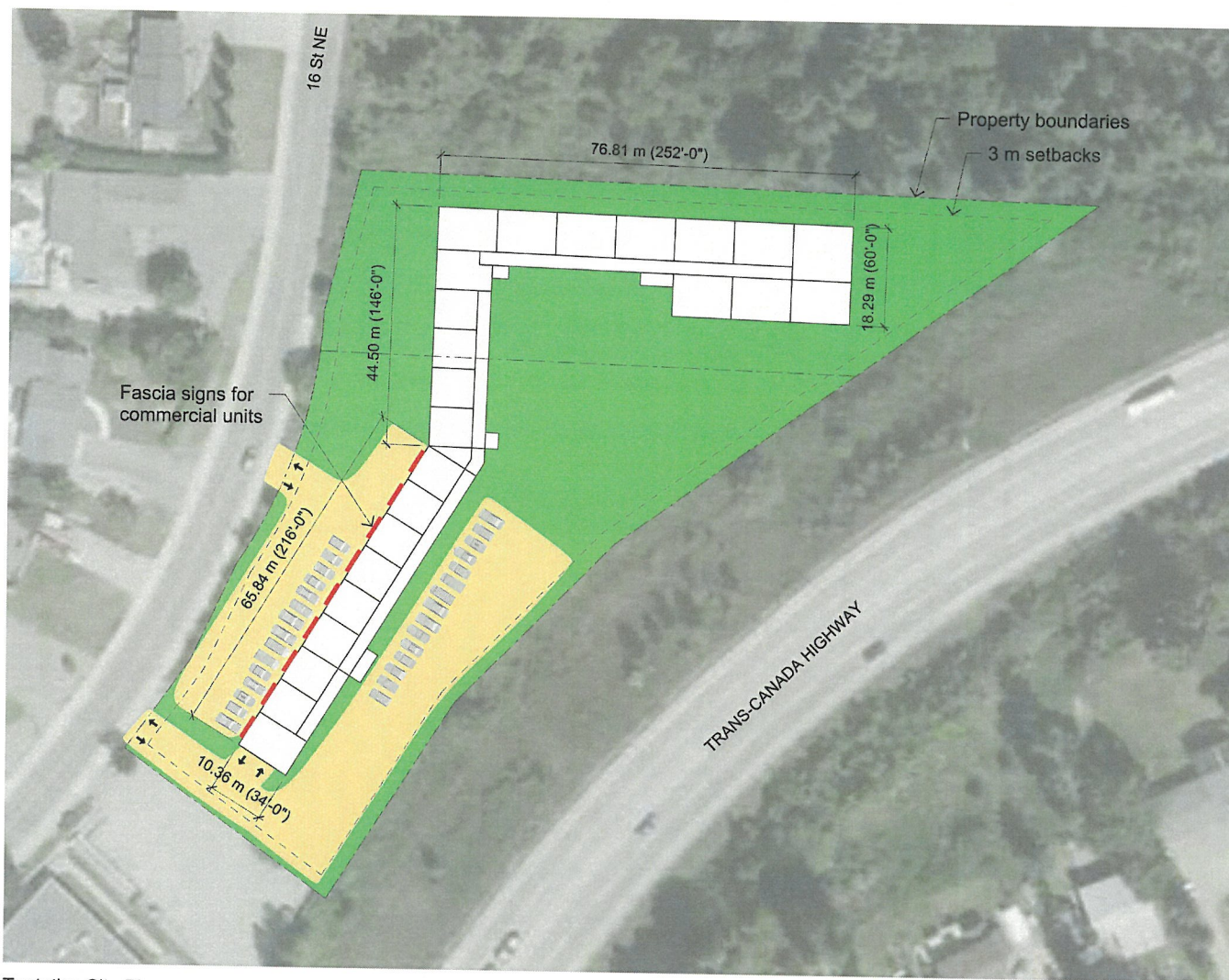
NORTH



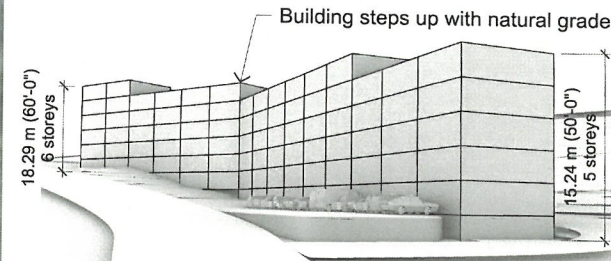
Photo: 980 16 St NE



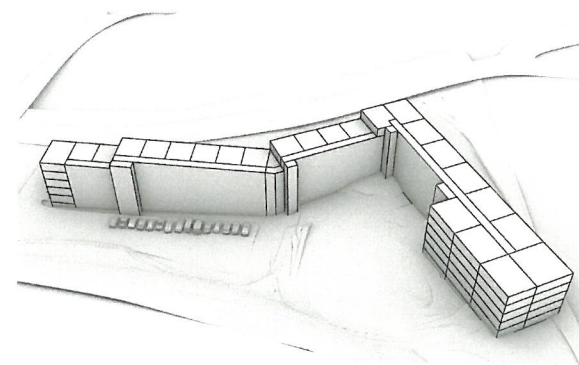
Photo: 900 16 St NE



Tentative Site Plan
Scale: 1:800



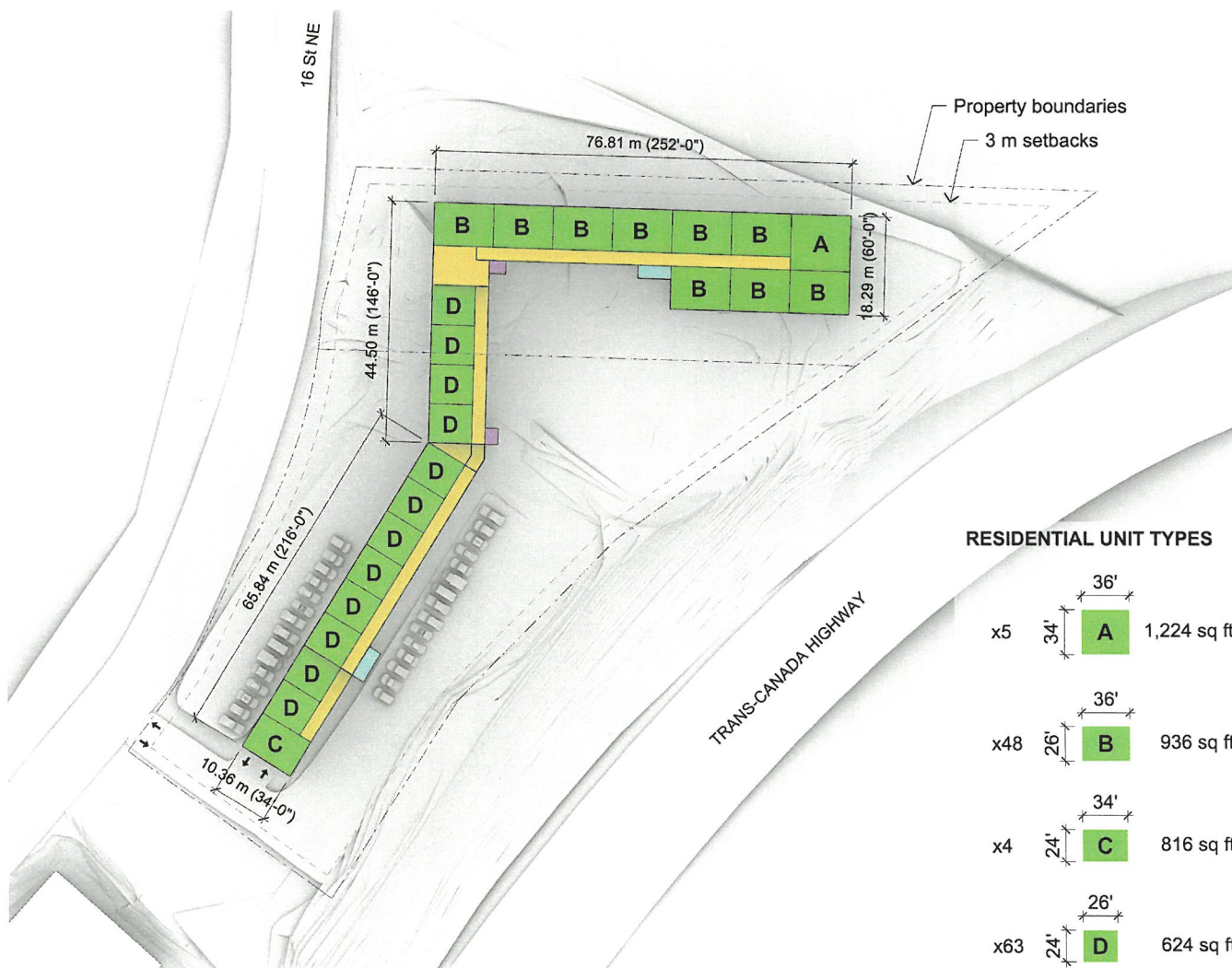
Tentative 3D Massing: From 16 St NE



Tentative 3D Massing: Aerial View from above Highway

LEGEND:

- Landscaping
- Signage
- Parking Lots







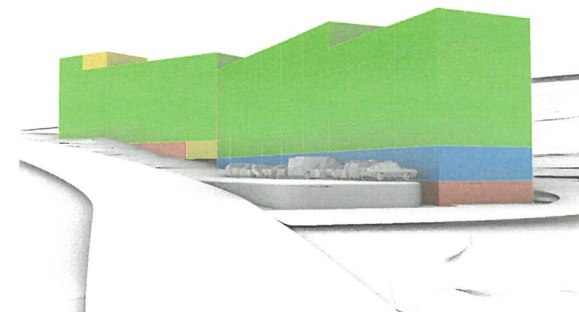
Tentative Building Plan
Scale: 1:800

BUILDING FOOTPRINT = 23,318 sq ft 22% PARCEL COVERAGE
GROSS FLOOR AREA = 147,244 sq ft 1.39 FAR
PARCEL AREA = 105,728 sq ft

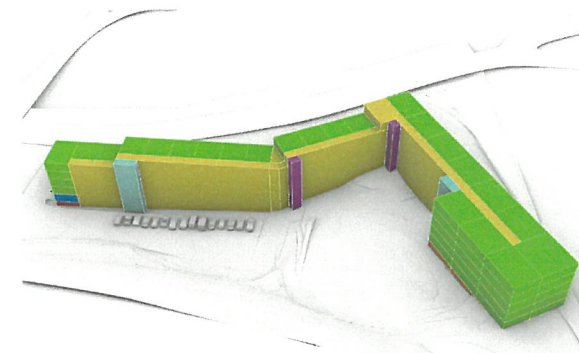


RESIDENTIAL UNIT TYPES

- x5  **A** 1,224 sq ft
- x48  **B** 936 sq ft
- x4  **C** 816 sq ft
- x63  **D** 624 sq ft









Tentative 3D Massing: From 16 St NE



Tentative 3D Massing: Aerial View from above Highway

LEGEND:

-  RESIDENTIAL UNITS (x120 units = 93,624 sq ft total)
-  COMMERCIAL UNITS (x9 units = 5,808 sq ft total)
-  UNDERGROUND PARKING (7,732 sq ft total)
-  CIRCULATION
-  ELEVATOR
-  STAIR

Purpose

20.1 The C-6 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses. The area zoned C-6 is envisioned to be developed with a mixture of land uses in an integrated manner and is intended to cater to the resident and tourist alike with a small shop and resort atmosphere. *Development* within the C-6 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

Regulations

20.2 On a *parcel zoned C-6*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-6 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

20.3 The following uses and no others are permitted in the C-6 Zone:

- .1 art gallery;
- .2 banking kiosk;
- .3 boat and marine sales, repair and rental, including outside covered or screened storage;
- .4 *commercial daycare facility* #3637
- .5 convention centre;
- .6 craft making and sales;
- .7 farmers market;
- .8 *health service centre*;
- .9 *high technology research and development*; #4368
- .10 *home occupation*; #2782
- .11 *hotel*;
- .12 library;
- .13 *licensee retail store*; #3223
- .14 *mobile food vending*; #4340
- .15 motel;
- .16 museum;
- .17 night club;
- .18 *offices*; #3426
- .19 *outside vending*; #2837
- .20 parkade/off-street parking, in Areas "A", "B" and "C" [Waterfront Area] as shown on Schedule "C" attached hereto and forming part of this bylaw. #3163
- .21 *personal service establishment*;
- .22 pub;
- .23 *private utility*; #3060
- .24 *recreation facility - indoor*;
- .25 *recreation facility - outdoor*;
- .26 *resort accommodation*; #3517
- .27 *restaurant*;
- .28 *retail store*; #4005
- .29 theatre;
- .30 *upper floor dwelling units*; #2554
- .31 *work/live studios*; #3167 and
- .32 *accessory use*.

Accessory Uses

20.4

- .1 Outside storage and *warehouse* facilities are only permitted within Area "B" as shown on Schedule "C" attached to and forming part of this Bylaw. #2554 #3426

Maximum Height of Principal Buildings

20.5 The maximum *height* of *principal buildings* shall be 19.0 metres (62.3 feet). #2748

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

20.7 The minimum *parcel* size or *site* area shall be 325.0 square metres (3,498.4 square feet).

Minimum Parcel or Site Width

20.8 The minimum *parcel* or *site* width shall be 10.0 metres (32.8 feet).

Minimum Setback of Principal and Accessory Buildings

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

- .1 *Rear parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)
- .2 *Interior side parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)

Outside Storage

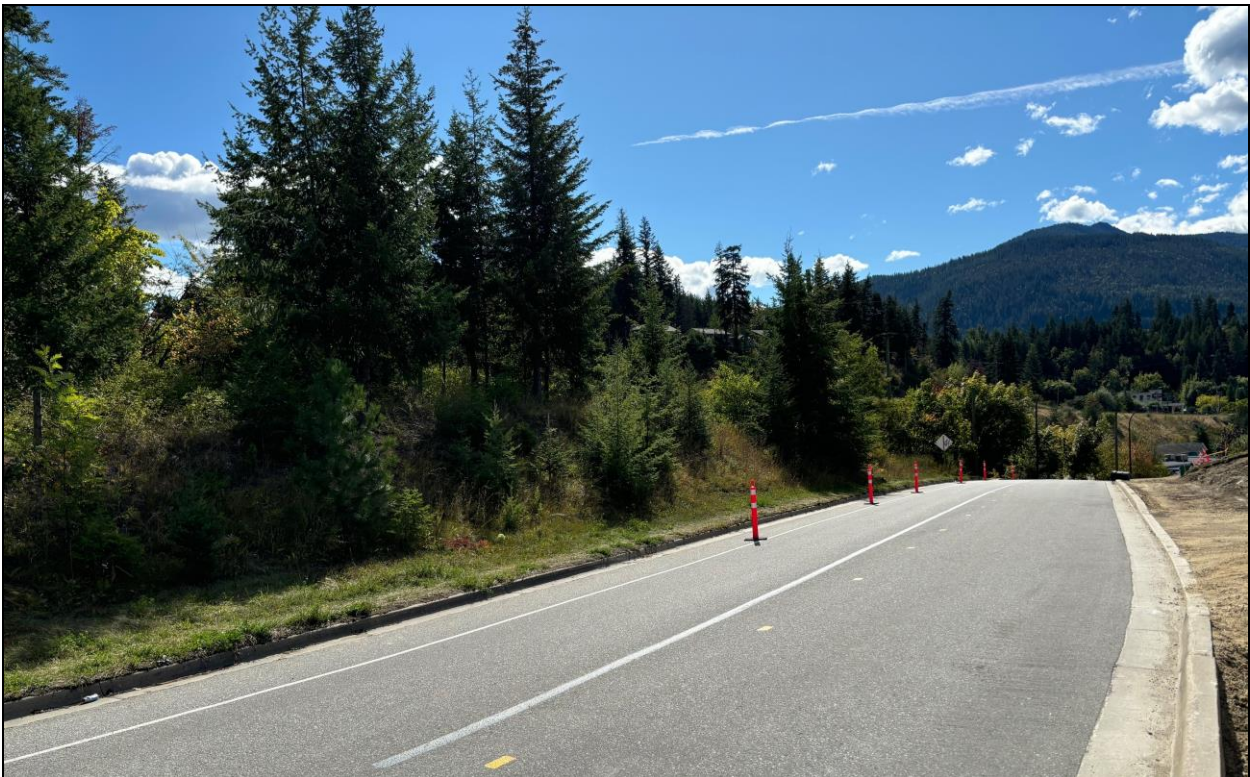
20.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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



View of subject parcels from 16 Street NE looking northeast.



View of subject parcels from 16 Street NE looking south.



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Planning
 DATE: July 25, 2024
 PREPARED BY: Mustafa Zakreet, Engineering Assistant
 APPLICANT: Kalraun Developments Inc. BC1344674
 SUBJECT: REZONING APPLICATION NO. ZON-1294
 LEGAL: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81769
 Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121
 CIVIC: 900 & 980 16 Street NE

Further to your referral dated May 16, 2024, we provide the following servicing information. **As a condition of rezoning the Owner / Developer shall undertake an updated Traffic Impact Assessment (TIA). Prior to completion of rezoning a covenant shall be registered on title specifying that the requirements of the TIA are to be fulfilled prior to any further development.**

The following comments and servicing requirements are not conditions for Rezoning and OCP amendment; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

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

Comments are based on the Subdivision/Development as proposed in the referral. If the development plans for the property 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 4293. 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 (ESC) 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.

REZONING APPLICATION FILE: ZON-1294

July 25, 2024

Page 2

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

8. At the time of 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 / 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. 16 Street NE, on the subject property's western 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. 16 Street NE is currently constructed to an Interim Local Road standard. Upgrading to the current Urban Local Road standard is required, in accordance with Specification Drawing No. RD-02. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting (davit), 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.
4. Accesses shall be designed by keeping to a minimum number. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

Water:

1. The subject property fronts a 450mm diameter Zone 1 watermain on 16 Street NE. No upgrades will be required at this time.
2. Records indicate that the two existing properties are not serviced with water. The proposed parcel is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). A RF head 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.
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

REZONING APPLICATION FILE: ZON-1294

July 25, 2024

Page 3

4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 16 Street NE. No upgrades will be required at this time. Extension of the sanitary sewer along to the furthest extent of the subject parcels is not required under Section 4.4.2 of SDSB 4293.
2. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
3. Records indicate that the 900 16 Street NE property is serviced by a 150mm diameter sanitary service from the sanitary sewer on 16 Street NE, and the 980 16 Street NE property is not serviced with sanitary sewer. One service, properly sized to satisfy the servicing requirements of the development will be permitted. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 525mm diameter storm sewer on 16 Street NE. No upgrades will be required at this time.
4. Records indicate that the 900 16 Street NE property is serviced by a 200mm diameter storm sewer service from the storm sewer on 16 Street NE, and the 980 16 Street NE property is not serviced with storm sewer. One service, properly sized to satisfy the servicing requirements of the development will be permitted. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
2. The subject property is in an area with no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020)
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4293, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

REZONING APPLICATION FILE: ZON-1294

July 25, 2024

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Geotechnical:

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



Mustafa Zakreet, EIT
Engineering Assistant



Jennifer Wilson P.Eng.
City Engineer

Your File #: ZON-1294
eDAS File #: 2024-04473
Date: October 8, 2024

City of Salmon Arm
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2

Attention: Kathy Frese

Re: Proposed Zoning Amendment Bylaw for: PID 030-994-454 Lot 1, Sec 13, Twp 20, Rge 10, W6M, KDYD, Plan EPP81769 located at 900 16 Street NE and PID 023-763-582, Lot 3, Sec 13, Twp 20, Rge 10, W6M, Kamloops Division of Yale, Plan KAP59121 located at 980 16 Street NE, Salmon Arm, BC

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*, subject to the following conditions:

1. The two subject properties must gain access to the municipal road, 16th Street NE. The Ministry will not permit direct access to the Trans-Canada Highway.
2. The two subject properties are to be consolidated.

Please Note: The Ministry is aware of a restrictive covenant, document KR25113, on title of the property legally described as Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121. It does not appear to pertain to the proposed rezoning.

If the municipality is prepared to release covenant KR25113 registered on title, the Ministry would review and be prepared to discharge the covenant. The appropriate legal documents can be uploaded to this file for our review and endorsement.

If you have any questions, please feel free to call Salmon Arm Development Services at (250) 712-3660.

Yours truly,



Damian Kusiak
Development Officer

Local District Address
Salmon Arm Area Office Bag 100 Stn Main Salmon Arm, BC V1E 4S4 Canada

CITY OF SALMON ARM

BYLAW NO. 4674

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

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

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

Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP81769 located at 900 16 Street NE, Salmon Arm, BC from P-3 (Institutional Zone) to C-6 (Tourist/Recreation Commercial Zone), and;

Lot 3, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP59121 located at 980 16 Street NE, Salmon Arm, BC from C-3 (Service Commercial Zone) to C-6 (Tourist/Recreation Commercial Zone)

attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4674**”

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

APPROVED PURSUANT TO SECTION 52(3) OF THE TRANSPORTATION ACT ON THE DAY OF , 2025.

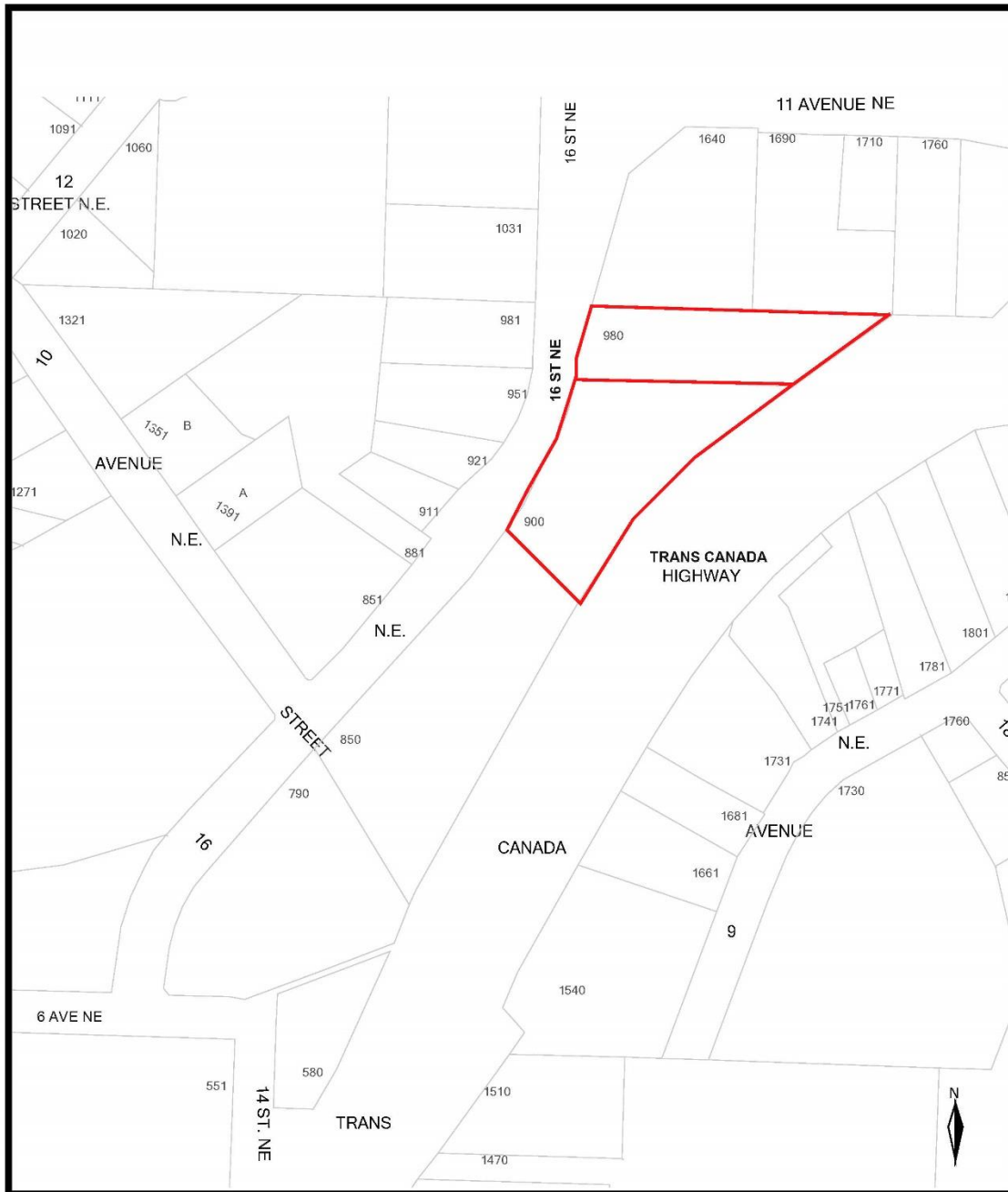
For Minister of Transportation and Transit

ADOPTED BY COUNCIL THIS DAY OF 2025

MAYOR

CORPORATE OFFICER

Schedule "A"



CITY OF SALMON ARM

BYLAW NO. 4687

A bylaw to amend the Inter-Community Business Licence Bylaw No 3750

WHEREAS British Columbia municipalities are permitted to enter into an agreement with one-another to permit certain kinds of businesses to operate across municipal jurisdictions within the province while minimizing the need to obtain a separate Municipal Business Licence in each jurisdiction;

AND WHEREAS each of the participating municipalities in the Okanagan – Similkameen mobile business licence partnership have adopted bylaws allowing for the issuance of intermunicipal or mobile licences;

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

1. That Schedule “A” of Bylaw 3750 is amended by adding the following two (2) bullets following the three (3) bullets already present:

- Those businesses selling goods or services to clients from the same location and not moving from client to client (e.g. fruit stands/trucks, mobile stores, mobile vendors, flea markets, carnivals, trade shows, food truck vendors, etc.); and
- Boat Rental Companies.

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 effective upon adoption of same.

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Inter-Community Business Licence Amendment Bylaw No. 4687**”

READ A FIRST TIME THIS 9 DAY OF DECEMBER 2024

READ A SECOND TIME THIS 9 DAY OF DECEMBER 2024

READ A THIRD TIME THIS 9 DAY OF DECEMBER 2024

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4681

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 December 16, 2024 at the hour of 7:00 p.m. was published in the December 5, 2024 and December 12, 2024 issues of the Salmon Arm Observer; The Council of the City of Salmon Arm, in open meeting assembled, enacts as follows:

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

SECTION 61 – CD-23 – COMPREHENSIVE DEVELOPMENT ZONE-23

Purpose

- 61.1 The CD-23 *Zone* is intended to accommodate commercial uses which are oriented towards vehicular repair and sales and may include accessory *upper floor dwelling units*. New *developments* zoned CD-23 may be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*.

Regulations

- 61.2 On a *parcel zoned* CD-23, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-23 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 61.3 The following uses and no others are permitted in the CD-23 *Zone*:

- .1 auto parts and accessories (new) sales;
- .2 automotive and truck repair shop, including body repair and painting, excluding *fuel service stations*;
- .3 automotive sales and rental lots and showroom (new and used), sales area limited to 30% of overall parcel area;
- .4 boat and trailer sales and rental showrooms, including minor repairs, sales area limited to 30% of overall parcel area;
- .5 *craft distillery and brewery*;
- .6 *high technology research and development*;
- .7 *home occupation*;
- .8 laboratory, scientific and research;
- .9 *mini warehousing*;
- .10 *mobile food vending*;
- .11 *offices*;
- .12 *outside vending*;
- .13 *recreation facility-indoor*;
- .14 rental and repair of tools, small equipment;
- .15 *transportation use*;
- .16 *upper floor dwelling units*, above permitted commercial uses or garage storage units;

- .17 artisan *coffee roasting*;
- .18 welding, machine or metal fabrication;
- .19 *accessory use*, including *retail store* and *licensee retail store* limited to 25% of the *floor area* of the principal use.

Maximum Height of Principal Buildings

61.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

61.6 The minimum *parcel size* or *site area* shall be 465.0 square meters (5,005.4 square feet).

Minimum Parcel or Site Width

61.7 The minimum *parcel* or *site width* shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal Buildings

61.8 The minimum *setback* of the *principal buildings* from the:

- | | | |
|----|--|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a residential <i>zone</i> shall be | 3.0 metres (9.8 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a residential <i>zone</i> shall be | 3.0 metres (9.8 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

Minimum Setback of Accessory Buildings

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

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

Outside Storage

61.10 Outside storage shall be screened as per Appendix III.

Outdoor storage is permitted as an accessory use to principle uses only and is limited to 20% of the parcel area.

Parking and Loading

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

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. 4681**”

READ A FIRST TIME THIS	12	DAY OF	NOVEMBER	2024
READ A SECOND TIME THIS	12	DAY OF	NOVEMBER	2024
READ A THIRD TIME THIS	16	DAY OF	DECEMBER	2024

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 17 DAY OF December , 2024

Candice Benner

For Minister of Transportation & Transit

ADOPTED BY COUNCIL THIS DAY OF 2024.

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4680

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 December 16, 2024 at the hour of 7:00 p.m. was published in the December 5 and December 12, 2024 issues of the Salmon Arm Observer;

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

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

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended by rezoning Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 9322 from A-2 (Rural Holding Zone) to CD-23 (Comprehensive Development 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. 4680**”

READ A FIRST TIME THIS 12 DAY OF NOVEMBER 2024

READ A SECOND TIME THIS 12 DAY OF NOVEMBER 2024

READ A THIRD TIME THIS 16 DAY OF DECEMBER 2024

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 17 DAY OF December , 2024

Candice Benner

For Minister of Transportation & Transit

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

Schedule "A"



CITY OF SALMON ARM

BYLAW NO. 4673

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

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

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

Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 located at 811 28 Street NE, Salmon Arm, BC from C-3 (Service Commercial Zone) to C-6 (Tourist/Recreation Commercial Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4673**”

READ A FIRST TIME THIS 28 DAY OF October 2024

READ A SECOND TIME THIS 28 DAY OF October 2024

READ A THIRD TIME THIS 28 DAY OF October 2024

APPROVED PURSUANT TO SECTION 52(3) OF THE TRANSPORTATION ACT ON THE
1st DAY OF November, 2024.

“K. DUCKERT”
For Minister of Transportation and Transit

ADOPTED BY COUNCIL THIS DAY OF 2025

MAYOR

CORPORATE OFFICER

Schedule "A"



COMMUNITY EVENTS

City Parks & Spaces

January 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Downtown Winter Market 10:00am-1:00pm
5	6	7	8	9	10	11 Downtown Winter Market 10:00am-1:00pm
12	13	14	15	16	17 BCHL All Star Weekend (Rogers Rink) BCHL All Star Festival (Downtown)	18 BCHL All Star Weekend (Rogers Rink) BCHL All Star Festival (Downtown) Downtown Winter Market 10:00am-1:00pm
19 BCHL All Star Weekend (Rogers Rink)	20	21	22	23	24	25 Downtown Winter Market 10:00am-1:00pm
26	27	28	29	30	31	

**CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
DECEMBER 2024**

LAST YEAR (2023)
CURRENT YEAR (2024)
CURRENT MONTH YEAR-TO-DATE
CURRENT MONTH YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	-	-	35	17,992,184	1	500,000	23	14,255,000
2	Misc. Additions etc. to SFD's	2	30,000	73	5,002,271	3	495,000	48	3,183,347
3	New Single Family Dwellings with suites	-	-	15	7,447,000	-	-	18	7,620,000
4	New Secondary/Detached Suites	-	-	11	2,011,854	1	179,000	16	2,951,608
5	New Modulars/MH's (Factory Built)	-	-	5	971,398	-	-	5	1,641,790
6	Misc. Additions etc. to Modulars/MH's	-	-	5	84,219	1	55,000	5	83,000
7	MFD's (# Units)	-	-	6 (16)	5,084,000	-	-	8 (28)	6,428,000
8	Misc. Additions etc. to MFD's	1	150,000	3	182,500	1	10,000	2	48,000
9	New Commercial	-	-	-	-	-	-	3 (140)	25,100,000
10	Misc. Additions etc. to Commercial	1	30,000	23	6,827,335	1	155,000	12	978,505
11	New Industrial	-	-	5	3,447,500	-	-	-	-
12	Misc. Additions etc. to Industrial	-	-	4	1,251,127	-	-	2	85,000
13	New Institutional	-	-	2 (49)	11,054,165	-	-	2	355,000
14	Misc. Additions etc. to Institutional	2	430,000	4	674,282	-	-	2	68,000
15	Signs	2	20,400	25	220,191	-	-	11	91,461
16	Swimming Pools, Pool Buildings	-	-	9	656,000	-	-	5	390,000
17	Demolitions	-	-	10	-	1	-	8	-
18	Temporary Trailers, A & B Permits	-	-	3	-	-	-	2	-
19	Misc. Special Inspections, etc.	-	-	26	-	1	-	28	-
	TOTAL PERMITS ISSUED	8	660,400	264	62,906,026	10	1,394,000	200	63,278,711

MFD's - Apartment, Row, Duplex, Strata (# of dwelling units created)
 Farm building values not included

BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370
2022	2,742,700	4,614,700	11,785,510	15,199,184	19,664,691	26,059,056	29,452,833	40,073,183	43,982,753	51,601,717	56,752,469	60,172,009
2023	3,950,582	5,205,782	8,532,882	12,340,016	16,985,808	23,285,030	40,678,657	46,388,414	50,736,914	59,507,376	62,245,626	62,906,026
2024	2,084,444	25,312,444	26,546,239	31,584,039	38,196,091	40,401,496	41,768,562	47,091,762	49,214,762	54,907,951	61,884,711	63,278,711

Regional Advisory Committee & Fall Funding Intake Summary

For Release: December 9, 2024

Regional Advisory Committee Meeting Summary

At the Joint Regional Advisory Committee (RAC) meeting for the Economic Trust of the Southern Interior (ETSI-BC), held on November 29, 2024 by Zoom, the RACs recommended 26 projects for funding, representing \$804,230 of ETSI-BC funding and a total project value of \$2.4 million.

The Board of ETSI-BC ratified the RAC recommendation at its December 6, 2024 board meeting, ensuring that these 26 projects would be approved for funding.

ETSI-BC Spring 2024 Funding Intake Approvals by RAC Region

	# Projects	\$ Approved	% of Total
Columbia-Kootenay	13	\$472,230	59%
Thompson-Okanagan	13	\$332,000	41%
TOTAL	26	\$804,230	100%

These projects help build and diversify the region's economy, as part of the ETSI-BC Fall 2024 Funding Intake, focused on two of its core Funding Streams: *Building Economic Development Capacity*, and *Innovating & Advancing Key Sectors*. Project partners include local governments, First Nations, industry groups, Chambers of Commerce, Community Futures, and non-profit organizations in BC's Southern Interior.

Projects approved in this Funding Intake will be carried out by two First Nation communities and in eight of the nine Regional Districts in the ETSI-BC service area. More information about this funding can be found in Attachment 1 of this document and on the ETSI-BC [News page](#).

Since April 2021, ETSI-BC has approved \$9.5 million in grant funding in support of its Strategic Pillars. This funding has supported projects valued at almost \$22 million that have helped create or maintain almost 23,000 jobs in the region.

At the November 29 RAC meeting, the Columbia-Kootenay RAC and the Thompson-Okanagan RAC also both approved a new meeting procedure and Code of Conduct. The Columbia-Kootenay RAC also appointed a new member, Frank Marino, Mayor of Warfield to join the Board of ETSI-BC effective immediately.

"On behalf of the ETSI-BC Board, I'm pleased to announce the results of our Fall 2024 Funding Intake," said Paul Donald, ETSI-BC Board Chair. "These initiatives will drive economic development, spark innovation, and accelerate progress in our region's key economic sectors."

ATTACHMENT 1

The following list of projects has been approved for funding by ETSI-BC, following the RAC recommendation made at the November 29, 2024 Joint RAC meeting.

ETSI-BC APPROVED FALL 2024 FUNDING INTAKE PROJECTS

Organization	Project Name	Approved	Total Project Value
?aq'am Community Enterprises Ltd.	?aq'am Forestry Business Development Scan	\$50,000	\$136,000
Barriere & Area Chamber of Commerce	Wayfinding Strategy Plan	\$25,000	\$52,500
Boundary Country Regional Chamber	Discover Grand Forks 2.0: Rebuilding Our Foundation for Tourism Growth	\$20,000	\$22,000
Castlegar and District Chamber of Commerce	Castlegar and District Thrive: Attraction Strategy for Residents, Entrepreneurs, and Developers	\$50,000	\$105,450
Community Connections Southeast BC	Cranbrook Alternative Food Distribution Pilot	\$45,000	\$266,000
Community Futures Central Kootenay	Connecting Local Youth with Local Jobs	\$25,000	\$50,000
Community Futures Central Okanagan	Sustainable Development Leadership	\$30,000	\$60,000
District of Sicamous Development Corporation	Tourism Economic Impact Study & 5yr Tourism Strategic Development Plan & Product Analysis	\$29,000	\$60,750
Enderby & District Chamber of Commerce	Enderby Chamber Business Engagement	\$20,000	\$21,000
Fields Forward Society	Feeding Futures - Service, Procurement and Distribution	\$45,000	\$149,500
Kootenay Rockies Tourism Association	Regional Tourism Experience Development Programming & Implementation	\$32,630	\$58,630
Lumby & District Chamber of Commerce	Lumby & District Community Profile & Investment Platform	\$20,000	\$30,000
Nakusp and Area Development Board	Nakusp Community Hub	\$50,000	\$520,000
Nicola Valley Fall Fair Association	Facility Enhancement and Marketing	\$20,000	\$24,130
Oliver and District Heritage Society	Fairview Interpretation	\$20,000	\$73,521
Penticton and Area Cooperative Enterprises	Inclusive Employment Development Program	\$20,000	\$52,000
Regional District East Kootenay	Phase II: Community Energy Facility Planning in Invermere & Radium	\$35,000	\$165,000
Revelstoke Chamber of Commerce	Revelstoke Business Retention & Expansion Report	\$34,600	\$72,600
Salmon Arm Economic Development Society	Zest Commercial Food Hub Phase 3: Program Development	\$50,000	\$118,934
Sc.wéhnwen Economic Development Corp	Tkémłúps te Secwépemc Area Signage Plan	\$20,000	\$28,500
Shuswap & North OK Chamber Consortium - c/o Sicamous Chamber of Commerce	Gateway to the Shuswap and the Thomson Okanagan, Business retention and expansion project with a focus on tourism"	\$20,000	\$20,000
Silver Star Resort Association	Workforce Partnership Initiative	\$8,000	\$25,100
South Kootenay Lake Community Services	South Kootenay Lake Geothermal Economic Model	\$20,000	\$47,500

Thompson Okanagan Tourism Association	Boundary Country Tourism Investment Attraction	\$15,000	\$25,000
Tourism Sun Peaks	Central Reservations and Visitor Data Analytics Project	\$50,000	\$100,000
Tri Region Consortium - c/o Castlegar & District Chamber of Commerce	Southern Interior Regional Economic Summit 2	\$50,000	\$110,000
TOTALS		\$804,230	\$2,394,115

Rhonda West

From: noreply@civicplus.com
Sent: Tuesday, December 17, 2024 3:26 PM
To: Alan Harrison; David Gonella; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Erin Jackson; Rhonda West
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Jeff
Last Name Nelson
Address: [REDACTED]
Return email address: [REDACTED]
Subject: Street parking, 10th Ave NE
Body Dear Mayor Harrison and Council,

I suspect my letter today should be more of a staff issue, however I was unable to find an appropriate heading in the "report a concern" section.

I am writing in regards to traffic and parking on 10th Ave NE, between 16th Street and Lakeshore Drive, particularly adjacent to the Health Unit. I travel that section of road daily on my commute to and from work, and I believe that the parking on the street near the Health Unit creates a traffic hazard, as the road is not wide enough for 2 lanes of traffic to safely travel while vehicles are parked along the curb. Especially as winter conditions begin to affect road safety, I believe this situation should be reviewed by the City.

There is a wider section directly in front of the Health Unit that allows parking, however where the road narrows just north of that section, there are often vehicles parked along the curb. This often results in vehicles stopping and waiting for vehicles travelling the opposite direction, as the roadway is too narrow.

I believe this to be a safety concern, and I respectfully suggest that City staff should review the parking along this roadway.

Thank you for your time and attention to this matter.

Rhonda West

From: Debbie McGregor [REDACTED]
Sent: Monday, December 2, 2024 6:15 PM
To: Rhonda West
Subject: [External] Request for a formal review by Council regarding the current rules of the City's Fees for Service Bylaw No. 2498 (as it pertains to Bylaw No. 4281/Garbage/Recycling p/u)

Hi, Rhonda,

I was recently at City Hall asking what is required in order to get Bylaw No. 2498 looked at for a change to be made to the current 'timeframe to apply fees' rule, and I was given your contact information, and told that an inquiry must go through you first. As such, please see the following for details of my concern(s).

Currently, as it has been explained to me, Bylaw No. 2498, Schedule B, Appendix 10, for Curbside Household Garbage and Recycling Fees, is set up so charges begin four months following building permit issuance 'or' from the date of occupancy permit issuance, whichever is earlier. (Clearly, it takes a minimum of 6 months to build a house, and obviously much longer for a townhome project).

It is my understanding that the City of Salmon Arm wants (& needs) affordable housing, but it has also been my experience that they do nothing to help ease a builder's costs to actually encourage this (in fact, they charge much more). For example, for our build, which is a 15-unit townhouse project, we are charged approximately \$12,000 '**per unit**' for Permits & DPP's, which is about three times what the City would charge for a house build. This action alone, does nothing to help the City get the affordable housing they seek. Then while the build moves forward, which can take many months, more fees are handed out at the four-month mark. Fees, for services such as Garbage/Recycling, and Water/Sewer. In our case, we had to pay for the entire 2024 year of Garbage/Recycling fee for 4 units even though occupancy will not even happen until 2025. There's clearly something wrong with the Bylaw, when the City knows full well that they're charging for services (both Garbage & Sewer) that should only apply once a residence is occupied, since these services are obviously not needed until then.

Due to the above stated: My request is that Bylaw No. 2498, that pertains to Bylaw No. 4281 be reviewed by Council, with the suggestion that the Fee only goes into effect from the date of occupancy, and not 4 months after the permit is issued. (I also think the same rule should apply to the water/sewer service fee).

I appreciate your time on this, and am hoping I can be kept informed as to the status of this going to Council for review/adoption.

Sincere thanks,

Debbie McGregor
[REDACTED]

*On a side note, why are the fees so much higher for a townhouse unit compared to a house?

Rhonda West

From: Rhonda West
Sent: Monday, January 6, 2025 1:07 PM
To: Rhonda West
Subject: FW: [External] Snow Road Bylaw

From: Anne Schultis [REDACTED]
Sent: January 5, 2025 10:18 PM
To: Alan Harrison <aharrison@salmonarm.ca>
Subject: [External] Snow Road Bylaw

Happy New Year, Alan!

I was one of dozens of happy Raven Trail walkers enjoying the fine, mild weather on Dec. 31. Not a snow patch in sight, so imagine our dismay to find a parking ticket on return. Yes, Harbourfront should be kept clear for snow removal, but since the dead-end road was bare and dry, everyone there assumed common sense would dictate that we weren't contravening the intent of the signs. When I disputed the ticket, a bylaw employee gamely tried to justify the Bylaw - something to the effect that allowing people to park there on no-snow days would confuse them when it was snowy...? Hmmm

Most days between November 1 and March don't feature snowy roads. This is also a popular time for locals to get out on our most popular trail. Many are seniors who find it difficult to park a km. from the trailhead, which offers only a few parking spots.

I am asking that the City scrap/amend the current bylaw designation for Harbourfront Road. It really is not necessary. Since the lake side of the road already prohibits parking year round, a snow plow is never blocked on this dead-end road. Should Works be unable to handle that, signs could say something like "**Unlawful to impede snow clearing. Cars towed and \$250 fine**" This would achieve the stated intent of the current bylaw while allowing citizens proper access to the trailhead on the vast majority of days when the road is clear.

I am painfully aware that suggested amendments are generally opposed by city staff and Council, often for the most creative reasons. But surely everyone would agree that we all deserve reasonable access to our trail. The current bylaw is needlessly overreaching but could be simply amended to work for all. Please consider this seriously,

Sincerely, Anne Kirkpatrick

Salmon Valley Agricultural Representatives
C/O Scott Syme & Michael Schroeder
Salmon Arm, BC

January 6, 2024

Salmon Arm Mayor and Council
City Hall
500 2nd Ave NE
Salmon Arm, BC

To: Salmon Arm City Council

Subject: Active Transportation from Agriculture's Perspective

This letter is to follow up the agriculture input sessions hosted by OCP Planning City Staff and the Salmon Arm Agricultural Producer Group at the Mt. Ida Hall on June 20, 2024, and November 20, 2024.

Background

Mike Schroeder and I have taken the initiative to form a producer's group to represent commercial agricultural producers in Salmon Arm. We both operate commercial farms in the Salmon Valley. Mike and his family operate Lakeland Farms and Lakeland Feeds; two operations that encompass certified organic egg, grain, and livestock feed production. My wife and I operate Torphichen Farms: an organic dairy; in addition to Syme Structural Engineering. Mike and I are both members of the Ag Advisory Committee. With this producer group we're looking to bring value to agriculture in the region through advocacy, infrastructure projects and group purchases. The group's direction and formation are still in its infancy, but in the short term we've been focussing on the Official Community Planning (OCP) process. We've brought the agriculture community together in June 2024 for a producers OCP input session. The second input session on the Draft OCP occurred the week of Nov 20th. City staff has been accommodating and producer engagement has been excellent. We are encouraged by the permissive nature of the process and the language adopted in the recent OCP drafts specific to agriculture; however, the current Active Transportation Network Plan (ATNP) has caused a great deal of concern with rural and agricultural residents. As we continue to work on creating a formal producer group, we feel it is important to address this issue now.

It is obvious that active transportation is in the best interest of the community. The OCP surveys have indicated a high value of support by community members. A strong active transportation infrastructure improves a community through health outcomes, entertainment and outdoor connection. However, it's our opinion that the proposed active transportation route through agriculture zones, in combination with the "developer pays" model for rural areas has not been well conceived.

Counter to the CSA's 2012 OCP and 2024/2025 OCP Draft

The City of Salmon Arm has committed to support agricultural production for a variety of reasons in both the 2012 OCP and the 2025 Draft OCP. The biggest threat to food production and food security continues to be the loss of agricultural land. The proposed long term active transportation corridor through the Salmon Valley will require an expansion of the existing road and utility corridor. This project will take agriculture land. A 15' wide path, 5.5 miles long (Salmon Arm West School to Branchflower Road) equates to 10 acres. 10 acres of land can grow the following annually:

- 60 tons of forages that can equate to 96 000l of milk or 4000 lbs of butter.
- 25 tonnes of wheat equating to 15 000 dozen eggs or 45 000 loaves of bread.
- 200 tons of potatoes
- 380 bins of apples
- 150 000 ears of sweet corn

Cost

It's our opinion that the "developer pays" cost structure outlined in the City's Develop Services By-law is not compatible for rural holdings with large frontages. Landowners are being asked to pay for active transportation improvements on a frontage basis when initiating a building permit. Some farm frontages are measured in kilometers. This can result in active transportation development service charges exceeding \$400 000. It's our opinion that the active transportation corridors proposed for rural areas are predominantly recreational with little benefit to agriculture. We do not feel this is equitable.

Further to development services charges, the cost of such a project through the Salmon Valley will be enormous. The existing elevated roadway, utilities and ditch network highly complicate any further expansion. The acquisition of a larger road allowance will require purchasing significant quantities of land from multiple landowners.

Road Safety and Conflict

Agricultural zones are work zones. Farm equipment is big, heavy and wide. Navigating large farm vehicles among other road users creates safety concerns for producers, motorists and ATN users. As a recreational pathway, this is further urban encroachment into agriculture areas. Corridors through agriculture zones will require effective buffering to prevent spread of invasive weeds, pet harassment of livestock, trespass, vandalism and crop damage. Regardless of buffering ATN users will be exposed to noise, dust, spray activity, machinery, livestock and chemicals.

Consultation

We believe that the current ATN Plan lacks consultation with the agricultural community. 38% of the City's land falls within the ALR. The ATN Plan proposes approximately 30km of corridors through the ALR. Although the 2012 Agriculture Area Plan was not adopted by council, it highlighted that traffic affects agriculture and that the agriculture community should be consulted in the long-term transportation planning.

An Alternative Solution and Specific Requests

Let's keep agriculture and recreation separate. This will balance community goals in Active Transportation, safeguard agriculture production, and benefit road safety. It's our opinion that the City should pursue a corridor elevated from the valley floor on the foothills of either Mt. Ida or Fly Hills. This option has benefits beyond active transportation and agriculture. Further to active transportation, an elevated corridor could serve as a rapid response route for forest fires or encourage tourism with vista's rivaling the Kettle Valley.

With regards to develop service charges. we understand that the council has been supporting variance applications, but we're asking for certainty through a bylaw amendment.

We're asking that council put forward the following motions to City staff to act on:

1. Amend the current cost structure and service levels designated in the Subdivision and Development Services Bylaw (SDSB) to omit cost charge requirements for sidewalks/multi-use paths/bike lanes for rural areas.
2. Revise the current long-term active transportation route from the Salmon Valley floor to an alternative pathway on crown land.
3. Provide language in the current OCP to discourage the planning of future recreational infrastructure within agriculture zones.
4. Update and adopt an Agriculture Area Plan as put forward in 2004.

Regards,



Scott Syme, P.Eng, BASc
Torphichen Farms Ltd.



Mike Schroeder
Lakeland Farms Inc.
Lakeland Feeds Inc.

Rhonda West

From: Erin Jackson
Sent: Friday, January 10, 2025 11:13 AM
To: Rhonda West
Subject: Fw: [External] Request for a Letter of Support for R.J. Haney Heritage Village & Museum Grant Application

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From: Susan Mackie <manager@salmonarmmuseum.org>
Sent: Friday, January 10, 2025 10:28 AM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Request for a Letter of Support for R.J. Haney Heritage Village & Museum Grant Application

Dear Erin,

Happy New Year! I hope this message finds you well. At R.J. Haney Heritage Village & Museum, we are continually inspired by the generous support of our community partners, like you and the City of Salmon Arm, who help us preserve and celebrate our region's rich history. Your steadfast support, both professionally and personally, has been invaluable, and we are reaching out once again for your assistance with an important initiative.

As you know, R.J. Haney Heritage Village & Museum is proud to be a city-owned property and a cornerstone of Salmon Arm's cultural and tourism identity. Maintaining the Village's beautiful grounds, which you have so often praised, is central to the visitor experience. We are currently seeking funding from the Shuswap Community Foundation to purchase a new commercial riding lawn mower.

We have relied on two aging residential mowers for years to maintain over nine acres of lawns across our 40-acre site. These machines have served us well but are now beyond repair. Our Maintenance Manager has spent countless hours fixing everything from worn-out parts to welding frames back together. Unfortunately, the mowers will not last another season, and without reliable equipment, we risk falling short of the high standards that you and so many others have come to expect.

We are applying for a grant to cover the cost of this essential equipment, and we need your help to strengthen our application. A letter of support from you, highlighting the importance of R.J. Haney Heritage Village & Museum to the cultural and economic vitality of Salmon Arm, would greatly enhance our submission.

If you can assist, here are a few key points you might include in your letter:

1. **Your Connection:** Your relationship with the Village and your role in supporting it as part of the City of Salmon Arm.
2. **The Village's Impact:** How R.J. Haney supports Salmon Arm's cultural heritage, tourism, and community events.
3. **Project Significance:** The critical need for the new mower and how it will sustain the Village's ability to serve the community.

If possible, we would be grateful to receive your letter by January 17, 2025. Should you need additional details about the project or the application, I would be happy to provide them.

Thank you for considering this request and for your ongoing support of R.J. Haney Heritage Village & Museum.

Together, we can continue to preserve and share the rich history of our community for generations to come.

Warm regards,

Susan

Susan Mackie
General Manager

December 18, 2024

Honourable Lana Popham
Minister of Agriculture and Food

email: AF.Minister@gov.bc.ca

RE: MEETING OF AGRICULTURAL MUNICIPALITIES AT UBCM 2024

Dear Minister Popham,

Congratulations on your re-election to the Legislative Assembly and welcome back as Minister of Agriculture and Food.

I write to let you know of a meeting that the District of Summerland organized for mayors and councillors of BC municipalities with a significant amount of land within the Agricultural Land Reserve (ALR) that was held this past September 19 during the Union of BC Municipalities (UBCM) annual convention in Vancouver.

Meeting attendees spoke about how their communities have deep agricultural roots and how we are proud farming communities, but it was noted that, as incorporated municipalities, we face significant growth and other pressures on our farmland that present challenges for supporting the integrity of the ALR and ensuring food is being produced on farm land.

Farming communities often have relatively small tax bases which are expected to support widely dispersed infrastructure, including many miles of roads and dykes. We often have urban pockets or islands of growth in amongst our rural areas, making it difficult to provide services equitably.

Here in Summerland, of the total \$11.5m we collected in property taxes this year, only \$60,000 was generated from the Class 9 farm rate while other classifications on ALR lands (such as residences) garnered a further \$600,000. However, it cost us \$1.93m to maintain infrastructure to these properties. In other words, for every \$1 received in property taxes from farm land, it costs us more than \$3 to service it. Like other municipalities, our ability to adequately service agricultural land within our municipal boundaries is dependant on our local residential ratepayers who do not reside in the ALR.

There was no suggestion at the Sept 19 meeting to increase Class 9 tax rates but some attendees saw potential for reviewing the threshold for farm status, others advocated a vacant land tax on farm land, and some saw potential in removing the school tax rebate received by non-farmers living on ALR land.

Another common concern was the burden put on municipalities to enforce violations on ALR land and the desire for the ALC to enforce its own regulations and rulings rather than download the job to local government.

Many of the mayors and councillors at the meeting saw themselves as partners in protecting farmland and ensuring food security but there was broad consensus that we need better recognition and more support from the Provincial Government. Ensuring the sustainability of the ALR benefits all British Columbians, yet it's the residents of our municipalities who bear the financial burden on behalf of the rest of the province.

We appreciate there is awareness of these issues within the Ministry of Agriculture and Food however it was noted by several meeting participants that the Ministry of Agriculture does not seem to have sufficient clout within the Provincial Government, even though agriculture is an economic driver for British Columbia. Agriculture ministries in other provinces have relatively larger share of the government budget than the B.C. Ministry of Agriculture and Food.

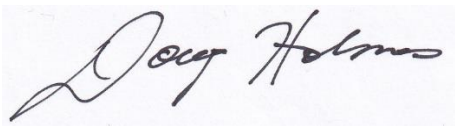
Over the years, Summerland Council has tried approaching the Provincial Government on our own to discuss our taxation equity concerns but each time we are bounced between the Ministries of Agriculture, Finance, and Municipal Affairs. Nobody seems to want to deal with it.

We organized the meeting at UBCM after coming to the conclusion that we will not make any headway working on our own. At the meeting, the municipal representatives agreed to remain connected and work together on common issues. Should we organize another such meeting at next year's UBCM, we would like to invite you to attend to hear the dialogue directly.

In the meantime, in the weeks and months ahead, different groups of municipalities with common concerns may be reaching out to you and other ministers to discuss in greater detail their specific challenges in respect to agricultural lands within their municipal boundaries.

We look forward to fruitful conversations.

Sincerely,



Doug Holmes
Mayor, District of Summerland

cc City of Abbotsford
 City of Armstrong
 District of Central Saanich
 City of Chilliwack
 City of Delta
 City of Kamloops
 District of Kent
 Village of Keremeos
 District of Lake Country
 Township of Langley
 District of Lillooet
 City of Merritt

District of North Cowichan
District of North Saanich
Town of Oliver
Town of Osoyoos
City of Pitt Meadows
City of Prince George
City of Salmon Arm
Township of Spallumcheen
District of Summerland
City of Surrey
District of Vanderhoof

Barb Puddifant

From: Erin Vieira <EVieira@fraserbasin.ca>
Sent: Wednesday, December 18, 2024 1:35 PM
To: Salmon Arm Observer; Lachlan Labere; heather.black@saobserver.net; info@voiceoftheshuswap.ca; patrick.ryley@bellmedia.ca; info@tidbitsshuswap.ca; mmccormick50@gmail.com; fridayam@shaw.ca; Kelsey Snelgrove; Paul James; kamloops@cbc.ca; tim@castanetkamloops.net; Jackie Pearase; Enderby RiverTalk; Editor@Lumbyvalleytimes; Brendan Shykora
Cc: media@rdno.ca; Tracy Hughes (THughes@csrd.bc.ca); Barb Puddifant; Sapphire Games
Subject: [External] For immediate release - new detection of whirling disease in Kootenay Lake prompts Shuswap watershed groups to issue warning and call for vigilance
Attachments: SWC_CSISS_MediaRelease_Detection-of-whirling-disease-in-Kootenay-Lake_17Dec2024.pdf

Hello Shuswap-area media,

Please see the attached media release, for immediate release, from the Shuswap Watershed Council and Columbia Shuswap Invasive Species Society.

Our organizations wish to raise awareness for a new detection of whirling disease in Kootenay Lake. Whirling disease infects young salmonid fish (salmon, trout, whitefish). Infected fish develop a deformed tail causing them to swim in a 'whirling' pattern which leads to juvenile mortality. There is no treatment. Containment of the parasite that causes the disease is the best management option. Therefore, we are urging all water users - for this time of year, ice-fishers in particular - to use extreme vigilance and follow all best practices to avoid spreading the parasite: Clean, drain, dry; careful handling and disposal of fish; stopping for watercraft inspection when travelling; and special decontamination procedures within the Columbia River watershed. There is no known occurrence of the parasite in the Shuswap watershed and to protect our native fish populations we must all strive to keep it that way by following these best practices.

We appreciate your support in sharing this news so we can all work toward protecting our freshwater ecosystems and fish populations. Please let me know if you have any questions.

~~

Erin Vieira, BNRS
Program Manager
Shuswap Watershed Council
c/o Fraser Basin Council
200a - 1383 McGill Road
Kamloops, BC V2C 6K7
Secwepemc'ulecw
250 314-9660 (office)
250 819-7125 (cell)
evieira@fraserbasin.ca
www.shuswapwater.ca



*Christmas holidays December 20th - January 6th

MEDIA RELEASE

December 17th 2024 - For immediate release

Shuswap watershed groups warn of whirling disease detection in Kootenay Lake, highlighting need for residents to be vigilant and prevent spread

The Shuswap Watershed Council (SWC) and the Columbia Shuswap Invasive Species Society (CSISS) are raising awareness about a recent new detection of whirling disease in Kootenay Lake. The [Government of BC issued a bulletin](#) on December 6th stating that three trout samples from the lake's southern arm have tested positive for the parasite that causes whirling disease in juvenile fish.

In infected waters, whirling disease may cause high mortality in salmonid fish (trout, salmon, and whitefish). It is caused by *Myxobolus cerebralis*, a microscopic parasite with a complex lifecycle that involves juvenile fish and aquatic worms as hosts. Damage to the brain stem and spinal cord results in the characteristic erratic 'whirling' swimming pattern of the infected fish. Juvenile fish are most susceptible to infection. There are no health risks for people or pets.

Prevention is Key

Whirling disease spreads through the movement of fish, mud, and water. It's transmitted by spores that cling to equipment such as boats and watercraft of all kinds, fishing gear, pumps, pets, and infected fish (dead or alive).

Preventing the movement of whirling disease is key, because there is no treatment. SWC and CSISS strongly urge all water users and recreationists to follow best practices to prevent the spread of this and other aquatic invasive species:

- **Clean, Drain Dry:** always clean, drain and dry boats, gear and equipment such as waders and lifejackets before moving them between waterbodies. Clean all mud, sand and plant material. Pull your watercraft's drain plug and drain water from all compartments. Dry items thoroughly, ideally for at least 24 hours.
- **Handle fish carefully:** never move fish or fish parts between waterbodies. Use fish-cleaning stations and dispose of fish waste in the garbage rather than in natural waterways.
- **Stop for watercraft inspection** when you travel with a boat or any kind of watercraft
- **Follow decontamination protocols.** The Government of BC has implemented additional cleaning and decontamination procedures when moving equipment and boats within or out of high-risk areas. The Columbia River Watershed has been identified as a high-risk area for whirling disease. The protocol can be found on the Government of BC website here:



[whirling disease decontamination protocol june 2024.pdf](#)
(https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/fish-fish-habitat/whirling-disease/whirling_disease_decontamination_protocol_june_2024.pdf).

In addition to best practices, residents are urged to report sightings of whirling disease to WhirlingDisease@gov.bc.ca or to a Conservation Officer via the RAPP line, 1-877-952-RAPP (7277).

Whirling disease was first confirmed in Canada in 2016 after it was detected in Alberta. In December 2023, the first presence of whirling disease was confirmed in British Columbia in Yoho National Park. The detection in Kootenay Lake is the newest confirmation of whirling disease in another waterbody in BC. More information can be found on the Government of BC website: [Whirling Disease - Province of British Columbia](#) (<https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/fish/aquatic-species/aquatic-invasives/whirling-disease>).

-30-

About: The [Shuswap Watershed Council](#) is a watershed-based partnership that works on water quality and safe recreation in the Shuswap. The [Columbia Shuswap Invasive Species Society](#) is a non-profit organization dedicated to the prevention, management, and reduction of invasive species in the Columbia Shuswap region.

Contact: For more information, please contact Erin Vieira at the Shuswap Watershed Council c/o the Fraser Basin Council in Kamloops at 250 314-9660.

December 16, 2024

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

Dear Mayor Alan Harrison and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND
PAYMENT FOR 2024/2025**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2024/2025. An electronic transfer of \$474,113 is expected to occur in December 2024. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

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

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

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

Sincerely,



Councillor Trish Mandewo
UBCM President

PC: Chelsea Van de Cappelle, Chief Financial Officer

January 7, 2025

RE: Protecting Taxpayers from Overspending on Local Government Construction

Dear Mayor and Council:

The Independent Contractors and Businesses Association (ICBA) is Canada’s largest construction association and a leading industry organization in British Columbia, with more than 4,500 member and client companies. ICBA’s B.C. corporate members account for approximately 85% of the province’s construction sector – representing more than 190,000 jobs. Construction itself is one of the biggest B.C. industries, directly generating almost 8% of GDP. ICBA also owns and manages a rapidly growing employee health and dental benefits business which currently supports more than 300,000 Canadians.

Apart from advocating for the interests of construction companies and contractors, ICBA is a principled voice for free enterprise and the benefits of a competitive, market-based economy. Unlike many other business associations, ICBA receives no funding from governments at any level. We believe that competition and choice for consumers and taxpayers is by far the best way to deliver value-for-money and create the conditions for a thriving economy.

ICBA is writing to you and other B.C. local government bodies to share our views on the topic of public sector procurement. At a time when large numbers of British Columbians are facing affordability challenges, many small and mid-sized businesses are struggling to survive, and the B.C. government is running record budget deficits, we believe it is **important for municipal leaders to commit to open, fair and transparent procurement practices** across all domains of local and regional government activity. This includes the regular purchase of goods and services to operate local government as well as procurement that is tied to capital spending and the development and maintenance of infrastructure assets.

When municipalities pay for goods, services and capital projects, they do so on behalf of all taxpayers in the community. **Municipal policymakers have an obligation to adopt prudent fiscal policies and to ensure the best possible value-for-money when expending taxpayer dollars. Competitive procurement policies are a vital part of delivering on this fundamental obligation.**

Across Canada, local government expenses amounted to \$220 billion in 2022, with the main components of expenditures consisting of purchases of goods and services, employee compensation, subsidies and grants, interest payments on debt, and the depreciation of fixed capital (Statistics Canada, Table 10-10-0015-01). In the same year, total local government revenues were \$225 billion, of which the largest shares were grants/payments from other levels of government and revenues derived from taxes on property.

In the past few years, the B.C. government has undertaken a significant fraction of its capital projects under the “Community Benefits Agreement” (CBA) framework adopted in 2018. Under this policy, a provincial Crown Corporation (British Columbia Infrastructure Benefits Inc. – BCIB) contracts for the employees required to build certain public sector infrastructure and other capital projects. It does so through an agreement with a group of 19 trade unions that are part of the broader Building Trades Union (BTU) alliance. All employees working on CBA projects must be (or become) members of an affiliated BTU.

This very unusual arrangement dilutes the important relationship that exists between an employer and its employees across the rest of the B.C. private sector.

The province's CBA policy has the effect of restricting bidding on projects covered by the scheme. This is especially problematic given that about 85% of the people working in the B.C. construction industry are not BTU members nor employed by contractors which are covered by BTU collective agreements. **Fewer bidders means less pressure to ensure competitive costs and excellence in project delivery.** Many ICBA members will not bid on public sector projects covered CBAs because of the extra bureaucracy and administrative complexity involved and also because they do not wish to give up control and management oversight of their own workforce – as is the normal practice in Canadian business.

As demonstrated by academic research, **restricted bidding translates into higher costs for taxpayers** and the users of infrastructure services established via CBA-type arrangements.¹ Cost over-runs and unexpected delays are a common theme with CBA projects.² The net result is hundreds of millions of dollars of additional costs imposed on the B.C. taxpayers and delays in project delivery.

It is sometimes argued that restrictive tendering policies like CBAs are necessary to support local hires, apprenticeships, and pensions. In a labour shortage like B.C. construction is facing, our companies do everything they can to hire and keep local workers. ICBA is the single largest sponsor of trades apprentices in British Columbia, and open shop contractors train 82% of all apprentices in the province. When it comes to financial security, ICBA contractors and their employees utilize RRSPs, bonus programs, and profit-sharing initiatives, providing flexible and effective solutions tailored to their workforce, rather than being restricted to union-controlled pension plans.

For local governments, the lesson from B.C.'s failed experiment with CBAs is clear. **Municipal and regional government projects should be developed and managed using open, competitive procurement.** Restrictive tendering should be avoided in all areas of local government activity – capital projects, but also the day-to-day procurement of goods and services. Municipalities should not discriminate against B.C. businesses and their employees based on factors such as particular union affiliations.

If you have any questions or wish to engage ICBA in a conversation on this, or any, construction issue, please feel free to contact me directly at chris@icba.ca.

Sincerely,
INDEPENDENT CONTRACTORS AND BUSINESSES ASSOCIATION



Chris Gardner
President and CEO, ICBA

¹ Brian Dijkema and Morley Gunderson, Restrictive Tendering: Protection for Whom?" January 2017, CARDUS.

² Renze Nauta, "Benefits for Whom? Assessing British Columbia's Community Benefits Agreements," CARDUS September 2024.



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Development Permit Application No. 459

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560

Civic: 1141 – 18 Street NE

Owner: CanZea Developments Ltd.

Date: December 16, 2024

Executive Summary/Purpose:

This proposed Development Permit application is to support the development of eight townhouse-style buildings containing a total of 40 dwelling units.

Motion for Consideration:

THAT: the Committee recommends to Council that Development Permit No. 459 be authorized for issuance for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 (1141 – 18 Street NE) in accordance with Appendix 7 in the report dated December 16, 2024;

AND THAT: Development Permit No. 459 vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1(a) – Maximum Permitted Height of a Retaining Wall, 2 m increased to 5.3 m; and
2. Section 9.9.4 – Minimum Setback of Principal Buildings, Exterior Parcel Line, 5 m reduced to 3 m;

AND THAT: Development Permit No. 459 vary Section 4.0 (Works and Services Requirements) of Subdivision and Development Servicing Bylaw No. 4163 to waive the 4.0 metres (13.1 feet) width-of-laneway dedication in exchange for registration of a Road Reserve Covenant at time of subdivision;

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would authorize the City of Salmon Arm to enter into a housing agreement for rental housing for Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 (1141 – 18 Street NE);

AND FURTHER THAT: Issuance of Development Permit No. 459 be withheld subject to:

1. the Registration of a *Land Title Act* Section 219 Covenant on the Title of the subject parcel restricting residential use on the parcel to Rental Housing;
2. the receipt of the \$500 Required Tree Density Target Fee as per Tree Protection Bylaw No. 4637; and
3. the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

Staff Recommendation:

THAT: the motion for consideration be adopted.

Proposal:

This proposed Development Permit application is to support the development of eight townhouse-style buildings containing a total of 40 dwelling units. The proposed buildings are a contemporary style with varied rooflines, situated at varied elevations (due to the sloping site) along a T-shaped access route. The three variances requested are site related, generally attributable to the sloping terrain and irregular shape of the parcel.

Background:

The subject parcel is located at 1141 – 18 Street NE (Appendix 1, 2 and 3). It is designated Residential – Medium Density (MD) in the City’s Official Community Plan (OCP), zoned R-14 (Medium Density Residential) in the Zoning Bylaw (Appendix 4 and 5), and is currently vacant. The attached Zoning Map (Appendix 4) shows the zones in the area, predominantly Residential, with some Commercial zones. Site photos are attached (Appendix 6).

The subject parcel is 0.87 hectares in area. With the density permitted under the Medium Density R-14 Zone, up to 43 dwelling units would be permitted. The development of 40 dwelling units within eight townhouse-style buildings is proposed as described and shown in the attached letters, site plans and elevation drawings (Appendix 7).

Relevant Policy(ies):

Official Community Plan (OCP) Policy

The subject parcels are within a Residential designated area and the proposal aligns with Residential – Medium Density (MD) designation in the OCP. This proposal aligns with the Residential Objectives and Policies listed in OCP Section 8, which includes providing a variety of housing types and housing options, as well as good access to transportation routes, recreation, community services, and utility servicing.

The proposed development is subject to the guidelines of the “Residential Development Permit Area” as described in the OCP and further in this report, which suggest characteristics under the categories of *siting and building, landscape and screening*, as well as *access, circulation and parking area* guidelines. Furthermore and as detailed in this report, Zoning Bylaw regulations under the R-14 Zone are applicable, as well as the Tree Protection Bylaw No. 4637.

The proposal generally aligns with the strategic themes identified in the Salmon Arm Community Housing Strategy considering density and diversity that fits with the character of the community, and developing opportunities to address rental housing needs.

Priority Planning and Development Review Policy No. 3.21

As detailed in the letter from the applicant (Appendix 7), this proposal is advancing in partnership with the Canadian Mental Health Association and was selected by BC Housing for funding from the Provincial Community Housing Fund.

As a “Purpose-Built Rental Housing” application, Council’s Priority Planning and Development Review Policy applies and all efforts have been made to ensure this proposal advances to meet prescribed timelines. In order to qualify as a priority application, the rental housing element must be secured.

At the development permit stage, a Housing Agreement and related Section 219 covenant will be required to secure the rental housing element of this proposal. Under Section 483 of the *Local Government Act*, a Housing Agreement is a tool that can include provisions that cannot be included as zoning requirements or enforced under a covenant, including terms and conditions regarding housing units such as the form of tenure. Notice must be filed in the Land Title Office that the land is subject to a Housing Agreement, and this notice will appear on the title, binding the property owner.

The agreement would be registered as both a covenant under section 219 of the *Land Title Act* and as a Housing Agreement under section 483 of the *Local Government Act* as combined companion instruments to secure the rental units into the future.

Referral Comments:

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

Access is restricted to 18 Street NE, however, a right out only exit onto 11 Avenue NE may be accepted subject to approval of a detailed design. Full comments attached (Appendix 8).

Other

Design Review Panel

With the proposal for a multi-family medium density residential development, the application was referred to the Design Review Panel (DRP) for review on October 4, 2024 (Appendix 9).

The DRP is supportive of the proposal including the requested variances. DRP members suggested consideration for maintaining mature trees to provide some continuity with the existing neighbourhood streetscape and suggest that there may be an opportunity to maintain the mature Locust trees on the Southeast corner. Furthermore, noting there is some limited greenspace provided, suggest a form of playground feature might be considered as this proposal is intended for families. Regarding the retaining wall, the proposed textured lock-blocks will be more aesthetically pleasing than typical lock-blocks, and are supported by the DRP. The DRP also noted that consideration should be made for the new 11 Avenue NE multi-use path.

With the above comments noted, the DRP supports the proposal as presented with the following conditions:

- including screening for the exterior carports; and
- including additional street trees.

The applicant has subsequently submitted revised elevations and a new landscape plan to address the items noted in the comments from the DRP. The updated landscape plan and elevation drawings are included in Appendix 7. The revised landscape plan includes additional street trees aligned with OCP Policy 8.4.28.

Planning Department

The surrounding neighbourhood has been undergoing slow development and redevelopment with a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askews location, the 21 Street underpass, and the 16 Street NE / 11 Ave NE Multi Use Path project. This is a central area of the community, generally well-suited for higher density residential development featuring developed sidewalks, greenways, bike and transit routes, within close walking distance of the uptown commercial node to the east, the recreation centre and arena, schools including Okanagan College, as well as the City Centre and hospital approximately 1 km to the west.

The proposal is subject to the guidelines of the “Residential Development Permit Area” as described in the OCP, which suggest characteristics under the categories of *siting and building*, *landscape and screening*, as well as *access, circulation and parking area* guidelines.

OCP Guidelines - Siting and Building

The applicant is proposing a 40-unit residential development in the form of eight 4-and-6-unit buildings. The buildings are situated along a T-shaped access lane, along the sloping site, with separate buildings allowing for the articulation across the site, with greenspace between buildings, and a reduced overall massing as opposed to a larger single building. The building designs are generally a modern style with colour, material, facade and roofline variations. The building forms are generally complimentary to existing residential development in the area, 2-to-3 storeys tall with average heights of approximately 9 metres.

OCP Residential Development Permit Area policy 8.4.10 encourages breaking up building massing, while policies 8.4.14 and 8.4.17 encourage varied facades and rooflines, all of which staff feel is achieved by the proposed building designs and site plan. The proposal also aligns with policy 8.4.12, with screened carports facing away from the streets. The varied building types, articulation of the facades, rooflines and the position of the buildings along the sloping site limit related impacts, and the different materials and designs proposed offer visual interest. As such, staff feel the design achieves the intent of the guidelines as outlined in the OCP.

In terms of additional building features, the applicants have indicated that electric vehicle charging capabilities will be roughed in for all carports, however the development will not be “solar ready” due to budgetary considerations.

OCP Guidelines - Landscape and Screening

The landscape plan prescribes a range of trees and shrubs for screening along the parcel lines, between buildings, and around the garbage area, as well as decorative ground cover, which staff view as meeting OCP guidelines. Staff note the concentration of plantings proposed along the retaining wall at the west and northwest portions of the subject parcel, which serves to soften the

visual impact of the structure. Decorative black metal fencing is proposed. Street trees have been proposed along the exterior parcel lines, in alignment with OCP Policy 8.4.28 and as noted by the DRP.

As the site is subject to the provisions of the Tree Protection Bylaw No. 4637, trees may be authorized to be removed under the provisions of a valid development permit issued by the City. Replacement trees are proposed as per the attached landscape plan. The site is estimated to contain 75 trees, with the landscape plan proposing 25 new trees. Under the Bylaw, the tree density target for this site is 58 trees. Where a proposed landscape plan does not meet or exceed the tree density target, a fee of \$500 can be required to be deposited into a City reserve fund for tree planting. This Required Tree Density Target Fee payment is required as a condition of the issuance of this Development Permit.

OCP Guidelines – Access, Circulation and Parking Area

The subject property has 2-way vehicle access along a T-shaped lane proposed via 18 Street NE to the east. A right-out only exit is proposed on to 11 Avenue NE. The lane and parking spaces are all internal to the site. The 94 parking spaces as proposed exceed the 60 required (1.5 parking spaces per dwelling unit) as specified by the Zoning Bylaw. Six guest parking spaces are identified on the site plan, 36 of the 40 units have carports, while all of the buildings have additional driveway stalls. Given the very limited street parking at this location, staff feels this additional parking proposed will likely be necessary. Staff view the proposal as meeting OCP guidelines.

Zoning - Density

The maximum residential density permitted under R-14 zoning is 40 dwelling units per hectare of land. The resulting maximum density permitted is 34 units based on the area (0.87 hectares) of the subject parcel, however with the density bonus provisions under R-14 zoning for the provision of rental and accessible units, the maximum number of units can be increased to 50 units per hectare, or 43 units on the subject parcel. The companion housing agreement and rental covenant are requirements to secure the rental housing element to enable the additional density. A total of 40 units are proposed.

Table 1 – Zoning Analysis (0.87 hectare area)

	<u>R-14 Permitted</u>	<u>R-14 with Bonus</u>	<u>Proposed</u>
Density	34 units	43 units	40 units
Height	10 m	13 m	9.06 m
Parcel Coverage	55 %	70 %	31%
Setback – front	5 m	5 m	5 m
Setback – exterior side	5 m	5 m	3 m / 5 m
Setback – interior side	1.8 m	1.8 m	5.8 m
Setback – rear	5 m	5 m	5 m
Parking	45	65	94

Variances - Retaining Wall Height

The applicant is requesting a Zoning Bylaw variance to increase the maximum height of a retaining wall from the maximum of 2.0 m in a rear and interior side yard within the residential zone to a proposed height of 5.3 m. The purpose of the retaining wall is to raise the original grade to address the onsite topography at the northwest corner of the parcel.

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 residential developments in Salmon Arm. Considering the steep slopes present at the northwest corner, the siting of the buildings stepped back from the top of the retaining wall and inclusion of landscaping to improve the aesthetics, Staff support this requested variance.

Variances – Setback

The applicant has requested a setback variance to the exterior side parcel line, as well as a request to reduce the laneway dedication along the northeast parcel line. Setback regulations on corner parcels enable adequate separation between buildings sited adjacent to streets for aesthetic, privacy, view preservation and traffic safety reasons.

The requested reduction to the exterior side parcel line setback requirement from 5 m to 3 m affects a portion of one building at the southwest corner of the property, and is in part a response to the irregular parcel line, as well as serving to increase the spacing between buildings. Due to the size and shape of the parcel, the position of the requested setback variance, existing topography and the large boulevard area at this particular site, the requested variance will not impact City utilities, pose any traffic safety or BC Building Code concerns, or restrict future development on neighbouring lots.

Articulation between the buildings is a goal of the OCP guidelines, and the increased distance between buildings should serve to limit the impact of the development on adjacent parcels. Staff have no concerns with this request.

Variance - Laneway Dedication

The proposal involves a request to reduce the required 4 m dedication to the width of the lane along the northeast parcel line. The future widening of the lane is somewhat unlikely with the laneway only currently serving as a private driveway. While the City has no current operational need for the laneway, there is future development potential supported by the Medium Density Land Use designation and the existing City right-of-way (laneway). Staff have recommended the option of a Road Reserve Covenant to address the dedication requirement, as it offers some flexibility for current use up until such time that the area may be needed for a future road (if ever). It is the opinion of staff that this proposed variance will not unreasonably limit existing or potential development in the area.

In the opinion of staff, the subject parcel is located in an area well-suited for the residential development as proposed featuring developed transportation networks and well positioned within close walking distance of community facilities and services. The proposed development aligns well with the Development Permit Area Guidelines of the OCP. As such, staff recommends approval of Development Permit No. 459 and the associated variances.

Financial Considerations:

As a Priority Application, in addition to advancing the proposal as a priority, under the City's Fee for Service Bylaw a reduced rate is provided for applicable application fees and charges.

Committee Recommendations:

n/a

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 January 13, 2025.

Staff note that the applicants have already reached out to neighbouring property owners with a letter in advance of making this application to the City (Appendix 10).

Alternatives & Implications:

Council may not support the proposal, either in whole or in part. Council may direct staff to amend components of the proposal. If the motion for consideration is defeated, the parcels would remain as presently zoned, and an application to support an alternative development proposal would be required.

Prepared by: Senior Planner

Reviewed by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

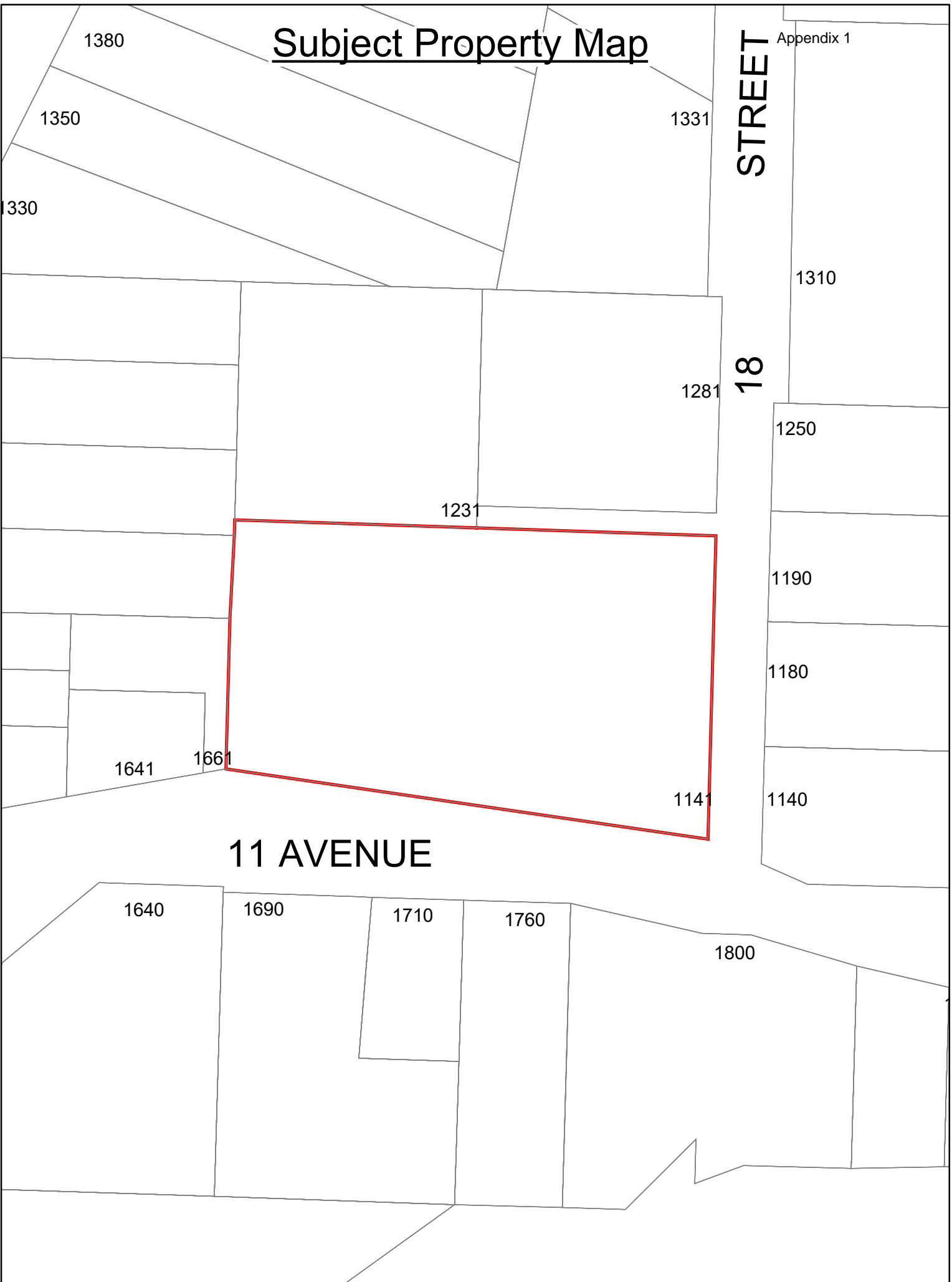
- Appendix 1 – Location
- Appendix 2 – Ortho Location
- Appendix 3 – Ortho Parcel View
- Appendix 4 – OCP Map
- Appendix 5 – Zoning Map
- Appendix 6 – Site Photos
- Appendix 7 – Proposal Plans and Elevations
- Appendix 8 – Engineering Response
- Appendix 9 – Design Review Panel
- Appendix 10 – Letter to Neighbours

Subject Property Map

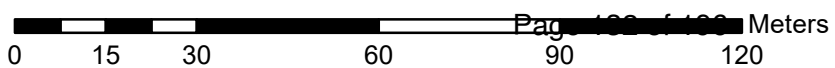
STREET

18

11 AVENUE





Appendix 1



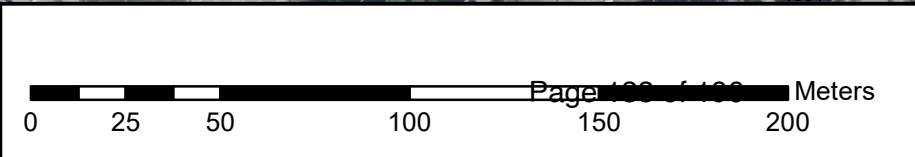
Page 100 of 100 Meters

Legend



-  Parcels
-  Subject Property

Ortho Map

Appendix 2



Legend

-  Parcels
-  Subject Property

Ortho Map

Appendix 3

18

1281

1231

1661

1141

11 AVENUE

1690

1710

1760

1800



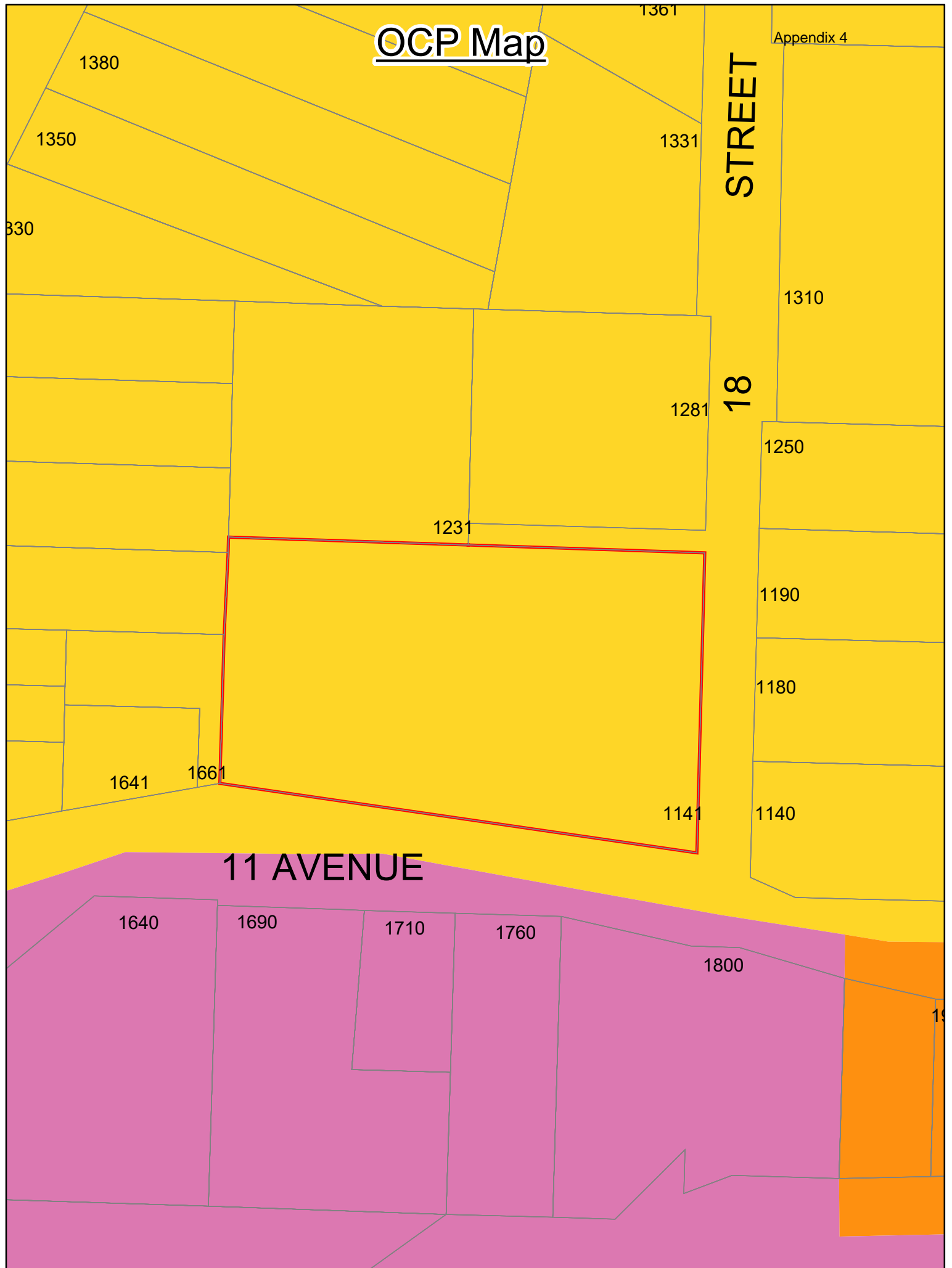
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Legend

 Parcels

 Subject Property

OCP Map

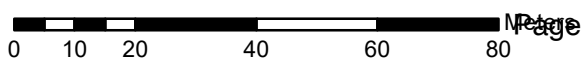


Appendix 4

STREET

18

11 AVENUE



Legend

- Parcels
- Subject Property
- Residential - Medium Density
- Residential - High Density
- Commercial - Highway Service / Tourist

Zoning Map

1331

Appendix 5
STR
18

1310

1281

18

1250

1231

1190

1180

1641

1661

1141

1140

11 AVENUE

1640

1690

1710

1760

1800



0 5 10 20 30 40 Meters

Legend

Page 136 of 196

 Subject Property

 C-6

 CD-7

 R-5

 R-10

 R-14



View northeast from 11 Avenue NE of subject parcel.



View northwest from 11 Avenue NE of subject parcel.



Graham Richardson
 Owner / Project Manager
 250 • 682 • 0609
 grahamcanzeadev@gmail.com

Naomi Hori
 Owner / Project Manager
 250 • 318 • 2949
 naomicanzeadev@gmail.com

September 19, 2024

Developer Letter of Intent for Development Permit Application for 1141 – 18 Street NE

We would like to introduce ourselves as the owners of the property located at 1141 - 18 Street NE. We are Naomi and Graham from CanZea Developments Ltd. Our company is based out of Kamloops, but we have been working in Salmon Arm since 2016. Our 2 main projects in Salmon Arm have been Hopkins Meadow located at 1611 - 10 Street SW and the 3 apartment buildings located at 540 - 3 Street SW. We have thoroughly enjoyed our time working in this beautiful community and have encountered the most amazing support from the residents as well as developing a good working relationship with the City's Planning, Development and Engineering Departments, as well as the City Council members. If you would like to know more about us, please visit our website to learn more and to see photos of our completed projects.

CanZeaDevelopments.com

The purpose of this letter is to inform you of our plans for the property situated at 1141 – 18 Street NE. In recent conversations with community members, it has become apparent that there is an increasing need for available affordable housing in Salmon Arm. Bearing this in mind, we have formed a partnership with the Canadian Mental Health Association's Shuswap Revelstoke branch and are honored to be selected by BC Housing, for funding from the Provincial Community Housing Fund, as one of their chosen projects.

In response to this growing demand for affordable housing, we are proposing eight 4-plex style townhomes, some of which will have basement units, bringing the total number of units to 40. There will be a mixture of studio, 1-bedroom, 3-bedroom and 4-bedroom units for families, seniors, and people living with disabilities in the Salmon Arm community. The property is already zoned for Residential Medium Density, so our proposed multi-residential townhomes will directly address the increasing local housing need and complement the vibrant neighbourhood due to its relative proximity to schools, hospital, grocery shopping, and other amenities, as well as being on a bus route along 11 Avenue. These townhomes will be independent affordable rental housing units owned by Canadian Mental Health Shuswap Revelstoke and subsidized by BC Housing.

We are aiming for a construction start date of Spring 2025 and hope to have all the townhomes completed by 2027.



Graham Richardson
 Owner / Project Manager
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 grahamcanzeadev@gmail.com

Naomi Hori
 Owner / Project Manager
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 naomicanzeadev@gmail.com

September 19, 2024

Requested Variances for Development Permit for 1141 – 18 Street NE

The proposed development is requesting some Variances from the City of Salmon Arm Zoning Bylaw and Subdivision & Servicing Bylaw, as outlined below:

1. Item 4.12 of the Zoning Bylaw restricts retaining wall structures constructed on properties to 2.0m in height. In many cases in Salmon Arm there is a challenge in creating level areas on sloping sites, and retaining walls can often exceed this height. On the subject property, the existing grade in the northwest corner drops off more steeply than the remainder of the site. In order to create any kind of level area there, the retaining wall reaches a maximum of 5.25m in the corner, then either tapers or steps down as the wall extends approximately 30m along the north property line and along the west property line.

All effort was made to minimize the height of this wall as much as possible by providing a maximum slope of 8.5% for the project's east-west drive aisle and by providing walk-out basement levels with high (9') ceilings for the Townhome 'Type 1' buildings at the west edge of the development.

The Developer is planning to use retaining wall blocks with a special form to produce a textured, stone-like appearance, with more detail and character than the typical industrial blocks often used for walls of this type. There will also be a 4 foot high black chain link fence installed on top of the retaining wall.

2. Item 9.9.4 of the Zoning Bylaw requires a minimum Exterior Side Yard setback of 5.0m for principal buildings. The Developer is requesting a Variance to reduce this setback to 3.0m. The extent of buildings included in the Variance Request is indicated on the architectural Site Plan (drawing A1.1). The size of the existing road Right of Way - and effective boulevard area and the new Multi-Use Path between the public sidewalk and south project property line - should be noted.

This Variance Request is to provide a quality residential development with a variety of dwelling types. Although the property is mostly rectangular in shape, the topography, as is common on many development sites in Salmon Arm, offers some challenges for densification. With a unit-type mixture including 3-storey walk-out and walk-up Townhomes, and in addition to the challenges of the site grades, the City of Salmon Arm previously required (in the previous Developer's DP) property dedications in three areas: 5.0m 'Corner Cut' at the intersection of 11th Avenue NE & 18th Street NE, a 3.36m Road Dedication along the entire west property line for 18th Street NE, plus a 4.0m Road Dedication along half of the north property line for a future lane.

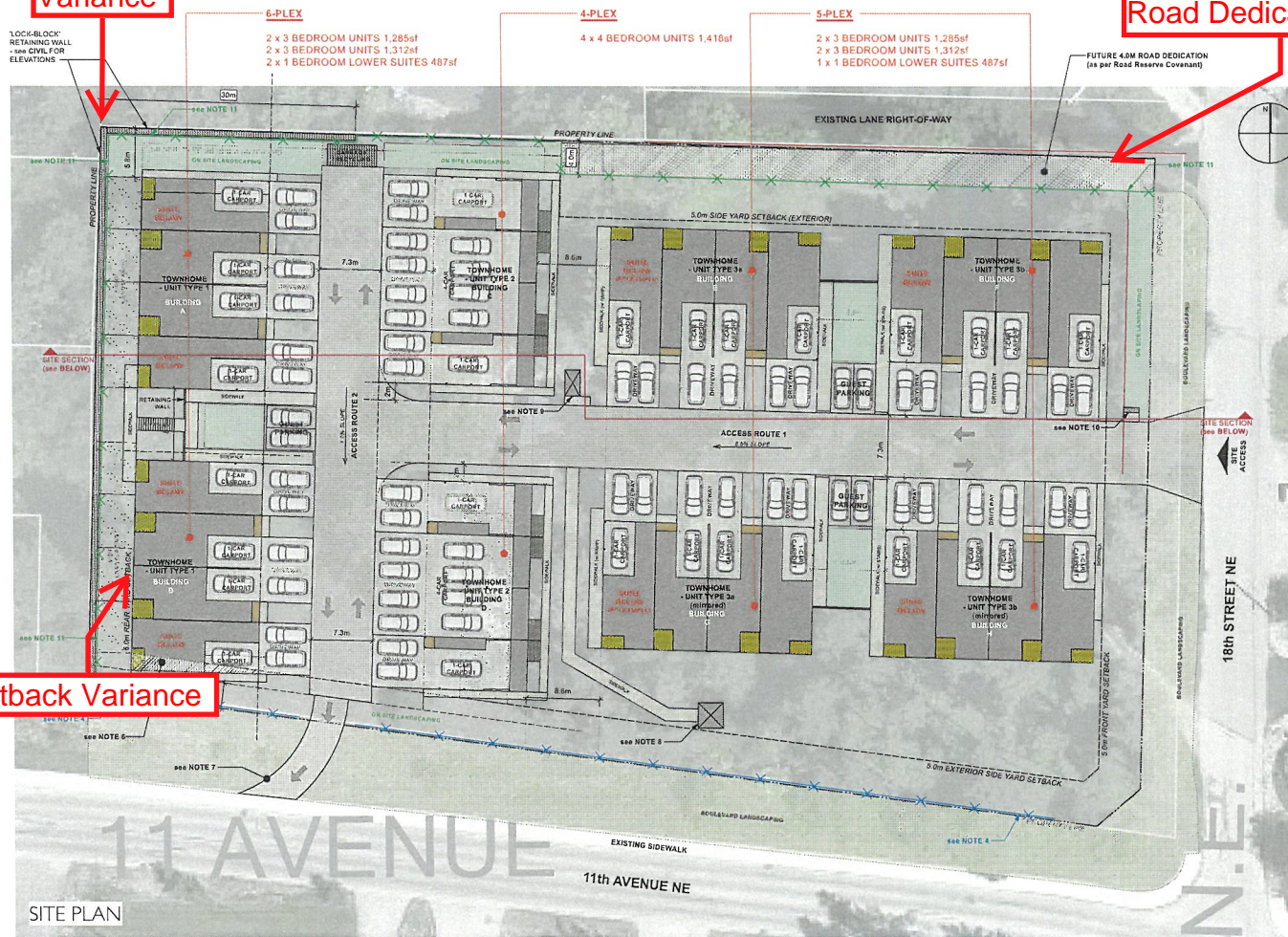
3. The proposed Site Plan configuration looks to provide the corner cut and 18th Street NE dedications as requested, however, for the lane dedication, in the previous Developer's DP it was arranged for a Road Reserve Covenant, which would legally guarantee the dedication of this property if the widening of the lane is ever required in the future. This strategy would have no Building Code implications with the buildings in their current proposed location, and any relocation/ removal offences and landscaping would be at the future Strata's expense (more details in Staff Report).

The Variance Request for #2 Exterior Side Yard Setback and Road Reserve Covenant are all intended to help provide some necessary spacing between the buildings on the site, as well as allowing for full-length driveways in front of the townhomes that can accommodate additional onsite parking. This beneficial 'breathing room' will increase the overall quality of the development, offering more opportunity for landscaping and open space for the residents, without any negative implications to adjacent properties or municipal infrastructure.

Retaining Wall Variance

Road Dedication Area

Setback Variance



DEVELOPMENT INFO	
LEGAL DESCRIPTION: Lot 3, Plan 1978 (Except Plan KAP54560) Section 24, Township 20, Range 10, W6M, KDYD	
LOT SIZE:	0.8731 ha (2.16 acres) (Including Road Dedication and 'corner cut' area deductions)
ZONING: Compact / Multi-Family Residential Zone (R-14) - Proposed Multi-Family Dwelling (Townhomes & Townhomes with Secondary Suites) - Permitted	
PARCEL COVERAGE:	Allowable = 55% Proposed = 30.9% (2,735.1m / 0.27ha / 0.68a)
DENSITY:	Allowable = 40 Units per Hectare (16.2 per Acre) = 34 Units With Density Bonus = 50 Units / Ha (20.2 / Ac) - with 2 Accessible units Proposed = 40 Units (including 2 Accessible)
PARKING:	Dwelling Units = 40 Units Parking Spaces Per Unit = 1.5 Total Stalls Required = 60 Stalls Surface Parking Stalls (Guest) = 6 Stalls Driveway Stalls = 52 Stalls Carport Stalls = 36 Stalls Total Proposed Stalls = 94 Stalls
REQUIRED SETBACKS:	
Front Yard	= 5.0m (16.4ft)
Rear Yard	= 5.0m (16.4ft)
Side Yard	- Exterior = 5.0m (16.4ft) - Interior (except R-14) = 1.8m (5.9ft)
Minimum Separation between Residential Buildings	- More than 1 Storey = 3.0m (9.8ft)
Minimum Setback from Interior Access Route	= 2.0m (6.6ft)
Minimum clear driveway length for accessing any garage or carport	= 5.0m (16.4ft)
MAXIMUM HEIGHT:	
Permitted (with approved amenities)	= 13.0m (42.7ft)
Proposed	= see Elevations

- SITE PLAN NOTES**
- See Civil drawings for site servicing and grading information.
 - See Landscape drawings (and Plant List) for landscape design.
 - Exact alignment of unit driveways and walkways to be determined.
 - Developer to provide 4' solid fence (white vinyl).
 - Landscape grass area and some of the excess parking to be used for winter snow storage (typical).
 - Portion of building related to Variance Request.
 - Proposed Right-Hand Turn Exit Lane (as per Civil)
 - Proposed Smoking Structure location.
 - Proposed Landscape Maintenance Shed location.
 - Proposed Canada Post mailbox location (to be confirmed).
 - Developer to provide 4' chain link post (back pre-finished metal).



ISSUE	DATE
Developed Permit	September 19, 2024

DRAWN BY: M.L.C.
DATE: September 19, 2024
SCALE: 1:250

AVEX ARCHITECTURE
4168 - 4th ST. NE
PO BOX 2370
SALMON ARM, BC V1E 4B3
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W: www.avexarchitecture.ca

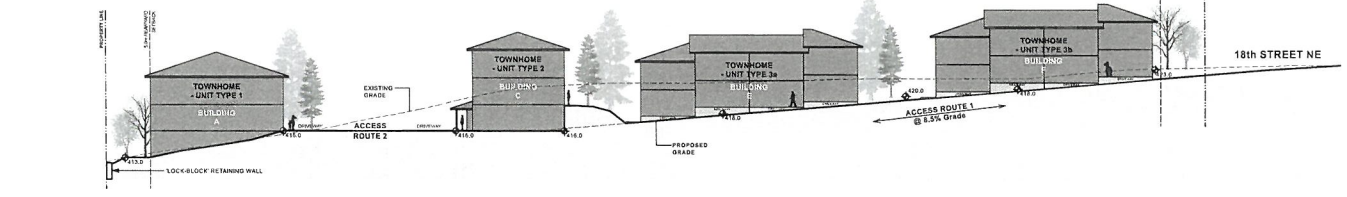
PROJECT: 22-002
BC Housing / CMHA
Development

18th Street N.E.
Salmon Arm, BC

DRAWING TITLE:
SITE PLAN /
SITE SECTION &
PROJECT
INFORMATION

DRAWING NO:

A1.1



SITE SECTION

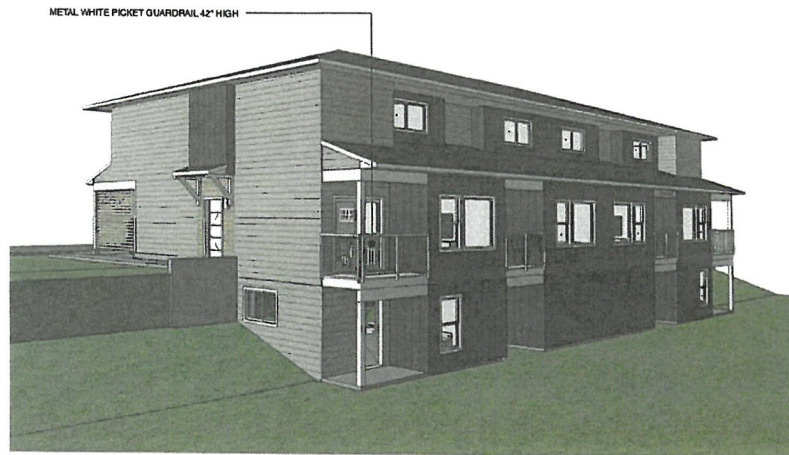
Townhome Unit Type '1' (6-Plex with 2 Suites Included)



NORTHEAST VIEW



SOUTHEAST VIEW



NORTHWEST VIEW



SOUTH WEST VIEW

MATERIAL SAMPLE BOARD:

Board & Batten:
- James Hardie HardiePanel Vertical Siding
Smooth Sided Powder

Horizontal Lap Siding:
- James Hardie HardiePlank Lap Siding
Oakland 2" Structure Powder Grey

Horizontal Metal Siding:
- Weather Horizontal Lap Siding Light Pine

Title:
- Painted White

ISSUE	DATE
1	September 11, 2024
2	November 01, 2024

DRAWN BY: P.S.O.
DATE: November 4, 2024
SCALE: N/A

AVEX
ARCHITECTURE

1148 - 401 ST AB
103 RD 2005
SALMON ARM, BC V1E 4R3
Pete Lupton, Architect ABC
1, 200 (1-800)
8, Main Street North, BC
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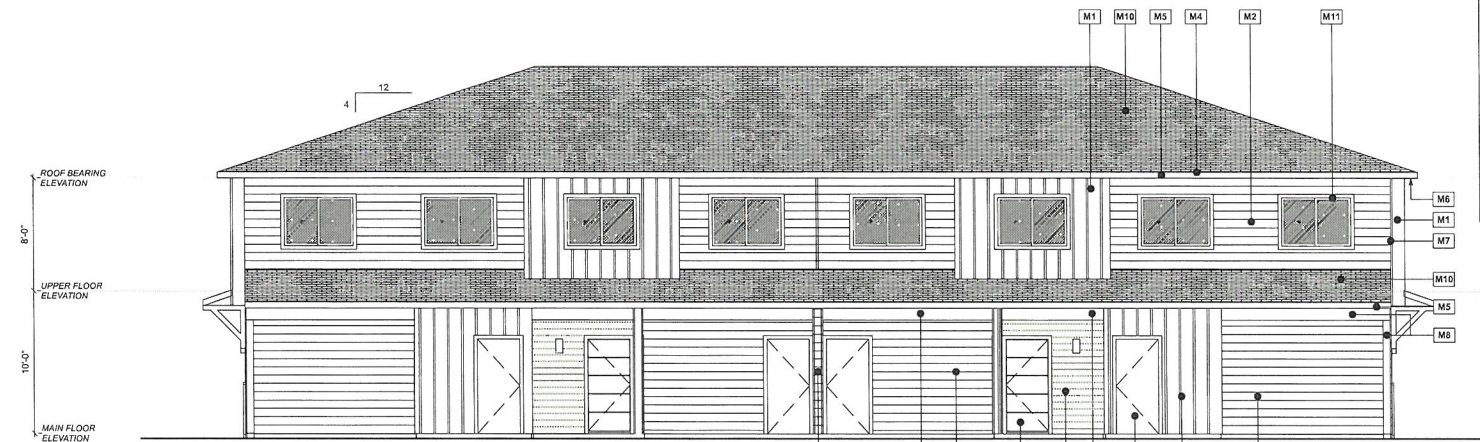
PROJECT: 24-009
BC Housing / CMHA
Development
Townhome Unit Type '1'
(6-Plex w/ 2 Suites included)

183 Street NE,
Salmon Arm, BC

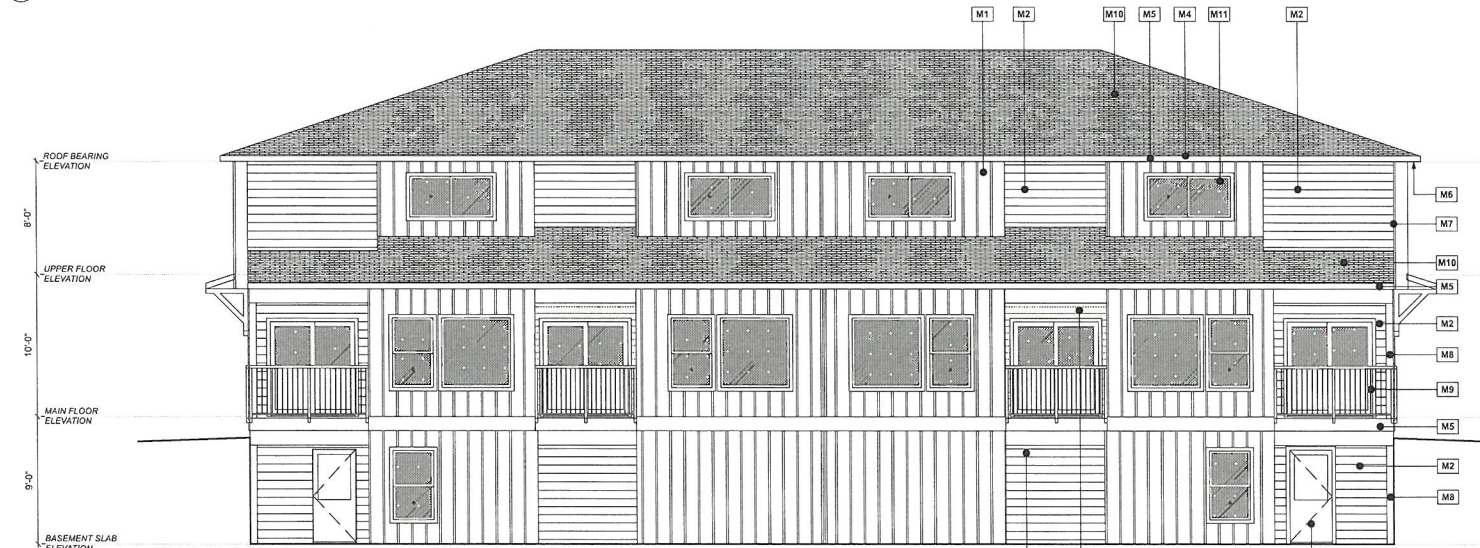
DRAWING TITLE:
3D VIEWS

DRAWING NO:
A2.6

Townhome Unit Type '1' (6-Plex with 2 Suites Included)



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



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

EXTERIOR MATERIAL NOTES

- M1 Cement Fibre Board Siding - Board & Batten
- James Hardie HardiPanel Vertical Siding
- Smooth Shiplap Finish
- M2 Composite Fibre Board Siding - Horizontal Lap
- James Hardie HardiPlank Lap Siding
- CedarMill 7" Exposure Paint Gray
- M3 Pre-Finished Horizontal Metal Siding
- Weathered Horizontal Lap Siding, Light Grey
- M4 Pre-Finished Metal Flashing - White
- M5 Pre-Finished Fascia Board - White
- M6 Pre-Finished Aluminum Soffit - White
- M7 Pre-Finished Corner Smart Trim - Painted to Match Adjacent Header
- M8 Clad Columns & Beams - White
- M9 Pre-Finished 42" Metal Picket Guardrail - White
- M10 Asphalt Shingle Roofing - Dark Gray
- M11 Windows - White Frames & White Trim
- M12 Exterior Doors - White Frames / Painted Panel

NOTE: Refer to 3D Views for allocation of materials.

AVEX
ARCHITECTURE

4168 - 4th ST. NE
PO BOX 2350
SAHNMEN ANIM BC V1E 4P3

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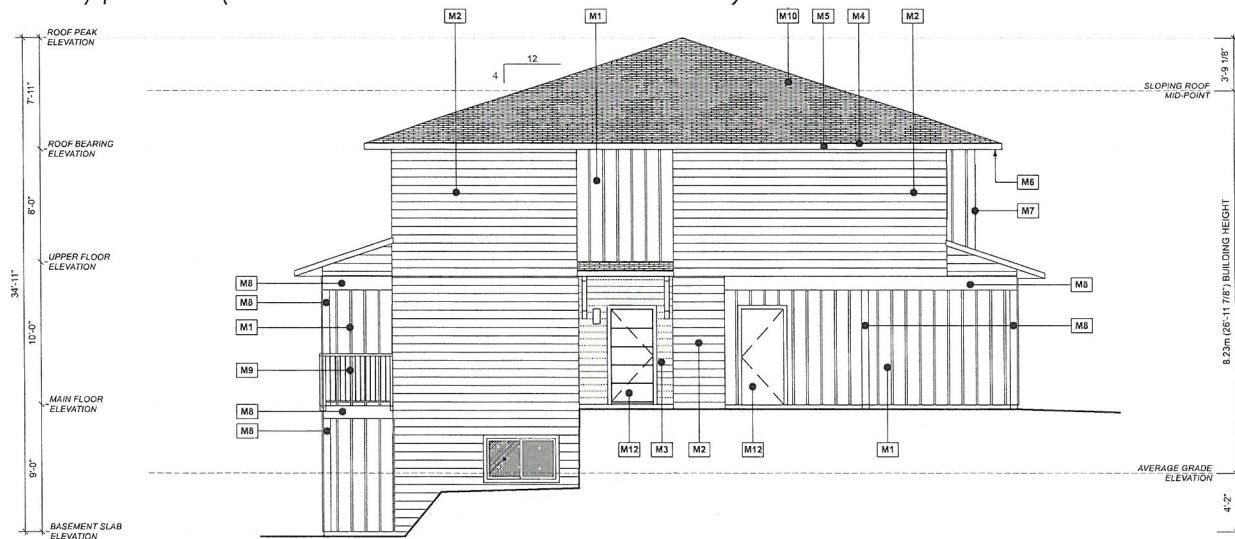
PROJECT: 20-020
BC Housing / CMHA
Development
Townhome Unit Type '1'
(6-Plex w/ 2 Suites included)

18th Street, N.E.
Sahnmn Anim, BC

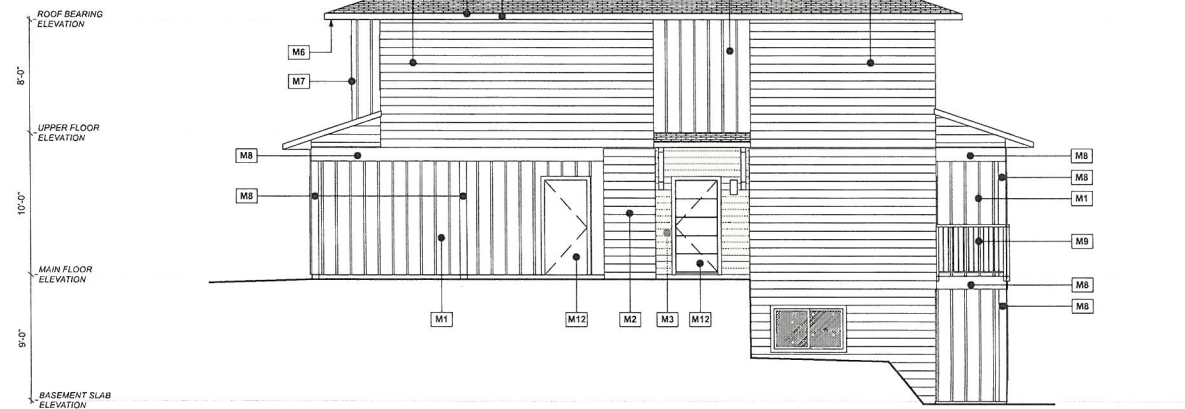
DRAWING TITLE:
ELEVATIONS

DRAWING NO.:
A2.4

Townhome Unit Type '1' (6-Plex with 2 Suites Included)



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



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

EXTERIOR MATERIAL NOTES	
M1	Cement Fibre Board Siding - Board & Batten - James Hardie HardPanel Vertical Siding - Smooth Sipe Finish
M2	Cement Fibre Board Siding - Horizontal Lap - James Hardie HardPanel Lap Siding - Colonial 7" Exposure Tread Cray
M3	Pre-Finished Horizontal Metal Siding - Western Horizontal Lap Siding Light Pine
M4	Pre-Finished Metal Flashing - White
M5	Pre-Finished Aluminum Soffit - White
M6	Pre-Finished Aluminum Soffit - White
M7	Pre-Finished Corner Smart Trim - Painted to Match Adjacent Hardie
M8	Clad Columns & Beams - White
M9	Pre-Finished 42" Metal Picket Quadrail - White
M10	Asphalt Shingle Roofing - Dark Gray
M11	Windows - White Frames & White Trim
M12	Exterior Doors - White Frames / Painted Panel
NOTE: Refer to '3D Views' for allocation of materials.	

AVEX ARCHITECTURE

4168 - 4th ST. NE
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screening for the exterior carports to be included

PROJECT: 20-020
BC Housing / CMHA
Development
Townhome Unit Type '1'
(6-Plex w/ 2 Suites included)

18th Street N.E.
Salmon Arm, BC

DRAWING TITLE:
ELEVATIONS

DRAWING NO:
A2.5

Townhome Unit Type '2' (4-Plex)

- HORIZONTAL METAL LAP SIDING - WOODGRAIN ACCENT
- PERFORATED METAL SOFFIT - WHITE
- SHINGLE ROOFING
- FIBREGLASS INSULATED DOORS - WHITE
- WHITE VINYL WINDOWS



SOUTHWEST VIEW

- TRIM BAND - PAINTED TO MATCH THE CEMENT FIBREBOARD
- CEMENT FIBREBOARD BOARD & BATTEN SIDING
- HORIZONTAL CEMENT FIBREBOARD LAP SIDING
- STRUCTURAL ELEMENTS CLAD WITH SMART BOARD - WHITE
- METAL FLASHING & FASCIA BOARD - WHITE



NORTHWEST VIEW

MATERIAL SAMPLE BOARD:

Doors & Soffits:
 - James Hardie HardiePanel Vertical Siding
 - Smooth Soffit Panel

Horizontal Lap Siding:
 - James Hardie HardiePanel Lap Siding
 - Custom 2" Exposure Smart Board

Horizontal Metal Siding:
 - Westburn Horizontal Lap Siding Light Pew

Trim:
 - Painted White



ISSUE DATE
 No. Drawings Issued: September 18, 2021
 Drawings Issued: November 2, 2021

DRAWN BY: H.C.I.
 DATE: November 2, 2021
 SCALE: 1/4" = 1'-0"



1148 - 10th St. N.E.
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 SALMON SPRING, BC V1E 4K3
 Max Lomonosov, Architect ABC
 T 250-535-1801
 E max@avexarch.com
 W www.avexarch.com

- STRUCTURAL ELEMENTS CLAD WITH SMART BOARD - WHITE



SOUTHEAST VIEW



NORTHEAST VIEW

PROJECT NO: 2020
BC Housing / CMHA
 Development
 Townhome Unit Type '2'
 (4-Flex)

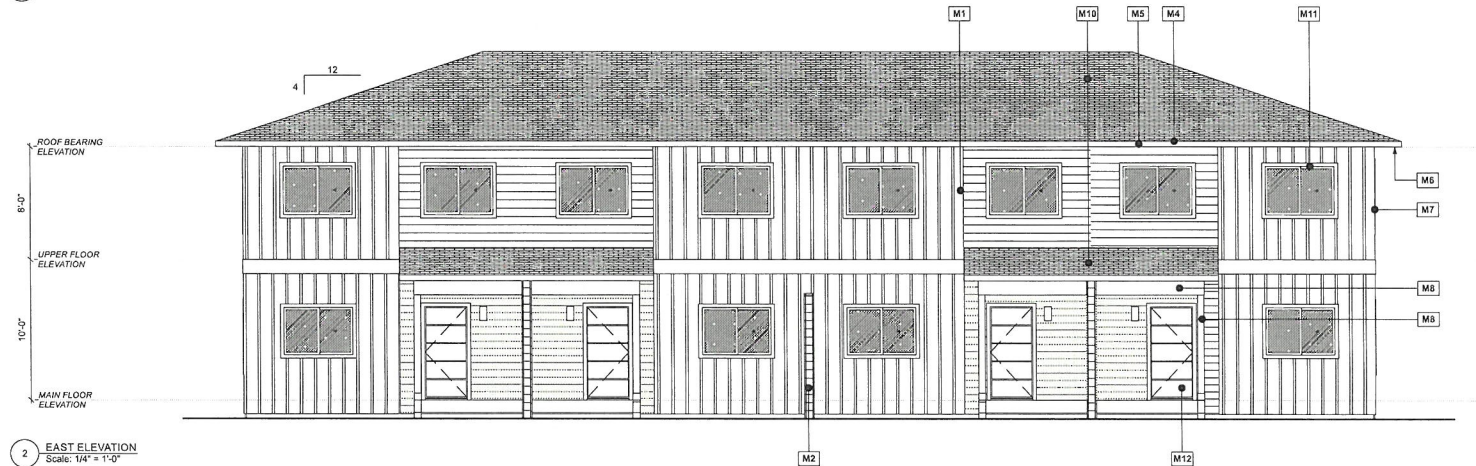
11th Street N.E.
 Salmon Arm, BC
DRAWING TITLE:
 3D VIEWS

DRAWING NO.:
A3.6

Townhome Unit Type '2' (4-Plex)



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



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

EXTERIOR MATERIAL NOTES

- M1 Cement Fibre Board Siding - Board & Batten
- James Hardie HardiePanel Vertical Siding
- Smooth 'Apex Panel'
- M2 Cement Fibre Board Siding - Horizontal Lap
- James Hardie HardiePanel Lap Siding
- 'Cosmet' 7' 'Cypresse' Paint Gray
- M3 Pre-Finished Horizontal Metal Siding
- Western Horizontal Lap Siding 3.5ft. Panel
- M4 Pre-Finished Metal Flashing - White
- M5 Pre-Finished Fascia Board - White
- M6 Pre-Finished Aluminum Soffit - White
- M7 Pre-Finished Corner Smart Trim - Painted to Match Adjacent Siding
- M8 Clad Columns & Beams - White
- M9 Pre-Finished 42" Metal Pocket Guardrail - White
- M10 Asphalt Shingle Roofing - Dark Gray
- M11 Windows - White Frames & White Trim
- M12 Exterior Doors - White Frames / Painted Panel

NOTE: Refer to '3D Views' for allocation of materials.

AVEX

ARCHITECTURE

416-B - 4th ST. NE
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SALMON ARM, BC, V1E 4R3
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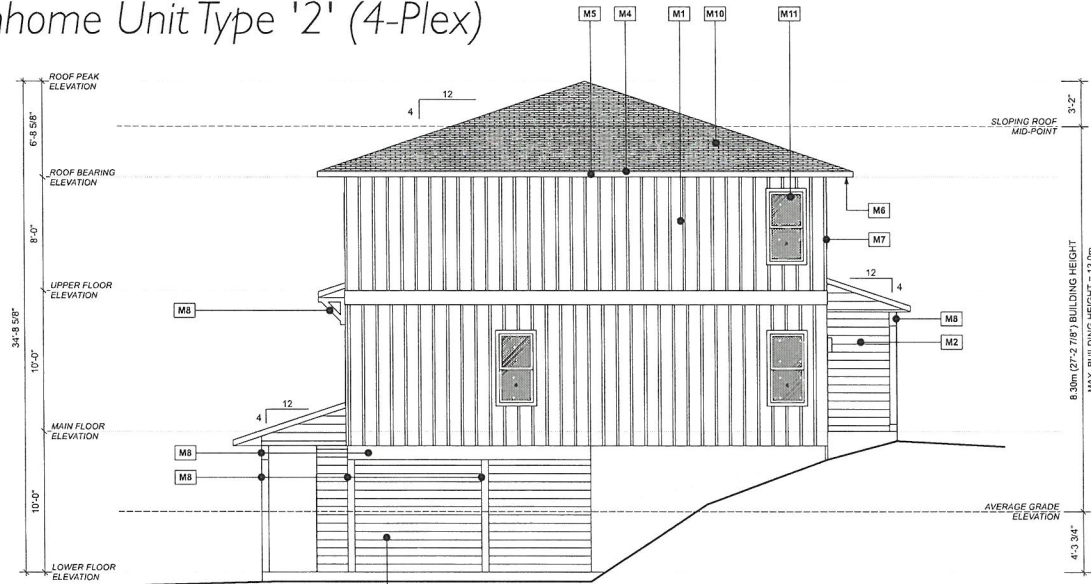
PROJECT: 20-020
BC Housing / CMHA
Development
Townhome Unit Type '2'
(4-Plex)

18th Street N.E.
Salmon Arm, BC

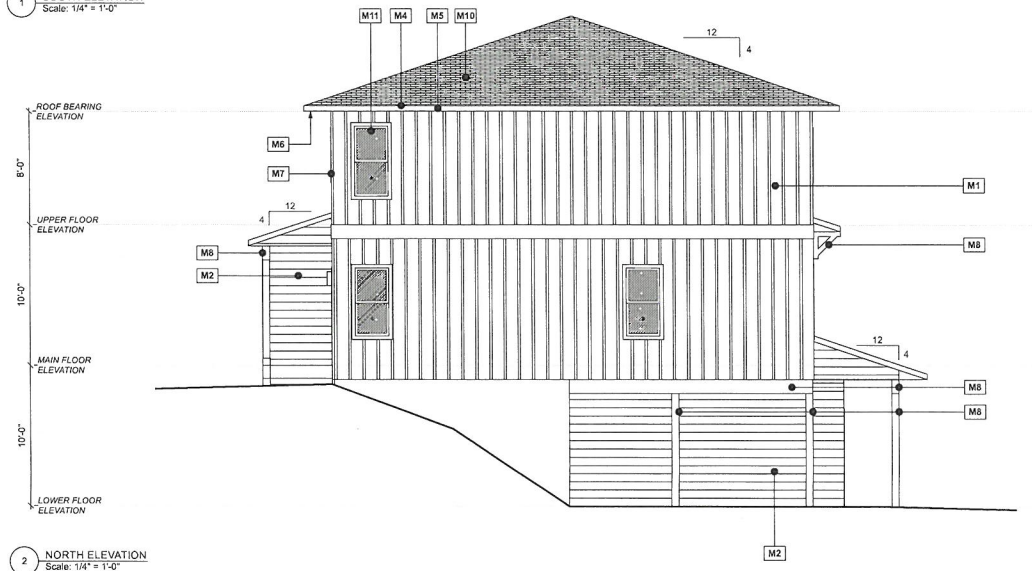
DRAWING TITLE:
ELEVATIONS

DRAWING NO.:
A3.4

Townhome Unit Type '2' (4-Plex)



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



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

EXTERIOR MATERIAL NOTES	
M1	Cement Fibre Board Siding - Board & Batten - James Hardie HardiePanel Vertical Siding - Smooth Apex Power
M2	Cement Fibre Board Siding - Horizontal Lap - James Hardie HardiePlank Lap Siding - Extermal 7" Exposure 'Prest Grey'
M3	Pre-Finished Horizontal Metal Siding - Weather Horizontal Lap Siding Light Grey
M4	Pre-Finished Metal Flashing - White
M5	Pre-Finished Fascia Board - White
M6	Pre-Finished Aluminum Soffit - White
M7	Pre-Finished Corner Smart Trim - Painted to Match Adjacent Header
M8	Clad Columns & Beams - White
M9	Pre-Finished 42" Metal Picket Guardrail - White
M10	Asphalt Shingle Roofing - Dark Gray
M11	Windows - White Frames & White Trim
M12	Exterior Doors - White Frames / Painted Panel

NOTE: Refer to '3D Views' for allocation of materials.

AVEX ARCHITECTURE

4168 - 4th ST. NE
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screening for the exterior carports to be included

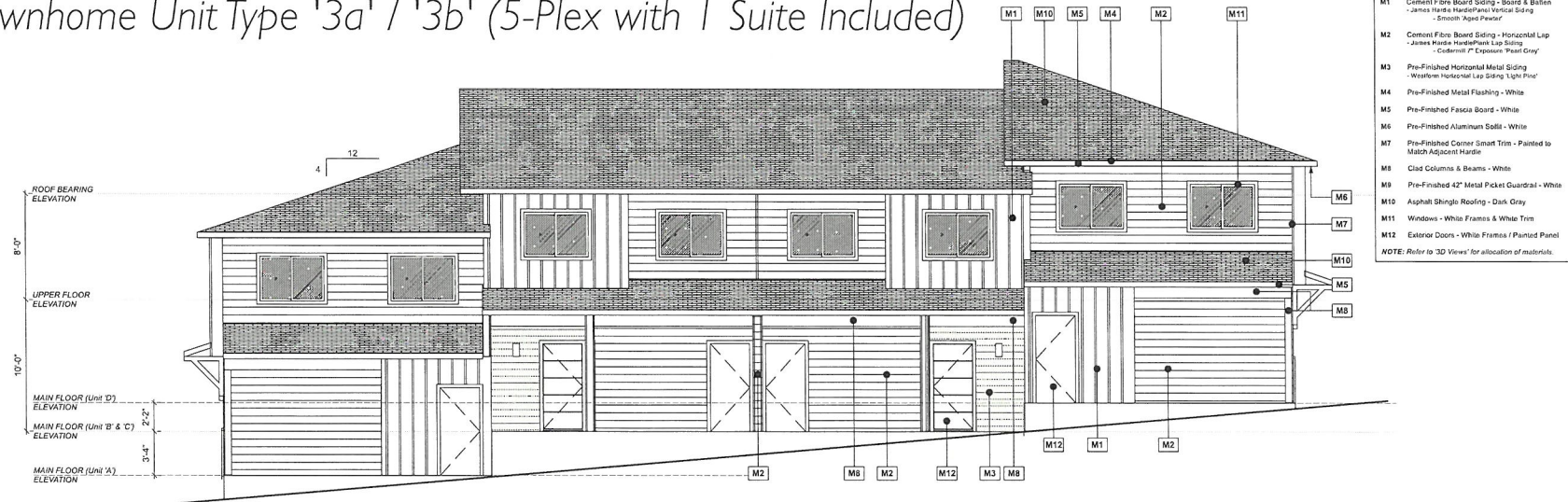
PROJECT: 20-020
BC Housing / CMHA
Development
Townhome Unit Type '2'
(4-Plex)

18th Street NE,
Salmon Arm, BC

DRAWING TITLE:
ELEVATIONS

DRAWING NO:
A3.5

Townhome Unit Type '3a' / '3b' (5-Plex with 1 Suite Included)



EXTERIOR MATERIAL NOTES

- M1 Cement Fibre Board Siding - Board & Batten
- James Hardie HardiePanel Vertical Siding
- Smooth Appl Finish
- M2 Cement Fibre Board Siding - Horizontal Lap
- James Hardie HardiePanel Lap Siding
- CedarMill 1" Exposure Pearl Grey
- M3 Pre-Finished Horizontal Metal Siding
- Weather Horizontal Lap Siding Light Grey
- M4 Pre-Finished Metal Flashing - White
- M5 Pre-Finished Fascia Board - White
- M6 Pre-Finished Aluminum Soffit - White
- M7 Pre-Finished Corner Smart Trim - Painted to Match Adjacent Hardie
- M8 Clad Columns & Beams - White
- M9 Pre-Finished 42" Metal Picket Guardrail - White
- M10 Asphalt Shingle Roofing - Dark Gray
- M11 Windows - White Frames & White Trim
- M12 Exterior Doors - White Frames / Painted Panel

NOTE: Refer to '3D Views' for allocation of materials.

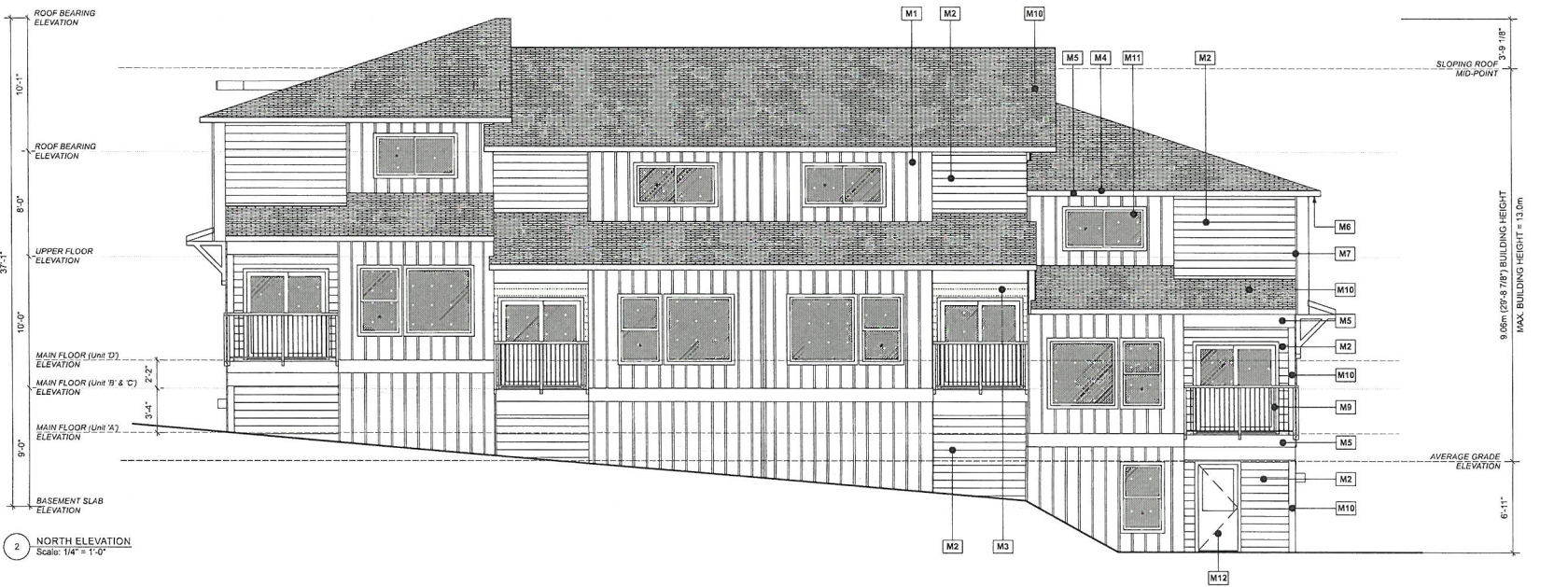
AVEX ARCHITECTURE

1168 - 4th ST NE
PO BOX 2330
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Mark Lamerton, Architect ABC
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ISSUE DATE
Development Phase September 11, 2024

DRAWN BY: MLC
DATE: September 11, 2024
SCALE: 1/4" = 1'-0"

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



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

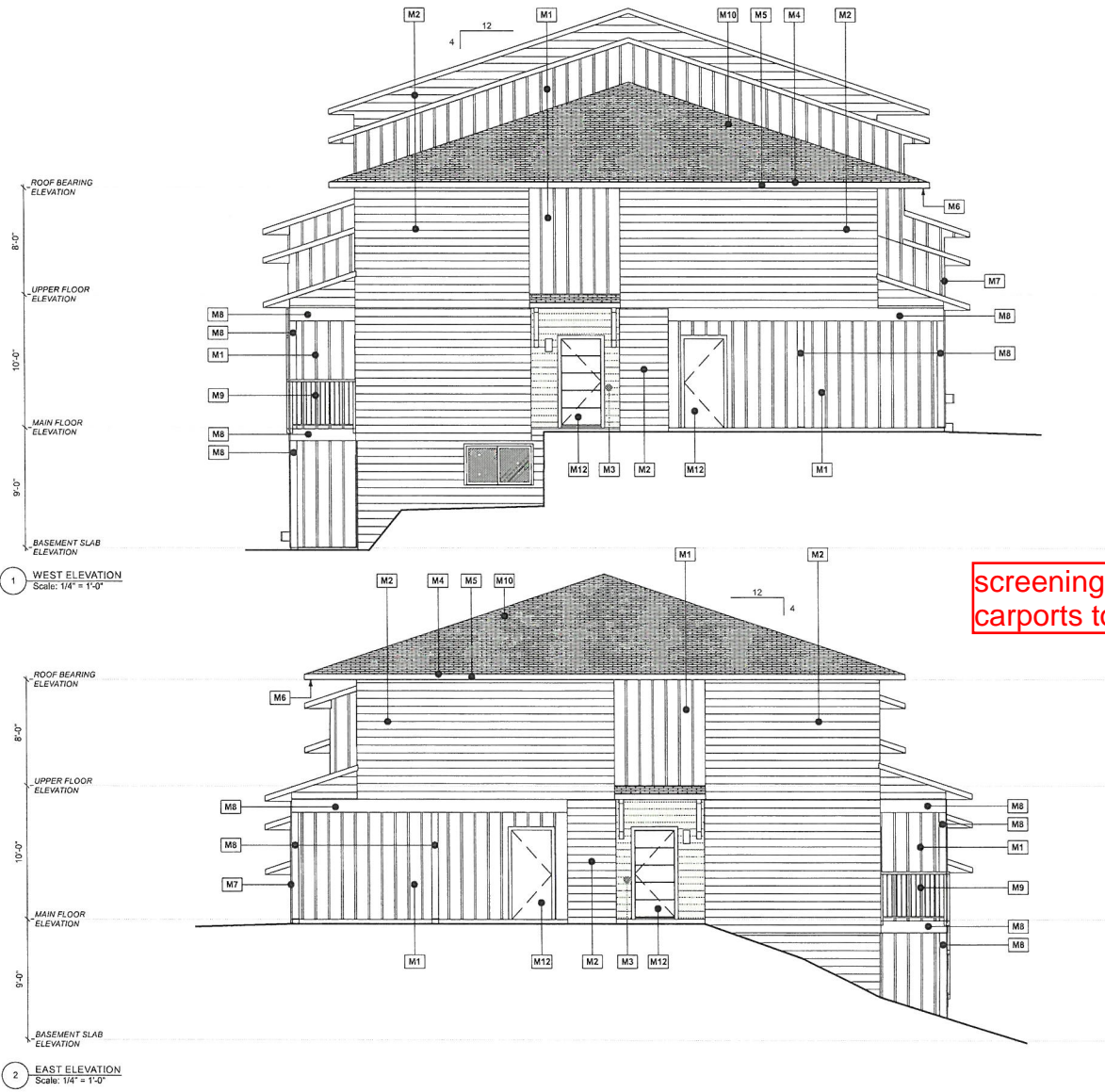
PROJECT: 20-020
BC Housing / CMHA
Development
Townhome
Unit Types '3a' & '3b'
(5-Plex w/ 1 Suite Included)

18th Street NE
Salmon Arm BC

DRAWING TITLE:
ELEVATIONS

DRAWING NO:
A4.5

Townhome Unit Type '3a' / '3b' (5-Plex with 1 Suite Included)



EXTERIOR MATERIAL NOTES

- M1 Cement Fibre Board Siding - Board & Batten - James Hardie HardiPanel Vertical Siding - Smooth Rigid Panel
- M2 Cement Fibre Board Siding - Horizontal Lap - James Hardie HardiPanel Lap Siding - CedarMill 7" Exposure Pearl Grey
- M3 Pre-Finished Horizontal Metal Siding - Western Horizontal Lap Siding - Light Pew
- M4 Pre-Finished Metal Flashing - White
- M5 Pre-Finished Fascia Board - White
- M6 Pre-Finished Aluminum Soffit - White
- M7 Pre-Finished Corner Smart Trim - Painted to Match Adjacent Hardie
- M8 Club Columns & Beams - White
- M9 Pre-Finished 42" Metal Picket Guardrail - White
- M10 Asphalt Shingle Roofing - Dark Grey
- M11 Windows - White Frames & White Trim
- M12 Exterior Doors - White Frames / Painted Panel

NOTE: Refer to '3D Views' for allocation of materials.

ISSUE DATE

ISSUE	DATE
Development Review	September 19, 2024

DRAWN BY: M.L.C.I.

DATE: September 19, 2024

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

AVEX
ARCHITECTURE

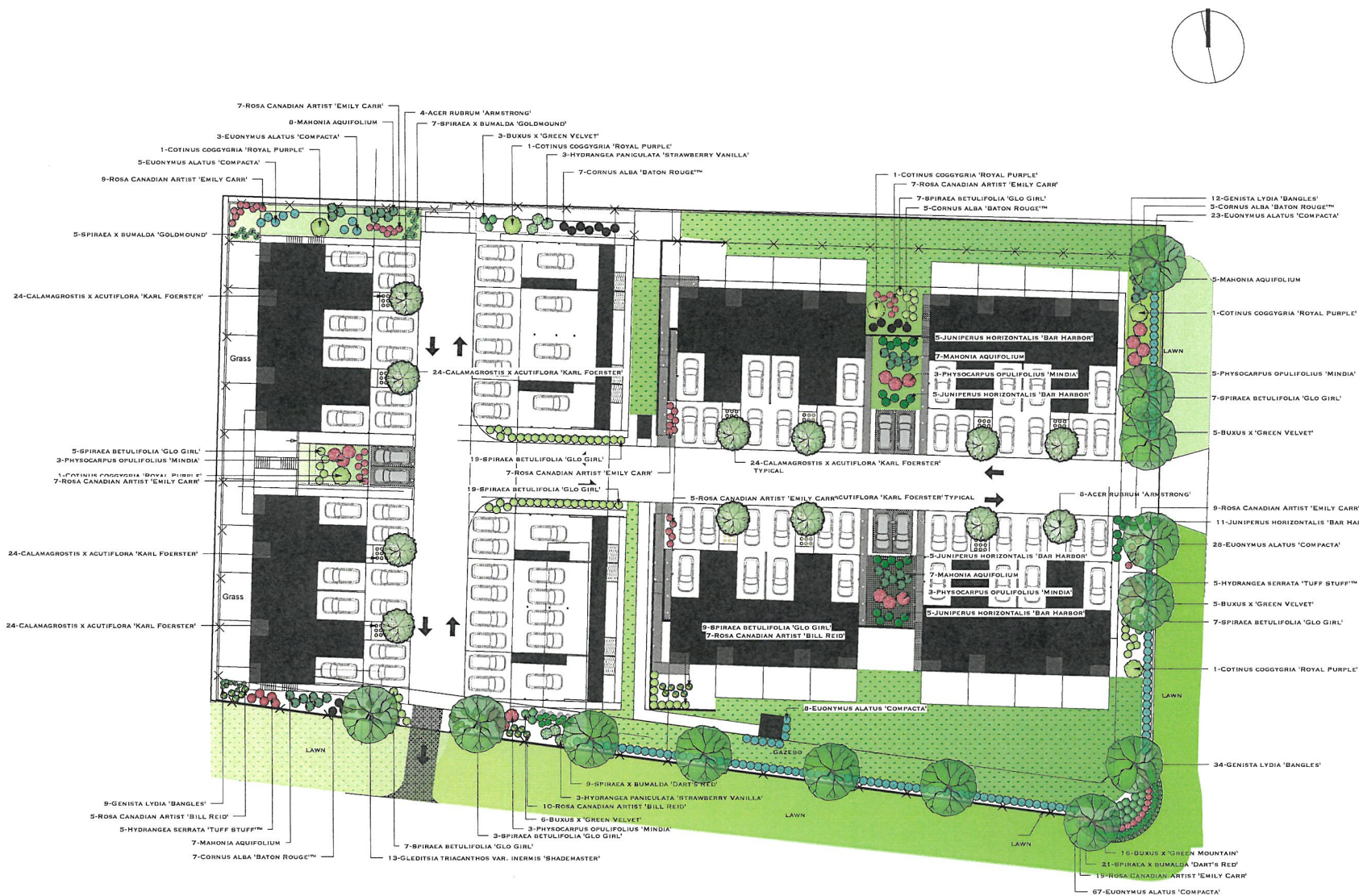
4168 - 48 ST. NE
PO BOX 2350
SALMON ARMS, BC V1E 4R3
Mark Lovett, Architect ABC
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PROJECT: 20-020
BC Housing / CMHA
Development
Townhome
Unit Types '3a' & '3b'
(5-Plex w/ 1 Suite Included)

18th Street N.E.
Salmon Arms BC

DRAWING TITLE:
ELEVATIONS

DRAWING NO:
A4.6



DP Revisions	4Dec2024
DP Submission	12 Sept 2024
DP Submission	30 August 2024

DESIGNER	ER
DATE	August 2024
SCALE	1:250

ERIC REYNARD
Landscape Architect

Eric Reynard BCALA CSLA
497 Malvern Road • Oakridge, BC V8W 1V3
Phone: 604.763.4460 • www.ericreynard.com

1141 18TH ST NE
SALMON ARM, BC

LANDSCAPE PLAN

L.O1



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Development Services
 DATE: 26 September 2024
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **CanZea Development Ltd.**, 1350 Kinross Place, Kamloops, BC V1S 0B8
 APPLICANT: **Naomi Hori and Graham Richardson**
 SUBJECT: **DEVELOPMENT PERMIT APPLICATION No. DP-459**
 LEGAL: Lot 3 Section 24 Township 20 Range 10 W6M KDYD Plan 1978
 Except Plan KAP54560
 CIVIC: **1141 – 18 Street NE**

Further to your referral dated September 13 2024, we provide the following servicing information, based on the 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 4293. 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 (ESC) measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4293. 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 FILE: DP-459

September 26, 2024

Page 2

9. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of 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. 11 Avenue NE, on the subject property's southern 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. 11 Avenue NE 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-3. Upgrading may include, but is not limited to, davit street lighting, fire hydrants and boulevard grading. Owner / Developer is responsible for all associated costs.
3. 18 Street NE, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 3.36m of additional road dedication is required (to be confirmed by a BCLS).
4. 18 Street NE 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, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. The Laneway on the subject property's northern boundary requires 10.0m road dedication. Available records indicate that 4.0m of additional road dedication is required (to be confirmed by a BCLS). At this time a 4m wide Road Reserve would be acceptable since widening of the laneway is considered unlikely in the near future.
6. The Laneway is not constructed to any standard, however, since it is currently only being used as a private driveway, no further upgrades are required.
7. Owner / Developer is responsible for ensuring all boulevards and driveways on City right of way are graded at 2.0% towards the existing roadway.
8. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 11 Avenue NE and 18 Street NE.
9. Access shall be restricted to 18 Street NE only. However, the Engineering Department may accept a right out only exit onto 11 Avenue NE, subject to approval of the detailed design.

DEVELOPMENT PERMIT APPLICATION FILE: DP-459

September 26, 2024

Page 3

10. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The subject property fronts a 450mm diameter Zone 1 watermain on 11 Avenue NE and a 150mm diameter Zone 2 watermain on 18 Street NE. No upgrades will be required at this time.
2. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-11) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at time of Building Permit, at the owner/developers cost.
3. Bare Land Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that the existing property is serviced by a service of unknown size from the 150mm diameter watermain on 18 Street NE. This service is to be removed at the water main at the Owner / Developer's cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 11 Avenue NE and a 150mm diameter sanitary sewer on 18 Street NE. Since the 18 Street NE sewer terminates at the top of the hill and there are no further properties served, no upgrades will be required.
2. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.

DEVELOPMENT PERMIT APPLICATION FILE: DP-459

September 26, 2024

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3. Records indicate that the existing property is serviced by a 150mm service from the sanitary sewer on 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

Drainage:

1. The subject property fronts a 525mm diameter storm sewer on 11 Avenue NE. No upgrades will be required at this time, however extension of the Storm sewer up 18 Avenue NE may be required for road drainage.
2. Records indicate that the existing property is not connected to City storm.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The parcel shall be serviced 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:

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



Chris Moore
Engineering Assistant



Jenn Wilson P.Eng.
City Engineer

Present: Al Waters (Panel Member)
Verna Burton (Panel Member)
Bill Laird (Panel Member - Chair)
Trent Sismey (Panel Member)
Dennis Lowe (Panel Member)
Chris Larson (staff)

Application No. DP-459
1141 18 Street NE - CanZea DEV Ltd

The application was reviewed by the DRP. The DRP noted that it would be nice to maintain some of that tree maturity to provide some continuity with the existing neighbourhood streetscape and suggest that there may be an opportunity to maintain the mature Locust trees on the Southeast corner. Furthermore, noting there is some limited greenspace provided, some form of playground feature might be considered as this proposal is intended for families. Regarding the retaining wall, the proposed textured lock-blocks will be more aesthetically-pleasing than typical lock-blocks and are supported by the DRP, and the DRP also noted that consideration should be made for the new 11 Avenue multi-use path.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-459 as presented with the following conditions:
including screening for exterior carports, and
including additional street trees.


Endorsed on behalf of Design Review Panel



September 13th, 2024
 Canadian Mental Health Association – Shuswap/Revelstoke
 433 Hudson Avenue NE
 Salmon Arm, BC V1E 4S1

RE: New Construction of 40 New Affordable Housing Townhomes at 1141 18th Street NE, Salmon Arm

Dear Neighbours,

The Canadian Mental Health Association Shuswap-Revelstoke (CMHA) is excited to share our plans for the development of 40 new townhomes of affordable family housing at 1141 18th Street NE, in Salmon Arm. Once approved, these new affordable units will include a mix of studio, one-, three-, and four-bedroom units, and will be constructed to meet the needs of families, seniors, and people with disabilities living in the Salmon Arm community. In response to the growing demand for affordable and adequate housing in Salmon Arm, especially for families, these townhomes will directly address the increasing need and complement the growing and vibrant neighbourhood.

CMHA is a trusted non-profit organization and charity that has been serving the community for over 40 years. Since its inception, the Society has been dedicated to enhancing the mental health and well being of all, with the belief that safe, affordable housing is a crucial social determinant of health. With a long-standing commitment to supporting community members through a range of services and programs, CMHA has extensive experience providing quality and affordable housing across our community.

Our recent developments include the opening of Larch, Birch, and Cedar Place, as well as Marshlands. Expanding the range of housing options CMHA provides, the proposed 40 new units will specifically provide affordable housing for the Salmon Arm community. Today, CMHA currently owns and efficiently operates over 320 homes across the housing continuum, and is committed to providing the same quality of service for the new homes at 1141 18th Street, NE. These homes are independent affordable rental housing and are not providing on-site support or shelter services.

The new affordable housing project at 18th Street NE, once approved, will be funded through BC Housing's Community Housing Fund, a \$4.4-billion investment to build and operate more than 20,000 affordable rental homes for people with low and moderate incomes. This includes \$3.3 billion in capital funding plus \$1.1 billion in operational funding. BC Housing is partnering with CMHA on this important project in Salmon Arm. As the mental health and well being of individuals and communities cannot be addressed without access to secure and adequate housing, the development of 40 affordable housing units will offer a safe and affordable space where residents of Salmon Arm can thrive.

If you have any questions or would like more information about the project, please do not hesitate to reach out to CMHA at info.sr@cmha.bc.ca.

Sincerely,

Canadian Mental Health Association Shuswap Revelstoke
 E: info.sr@cmha.bc.ca | P: 250-832-8477
www.shuswap-revelstoke.cmha.bc.ca



Project Location	<ul style="list-style-type: none"> • 1141 18th Street NE, Salmon Arm BC Unceded Territories of the Secwépemc Nation
Building Size	<ul style="list-style-type: none"> • 49,448 sq. ft. Eight Townhouse Buildings
Total Units	<ul style="list-style-type: none"> • 40 Units Studio, One-bedroom, Three-Bedroom, and Four-Bedroom Units
Project Occupancy Date	<ul style="list-style-type: none"> • Estimated 2027
Target Population	<p>Families with low-to-moderate incomes</p> <p>People with Disabilities</p> <p>Seniors with low-to-moderate incomes</p>
Project Details	<p>This project will be comprised of eight wood frame, multi-residential, town house buildings, with a mix of studio-to-four-bedroom units constructed to meet the housing needs of seniors, families, and people with disabilities. Consisting of two 4-plex, four 5-plex, and two 6-plex buildings, the buildings will be situated at different elevations due to sloping, with on site driveway, carport, and guest parking stalls.</p>
Amenities and Services	<p>Each Town Home will have in suite storage and laundry, as well as access to a shared outdoor green space for tenants. The site is located in close proximity to green spaces, bike and transit routes, and within a 1km distance to a commercial center, recreational center, schools, the Hospital, the City Centre, and many other services.</p>
Project Team	<p>Canadian Mental Health Association Shuswap Revelstoke</p> <p>CanZea Developments</p> <p>Avex Architecture</p> <p>M'akola Development Services</p>



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Zoning Bylaw Amendment Application No. 1300 & Development Variance Permit
Application No. 606

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023
Civic: 811 – 28 Street NE (formerly 821 & 861 - 28 Street NE)
Owner: Fireside Electric Ltd., Thompson J.
Agent: Crowne Pacific Development Corp. / Giese B.

Date: October 7, 2024

Executive Summary/Purpose:

This proposal is requesting a rezoning amendment from C-3 to C-6 in order to construct a 6 story mixed-use building including purpose built rental units.

Two variances are requested to Zoning Bylaw No.2303:

- 1) Section 4.12.(a) - Height of a retaining wall and fence from 2m to 3m.
- 2) Section 20.5 - Maximum height increase from 19m to 20m.

Motion for Consideration:

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 from C-3 (Service Commercial) to C-6 (Tourist / Recreational Commercial);

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

- a. The consolidation of the subject parcels;
- b. The Registration of a Land Title Act Section 219 Covenant on the Title of the subject parcel restricting residential use to Rental Housing; and
- c. Ministry of Transportation and Infrastructure approval.

AND FURTHER THAT: Development Variance Permit No. 606 be authorized for issuance for the subject parcel(s) subject to the final approval of Zoning Bylaw Amendment Application No. 1300 by Council to vary the provisions of Zoning Bylaw No. 2303 as follows and as shown in Appendix 10 attached to the staff report dated October 7, 2024:

Section 4.12.1a – increase the maximum height of a retaining wall and fence in an interior yard from 2.0 metres (6.5 feet) to 3.8 metres (12.5 feet); and

Section 20.5 – increase the maximum height of a principle building from 19 metres (62.3 feet) to 20 metres (65.62 feet) in accordance with the attached drawings.

Staff Recommendation:

THAT: The motion for consideration be adopted.

Proposal:

This proposal is requesting a rezoning amendment for two parcels from C-3 to C-6 in order to construct a 6 story mixed-use building including purpose built rental units.

Two variances are requested to Zoning Bylaw No.2303:

- 1) Section 4.12.(a) - Height of a retaining wall and fence from 2m to 3m.
- 2) Section 20.5 - Maximum height increase from 19m to 20m.

Background:

The two subject parcels are approximately one acre in area within the commercial area of 9 Avenue NE, south of the Trans Canada Highway, between the Recreation Centre and arena grounds to the west and south, with 30 Street NE and Trans Canada Highway commercial area to the east and north (see Appendix 1 and 2). The parcels are designated Commercial – Highway Service / Tourist (HC) in the City’s Official Community Plan (OCP) and currently zoned C-3 (Service Commercial) in the Zoning Bylaw (Appendix 3 and 4). The purpose of this application is to rezone the subject parcels to allow for potential future mixed commercial and residential use, as described in the design rationale provided and shown in the attached development concept which would require consolidation of the parcels (Appendix 5). The C-6 zone regulations are attached (Appendix 6).

The subject property is located within the commercial corridor east of the City Centre to 30 Street NE as identified in the OCP, an area characterized by residential, commercial and institutional uses. The Zoning Map attached shows the mix of zones in the immediate area, predominantly Commercial (C-3 and C-6) and Institutional (P-1) zones. Adjacent zoning and land uses include the following:

North:	C-6	Commercial
East:	C-3 and R-10	Commercial with Residential beyond
West:	P-1	Institutional
South:	P-1	Institutional

The subject parcels are adjacent to the Recreation Centre complex to the east and south, with the access route running along the south parcel line. It is important to note that what appears to be a road along the south parcel line of the subject parcels is not actually a dedicated roadway, but is an access route internal to City lands.

One of the subject parcels is currently vacant while the other contains an existing single family dwelling, as shown in site photos attached (Appendix 7).

Relevant Policy(ies):

OCP POLICY

The subject parcels are within a Commercial designated area and the proposed zoning amendment aligns with the HC (Highway Service / Tourist Commercial) designation in the OCP. This amendment would align with the Commercial Objectives and Policies listed in OCP Section 9, which include supporting commercial uses within the primary commercial areas of the City.

The proposed zoning amendment would also align with the OCP's Urban Residential Objectives listed in Section 8.2 and the Urban Residential Policies listed in Section 8.3, including providing a variety of housing types and housing options. In terms of siting, the proposal appears aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Development of the parcel is subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area and detailed consideration through the Development Permit application process.

Priority Planning and Development Review Policy No. 3.21

As a "Purpose-Built Rental Housing" application, Council's Priority Planning and Development Review Policy applies and all efforts have been made to ensure this proposal advances to meet prescribed timelines. In order to qualify as a priority application, the rental housing element must be secured.

The requirement of a Section 219 covenant restricting the residential use to rental housing secures the City's interest at this Zoning stage.

At the development permit stage, a Housing Agreement and related covenant will be required to further secure the rental housing element of this proposal. Under Section 483 of the Local Government Act, a Housing Agreement is a tool that can include provisions that cannot be included as zoning requirements or enforced under a covenant, including terms and conditions regarding housing units such as the form of tenure. Notice must be filed in the Land Title Office that the land is subject to a Housing Agreement, and this notice will appear on the title, binding the property owner.

The agreement would be registered as both a covenant under section 219 of the Land Title Act and as a Housing Agreement under section 483 of the Local Government Act as combined companion instruments to secure the rental units into the future.

Referral Comments:

Ministry of Transportation and Infrastructure

Preliminary approval has been granted as of September 3, 2024 (Appendix 8).

Engineering Department

No concerns with rezoning. Servicing requirements for future development have been provided to the applicant. Comments attached (Appendix 9).

The proposed development includes two access/egress points from the subject parcels to 8 Avenue NE. 8 Avenue NE is designated as a constructed but not dedicated Road. The land is public road maintained for access to the Recreation Centre, Curling Rink, Rogers Arena and Okanagan College. The future Road is to be dedicated and constructed to a Local Road standard, a total of 20m width centred on the existing road centreline.

In order to proceed to the Building Permit stage, the proposed development must access via a dedicated Road. At this time initiating the dedication of the entire length of 8 Avenue NE is premature for the City. The owner will be responsible for all associated legal and survey costs to complete the dedication of 8 Avenue NE along the south property line of the subject parcels. In addition to the dedication of the constructed portion of road, the owner will be required to provide the necessary Road dedication along the frontage.

BC Hydro

Right of way required prior to development.

Planning Department

The surrounding neighbourhood has been undergoing slow development, moving from a mix of older single family housing residential development, towards newer commercial and institutional development. Staff note that this proposal would not alter the amount of commercial land base within the City, rather it would offer a shift from the vehicle-oriented service and storage commercial uses of the C-3 zone, to the C-6 zone which offers more options for mixed commercial uses with residential use above. Residential use is permitted across the majority of the Commercial Zones, including the C-1, C-2, C-2(A), C-3, C-5, C-6, and C-10 zones. Typically, this is within a mixed-use building, with upper level residential use complimenting ground-level commercial use, as proposed.

Aligned with the mixed use development concept proposed, the C-6 Zone has a number of more flexible regulations relative to the C-3 Zone. These include a more permissive maximum height allowance (19 m versus 10 m in C-3), and more lenient setback requirements (including no front setback requirement versus 6 m in C-3). These are in keeping with the intent of the C-6 Zone to accommodate pedestrian oriented businesses with a mixture of land uses in an integrated manner. Staff note that the C-6 Zone is more supportive of residential use as the increased building height allows for additional upper floor dwelling units.

The residential element of this proposal generally aligns with the strategic themes identified in the Salmon Arm Community Housing Strategy considering density and diversity that fits with the character of the community, and developing opportunities to address rental housing needs. Within the Community Housing Strategy, Apartment Building Housing accounted for 13% of the housing stock within Salmon Arm (2016).

The intent for the subject parcel under application is illustrated by a development concept attached as Appendix 5. Future development of the parcel would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area (provided to applicant), with future development requiring review through a form and character Development Permit application.

Variances

Two variances have been requested at this stage, an increase to the maximum permitted principle building height and an increase to the maximum combined height of a retaining wall and fence.

These are shown in the development concept drawings (Appendix 5) and detailed in Appendix 10.

Retaining Wall and Fence Variance

The proposed retaining wall and fence runs north-south across the western portion of the parking area, supporting the central parking area. It is subject to Zoning Bylaw Section 4.12.1a, with the request to increase the maximum height of a retaining wall and fence from 2.0 metres (6.5 feet) to 3.8 metres (12.5 feet) in accordance with the attached drawings. The retaining wall is proposed to be 2.5 metres in height, with a 1.07 metre guardrail set on top. In reviewing this request staff have considered that the wall is a reasonable height relative to development on the site and is of a size that is consistent with similar walls in this general area, with a form that appears to reasonably align with the proposed building on the site. The position of the wall does not significantly affect the streetscape, and the slope over the site presents a reasonable rationale for such a wall and fence. The fence serves as a “guardrail” on top of the wall for safety purposes and is proposed to be open and visually light to avoid creating any sort of screen or physical barrier. Considering these factors, staff are not concerned with this requested variance.

Building Height Variance

With respect to building height and the request to increase the maximum height of a principle building, staff note that the increase from 19 metres to 20 metres equates to an approximately 5% increase and is by definition “minor” (less than 15% as per the Development Procedures Bylaw). Furthermore, the proximity of the proposed building to the existing adjacent uses (i.e. Roger’s Rink, curling rink, and college) help to isolate the impact of the proposed building from different potentially more sensitive uses (i.e. residential neighbourhood to the south and southeast).

CONCLUSION

The OCP Highway Commercial designation supports the proposed C-6 zoning. The subject parcel is considered by staff to be well-suited for the proposed C-6 uses, being well positioned within the uptown commercial area, within close proximity to services and facilities, the Trans Canada Highway and closely connected to the active transportation network and the recreation complex. Staff view the proposed Zoning Bylaw amendment as presented to be consistent with OCP residential objectives and policy, as well as the Community Housing Strategy, supporting housing diversity and an additional housing format. The proposed C-6 zoning of the subject property is consistent with the OCP and is therefore supported by staff.

Staff consider the variance related to building height to be minor, while the requested retaining wall and fence request is seen to be reasonable within the context of the site and proposal. Staff have no concerns with the variances requested.

As previously noted, development of the parcel would be subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area and detailed consideration through the Development Permit application process.

Financial Considerations:

N/A

Committee Recommendations:

N/A

Public Consultation:

Related to ZON-1300, pursuant to the *Local Government Act* bylaw amendment notices are mailed and hand delivered to occupiers and land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper. The notices advise of the date that Council is to consider first reading of the bylaw. Given that the subject property is within the Urban Containment Boundary, the OCP designation is consistent with the proposed zoning and the purpose of the rezoning is largely to provide residential units, Council is prohibited from holding a Public Hearing on the bylaw.

Related to VP-606, pursuant to the *Local Government Act* and City of Salmon Arm Development 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 evening session Hearing and information regarding attending the Hearing. It is expected that Council will consider issuance of this Development Variance Permit following the adoption of the associated zoning amendment bylaw.

Alternatives & Implications:

N/A

Prepared by: Senior Planner

Reviewed by: Manager of Planning and Building

Reviewed by: Director of Planning & Community Services

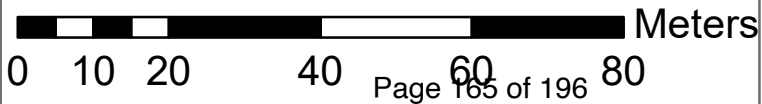
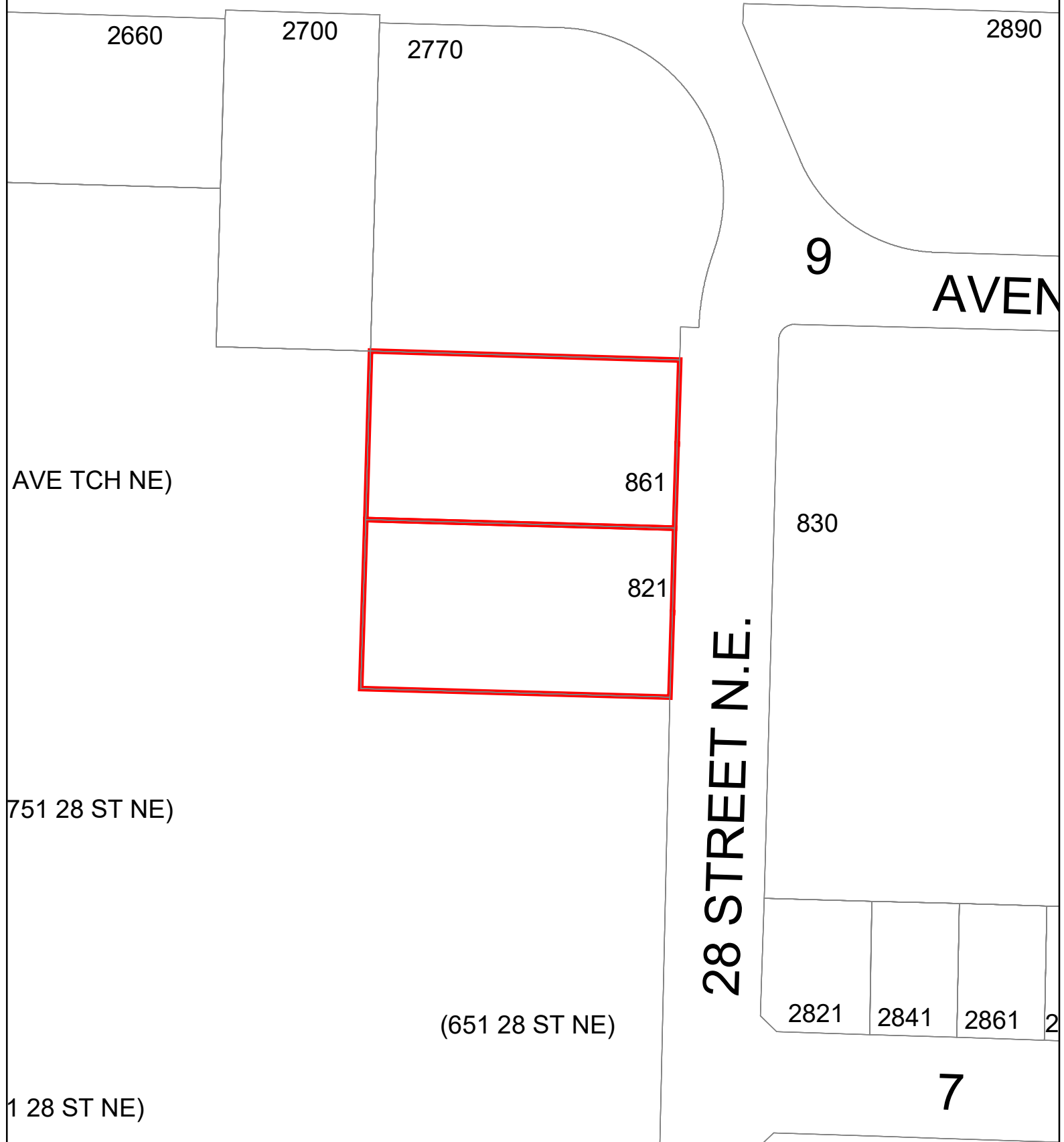
Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Location
- Appendix 2 – Aerial
- Appendix 3 – OCP
- Appendix 4 – Zoning
- Appendix 5 – Letter and Site Plans
- Appendix 6 – C6 Zone Regulations
- Appendix 7 – Site Photos
- Appendix 8 – MOTI
- Appendix 9 – Engineering Report
- Appendix 10 – Variances

Subject Property Map

Appendix 1



Legend

 Parcels

 Subject Property

Ortho Map

2801

2660

2700

2770

2890

9

AVE

0 AVE TCH NE)

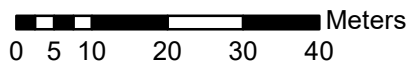
861

830

821

28 STREET N.E.

(751 28 ST NE)



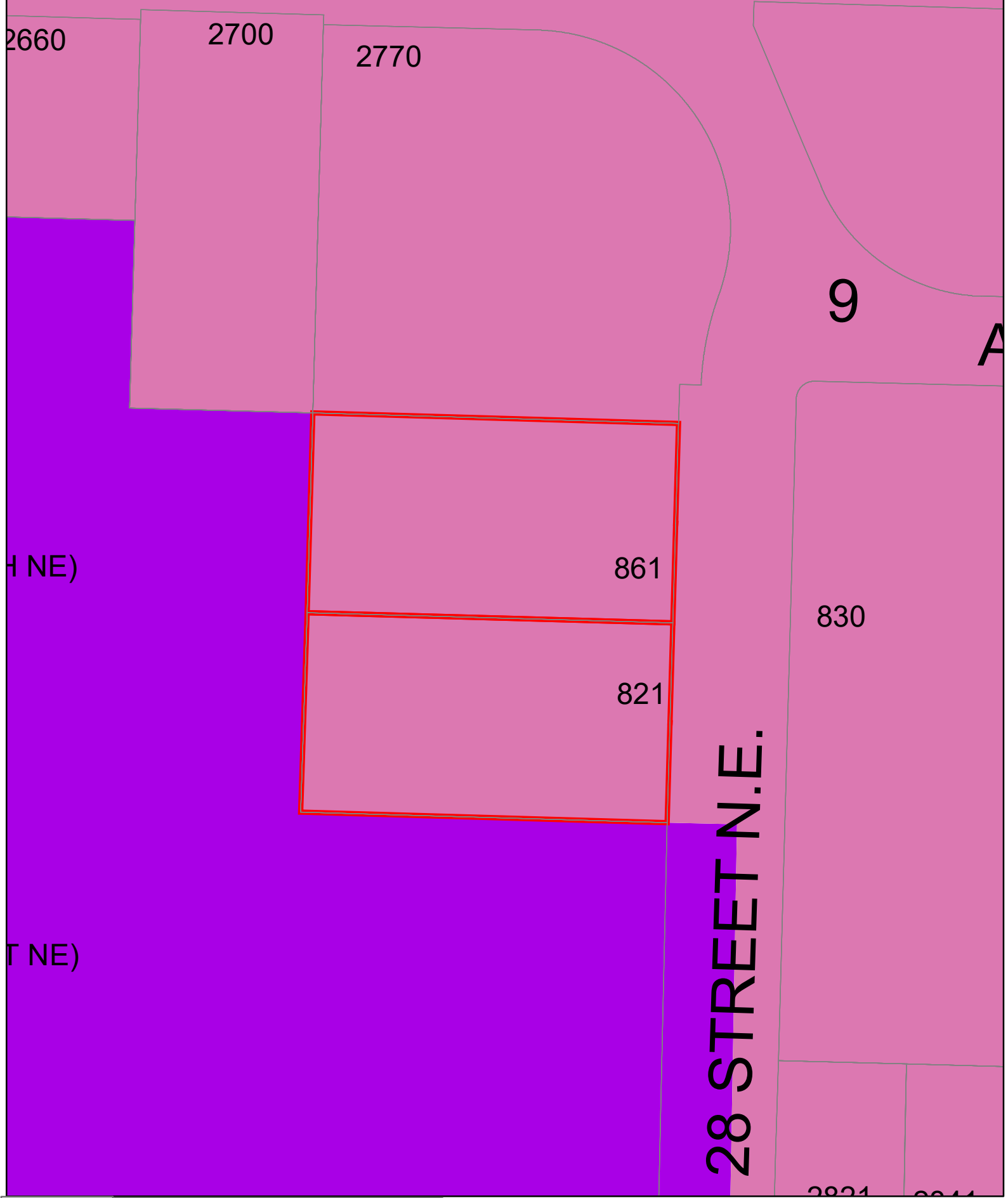
Legend

 Parcels

 Subject Property

OCP Map

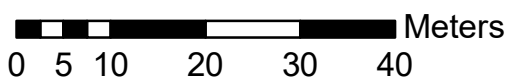
Appendix 3





H NE)



T NE)

28 STREET N.E.



Legend

-  Parcels of 196
-  Subject Property

-  Institutional
-  Commercial - Highway Service / Tourist

Zoning Map

Appendix 4

2660

2700

2770

9

H NE)

861

830

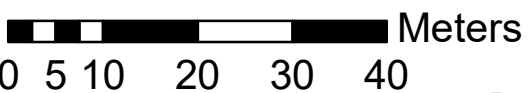
T NE)

821

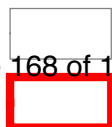
28 STREET N.E.

2821

2841

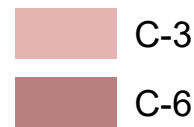


Legend



Parcels

Subject Property



C-3

C-6



P-1

R-10



September 6, 2024

DESIGN RATIONALE
The HUB, Salmon Arm, BC
Project: #24025

The Design team of this project respectfully acknowledges that the land on which we propose to build these homes is on the unceded traditional territory of the Secwepemc Peoples, the traditional keepers of this land.

WA Architects Ltd.

| PRINCIPALS

Neil Banich
DESIGN DIRECTOR

Joel Smith
ARCHITECT AIBC, AAA, SAA, AIA

David Echaiz-McGrath
ARCHITECT AIBC, AAA, SAA

Barry Weih
PRINCIPAL (HONORARY)
ARCHITECT AIBC, AAA,
SAA, LEED AP

| STUDIOS

VAN
950 — 1500 W Georgia Street
Vancouver, BC V6G 2Z6
604.685.3529

VIC
104 — 3212 Jacklin Road
Victoria, BC V9B 0J5
250.391.4933

wa-arch.ca

We are building communities.

Site Context

The proposed six (6) storey purpose-built rental housing development to be situated on a two (2) lot consolidation is located in a well-developed area adjacent to the Trans-Canada Highway. Directly flanking the two (2) properties to the South and West are institutional zones, with the North and East being of the same commercial zoning for highway services and tourists. There is also a community park and medium density residential lots in the immediate vicinity. The site is within a one-minute cycle to major bicycle routes and is sited next to major transit and urban arterial corridors, giving it easy access to both motorized and non-motorized transportation networks. In addition, the surrounding area is well-supplied with retail and commercial services, schools, parks, recreational centres, and other various amenities and employment opportunities, all within a short walking distance. Given the growing nature of the City and its demographic, a multi-family rental housing development is an appropriate response to this central neighbourhood.

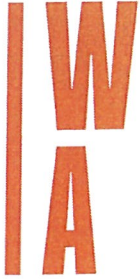
Land Use

We are seeking to consolidate two (2) lots and rezone the site from C3 to C6 (Tourist / Recreation Commercial Zone) on the recommendation of the Salmon Arm Planning Department. The C6 zoning will follow the general trend for the City's commercial areas and will support the current proposal for this site. The existing property at 861 28th Street Northeast is a vacant lot with little vegetation, but for some abutting property line trees and shrubbery, and the property at 821 28th Street Northeast is of a single-family dwelling. This development proposal supports the densification of land use within an already highly developed area of the City, with the aim to increase the variety of available housing types.

Project Statistics and Programming

The two (2) lot consolidation development at 861 and 821 28th Street Northeast will consist of one six (6) storey wood-frame residential program. The total proposed 73 purpose-built rental units have a mix of one (1) and two (2) bedrooms, with a total of nine (9) different unit types. Of the 29 (40% of the total) 1-bedroom units, the majority (at 83% or 24 units) have an additional den space, divided between two (2) unit types of 642 ft² and 766 ft², with the remaining 5 units at 594 ft². The 2-bedroom units boast six (6) different unit types, ranging in size from 805 ft² to a generous 1099 ft². While all 2-bedroom units have 2 baths, almost half also enjoy a den. With this mix, the development will provide a total of 61,594 ft² (5,722.27 m²) of rentable area.

Residential parking will be provided for through a combination of below grade (35 stalls) and on-site surface (82 stalls) parking. In consideration of grade changes, access to surface parking will be incorporated into two levels, with entry points off the two-way paved municipal road running the length of the South side of the development. Ramp access to the underground parkade will be provided for from the lower surface



parking level, in the far Northwest corner. A retaining wall will be added between the upper and lower surface parking areas given the ground elevation changes and also act as an attractive feature wall that will coordinate with the building façade.

To give maximum street exposure and visual appeal, the building is front facing along 28th NE Street, with the parking in behind the building, hidden from the street view. Raised planters will line the sidewalk and act as a buffer between the public realm and private patios of the residential units at grade. A tiered exterior aspect has been included at the partially exposed underground parkade on the building's North face, with the additional advantage of inserting greenery along North property line.

At grade, an office space measuring 1254 ft² will be occupied by Veyron Properties Ltd. and will serve as their regional office, in the service of the public of Salmon Arm. Adjacent to this office space is a semi-private facility at 1362 ft². This is programmed for a work café in recognition of the global and local trends towards remote working, and which provides some limited access to the residents' guests. Both spaces are strategically placed at the corner of the building and are directly accessible from 28th NE Street to boost engagement and collaboration at this junction.

There is also an immense recreational amenity programmed for, boasting two areas: an outdoor space of 1649 ft² and an indoor space of 998 ft², positioned together on the top floor. These amenity provisions enhance the overall useable space for residents and their guests and expand upon the liveability of the private units.

Development Permit Variances Requested

Building height Variance (CoSA Zoning Bylaw 2303 – 20.5)

The proposal is seeking a relaxation of 1 m with respect to building height. To achieve the desired number of storeys in order to maximize the provision of more diversified housing stock in an already well-developed area, and in consideration that this request is only a 5% increase on permitted height, it is hoped that it will be met in the spirit of supporting urban containment.

Retaining wall Variance (CoSA Zoning Bylaw 2303 – 4.12)

The proposal is seeking a relaxation of 1.71 m with respect to the rear lot retaining wall and guardrail. In order to accommodate the building's accessibility needs and street access grades for vehicles, given the sloping terrain, a higher retaining wall was deemed structurally necessary. To minimize the visual impact of the wall, we have added some architectural treatments. Notably as well, this request includes the guardrail (1.07 m), which may seem to fall into the fence category. However, given that the guardrail is not used for screening, but is only in place for public safety and is designed to be visually light, offering almost unobstructed views, it is hoped that its inclusion not be considered when visualizing the overall impact of the retaining wall.

Form and Character

The design of this building was carried out with meticulous attention to detail. The inspiration was to create a striking departure from the basic, yet still provide highly useable and accessible spaces. To achieve this, the visual massing is articulated with a mingling of recessed and cantilevered projections and balconies, along with the incorporation of continuous decking, that extend upon the lines and offset the varying rectangular projections of the discrete components. Moreover, the interplay of angles along the façade and at grade not only provide eye-catching features, but also accentuate the differing aspects of the building. All together, this creates a decidedly effective relief along the building's exterior.



The stacking of units on the front right half, with contrasting colouration, produce a townhouse feel at the first four levels, which then, given the eyebrow separation for the upper two levels aids in conferring a welcoming, less imposing appearance at the pedestrian scale. When this is juxtaposed with the geometrical prominence of the left half, the non-uniformity provides intrigue that draws the eye across the length of the structure. The addition of colours and shading highlight the series of components in the horizontal plane, as well as the entrances and amenity and office spaces, while the darkening at the sides and recesses draw one to the vertical plane. These together spotlight the distinctive details of the massing and articulation and provide sufficient variation to make the building a visual interest piece.

The large glazing on the Southeast corner of the building will serve to activate the street corner at the pedestrian scale. At grade units are provided with landscaping buffers for screening from the sidewalks and for screening the generous terraces of the front facing units, but with enough separation to allow for a private entrance into those spaces. Notably as well, the planter boxes follow the angling of the projected amenity spaces at grade and the coordinated angled aesthetic of the stepped back upper levels. The distinctive cantilevering of the top-level outdoor amenity space, while providing for a larger area, at the same time respects the angling of the South end of the building. This aids in finishing off this very distinguishing offset feature of the visual massing that wraps around the South side of the building.

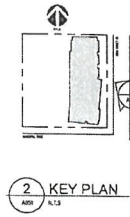
The East or rear-facing side of the building is guided by the same concepts as the other faces, giving the building a modern feeling of artistic imbalance, yet with an overall engaging effect of balance. The strategic lining and placement of landscaped features along and around the surface parking, as well as the texturized and creatively detailed retaining wall, complete the area.

Regional Growth

Being the largest community in the Shuswap region, Salmon Arm serves as the economic and commercial centre of the area. Combine this fact with its picturesque setting along the shores of the breathtaking Shuswap Lake and surrounding majestic mountains and sweeping valleys, the city is a highly attractive place to settle.

Statistics show that the community is growing and is in need of more diversified housing options, having over 50% of the housing stock currently supplied by single detached homes. This proposal aims to address this need. We firmly believe that together with the City and with the right planning and input from various professionals, this development will benefit the flourishing community. We look forward to working with the City to realize the potential of these properties.

WA Architects Ltd.



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NORTH ARROW

OWNER/CLIENT



GENERAL NOTES

NO.	ISSUED FOR REVISION	DATE	BY

1 ISSUED FOR REVISION DATE BY



CONSULTANT: 20240710



1111 550 - 1110 W. GARDNER STREET VANCOUVER, V6B 2Z6
TEL: 604-271-2112 FAX: 604-271-2113
WWW.IWAARCHITECTS.COM

PROJECT NAME
THE HUB

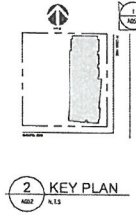
PROJECT ADDRESS
**401 & 421 24TH STREET NE
SALMON ARM, B.C.**

DRAWING TITLE
RENDERS

PROJECT NO. 24025 DRAWN BY: WPKR
SCALE: N.T.S. REVIEW BY: AE
DWG NO. A051



1 RENDER - EAST VIEW FROM 28TH STREET NE



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NORTH ARROW

OWNER/CLIENT



GENERAL NOTES

NO.	ISSUED FOR REVISION	DATE	BY

ISSUED FOR REVISION



CONSULTANT



111-116 - 1105 W. GREENWAY VICTORIA, V8G 2K4
210 - 614 - 2872 GRANVILLE ROAD VICTORIA, V8B 1J5
EMAIL: IWA@IWAARCHITECTS.COM WEBSITE: WWW.IWAARCHITECTS.COM

PROJECT NAME

THE HUB

PROJECT ADDRESS
**851 & 821 28TH STREET NE
SALMON ARM, B.C.**

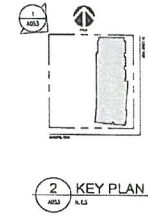
DRAWING TITLE

RENDERS

PROJECT NO. 24025 DRAWN BY: MPER
SCALE: N.T.S. REVIEW BY: AE
DATE: 2024-07-09 A052



1 RENDER - NORTH EAST VIEW
A052



2 KEY PLAN
AUG 14, 2023



1 RENDER - NORTH WEST VIEW
AUG 14, 2023

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NORTH ARROW

OWNER/CLIENT

CROWNE PACIFIC
DEVELOPMENT CORP

GENERAL NOTES

ISSUED FOR REVIEW: _____
NO. _____

DESIGNED BY: _____
CHECKED BY: _____
DATE: _____

SEAL

REGISTERED ARCHITECT
TRAVIS SCHNITZ ARCHITECT
BRITISH COLUMBIA
2022-071001

CONSULTANT

IWA
ARCHITECTS

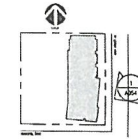
PROJECT NAME

THE HUB

PROJECT ADDRESS
841 & 821 28TH STREET NE
SALMON ARM, B.C.

DRAWING TITLE
RENDERS

PROJECT NO. 14026 DRAWN BY: MPM CHECKED BY: MPM
SCALE: N.T.S. REVIEW BY: AE DATE: 14 AUG 2023
DWG NO. A053



2 KEY PLAN
100% N.T.S.



1 RENDER - ENTRANCE VIEW FROM 28TH STREET NE
100% N.T.S.

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NORTH ARROW:

OWNER/CLIENT:



CROWNE PACIFIC
DEVELOPMENT CORP.

GENERAL NOTES

ISSUED FOR RECORD	24/07/20
NO. 1538E	YARD



CONSULTANT: 2020/07/00

IWA ARCHITECTS

111 130 - 1310 W. BRIDGE STREET VANCOUVER, V6G 2E4
111 130 - 2812 GRANVILLE ROAD VICTORIA, V8M 1G7
604.685.3302 | info@iwaarchitects.com | www.iwa.ca

PROJECT NAME:
THE HUB

PROJECT ADDRESS:
861 & 821 28TH STREET NE
SALMON ARM, B.C.

DRAWING TITLE:
RENDERS

PROJECT NO. 24025 DRAWN BY: MPER
SCALE: N.T.S. REVIEW BY: AE
DATE: 10/05/2020 A054



1 GROUND FLOOR / PARKADE PLAN

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NORTH ARROW
 TRUE

CARRIER/CLIENT
CROWNE PACIFIC
 DEVELOPMENT CORP.

GENERAL NOTES

1 ISSUED FOR RECORDING
 NO. ISSUE DATE
 SEAL

REGISTERED ARCHITECT
 BRITISH COLUMBIA
 2024-07-30

IWA ARCHITECTS

1100 BBS - 1982 St. Dunstan Street Vancouver, V6C 2E2
 604 683 3828 | 604 683 3828 | OFFICE@IWA-ARCH.COM | WWW.IWA-ARCH.COM

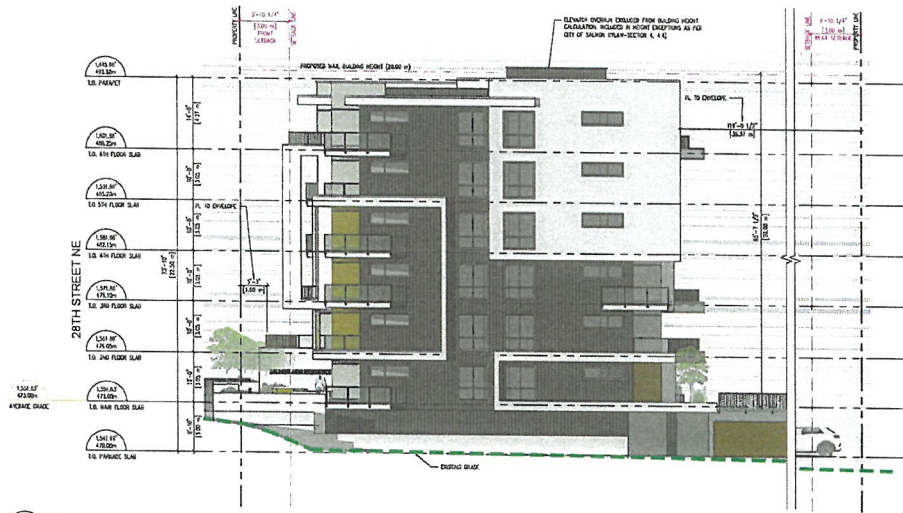
PROJECT NAME
THE HUB

PROJECT ADDRESS
 815 28TH STREET NE
 SALMON ARM, B.C.

DRAWING TITLE
**GROUND FLOOR /
 PARKADE PLAN**

PROJECT NO. 24025 DRAWN BY: MFER
 SCALE: 3/32" = 1'-0" REVIEWED BY: AE
 DATE:

A201



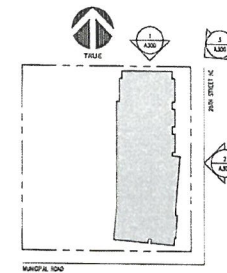
1 NORTH ELEVATION
1/4" = 1'-0"



3 NORTH-EAST VIEW
1/4" = 1'-0"



2 EAST ELEVATION
1/4" = 1'-0"



4 KEYPLAN
1/4" = 1'-0"

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NORTH ARROW

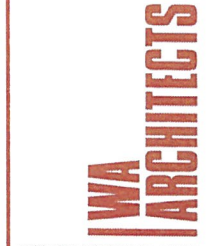
CARRIER/CITY
CROWNE PACIFIC
DEVELOPMENT CORP

GENERAL NOTES

NO.	ISSUE	DATE
1	ISSUED FOR PERMITTING	2024.07.10
2		
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CONSULTANT: 2024.07.10



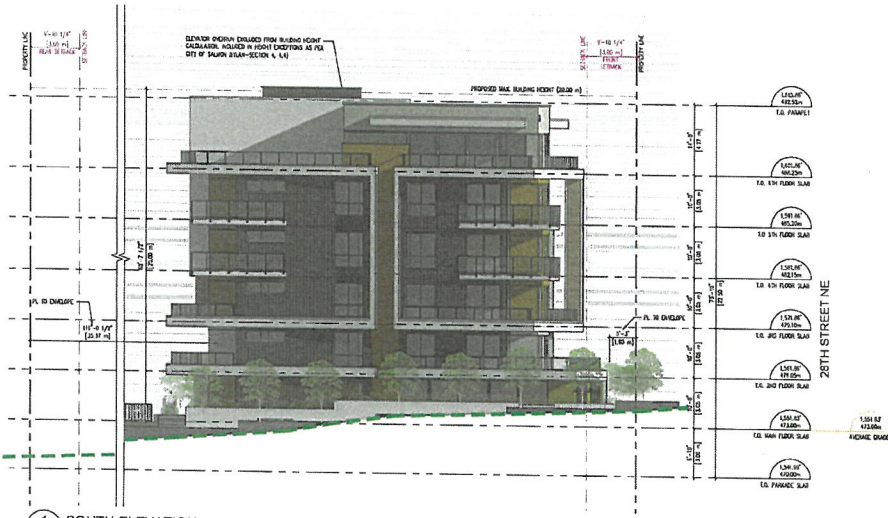
111 152 - 1522 W. GARDNER STREET VANCOUVER, B.C. V6E 2Z6
112 152 - 1212 GARDNER STREET VANCOUVER, B.C. V6E 2Z6
888.875.2512 | 604.684.4141 | www.iwa.ca

PROJECT NAME:
THE HUB

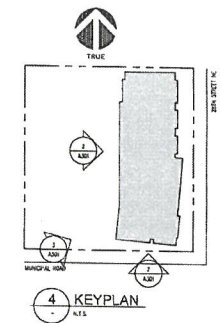
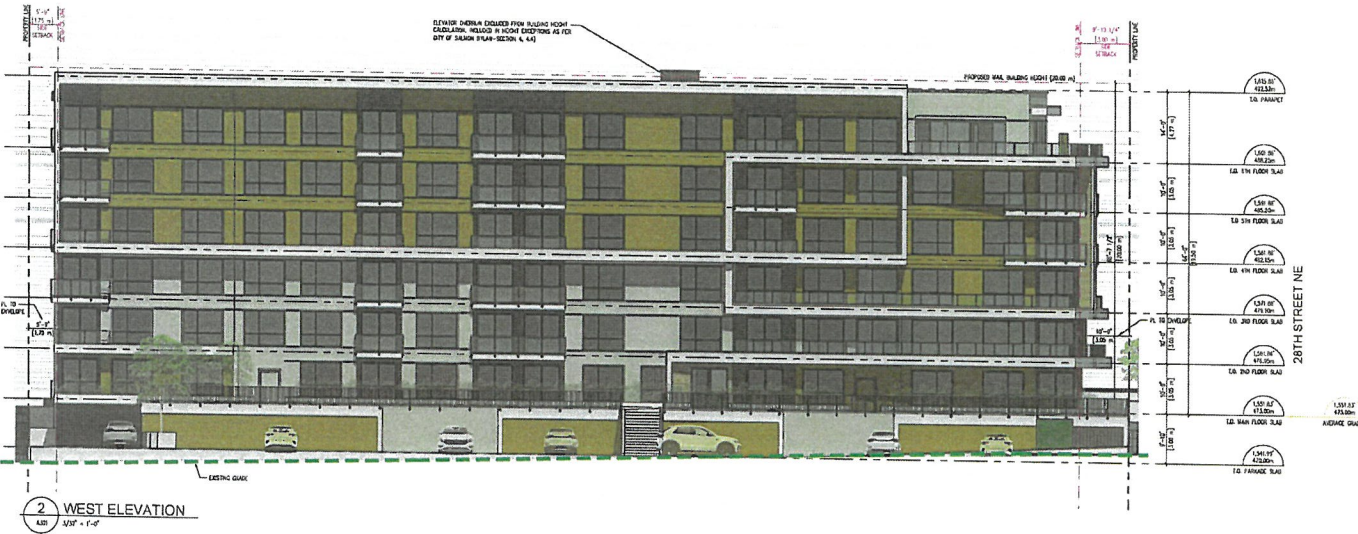
PROJECT ADDRESS:
811 & 821 28TH STREET NE
SALMON ARM, B.C.

DRAWING TITLE:
ELEVATIONS

PROJECT NO. PAGES DRAWN BY: MP
SCALE: REVIEW BY: AE
DWG NO. **A300**



3 SOUTH-WEST VIEW
ASB 1:15



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NORTH ARROW

OWNER/CLIENT



GENERAL NOTES

NO.	ISSUED FOR REWORKING	DATE
1	ISSUE	24-07-2024
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8		
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10		

REGISTERED ARCHITECT
IWA ARCHITECTS LTD
2024-07-2024



CONSULTANT: 2024-07-2024



PROJECT NAME:
THE HUB

PROJECT ADDRESS:
**881 & 821 28TH STREET NE
SALMON ARM, B.C.**

DRAWING TITLE:
ELEVATIONS

PROJECT NO. 74625 DRAWN BY: MP
SCALE: REVIEWED BY: AE
DATE: 2024-07-2024

Purpose

20.1 The C-6 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses. The area zoned C-6 is envisioned to be developed with a mixture of land uses in an integrated manner and is intended to cater to the resident and tourist alike with a small shop and resort atmosphere. *Development* within the C-6 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

Regulations

20.2 On a *parcel zoned C-6*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-6 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

20.3 The following uses and no others are permitted in the C-6 Zone:

- .1 art gallery;
- .2 banking kiosk;
- .3 boat and marine sales, repair and rental, including outside covered or screened storage;
- .4 *commercial daycare facility* #3637
- .5 convention centre;
- .6 craft making and sales;
- .7 farmers market;
- .8 *health service centre*;
- .9 *high technology research and development*; #4368
- .10 *home occupation*; #2782
- .11 *hotel*;
- .12 library;
- .13 *licensee retail store*; #3223
- .14 *mobile food vending*; #4340
- .15 motel;
- .16 museum;
- .17 night club;
- .18 *offices*; #3426
- .19 *outside vending*; #2837
- .20 parkade/off-street parking, in Areas "A", "B" and "C" [Waterfront Area] as shown on Schedule "C" attached hereto and forming part of this bylaw. #3163
- .21 *personal service establishment*;
- .22 pub;
- .23 *private utility*; #3060
- .24 *recreation facility - indoor*;
- .25 *recreation facility - outdoor*;
- .26 *resort accommodation*; #3517
- .27 *restaurant*;
- .28 *retail store*; #4005
- .29 theatre;
- .30 *upper floor dwelling units*; #2554
- .31 *work/live studios*; #3167 and
- .32 *accessory use*.

Accessory Uses

20.4

- .1 Outside storage and *warehouse* facilities are only permitted within Area "B" as shown on Schedule "C" attached to and forming part of this Bylaw. #2554 #3426

Maximum Height of Principal Buildings

20.5 The maximum *height* of *principal buildings* shall be 19.0 metres (62.3 feet). #2748

Maximum Height of Accessory Buildings

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

Minimum Parcel Size or Site Area

20.7 The minimum *parcel* size or *site* area shall be 325.0 square metres (3,498.4 square feet).

Minimum Parcel or Site Width

20.8 The minimum *parcel* or *site* width shall be 10.0 metres (32.8 feet).

Minimum Setback of Principal and Accessory Buildings

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

- .1 *Rear parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)
- .2 *Interior side parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)

Outside Storage

20.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

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



View northwest of subject parcels from 28 Street NE at the Recreation complex entrance.



View southwest of subject parcels from 28 Street NE.



Your File #: ZON-1300 & VP-606
eDAS File #: 2024-04147
Date: Sep/03/2024

City of Salmon Arm
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: Kathy Frese

**Re: ZONING AMENDMENT APPLICATION FILE NO.1300 and VARIANCE PERMIT
APPLICATION FILE NO. VP- 606**

- **PID 009-443-291, LOT 1 SECTION 13 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 12198**
- **PID 009-481-753, LOT A SECTION 13 TOWNSHIP 20 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 12005**

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

If you have any questions, please feel free to call Beth Bahm at (778) 576-1114.
Yours truly,

Beth Bahm
Okanagan Shuswap Development Services

Local District Address
<p>Salmon Arm Area Office Bag 100 Strn Main 850C 16th Street NE Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: (250) 833-3380</p>

TO: Gary Buxton, Director of Planning
 DATE: August 20, 2024
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Fireside Electric Ltd., Jerry Thompson
 APPLICANT: **Crowne Pacific Development Corp.** / Brett Giese
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO.1300 and
 VARIANCE PERMIT APPLICATION FILE NO. VP- 606**
 LEGAL: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005
 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198
 CIVIC: **861 & 821 - 28 Street NE.**

Further to your referral dated August 8, 2024, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:**

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

Comments are based on the 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 4293. 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 (ESC) measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of 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

**ZONING AMENDMENT APPLICATION FILE NO.1300 and
VARIANCE PERMIT APPLICATION FILE NO. VP- 606**

August 20, 2024

Page 2

elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

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

Roads / Access:

1. 28 Street NE, 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. 28 Street NE is currently constructed to an Interim Local Road standard. Upgrading to the current 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, and street drainage. Where three phase hydro services are located on poles, the developer is not required to relocate these underground. However hydro and Telecommunication services to the development property and to street lights must be below ground, Owner / Developer is responsible for all associated costs.
3. The property fronts onto City owned land along the southern boundary. The parcel is the recreation complex and includes internal roadways for public use, including 8 Avenue NE along the subject property's southern frontage. 8 Avenue NE, will constructed as a local roadway, is not a dedicated and the currently development layout is proposing two accesses onto the City parcel. The City will permit the proposed accesses upon dedication of the parcel land as a dedicated roadway; the applicant is responsible for all associated work and cost to complete the dedication of 8 Avenue NE across the subject parcel's southern property line within the City's parcel as well as any necessary dedication from the subject parcels. The City will require a total of 20.0m road dedication to be centred on the existing road centerline. Engineering notes that City Council will be required to sign off on the road dedication plan.
4. 8 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to the current Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to sidewalk, boulevard construction, street lighting, fire hydrants and street drainage. Owner / Developer is responsible for all associated costs
5. 3.0m by 3.0m corner cuts are required to be dedicated at the intersection of 28 Street NE and 8 Avenue NE.

**ZONING AMENDMENT APPLICATION FILE NO.1300 and
VARIANCE PERMIT APPLICATION FILE NO. VP- 606**

August 20, 2024

Page 3

Water:

1. The subject property fronts a 200mm diameter Zone 4 watermain on 28 Street NE. No upgrades will be required at this time.
2. Records indicate that the existing properties are serviced by two 19mm diameter services from the 200mm diameter watermain on 28 Street NE. All existing inadequate / unused services must be abandoned at the main. 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-11), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the high density spacing requirements of 90 meters. One additional hydrant is required at the western end of the frontage onto 8 Avenue NE.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on the west property line. No upgrades will be required at this time.
2. Records indicate that the existing properties are serviced by two 100mm services from the sanitary sewer on the west property line. Only one sanitary service to be used, all existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The subject property is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
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. The subject property partially fronts a 250mm diameter storm sewer on 28 Street NE and a 300mm storm sewer terminates at the western limit of the frontage onto 8 Avenue NE.

**ZONING AMENDMENT APPLICATION FILE NO.1300 and
VARIANCE PERMIT APPLICATION FILE NO. VP- 606**

August 20, 2024

Page 4

Extension of the storm sewer system may be required to service road drainage on the subject property's frontage.

2. Records indicate that 821 28 Street NE is serviced by a 250mm diameter service from the 300mm storm sewer on 8 Avenue NE. 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 no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020)
4. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4293, Schedule B, Part 1, Section 7 shall be provided.
5. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
6. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

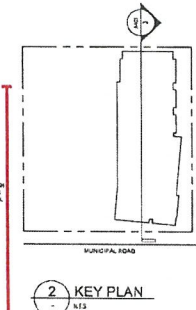
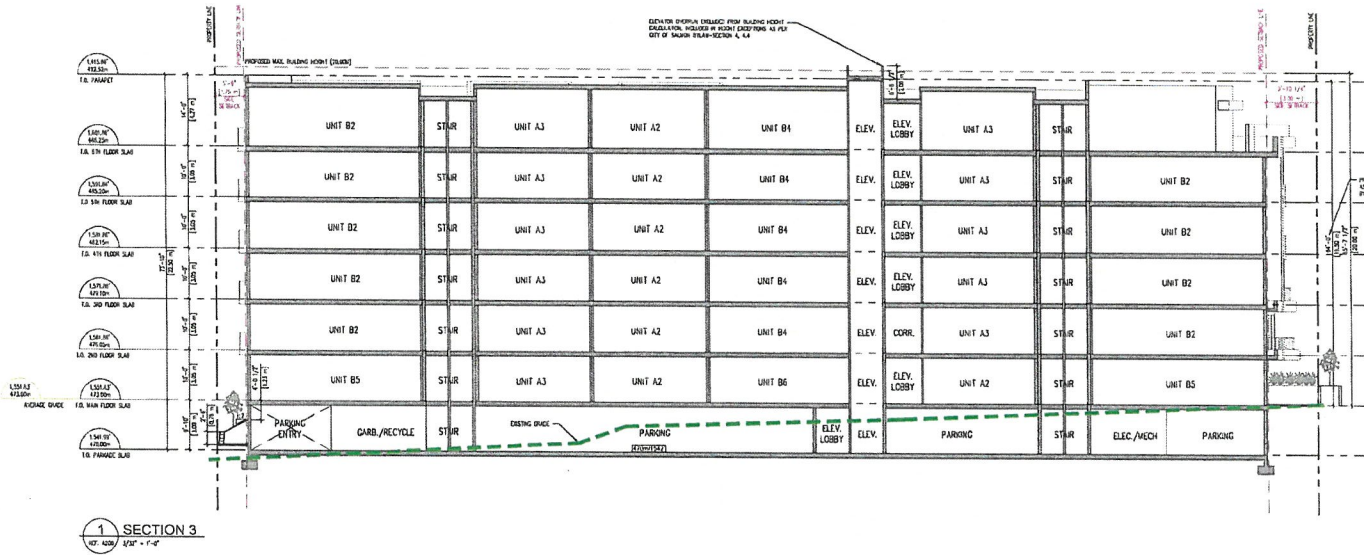
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), is required.



Chris Moore
Engineering Assistant



Jenn Wilson P.Eng.
City Engineer



Building Height Variance

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NORTH ARROWS

OWNER/CLIENT
CROWNE PACIFIC DEVELOPMENT CORP

GENERAL NOTES

1	ISSUE FOR CITY REVIEW	3/15/2025
2	ISSUE FOR PERMITTING	3/15/2025
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8	ISSUE FOR PERMITTING	3/15/2025
9	ISSUE FOR PERMITTING	3/15/2025
10	ISSUE FOR PERMITTING	3/15/2025

CONSULTANT:

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PROJECT NAME
THE HUB

PROJECT ADDRESS
351 & 321 24TH STREET NE
SALMON ARM, B.C.

DRAWING TITLE
SECTIONS

PROJECT NO: 24025 DRAWN BY: ER
SCALE: 3/32" = 1'-0" REVIEW BY: AE
DATE: 03/15/2025

